

WSUU Board of Trustees

December 16, 2015

Present: Viveca Monahan, Michael Matz, Nikki Roberg, Tracy Burrows, Jean Mendel, Joe Rettenmeir

Absent: April Kristjansson

Staff: Beatrice Hitchcock, Shannon Day, Betsy Lowry

Between the November and December meetings, the board voted by email to approve \$1500 for new carpet as an addition to the repair work already being done.

The meeting was called to order at 6:35 p.m.

Beatrice lit the chalice followed by a check in by each member.

1. Joe moved approval of the November 18 minutes. Nikki seconded the motion which was approved unanimously.

2. Michael gave a treasurer's report. (attached)

We are essentially half way through the year and about half of what is expected in pledges has come in. We still need a big push for the next 6 months. Michael is creating a spreadsheet to reflect when we can expect to have payments due so we can better reflect the current status of income vs. outflow. Shannon asked what we should do with the community meal trust fund balance, \$3,835. The board gave verbal agreement to Tracy's suggestion we ask the finance committee for a recommendation.

3. Beatrice gave her interim minister's report. (Attached).

As of January, Mark Newton is stepping down as chair of the worship council. A new chair will need to be appointed. Beatrice would like to start a program of 12 worship associates chosen by Beatrice with the assistance of several members.

Joe will have a conversation with Mark about the council. He will also ask Mark to give a written report to the board about what the chair does.

4. Shannon gave the administration report. (Attached)

Stewardship would like to try a program of giving donations by texting on one's phone. The cost would be \$25 for the church. Michael moved to support the "give by text" a try with a second by Viv. The board approved unanimously.

5. Betsy gave the RE report. (Attached)

Things are going well. we have been averaging 64 children and youth participating in programs on Sundays.

6. Black Lives Matter banner project: Nikki and Rebecca have volunteered to take a lead with planning and coordinating efforts in the church.

7. Nikki reported that marketing is working at more transparency around the minister search and timeline. She will create a visual timeline as well as working with Shannon on creating a place on the website for this information.

8. Tracy reported that the vision/mission committee is currently circulating a survey for congregational input.

9. Joe reported Rose will talk to McBride construction about what needs to happen in the vestibule to fix the leak.

10. Michael reported the by-laws have been updated and will be given to the board for final approval.

11. According to the handbook of the UUA website for a minister search, the board should be heavily involved until a search team is formed and budget developed for the search and negotiating teams (\$10,000 was suggested). A letter will go to the congregation explaining what is involved for members of the search team and asking for nominations. The board will appoint an ad hoc discernment team to select nominees to voted on at the annual meeting.

12. The board decided to ask for donations for the general fund through the “raise the paddle” event at the auction.

Thank you were written by the board.

The board adjourned at 9:15. p.m.

Administrator Report December 2015

December is a lively time for a church! Halls are decked, leaks continue in the narthex and the admin office (thankfully not the north stairwell), and we are busily preparing for all the extra services that the holidays bring. McBride Construction and their subcontractors are back to work in the stairwell and hopefully by the New Year the project will wrap up. I’m grateful to my hardworking extremely competent co-workers who are fun and fantastic to work with and support me and our operations in countless ways.

1. **Television in Fireside** – Done! Installed with the help of Dan and Aidan Day in the Fireside room on Thanksgiving morning. The remote for the TV can be found in the AV Team mail slot in the office. It was used for the last newcomer orientation and worked well.
2. **Communications/Marketing** – I’m enjoying working with Nikki to plan changes and additions to our website and eNews. I’m still looking forward to a day when we have a web site with a more modern platform that is easier to change and maintain :)

3. **Fundraising** – Phil Harris’s Oil and Vinegar sales have been great. We have around \$600 in income from the 2 Sundays we have had sales so far. The last day of sales will be 12/20. He will need a thank you if we didn’t do it last month...
4. **Policy and Procedure Manual** – John Britt has had a look at a few of our large policy and procedure documents and given me some insights about how to move forward keeping them up to date and organized. Here is what he had to say... “I am not reviewing content. I propose that all these policies and procedures be reviewed at least once every 3 years by the appropriate person or group. Review can be assigned to the appropriate person or group (by Admin, I would suggest). At 3 years there are mostly new Board members who should become familiar with this document in any case. One or more policies could be distributed to each Board member for policies that should be reviewed by the Board. In most cases a simple reading of the policy and changing the date is all that would be needed.
5. **Org Chart** –John Britt has kindly updated our org chart. It is attached. We should probably add to our website somewhere...
6. **Membership Numbers** - No changes in membership this month
7. **Rentals**- No new rentals booked. We had the craft fair here on Dec. 5th and will have one more session of puppy training classes beginning in January.
8. **Bookkeeping** – Currently no issues. Preparing for year end and getting good support from the Finance Committee.
9. **Cell Tower** – There is much interest from various parties in talking to us about our cell tower lease or expansion/development of our site. I haven’t engaged in much conversation but if the board is interested I could explore what they are offering.

