



RED
RIVER
UNITARIAN
UNIVERSALISTS

Spring Meeting May 16, 2021

Packet Contents

Official Notice and Agenda	2-3
Guidelines for holding our meeting on Zoom ...	4
Draft Minutes of the Oct 18, 2020 minutes	5
Our Meeting Covenant.....	6
Various Reports	7-9
2021-2022 Annual Goals.....	10
Financial Statements	11-13
Proposed Budget for fiscal 2019-2020	14-15
List of Candidates for Election	16
Options for Voting / Proxy Ballot	17



Notice of the Red River Unitarian Universalists

2021 Spring Meeting

Date May 16, 2021

Time 1 PM

Where Via Zoom

Join Zoom Meeting: <https://zoom.us/j/94418582309>

Meeting ID: 944 1858 2309

One tap mobile: +13462487799,,94418582309# US (Houston)

Agenda

- Lighting the Chalice
- Roll Call
- Confirm Quorum
- Guidelines for participating when meeting on Zoom
- Approval of the Oct. 18, 2020 Congregational Meeting Minutes Annual Reports as outlined in church bylaws
 - Discussion and vote
- Approval of the Red River UU Behavioral Covenant
 - Discussion and vote to reaffirm
- Annual Reports as outlined in church bylaws
 - Board of Trustees
 - Membership Committee
 - Committee on Ministry
 - Nominating Committee
- Review 2021-2022 Annual Goals Adopt Annual goals for 2021-2022
 - Discussion and vote
- Finances
 - Review current financials
 - Adoption of the fiscal 2021-2022 operating budget
- Elections of church leaders - Presentation of candidates
 - Discussion and vote
- Feedback from the survey questions on the on-line voting form
- Open Discussion
- Extinguishing the Chalice
- Adjournment

Guidelines For Holding Our Meeting On Zoom

Remember and practice our Red River Unitarian Universalists Behavior Covenant

- Raise your hand if you would like to speak. On Zoom
 - Go to your Zoom menu bar and click on the More option (...). Raise Hand should be a choice. Note: this option may vary by device and operating system used.
 - OR raise your hand on your Zoom screen so we can see it
- Each member may speak only once until all others have had an opportunity to speak
- Be brief and focused in your remarks
- Listen carefully to what other say without making assumptions
- Wait to be recognized by the current acting chairperson
- Avoid walking around with your phone/tablet while connected to Zoom. If you need to be sure to disable your camera first
- Zoom formalities:
 - All Participants will be muted when they come into the meeting.
 - You may unmute when it is your turn to talk. When finished, be sure to mute yourself.
 - The Host will manage who is speaking, and who is speaking next.

FALL CONGREGATIONAL MEETING MINUTES

October 18, 2020, 1PM via Zoom

- * Lighting of the Chalice and opening reading by Jim
- * David did the roll call. We had 8 members vote online, 1 by proxy, and 16 members join via zoom. 6 of the 16 members already voted online so a net of 12. A total of $8+1+12= 21$ members so we have a quorum.
- * Minutes from the June 28, 2020 Spring Congregational meeting were approved
- * Financial Reports presented
 - a. Pledged income to date was reported
 - b. UUA Common Endowment Fund transfer status - all approved moneys has been transferred
- * Discussion and Approval of Annual Reports

All Annual reports were viewed with two additions noted:

 - a. The administration of our LGBTQ+ Facebook page was transferred to Lisa from Jack
 - b. The Little free Library is now also a Food Bank

All Annual Reports were approved
- * Review and approve the Annual Congregational goals

Annual Congregational goals were approved (copy attached)
- * Open discussion
 - a. Need for a new Treasurer to replace Jan Fletcher
 - b. Need for a Nominating Committee member to replace L.D.
- * Closing Reading and Extinguishing the Chalice by Jim
- * Adjourned at 2:25

