

# UUFBR ENDOWMENT COMMITTEE

## MINUTES

DATE: November 9, 2023

### IN ATTENDANCE:

Patricia Rogers, Chair  
Mitch Major, Treasurer  
Frank Murray, Secretary  
Jim Smith, Member  
Alison Rognas, Member  
Mary Wickensheimer, Member  
Sandy Troiano, Guest  
Carole Stephens, Guest  
Judy Kaiser, Guest

1. Patricia Rogers opened the meeting at 7:17 p.m.
2. A motion was made to accept the October minutes. Minutes approved unanimously.
3. Chair Rogers stated that the committee will need to consider the following:
  - a. a by-law change proposal
  - b. suggesting candidates to replace two committee members whose tenure will expire in the coming year
  - c. the upcoming operating congregational budget deficient.
4. Mitch Major gave the following report: The value of Vanguard investments for the Cleary and Intern Minister Funds is \$325,488.17 as of 10/31/23. As of 10/31/23 the value of the loan, now suspended, the committee granted to UUFBR is \$356,386.19. The value of the UUFBR loan is 52.27% of the grand total of the Cleary/Intern Minister Funds of \$681,874.36. The value of the

Osias Fund as of 12/31/22, the end of last year was \$30,135.47. that means the value of our Vanguard investments in the Osias Fund has decreased by \$250.61. The total value of the Cleary/ Intern Minister Funds and Osias Fund including the loan to UUFBR is \$711,759.52.

At the 04/13/22 Endowment Committee meeting we voted to cap the amount of the Endowment Committee can grant in fiscal year 2023-24 to 3% which would be \$21,936.97. At the 06/08/23 Endowment Committee meeting we raised the limit to \$30,226.00, which would be 4.13%. This was done in order to grant \$19,000 for an Outreach Coordinator. So in fiscal year 2023-24 we have granted a total of \$30,226.00. This means we cannot grant any more money unless we raise the 4.13% cap. If we raise the cap to 6%, we can grant up to another \$13,647.94. At the October Endowment Committee meeting it was agreed that we do not wish to raise the cap again this fiscal year.

5. Patricia Rogers suggested a proposal to change Article VIII, Section 1 of the by-laws affecting the use of Endowment funds for the annual operating budget and/or annual expenses. A vigorous discussion regarding the merits of such a change ensued within the committee. Although a discussion on any by-law changes was postponed, it was the general consensus of the committee that the Endowment Fund should not be viewed by the congregation as the funding source of last resort in support of the operating budget.
6. Carol Stephens suggested that in the interest of long term planning, the Endowment Fund should make contingency plans in the event of congregational financial crises. In response to her suggestion, a committee was formed consisting of Mitch Major, Jim Smith and Sandy Troiano in order to plan for such contingencies. This committee will report back at our December meeting.
7. Mitch Major suggested changes to the Cleary Unrestricted Fund and the Riordan Intern Minister Fund. He suggested that the committee should have separate investments for the Cleary Unrestricted Fund and the Riordan Intern Minister Fund. This will avoid possible errors in valuing the funds as we previously had with the Osias Fund.

The Cleary Unrestricted Fund is 97.8% of the combined value of the two funds, which is \$666,873.12. The Riordan Intern Minister Fund is 2.2% of the combined value of the two funds, which is \$15,001.24.

So step one is to invest in the Riordan Intern Minister Fund (\$15,001.24) separately. Mitch suggested we use a total stock market index fund (investing 75%) and a total bond market index fund (investing 25%). Mitch suggested we use the Fidelity Total Market Index Fund FSKAX (investing 75%) and the Fidelity U.S. Bond Index Fund FXNAX (investing 25%). We can use our Vanguard Account to invest in these Fidelity Funds.

Step two is analyzing the Cleary Unrestricted Fund (\$666,873.12) which contains the vast majority of our money. For the Cleary Unrestricted Fund we may change our investments including having some of our investments in ESG (environmental, social and governance) investments.

8. A motion was made to accept Mitch's modifications to the funds. However, the motion to accept was tabled until our December meeting.
9. Chair Rogers stated our next meeting will be held Thursday, December 14 at 7 p.m.
10. A motion was made to conclude the meeting and it was approved unanimously.

Submitted by Frank Murray, Secretary