In Community,

Shannon

WSUU RE Report to the Board November and December 2015

Highlights

- Overview – RE programs are going well with many children, youth, and volunteers actively engaged each week (for which I am grateful!). Our RE Council (led by Amy Hance-Brancati) is a positive and supportive group (more gratefulness). The most significant strategic challenge continues to be how to operate this size of program with the resources our congregation is able to support.
- Sunday Morning RE – We’ve been averaging 64 children and youth participating in programs on Sundays. This is up from an average in the lower 40’s last year. The second Sunday of the month is either a multigenerational worship or a Chalice Chapel, (in part to give our teachers a break), and on those Sundays our attendance is lower, averaging at 38. Our teachers and families often choose that Sunday to be away from the church. This is interesting to note for our service planning and programming.

- Curriculum Updates – We have been implementing our justice curriculum in kindergarten through middle school classes, with a focus on racial and environmental justice issues. Vanessa Shaughnessy is working with me to develop new curriculum activities for January – March, drawing on excellent resources available through the *Teaching Tolerance* web site.
- Chalice Chapels (worship for children and youth) – our first CC of the year was very successful, introducing our focus on the Duwamish, and the liturgical elements of participating in an offering collection, and using an alter table and symbolic objects to reflect on our joys and sorrows. Crystal took the lead in putting the CC together with a team including Kim Frappier, Leilani Davenport, and me. Each CC will be followed by a social action opportunity for families, connected to the Duwamish River and community.
- Teacher Recruitment – All of our teaching and advising teams were full for the year by mid-November, with the exception of our middle school class. Currently, we have two teachers for that group, who teach every Sunday (Rebecca Duke and Kristin Grace).
- OWL –
 - Our 7th-8th grade OWL class is going well on Sunday mornings. Crystal and I are teaching in the rotation since we were short one female teacher. We both enjoy this immensely, and also feel the strain of juggling responsibilities.
 - The K-1 and 4th-5th Grade OWL teaching teams have met to plan, and those sessions will begin in January on Sunday afternoons.
- Middle School Youth –
 - Things have improved with our middle school RE class for 6th-8th graders who aren't participating in OWL. We now have 8 youth on the roster, and the group has been exploring the Syrian refugee issue.
 - Our total group of middle schoolers has been offered two opportunities to engage in social events this fall – one for Halloween, and in early December, they had a roller skating event.
- High School Youth – Our Youth Group is finding some stride with our new advising team.
 - Advisors – Nathan and Michael Germaine-Mothershed, Suki Kaplan, Charlie Hope, Marcus Green, and myself. We are now on a schedule where Nathan and Michael meet with the Youth Group without me. Both advisors and youth are growing their comfort levels with leading and facilitating the group. We are currently focusing on mental health issues (youth choice) and Black Lives Matter on our discussion nights.
 - Fall Con – We had a small group attending Fall Con this year, which included three 9th graders. Charlie Hope and Shelley Webb (COA teacher) attended as first-time sponsors.
 - Eli Breidford, Crystal and I are all participating on a district level team that has been formed to address multicultural needs in our youth ministry work.
 - Coming of Age classes are going well with seven engaged 9th graders, and our dedicated teaching team (John Monahan, Steve Burrows, Shelley

Webb, and Joe Nabbefeld). We're looking for a cabin for the spring retreat in early March.