Prepared by David Dyer

Red River UU Behavioral Covenant

Adopted by the Congregation on November 8, 2009

Reaffirmed October 20, 2013

Reaffirmed October 30, 2016

Reaffirmed October 21, 2018

Reaffirmed October 20, 2019

We, the members of Red River Unitarian Universalist Church, affirm that *in our interactions with each other*:

* *We will communicate with **respect** and genuine positive regard*

- o By recognizing positive characteristics in others
- o By giving and receiving both information and opinion with respect
- o By separating our feelings about people from our opinions of their behavior
- o By considering others' perspectives
- o By respecting each other's privacy and need for confidentiality

* *We will communicate with care to preserve our sense of **community** and belonging*

- o By supporting the congregation, its mission, and vision
- o By looking for common ground
- o By participating actively while reserving the right to pass
- o By expecting and accepting unfinished business

* *We will communicate with **autonomy** to preserve our personal and collective **integrity***

- o By speaking from our own experiences
- o By practicing forgiveness and finding our own absolution
- o By recognizing when to let go
- o By maintaining clear boundaries and monitoring our own status within this covenant

Further, we resolve that in our interactions with one another there is no room for assumptions, judgments, accusations, side conversations, or triangulated communication.

Annual Report of Committees

Board of Trustees Report: July 1, 2020 through May 1, 2021

This has been a very unusual year. Due to the pandemic, the building has been closed since March 2020 so this entire budget year the Board has had to conduct its business via Zoom meetings and emails. With the building closed, the church has had to focus its efforts into becoming a virtual church with YouTube and Facebook Sunday services and having various scheduled events and Team meetings also held using Zoom. The Board has had to spend a certain amount of effort in support of these changes.

The Board (working with the Finance Team) identified cost savings measures in the budget to help offset the reduced revenue from Sunday collections. These cost saving measures has helped us keep within budget for this year.

The Board did 3 rounds of calling members to check on everyone during the shutdown. Member issues were turned over to the Membership Team for follow-up.

Approved the Finance Team recommendation to move a portion of our savings and all our endowment funds from Independent Bank to UUA UUCEF Funds.

Held Spring and Fall congregational meetings using Zoom. Held monthly Board meetings using Zoom.

The Board accepted Jan Fletcher's resignation as Treasurer and approved Marilyn Alexander as the Treasurer.

In place of the spring awards dinner, the Board held "Church Re-Imagined: behind the curtain" Zoom meeting. The Board is reviewing this list of ideas for future implementation.

Approved the Shelter use of the building for Thanksgiving food handout and Christmas food and present handout. In April they used one of the garage bays to store items for their end-of-April yard sale.

Researched the cost of getting a billboard. Price ranges from \$300-\$1,200 per month plus a setup fee for a one-year commitment. The Board decided to not consider a billboard at this time.

Worship speaker costs went from \$250 to \$315 per service starting Jan 2021. Board approved additional funds to cover the increase in speaker costs. \$3,835 was approved to allow the Worship Team to continue with 3 outside speakers per month and cover the increase in the speaker fee.

Reviewed and approved the schedule for the pledge drive and May Congregational Meeting.

In anticipation of the church opening hopefully sometime this summer or fall, the Board has prepared two documents. The **Safe Church Opening Protocols** document identifies how we conduct social gatherings in the building and procedures to follow for safe cleaning of the building. This document follows CDC guidelines that have been adapted for our church. The **Red River UU Church Reopening Todo List** document identifies all the tasks we need to do in order to open the building. It also identifies additional costs in order to prepare the building and maintain the health guidelines necessary once we open. The Board is currently working on various items on this list.

The Board created a procedure for logging and tracking special funds that are donated to the church. These special funds usually have some restrictions on how they may be spent. These donations are tracked outside the normal budget process, so that doing budget variance reporting analysis is more accurate.

The Board gives a big THANK YOU to everyone that helped make our virtual church a success this year. A special shout out goes to the Worship Team for their great on-line services and the Board also recognizes the great production work done by Marla and Doug in preparing these on-line services.

