



## Coastal Virginia Unitarian Universalists

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Rev. Viola Abbitt, Minister

June 1, 2024

Dear CVUU member,

In preparing for our upcoming annual meeting and election, **June 9, 2024**, please familiarize yourself with the agenda items outlined in this letter. The meeting and voting will be held after our regular service on June 9th.

### Official Agenda for CVUU Annual and Election meeting on June 9, 2024

- The Nominating Committee's proposed slate of members for the Nominating Committee for the CVUU year July 1, 2024 through June 30, 2025
- Election of members of the Nominating and Finance Committees and Board
- Approval of the FY 25 CVUU Budget which has been reviewed by the Finance Committee and approved by the CVUU Board for presentation to you for consideration.
- Voting instructions for your use on June 9, 2023, and paper ballot

***\*For information on the proposed FY 24-25 Budget, please refer to the proposed Budget in this packet. The Budget will be presented, and questions are welcome.***

Many thanks to the Nominating Committee for developing the following slates of nominees for the church year 2024-2025. **One nominee for the Nominating Committee** to serve a one-year term, and **two nominees for the Finance Committee** to serve a three-year term.

#### **Nominee for Vice President is Jiffy Shore:**

**Biography:** Jennifer (Jiffy) Shore became a member of CVUU in 2020 yet was a previous member of UCN and former Teen advisor (2000-2007). She had a 13-year detour in Washington DC where she met and married her husband (Tom) and had baby Jackson (now almost 12 years old). She moved back to Norfolk during the pandemic and immediately re-signed the membership book. Since then, she has been on the nominating committee, the CREC, and the auction team. She is excited to join the CVUU Board as Vice President.

#### **Nominee for Director is Tami Burke:**

**Biography:** Little did I know when I passed by this building and saw it transform into CVUU that one day I would be standing inside. Originally from Maine, I now live in Norfolk, just a couple of miles from this spot. It feels natural to be here at the UU volunteering for Community Table and sharing my love of yoga with others. My life has always been a path with one thing leading to the next. From a career in public television, to marketing the craft brewing industry, to helping a leading ophthalmology practice grow, I've been fortunate to do what I love, and to share it all with my husband, Tracy. Being asked to join the board feels like a natural next step to get more involved and deepen my relationship with CVUU and the wonderful people Tracy and I are getting to know and call friends. Our CVUU Bylaws state: "Nominees for the Board of Directors must have been members of the congregation for at least one (1) year prior to the date of the yearly election meeting at which they are elected unless this restriction is waived by a two-thirds (2/3) vote of the congregation. All members of the Board of Directors must be members of the congregation in good standing." Tami Burke has been a devoted member of CVUU for 7 months at the time of this election, so we will need to approve her status as a nominee as well as approving her as a director. The CVUU Board of Directors asks the congregation to vote to waive the 1-year rule for Tami Burke as a Director as we also recommend her to the congregation as a new Director. A vote for Tami Burke is also a vote to waive the 5 months of membership she would need to have been her an entire year.

**Nominee for Director is Kerry Kilburn:**

**Biography:** Kerry Kilburn is a retired ODU biology professor and martial arts instructor. A Chesapeake resident since 1995, she has been a CVUU member for three years. She has volunteered with CVUU's Sandwich Makers, Community Table, Religious Education, and Coffee Makers. In her spare time, she enjoys photography, reading, and weaving.

**Nominee for the Finance Committee is Annelies Brock:**

**Biography:** Annelies Brock lives in Norfolk and has been attending CVUU with her daughter, Marilyn, since January 2023. She currently teaches OWL for grades 7-9, sings in the choir, and is a member of CUUPS. Outside of CVUU, she works as an attorney in the Office of the U.S. Trade Representative in Washington, DC. She enjoys writing, photography, and hermeticism, among other things.

**Nominee for the Finance Committee is Julia Lawrence:**

**Biography:** Julia is a retired accountant with a passion for financial stewardship and brings experience and dedication to the table. Throughout her career, she honed her skills in budgeting, forecasting, and financial planning. Her discerning eye for detail ensures that every choice made is well-informed and in the best interest of the organizations she was a part of. Her love for finding innovative ways to save money would make her a valuable addition to the CVUU's finance team.

**The nominee for the Nominating Committee is Ken Saucer:**

**Biography:** Ken is a longtime Portsmouth resident and began attending CVUU, formerly UCN, in 2012. He became a member in 2013 and served for two years on the Committee on Ministries. Ken attended the Southern UU Leadership Experience (SUULE) in 2017 and served as a delegate at General Assembly in 2017. Prior to retiring from law enforcement in 2018, Ken served as the LGBT Liaison for the Portsmouth Police Department. Ken has served as the Secretary to the CVUU Board of Directors for two years. Ken enjoys camping and fishing, is married to Carmel Saucer, who also attends CVUU, and they have two adult children. Ken is now semi-retired. Ken is a cis-gender male and prefers the pronouns "he" and "him."

**CVIC Homeschoolers seeks status as a CVUU Affiliate Group**

7.5 Affiliated Groups: The Board shall adopt a policy whereby voluntary organizations that have at least one (1) member of the church and that support the stated mission of the church may be recognized as affiliated groups and receive the rights and responsibilities associated with this status as defined in the policy. The granting or revoking of affiliated group status shall require a recommendation by the board and approval by the congregation at an annual or special meeting.

CVIC Homeschoolers (Coastal Virginia Inclusive Co-op), created and led by CVUU members Stacia Sanders and Naomh O'Connell, seek status as a CVUU Affiliate Group. The Board has finalized their recommendation and now seeks approval by the congregation per bylaws for Affiliated Groups. CVIC has been formally incorporated and obtained non-profit status. Their vision, mission, and goals are aligned with the Article II Values of Unitarian Universalism.