- LREDA Professional Meeting – I attended the Liberal Religious Educators Association conference in October in New Jersey, which I was also part of planning. It was a successful event, focused on full-week faith development and theme-based ministry. In addition to offering a wealth of ideas, it was a great opportunity to visit with and learn from colleagues all over the country who now feel like friends. I found it to be an enormously uplifting week!
- Partner Church Activities – Phil and I hosted Emese and Csaba Finta, our partner church minister and her husband, for eight days in our home. It was a rich and heart-warming experience, and they have said many times that they loved the visit. Aside from our mutual exchange and learning, it was challenging to inspire others outside of the Partner Church Committee to engage and to feel motivated to make that connection a priority. We have some ideas for RE exchanges between us in the future, but the most meaningful ideas for engagement are in-person trips and visits.
- RE Staff Hours and Right-Sizing – Crystal and I continue to struggle with the number of hours it realistically takes for us to run this program – and to run it without enormous compromise (i.e., I am still offering a full youth program without a lead advisor, and with a tentative advising team).
 - The REC was planning to put a survey out to the congregation to provide input on right-sizing the RE program, but we will likely add some items to the communications survey going out in the new year, since that and the mission/vision team are already on the calendar.
 - Crystal is an amazing gift to our community – her talents and skills, openness, and dedication have enriched our worship life, our RE ministry, and our community life. I am so grateful to work with her!

Looking Ahead

- Winter Solstice Pageant and Multigenerational Service – After an unsuccessful search for a solstice pageant, Crystal decided to write one! It will be part of the service this coming Sunday, in an effort to offer a worshipful experience for all ages. Not surprisingly, it has become a much bigger undertaking than initially anticipated!
- Christmas Eve Multigen Family Service – We will follow our same format as in the past two years for this service, offering a spontaneous nativity story with only a few designated parts.
- Teacher Mid-Year Retreat – Our kindergarten through middle school teachers will meet from 9am-1pm on Saturday, January 9th for our mid-year retreat, where we will introduce new curriculum activities from Teaching Tolerance, and discuss how we might address Black Lives Matter at the varied elementary ages.
- Building Space for Programming – Shannon is an angel to work with in a multitude of ways, including the problem solving needed to share our building for so many events and with different groups. We have enough RE activities on

Sundays now that the building is often bursting at the seams, and Shannon is encouraging other groups to consider meeting during the week.

- **Safety Policy** – I have not successfully allocated the time needed to update our safety policy for children and youth. I am working with the RE Council to determine how to proceed.