Prepared by:

Jim Holmes, President	Lisa Cates, Vice President
David Dyer, Secretary	Marilyn Alexander, Treasurer
Sabra Jones, Trustee at Large	

Nominating Committee

The Nominating Committee is made up of Amy Hoffman-Shehan, Kelly Dyer and Donald Rogers. Donald was appointed by the Board of Trustees to fill LD Clark's term that was left vacant after his death.

Positions that need to be filled are: Vice President, At Large Board Position, Nominating Committee, and Committee on Ministry. Marilyn Alexander is the nominee for Vice President. She currently serves as Treasurer. The Board of Trustees will appoint Dick Powell as Treasurer to fill the seat that Marilyn will vacate. Amy Hoffman-Shehan is the nominee for the At Large Board position. Dan Althoff is eligible for a second term on Committee on Ministry and has agreed to run for re-election. Amy Hoffman-Shehan's term on the Nominating Committee ends this year. She is not eligible to run for re-election since she has agreed to be on the ballot for the Board of Trustees. Kelly and Donald will need to find a 3rd member for the Nominating Committee.

A list of current members is needed in order for this committee to function more smoothly.

Respectfully submitted,
Amy Hoffman-Shehan

Committee on Ministry

Definition of the Committee on Ministry (COM) as found in the Policies and Procedures Manual:

“The purpose of the Committee on Ministry is to strengthen and support the congregational health of Red River UU Church by promoting effective ministries in all areas of Red River’s mission. Working to uphold the philosophy of shared ministry, the Committee on Ministry seeks to affirm healthy relations between congregation members, between congregation and board as well as between the minister and the congregation.”

The COM usually meets once a month on the fourth Sunday. During these meetings we address various areas of Church Life to determine if the congregations’ needs are being met. Additionally, during these meetings the COM is also available to individual members who have problems in the congregation. Please contact any one of us if you want to talk or have an issue.

This year the COM did a survey on, and reviewed how church was taking place during Covid-19 via zoom and internet. There haven’t been any other issues addressed in the past year.

Committee on Ministry

Dan Althoff, Elbert Hill, Marla Loturco

Membership Committee

The lack of in-person worship services the past few months has meant that people haven’t been applying for membership in the church. However, people have joined the church’s worship services by YouTube or Facebook, and we now have 83 subscribers to our YouTube channel. Numerous people have filled out on-line visitor cards, and one or more of the Membership Team contacts these folks to welcome their interest and learn more details about them. We’ve had a few visitors join us (some from out of our geographical region, even from other states!) in both Adult Forum and in the Coffee-and-Conversation time that follows worship service. Not all visitors return on subsequent Sundays, but some do and show a real interest in being part of the church.

The Membership Team will be having a meeting soon to discuss ways to adapt our procedures for greeters, etc., once the in-person services resume. We will also be considering ways to adjust the path to membership for those who live at a distance, for instance to let someone else sign the membership book for them at their request.

Although the pandemic has meant that some of our former practices haven’t worked while we’re physically apart, the technological adaptations it necessitated have also helped us broaden our outreach to communities at a physical distance from us. Red River UU has adapted to many different situations over our brief 20+-year history, and we will do this too. Necessary change can mean opportunity, and it seems to be working that way for our small church.

Respectfully submitted, Marion Hill, Chair

2021 Revised Annual Goals

- 1. Subscribe to our YouTube Channel and watch 2-3 morning assemblies each month or attend live services once the church reopens**
- 2. Attend 1 Zoom coffee hour a month or attend live services once the church reopens**
- 3. Sit in on 1 Adult Forum a month**
- 4. Read the church newsletter 5 times over the next 8 months**
- 5. Read the wednesdayUPDATE every week**
- 6. Find and join 1 UU Zoom event**
- 7. Reach out to 4 other members/friends over the next 8 months and have a friendly conversation (zoom/Google/FaceTime/Duo)**
- 8. Be sure to press Share, Like, or write a comment for all online RedRiverUU events that catch your attention**
- 9. Volunteer to support one or more of our Teams and Committees**