# 2024/2025 Annual Meeting Election Ballot

**INSTRUCTIONS:** Following the Zoom Annual/Election Meeting on June 9th there will be an electronic vote. You may attend the Annual/Election meeting via Zoom directly after service. **The E-ballots will be emailed directly to your personal email by 11 am, Sunday June 9<sup>th</sup> and will expire on Monday, June 10 at 11 am.** Each CVUU member in a household will receive a personal email so they can vote. **Should you choose to use this paper ballot it will be accepted as well. Same rules apply. The paper ballot must be mailed to be received in the office at CVUU, 809 S. Military Hwy, Virginia Beach, VA 23464 by 11 am. June 10<sup>th</sup>.** If there are amendments to any of the items during the Annual meeting, you will be contacted via phone to confirm your original vote. Please include your information at the end of this ballot if you are using the paper ballot. Paper ballots will be available at church starting Monday, June 3<sup>rd</sup>. They must be received by 11 am June 10<sup>th</sup> to be counted.

## Nominations 2024-2025

### **Jiffy Shore, Vice President**

Please check the statement below that you wish to affirm:

- I vote in FAVOR
- I vote AGAINST
- I abstain

### **Tami Burke, Director**

Please check the statement below that you wish to affirm:

- I vote in FAVOR
- I vote AGAINST
- I abstain

### **Kerry Kilburn, Director**

Please check the statement below that you wish to affirm:

- I vote in FAVOR
- I vote AGAINST
- I abstain

### **Annelies Brock, Finance Committee**

Please check the statement below that you wish to affirm:

- I vote in FAVOR
- I vote AGAINST
- I abstain

### **Julia Lawrence, Finance Committee**

Please check the statement below that you wish to affirm:

- I vote in FAVOR
- I vote AGAINST
- I abstain

**Ken Saucer, Nominating Committee**

Please check the statement below that you wish to affirm:

I vote in FAVOR

I vote AGAINST

I abstain

**CVIC Homeschoolers seeks status as a CVUU Affiliate Group**

Please check the statement below that you wish to affirm:

I vote in FAVOR

I vote AGAINST

I abstain

**2024-2025 Budget**

Please check the statement below that you wish to affirm:

I vote in FAVOR of the 2024/25 budget as written.

I vote AGAINST of the 2024/25 budget as written.

I abstain.

Name: \_\_\_\_\_

Contact Phone: \_\_\_\_\_

# Coastal Virginia Unitarian Universalists

## FY 2025 Budget

### Revenues

4010 Pledged Donations	405,000
4030 Unpledged Donations	21,817
4040 Plate	4,080
4120 Interest	9,850
4050 Fundraisers	14,280
4060 Rental Income	36,000

**Total Revenues** **\$491,027**

### Expenditures

5000 Personnel Expense	
5100 Staff Salary & Wages	262,076
5500 Employee Benefits	
5510 Health Insurance	5,351
5520 Retirement	33,065
5600 Payroll Taxes	
5610 FICA/Medicare	11,047
5620 Workmans Comp	159
5530 Professional Development	2,923
6100 Administration Expenses	
6110 Computer/Software Expense	4,080
6120 Office Supplies	1,530
6130 Office copier	3,095
6140 Postage & Comm. Expenses	556
6200 Building	
6210 Housekeeping Supplies	2,737
6220 Insurance	10,943
Building Insurance	
6230 Mortgage Expense	119,522
6240 Maintenance Contracts	
6241 Sprinkler/fire alarm	2,040
6242 Sewage Pump	1,102
6243 Elevator	789
6244 Pest Control	612
6245 Kitchen Hood (BFPE)	1,102
6250 Maint Supplies & Equip	8,160
6260 Building Improvement and Rep	10,200
6500 Utilities	
6510 Electricity	14,280
6520 Internet Access	4,500
6530 Natural Gas	1,632
6540 Trash & Recycling	1,860
6550 Water & Sewer	7,956
6600 Grounds & Landscaping	
6610 Mowing and Snow Removal	5,549
6620 Tree Maintenance	1,500
6630 Grounds Tools & Supplies	100
6640 Landscaping Tools & Supplies	100

# Coastal Virginia Unitarian Universalists

## FY 2025 Budget

6650 Memorial Garden	1,600
6700 Kitchen	
6710 Kitchen Equipment & Supplies	2,693
6720 Kitchen Food & Beverage	510
6800 Association Dues	
6810 UUA Dues	6,356
6900 Committees & Programs	
6910 Caring Team	153
6921 CREC	1,836
6923 Young Adults	0
6924 Navigators	0
6929 CUUPS	50
6930 Safety Committee	300
6940 Board of Directors	4,000
6941 Leadership Development	0
6950 Membership	1,530
6960 Worship Services	3,060
6961 Musician Services	2,166
6970 Stewardship	500
6982 Community Table	4,500
7000 Misc. Expenses	500
Rental Expense	12,600
<b>Total Expenditures</b>	<b>\$560,921</b>
<b>Other Revenues</b>	
4100 Other Income	
4110 Hague School Payment	74,629
<b>Total Other Revenues</b>	<b>\$74,628</b>
<b>Other Expenditures</b>	
Bank Service Charges	2,183
Credit Card Charges	1,358
<b>Total Other Expenditures</b>	<b>\$3,541</b>
<b>Total Revenues</b>	<b>491,027</b>
<b>Total Expenditures</b>	<b>560,921</b>
<b>Total Other Revenues</b>	<b>74,628</b>
<b>Total Other Expenditures</b>	<b>3,541</b>
<b>Net Revenues</b>	<b>\$ 1,193</b>