Treasurer's Report
Westside Unitarian Universalist Congregation
Account Detail

Account #	Account Name	Period Activity	Monthly Budget	% of Ann. Bgt.	YTD Balance	Annual Budget	Bgt Remaining	Over Budget
GENERAL FUND EXPENSES								
Minister Position								
5.100.100	Minister Housing Allow Exp	\$ 2,500.00	\$ 3,284.75	34%	\$ 13,403.66	\$ 39,417.00	\$ 26,013.34	\$ -
5.100.101	Minister Salary Exp	4,334.00	2,902.75	46%	16,169.00	34,833.00	18,664.00	-
5.100.105	Minister Medical Ins Exp	-	384.00	8%	384.00	4,608.00	4,224.00	-
5.100.110	Minister Retirement Exp	741.00	618.75	41%	3,042.00	7,425.00	4,383.00	-
5.100.115	Minister-FICA Offset	522.76	504.58	37%	2,263.06	6,055.00	3,791.94	-
	Total Minister Compensation	\$ 8,097.76	\$ 7,694.83	38%	\$ 35,261.72	\$ 92,338.00	\$ 57,076.28	\$ -
5.100.102	Interim Minister Moving Expenses	-	208.33	0%	-	2,500.00	2,500.00	-
5.100.120	Minister's Sabbatical Exp	-	-	0%	-	-	-	-
5.100.125	Minister's Professional Exp	927.11	305.58	48%	1,741.98	3,667.00	1,925.02	-
5.100.130	Ministerial Intern Expense	-	-	0%	-	-	-	-
	Total Addition Minister Exp	\$ 927.11	\$ 513.92	28%	\$ 1,741.98	\$ 6,167.00	\$ 4,425.02	\$ -
	Total Cost of Minister Exp	\$ 9,024.87	\$ 8,208.75	38%	\$ 37,003.70	\$ 98,505.00	\$ 61,501.30	\$ -
Music Ministry								
5.100.188	Music Dir Professional Exp	\$ -	\$ 250.00	105%	\$ 3,155.44	\$ 3,000.00	\$ -	\$ 155.44
	Total Music Director Other Expenses	\$ -	\$ 250.00	105%	\$ 3,155.44	\$ 3,000.00	\$ -	\$ 155.44
5.100.181	Music Dir Retirement Exp	295.09	278.42	42%	1,408.77	3,341.00	1,932.23	-
5.100.185	Music Dir Sal Exp Bud	3,031.83	3,031.83	49%	17,776.82	36,382.00	18,605.18	-
5.100.186	Music Dir Medical Exp	-	-	0%	-	-	-	-
5.100.187	Music Dir FICA Exp	231.93	213.00	53%	1,359.91	2,556.00	1,196.09	-
	Total Music Director Compensation	\$ 3,558.85	\$ 3,523.25	52%	\$ 23,700.94	\$ 45,279.00	\$ 21,733.50	\$ -
5.100.193	Chorale/Sunday Serv Pianist Exp	545.00	522.08	49%	3,095.00	6,265.00	3,170.00	-
5.100.195	Music Percussionist Exp	270.00	278.33	49%	1,620.00	3,340.00	1,720.00	-
	Total Other Music Staff	\$ 815.00	\$ 800.42	49%	\$ 4,715.00	\$ 9,605.00	\$ 4,890.00	\$ -
5.100.189	Music Equipment Maint Exp	-	33.33	45%	180.00	400.00	220.00	-
5.100.191	Music Purchase Exp	-	16.67	56%	112.81	200.00	87.19	-
	Total Other Music Expenses	\$ -	\$ 50.00	49%	\$ 292.81	\$ 600.00	\$ 307.19	\$ -
	Total Music Ministry Exp	\$ 4,373.85	\$ 4,623.67	52%	\$ 28,708.75	\$ 55,484.00	\$ 26,930.69	\$ 155.44
Children and Youth RE Ministry								
5.100.150	RE Director Salary Exp Bud	\$ 4,700.00	\$ 4,700.00	49%	\$ 27,833.33	\$ 56,400.00	\$ 28,566.67	\$ -
5.100.155	RE Director Medical Ins Ex Bud	-	-	0%	-	-	-	-
5.100.158	RE Dir FICA SS Exp Bud	359.55	331.50	54%	2,129.25	3,978.00	1,848.75	-
5.100.160	RE Director Pension Exp Budget	433.33	433.33	42%	2,166.65	5,200.00	3,033.35	-
	Total Cost of RE Director	\$ 5,492.88	\$ 5,464.83	49%	\$ 32,129.23	\$ 65,578.00	\$ 33,448.77	\$ -
5.100.165	RE Director Professional Exp	575.00	416.67	30%	1,515.98	5,000.00	3,484.02	-
	Total Other RE Director Expenses	\$ 575.00	\$ 416.67	30%	\$ 1,515.98	\$ 5,000.00	\$ 3,484.02	\$ -
5.100.166	RE Leader Train Exp Bud	-	-	0%	-	-	-	-
5.100.167	RE Teacher Appre Exp Bud	-	-	0%	-	-	-	-
	Total RE Training Expense	\$ -	\$ -	0%	\$ -	\$ -	\$ -	\$ -
5.100.134	RE Operational Exp	164.72	250.00	69%	2,070.23	3,000.00	929.77	-
5.100.168	RE Teacher Support Coordinator	450.00	316.67	33%	1,260.00	3,800.00	2,540.00	-
5.100.169	RE Summer Coordinator	-	150.00	82%	1,500.00	1,800.00	300.00	-