Financial Statements

Balance Sheet

Apr 16, 21

ASSETS

Current Assets

Checking/Savings

RRUU NOW Acct 12,010.75

Savings

General Savings 16,538.32

RR Endowment Fund @ UUCEF 13,784.67

RR Savings Fund @ UUCEF 62,560.41

Total Savings 92,883.40

Total Checking/Savings 104,894.15

Total Current Assets 104,894.15

Fixed Assets

Furniture and Equipment

AV desk camera 831.35

AV desk computer 799.00

New elevator 9,075.66

Optima projector 599.00

Total Furniture and Equipment 11,305.01

Purchase of Church Building 23,724.60

Total Fixed Assets 35,029.61

TOTAL ASSETS 139,923.76

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Other Current Liabilities

Renovation Loan Payable 2,841.09

Total Other Current Liabilities 2,841.09

Total Current Liabilities 2,841.09

Total Liabilities 2,841.09

Equity

Deferred Revenue 5,000.00

Opening Balance Equity 59,233.20

Retained Earnings 51,156.41

Video Streaming -189.48

Net Income 21,882.54

Total Equity 137,082.67

TOTAL LIABILITIES & EQUITY 139,923.76

Budget Variance Report

	<u>Jul 1, '20 - Apr 16, 21</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
Interest	120.63	0.00	120.63	100.0%
Other Income	12,260.68	0.00	12,260.68	100.0%
Pledges	32,535.00	26,323.53	6,211.47	123.6%
Special Collections	20.00	0.00	20.00	100.0%
Uncategorized Income	75.00	0.00	75.00	100.0%
Unpledged Regular Giving	2,960.00	1,982.93	977.07	149.27%
Weekly Offerings	205.00	1,191.67	-986.67	17.2%
Total Income	48,176.31	29,498.13	18,678.18	163.32%
Gross Profit	48,176.31	29,498.13	18,678.18	163.32%
Expense				
Administration				
Banking Fees	62.04	45.00	17.04	137.87%
Postage	96.82	37.67	59.15	257.02%
Postal Box	130.00	118.00	12.00	110.17%
Supplies	0.00	88.33	-88.33	0.0%
Total Administration	288.86	289.00	-0.14	99.95%
Caring Team Support	0.00	75.00	-75.00	0.0%
Childcare	0.00	353.33	-353.33	0.0%
Communications				
Printing	27.99	223.33	-195.34	12.53%
Subscriptions	923.22	552.00	371.22	167.25%
Total Communications	951.21	775.33	175.88	122.69%
Community				
2nd sunday special collections	-40.00	0.00	-40.00	100.0%
other special collections	-40.00	0.00	-40.00	100.0%
Total Community	-80.00	0.00	-80.00	100.0%
Consultation	4,500.00	4,766.67	-266.67	94.41%
Facilities				
Building Loan Payment	0.00	4,621.33	-4,621.33	0.0%
Building Maintenance	1,136.14	370.00	766.14	307.07%
Cleaning Service	0.00	176.67	-176.67	0.0%
Grounds Maintenance	611.36	980.00	-368.64	62.38%
Insurance	2,063.81	1,916.20	147.61	107.7%
Loan Interest Expense	239.72	221.33	18.39	108.31%
Supplies	0.00	160.67	-160.67	0.0%
Utilities	2,937.99	3,466.67	-528.68	84.75%
WiFi Fund	1,295.37	800.33	495.04	161.85%