Treasurer's Report Westside Unitarian Universalist Congregation				
Overview				
CASH BALANCES	November 2015	Prior Month	Change	Notes
Operations Checking	\$ 47,393.50	\$ 47,405.45	\$ (11.95)	
Dedicated Fund Balances	22,153.33	33,703.28	\$ (11,549.95)	- Transferred out \$11,697 in Undesignated Funds to Operations Checking
Cash Available for Operations	\$25,240.17	\$ 13,702.17	\$11,538.00	
Operations Savings	\$ 7,103.64	\$7,103.46	\$0.18	
Building Fund Checking	\$53,308.63	\$ 57,407.10	\$ (4,098.47)	- \$2.5K McBride Const, \$1.2K Froula Alarms, \$0.3K Fence Repairs
Building Fund Savings	\$71,955.56	\$ 55,344.86	\$ 16,610.70	- \$35,640.27 from Church Mutual for flood repairs, transferred \$19,030.51 to Elevator Fund
Elevator Fund Savings	\$23,772.73	\$ 4,740.90	\$ 19,031.83	-- \$19,030.51 Chalice Lighters for Elevator transferred in from Bldg Savings
Total Building Funds	\$149,036.92	\$ 117,492.86	\$31,544.06	
VERSUS BUDGET				
	November 2015	Budget *	Versus Budget	
Current Month Income	\$ 44,014	\$ 38,758	\$ 5,256	- \$11,697 of Total Income is transfer from Undesignated Funds
Current Month Expenses	\$ 31,040	\$ 31,972	\$ (931)	
YTD Income	\$ 211,418	\$ 185,483	\$ 25,935	- Ahead of adjusted YTD Budget, at 50% of Total FY Income
YTD Expense	\$ 192,948	\$ 204,177	\$ (11,229)	- Behind adjusted YTD Budget, at 46% of Total FY Expenses
YTD Actuals vs. Budget			\$ 37,164	
PERCENTAGE OF BUDGET				
	November 2015	YTD	Annual Budget	%
Pledge Income	\$ 23,768	\$ 149,735	\$252,840	59%
Other Income	\$ 20,246	\$ 61,683	\$173,141	36%
Total Income	\$ 44,014	\$ 211,418	\$425,981	50%
Religious Leadership Ministry	\$ 9,025	\$ 37,004	\$98,505	38%
Children & Youth Ministry	\$ 7,005	\$ 40,224	\$82,978	48%
Music Ministry	\$ 4,374	\$ 28,709	\$55,484	52%
Admin & Staff Benefits	\$ 3,632	\$ 18,085	\$40,519	45%
Operations	\$ 1,352	\$ 10,035	\$23,151	43%
Committees & Programs	\$ 659	\$ 9,578	\$17,920	53%
UU Organizations Dues	\$ -	\$ 10,169	\$20,438	50%
Fundraising	\$ -	\$ 1,487	\$13,950	11%
Rentals & Building	\$ 4,993	\$ 37,658	\$73,036	52%
				- Increased level of small repairs and maintenance expenses
Total Expenses	\$ 31,040	\$ 192,948	\$425,981	45%
Result of Operations	\$ 12,973	\$ 18,470	\$37,164	50%

* Monthly and YTD Budget figures adjusted to exclude Auction-related income and expense allocated to February 2016 as well as other timing adjustments