Total Facilities	8,284.39	12,713.20	-4,428.81	65.16%
GIFT / Fair Share				
UUA	<u>1,755.00</u>	<u>1,755.00</u>	<u>0.00</u>	<u>100.0%</u>
Total GIFT / Fair Share	1,755.00	1,755.00	0.00	100.0%
Leadership Development				
Board Discretionary Fund	0.00	200.00	-200.00	0.0%
Conferences	<u>0.00</u>	<u>250.00</u>	<u>-250.00</u>	<u>0.0%</u>
Total Leadership Development	0.00	450.00	-450.00	0.0%
Membership				
Host Supplies	0.00	76.67	-76.67	0.0%
Offsite Printing	<u>0.00</u>	<u>100.00</u>	<u>-100.00</u>	<u>0.0%</u>
Total Membership	0.00	176.67	-176.67	0.0%
Social Action				
Earth Day	500.00	476.67	23.33	104.89%
Projects	0.00	230.00	-230.00	0.0%
Texoma Family Shelter	500.00	476.67	23.33	104.89%
TXUUJM Membership	<u>0.00</u>	<u>108.00</u>	<u>-108.00</u>	<u>0.0%</u>
Total Social Action	1,000.00	1,291.34	-291.34	77.44%
Video Classes	-250.00	0.00	-250.00	100.0%
Worship				
bulletin/OW design	200.00	0.00	200.00	100.0%
Honoraria	8,701.07	5,003.33	3,697.74	173.91%
Mileage	0.00	460.67	-460.67	0.0%
Morning Programs	775.00	1,028.33	-253.33	75.37%
Subscription svc (Evernote)	108.24	0.00	108.24	100.0%
Supplies	<u>60.00</u>	<u>238.33</u>	<u>-178.33</u>	<u>25.18%</u>
Total Worship	<u>9,844.31</u>	<u>6,730.66</u>	<u>3,113.65</u>	<u>146.26%</u>
Total Expense	<u>26,293.77</u>	<u>29,376.20</u>	<u>-3,082.43</u>	<u>89.51%</u>
Net Ordinary Income	<u>21,882.54</u>	<u>121.93</u>	<u>21,760.61</u>	<u>17,946.81%</u>
Net Income	<u><u>21,882.54</u></u>	<u><u>121.93</u></u>	<u><u>21,760.61</u></u>	<u><u>17,946.81%</u></u>

Proposed Annual Budget for 2021-2022

	2021-2022
	Proposed Budget
Ordinary Income/Expense	
Income	
Interest	100.00
Other Income	
Pledges (budget target: \$36,000))	38,600.00
Share the bowl	1,000.00
Unpledged Regular Giving	2,500.00
Weekly Offerings	1,500.00
Total Income	43,700.00
Gross Profit	43,700.00
Expense	
Administration	
Banking Fees	60.00
Bookkeeping	0.00
Postal Box	130.00
Supplies	100.00
Total Administration	290.00
Caring Team Support	100.00
Childcare	1,000.00
Communications	
Printing	180.00
Postage	50.00
Subscriptions	900.00
Total Communications	1,130.00
Community	
2nd Sunday special collections	0.00
Total Community	0.00
Consultation	6,000.00
Facilities	
Building Improvements	0.00
Building Loan Payment	0.00
Building Maintenance	1,517.00
Cleaning Service	1,950.00
Grounds Maintenance	1,400.00
Insurance	3,168.00
interior items	
Loan Interest Expense	50.00
Supplies	400.00

Utilities	4,800.00
WiFi	1,757.00
Total Facilities	<u>15,042.00</u>
GIFT / Fair Share	
UUA	2,340.00
Total GIFT / Fair Share	<u>2,340.00</u>
Leadership Development	
Board Discretionary Fund	200.00
Conferences	250.00
Leadership Development - Other	
Total Leadership Development	<u>450.00</u>
Membership	
Host Supplies / Pathway	100.00
Offsite Printing	100.00
Total Membership	<u>200.00</u>
Religious Education	
children	0.00
Total Religious Education	<u>0.00</u>
Social Action	
Projects	300.00
Shelter (share the bowl)	500.00
EarthDay (share the bowl)	500.00
TXUUJM Membership	108.00
Total Social Action	<u>1,408.00</u>
Worship	
Honoraria	11,340.00
Mileage	800.00
Morning Programs	1,300.00
Production	2,000.00
Supplies	300.00
Total Worship	<u>15,740.00</u>
Total Expense	<u>43,700.00</u>
Net Ordinary Income	<u>0.00</u>
Net Income	<u><u>0.00</u></u>