Treasurer's Report
Westside Unitarian Universalist Congregation
Account Detail

Westside Unitarian Universalist Congregation - Seattle WA		Period YTD%: 50%						
Treasurer's Report as of November 2015 for General Fund								
Saturday, December 05, 2015								
Account #	Account Name	Period Activity	Monthly Budget	% of Ann. Bgt.	YTD Balance	Annual Budget	Bgt Remaining	Over Budget
GENERAL FUND INCOME								
Pledging								
4.100.100	Pledges - Current Year Income	\$ 23,767.84	\$ 20,736.67	59%	\$ 146,054.66	\$ 248,840.00	\$ 102,785.34	\$ -
4.100.105	Pledges - Additional One Time Gifts	-	-	0%	-	-	-	-
4.100.110	Pledges - Prior Year Income	-	333.33	92%	3,680.00	4,000.00	320.00	-
	Total Pledges	\$ 23,767.84	\$ 21,070.00	59%	\$ 149,734.66	\$ 252,840.00	\$ 103,105.34	\$ -
Other Donations								
4.100.135	Give Big (Non-pledge gifts and stretch dollars)	\$ -	\$ 414.17	118%	\$ 5,854.00	\$ 4,970.00	\$ -	\$ 884.00
4.100.140	Contributions - Sunday WSUU	1,007.10	833.33	55%	5,545.49	10,000.00	4,454.51	-
4.100.150	Contributions Sunday Charities	977.40	833.33	58%	5,773.49	10,000.00	4,226.51	-
4.100.160	Special Gifts & Appeals	-	625.00	26%	1,944.40	7,500.00	5,555.60	-
	Total Other Donations	\$ 1,984.50	\$ 2,705.83	59%	\$ 19,117.38	\$ 32,470.00	\$ 14,236.62	\$ 884.00
	Total Pledge and Other Donations	\$ 25,752.34	\$ 23,775.83	59%	\$ 168,852.04	\$ 285,310.00	\$ 117,341.96	\$ 884.00
Fund Raising								
4.100.245	Auction Income	\$ -	\$ 3,500.00	0%	\$ -	\$ 42,000.00	\$ 42,000.00	\$ -
4.100.247	Raise the Paddle Income	-	416.67	0%	-	5,000.00	5,000.00	-
4.100.250	Rummage & Book Sale Income	19.50	333.33	10%	395.75	4,000.00	3,604.25	-
4.100.257	Misc. Fundraising Income	983.21	187.50	67%	1,508.43	2,250.00	741.57	-
	Total Fund Raising Income	\$ 1,002.71	\$ 4,437.50	4%	\$ 1,904.18	\$ 53,250.00	\$ 51,345.82	\$ -
Merchants Income								
4.100.200	PCC Scrip GF Income	0	208.33	0%	10.33	2,500.00	2,489.67	-
4.100.210	E Scrip GF Income	9.12	33.33	24%	94.28	400.00	305.72	-
4.100.211	Amazon Rebate Income	111.75	216.67	39%	1,008.60	2,600.00	1,591.40	-
	Total Merchants Income	\$ 120.87	\$ 458.33	20%	\$ 1,113.21	\$ 5,500.00	\$ 4,386.79	\$ -
Program and Misc Income								
4.100.220	Coffee Income	\$ 31.21	\$ 55.00	31%	\$ 201.77	\$ 660.00	\$ 458.23	\$ -
4.100.221	Music Fund GF Income	20.00	191.67	50%	1,157.00	2,300.00	1,143.00	-
4.100.240	Interest Income	0.18	0.67	13%	1.07	8.00	6.93	-
4.100.241	Board Designated Fund Transfers to GF	11,697.00	974.75	100%	11,697.00	11,697.00	-	-
4.100.242	Building Fund Transfer	-	1,440.25	0%	-	17,283.00	17,283.00	-
4.100.251	Orion Fundraising Income	-	-	0%	-	-	-	-
4.100.255	Common Quest Income	66.00	41.67	52%	259.00	500.00	241.00	-
4.100.259	RE Contributions/Fundraising	427.00	166.67	41%	821.51	2,000.00	1,178.49	-
4.100.260	OWL Income	-	-	0%	-	-	-	-
4.100.265	Ministerial Intern Inc	-	-	0%	-	-	-	-
	Total Program and Other Income	\$ 12,241.39	\$ 2,870.67	41%	\$ 14,137.35	\$ 34,448.00	\$ 20,310.65	\$ -
Rentals								
4.100.300	Cell Tower Rental & Elec Reimb Income	\$ 1,137.78	\$ 1,137.75	50%	\$ 6,826.68	\$ 13,653.00	\$ 6,826.32	\$ -
4.100.302	Cell Tower Electricity Reimb	-	-	0%	-	-	-	-
4.100.305	Rental Income - Single Events	862.50	750.00	39%	3,533.75	9,000.00	5,466.25	-
4.100.310	Leases Income - Pre School	2,606.00	1,833.33	62%	13,579.35	22,000.00	8,420.65	-
4.100.311	Donations- Service Groups Meeting at WSUU	290.00	235.00	52%	1,471.00	2,820.00	1,349.00	-
	Total Rental Income	\$ 4,896.28	\$ 3,956.08	54%	\$ 25,410.78	\$ 47,473.00	\$ 22,062.22	\$ -
	Total General Fund Income	\$ 44,013.59	\$ 35,498.42	50%	\$ 211,417.56	\$ 425,981.00	\$ 215,447.44	\$ 884.00

Treasurer's Report
Westside Unitarian Universalist Congregation
Account Detail

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	Total Music Director Other Expenses	\$ -	\$ 250.00	105%	\$ 3,155.44	\$ 3,000.00	\$ -	\$ 155.44
5.100.181	Music Dir Retirement Exp	295.09	278.42	42%	1,408.77	3,341.00	1,932.23	-
5.100.185	Music Dir Sal Exp Bud	3,031.83	3,031.83	49%	17,776.82	36,382.00	18,605.18	-
5.100.186	Music Dir Medical Exp	-	-	0%	-	-	-	-
5.100.187	Music Dir FICA Exp	231.93	213.00	53%	1,359.91	2,556.00	1,196.09	-
	Total Music Director Compensation	\$ 3,558.85	\$ 3,523.25	52%	\$ 23,700.94	\$ 45,279.00	\$ 21,733.50	\$ -
5.100.193	Chorale/Sunday Serv Pianist Exp	545.00	522.00	49%	3,095.00	6,265.00	3,170.00	-
5.100.195	Music Percussionist Exp	270.00	278.33	49%	1,620.00	3,340.00	1,720.00	-
	Total Other Music Staff	\$ 815.00	\$ 800.42	49%	\$ 4,715.00	\$ 9,605.00	\$ 4,890.00	\$ -
5.100.189	Music Equipment Maint Exp	-	33.33	45%	180.00	400.00	220.00	-
5.100.191	Music Purchase Exp	-	16.67	56%	112.81	200.00	87.19	-
	Total Other Music Expenses	\$ -	\$ 50.00	49%	\$ 292.81	\$ 600.00	\$ 307.19	\$ -
	Total Music Ministry Exp	\$ 4,373.85	\$ 4,623.67	52%	\$ 28,708.75	\$ 55,484.00	\$ 26,930.69	\$ 155.44
Children and Youth RE Ministry								
5.100.150	RE Director Salary Exp Bud	\$ 4,700.00	\$ 4,700.00	49%	\$ 27,833.33	\$ 56,400.00	\$ 28,566.67	\$ -
5.100.155	RE Director Medical Ins Ex Bud	-	-	0%	-	-	-	-
5.100.158	RE Dir FICA SS Exp Bud	359.55	331.50	54%	2,129.25	3,978.00	1,848.75	-
5.100.160	RE Director Pension Exp Budget	433.33	433.33	42%	2,166.65	5,200.00	3,033.35	-
	Total Cost of RE Director	\$ 5,492.88	\$ 5,464.83	49%	\$ 32,129.23	\$ 65,578.00	\$ 33,448.77	\$ -
5.100.165	RE Director Professional Exp	575.00	416.67	30%	1,515.98	5,000.00	3,484.02	-
	Total Other RE Director Expenses	\$ 575.00	\$ 416.67	30%	\$ 1,515.98	\$ 5,000.00	\$ 3,484.02	\$ -
5.100.166	RE Leader Train Exp Bud	-	-	0%	-	-	-	-
5.100.167	RE Teacher Appre Exp Bud	-	-	0%	-	-	-	-
	Total RE Training Expense	\$ -	\$ -	0%	\$ -	\$ -	\$ -	\$ -
5.100.134	RE Operational Exp	164.72	250.00	69%	2,070.23	3,000.00	929.77	-
5.100.168	RE Teacher Support Coordinator	450.00	316.67	33%	1,260.00	3,800.00	2,540.00	-
5.100.169	RE Summer Coordinator	-	150.00	83%	1,500.00	1,800.00	300.00	-
5.100.170	Childcare Exp	322.50	300.00	49%	1,748.75	3,600.00	1,851.25	-
5.100.171	RE Program Support Exp	-	-	0%	-	-	-	-
5.100.172	RE Curricula Expense	-	16.67	0%	-	200.00	200.00	-
	Total RE Operational	\$ 937.22	\$ 1,033.33	53%	\$ 6,578.98	\$ 12,400.00	\$ 5,821.02	\$ -
	Total RE Ministry Exp	\$ 7,005.10	\$ 6,914.83	48%	\$ 40,224.19	\$ 82,978.00	\$ 42,753.81	\$ -