Election of Church Leaders

Board of Trustees

Vice President 2021-2023, replacing Lisa Cates:
Secretary 2021-2023
Treasurer 2021-2022
Trustee at Large 2021-2023 replacing Sabra Jones

Marilyn Alexander
David Dyer
Dick Powell
Amy Hoffman-Shehan

Committee on Ministry

Member (second term) 2021-2024

Dan Althoff

Member (replacing LD Clark) 2021-2023

Don Rogers

Nominating Committee

Nominating Committee 2021-2023

Open

Options for Voting

1. Vote during the meeting via Zoom
2. Vote online [HERE](#). Voting opens Sun. May 9, 2021 and closes at noon on Sat, May 15, 2021
3. Vote using the church app. Tap the red 'Vote Online' on the home screen.
4. Vote using a proxy. Download, print, vote and return it no later than Saturday. May 15, 2021

Here are the Proxy Ballots: You can use either an Open Proxy or a Directed Proxy

BUT NOT BOTH!

<input type="checkbox"/> Open Proxy for: Red River UU Congregational Meeting May 16, 2021 I, _____, do hereby assign my open proxy for the Red River UU Church Congregational Meeting of May 16, 2021, to _____ (assigned person must be a member in good standing and hold no more than one other proxy. They must attend the meeting. The Secretary may not accept an Open Proxy). Signature _____ You must sign and date in order for your proxy to be valid Date _____
--

OR

You must return your Directed Proxy by **NOON May 15** to David Dyer, Secretary, Red River UU Church, PO Box 1806, Denison, TX 75024

<input type="checkbox"/> Directed Proxy for: Red River UU Congregational Meeting May 16, 2021
Proposed 2021-2022 Budget: <input type="checkbox"/> For as presented <input type="checkbox"/> For as amended in meeting <input type="checkbox"/> Against <input type="checkbox"/> Abstain
Annual Goals – 2021-2022: <input type="checkbox"/> For as presented <input type="checkbox"/> For as amended in meeting <input type="checkbox"/> Against <input type="checkbox"/> Abstain
<u>Ballot for Board of Trustees</u>
Vice President – 2-year term ending 2023 – please vote for 1 Marilyn Alexander <input type="checkbox"/> Yes _____ <input type="checkbox"/> Yes
Treasurer – to fulfill a term ending 2022 – please vote for 1 Dick Powell <input type="checkbox"/> Yes _____ <input type="checkbox"/> Yes
Secretary – to fulfill a 2-year term ending 2023 – please vote for 1 David Dyer <input type="checkbox"/> Yes _____ <input type="checkbox"/> Yes
Trustee at Large – 2-year term ending 2023 – please vote for 1 Amy Hoffman-Shehan <input type="checkbox"/> Yes _____ <input type="checkbox"/> Yes
<u>Ballot for Nominating Committee</u>
please vote for 1 – to fulfill a term ending 2023 – please vote for 1 Don Rogers <input type="checkbox"/> Yes _____ <input type="checkbox"/> Yes
please vote for 1 – 3-year term ending 2024 – please vote for 1 TBA <input type="checkbox"/> Yes _____ <input type="checkbox"/> Yes
<u>Ballot for Committee on Ministry</u>
please vote for 1 – 3-year term ending 2024 – please vote for 1 Dan Althoff <input type="checkbox"/> Yes _____ <input type="checkbox"/> Yes
Signature _____ You MUST sign and date for your proxy to be valid Date Signed _____

Remember to complete either an OPEN or a DIRECTED proxy ballot, not both