Treasurer's Report
Westside Unitarian Universalist Congregation
Account Detail

Account #	Account Name	Period Activity	Monthly Budget	% of Ann. Bgt.	YTD Balance	Annual Budget	Bgt Remaining	Over Budget
Administrative Staff Support								
5.100.176	Office Administrator Sal Exp Bud	\$ 2,340.00	\$ 2,210.00	44%	\$ 11,763.40	\$ 26,520.00	\$ 14,756.60	\$ -
5.100.177	Office Administrator FICA Exp	179.01	149.17	50%	899.91	1,790.00	890.09	-
5.100.179	Office Administrator Retirement	466.00	221.00	47%	1,245.02	2,652.00	1,406.98	-
5.100.180	Bookkeeper Sal Exp Bud	507.00	507.00	42%	2,572.20	6,084.00	3,511.80	-
5.100.183	Bookkeeper FICA Exp	38.78	38.75	25%	116.34	465.00	348.66	-
	Total Administration Staff Exp	\$ 3,530.79	\$ 3,125.92	44%	\$ 16,596.87	\$ 37,511.00	\$ 20,914.13	\$ -
Additional Employee Benefits								
5.100.178	Labor & Industries Ins Exp	\$ -	\$ 175.00	47%	\$ 994.09	\$ 2,100.00	\$ 1,105.91	\$ -
5.100.182	Employee Assistance Prog Exp	-	-	0%	-	-	-	-
5.100.184	Part time Empl FICA SS Exp Bud	101.57	75.67	54%	493.58	908.00	414.42	-
	Total Additional Employee Benefits Exp	\$ 101.57	\$ 250.67	49%	\$ 1,487.67	\$ 3,008.00	\$ 1,520.33	\$ -
UU Organizations Dues Expense								
5.100.300	Partner Church Dues Exp Bud	\$ -	\$ 12.50	100%	\$ 150.00	\$ 150.00	\$ -	\$ -
5.100.310	UUSC Dues Exp Bud	-	20.83	0%	-	250.00	250.00	-
5.100.320	UUA Dues Exp Bud	-	1,165.00	50%	6,990.00	13,980.00	6,990.00	-
5.100.330	PNWD Dues Exp Bud	-	504.83	50%	3,029.00	6,058.00	3,029.00	-
	Total UU Organizations Dues Exp	\$ -	\$ 1,703.17	50%	\$ 10,169.00	\$ 20,438.00	\$ 10,269.00	\$ -
Operational Expenses								
5.100.450	Telephone/Cable/Internet	\$ 205.78	\$ 187.08	53%	\$ 1,200.53	\$ 2,245.00	\$ 1,044.47	\$ -
5.100.460	Web Hosting Exp	19.00	17.17	59%	122.39	206.00	83.61	-
5.100.470	Web Maintenance Exp Bud	-	50.00	0%	-	600.00	600.00	-
5.100.475	Technology Management	-	83.33	8%	76.72	1,000.00	923.28	-
5.100.480	Office Expenses	135.25	125.00	43%	643.22	1,500.00	856.78	-
5.100.481	Postage Exp Bud	-	41.67	44%	220.63	500.00	279.37	-
5.100.482	Printing / Copying	822.54	333.33	53%	2,115.37	4,000.00	1,884.63	-
5.100.483	Constant Contact Email Service	-	50.00	54%	322.20	600.00	277.80	-
5.100.484	Marketing and Advertising	-	41.67	0%	-	500.00	500.00	-
5.100.520	Banking & Credit Card Fees e.g.Vanco	169.51	333.33	57%	2,264.29	4,000.00	1,735.71	-
5.100.550	Liability Insurance Exp Bud	-	666.67	38%	3,069.50	8,000.00	4,930.50	-
5.100.742	Memorial Expenses	-	-	0%	-	-	-	-
5.100.800	Transfers to Operations Cash Reserve Fund	-	-	0%	-	-	-	-
	Total Operational Exp	\$ 1,352.08	\$ 1,929.25	43%	\$ 10,034.85	\$ 23,151.00	\$ 13,116.15	\$ -
Committees Expenses								
5.100.222	Coffee and Other Kitchen Exp	\$ 141.85	\$ 83.33	49%	\$ 485.32	\$ 1,000.00	\$ 514.68	\$ -
5.100.710	Membership Exp Bud	-	16.67	0%	-	200.00	200.00	-
5.100.725	Worship Council Expense Budget	36.69	216.67	60%	1,572.45	2,600.00	1,027.55	-
5.100.726	AV Tech Expense	480.00	293.33	90%	3,161.54	3,520.00	358.46	-
5.100.755	Orion Expense	-	-	0%	-	-	-	-
5.100.756	Social Action Expense	-	16.67	0%	-	200.00	200.00	-
5.100.757	Sunday Morning Contributions Given to Charity	-	833.33	44%	4,359.11	10,000.00	5,640.89	-
5.100.800	All Congr Social Events	-	25.00	0%	-	300.00	300.00	-
5.100.829	Common Quest Exp	-	8.33	0%	-	100.00	100.00	-
	Total Committees Exp	\$ 658.54	\$ 1,493.33	53%	\$ 9,578.42	\$ 17,920.00	\$ 8,341.58	\$ -
Fundraising Expenses								
5.100.196	Music Council Fundraising Exps	\$ -	\$ -	0%	\$ -	\$ -	\$ -	\$ -
5.100.819	Raise the Paddle Purchase Exp-GF	-	416.67	0%	-	5,000.00	5,000.00	-
5.100.820	Auction Expense	-	708.33	15%	1,300.00	8,500.00	7,200.00	-
5.100.821	Rummage Sale Expense	-	8.33	0%	-	100.00	100.00	-
5.100.822	Canvass Expense	-	8.33	0%	-	100.00	100.00	-
5.100.823	Misc. Fundraising Exp Bud	-	20.33	-	186.73	250.00	-	-

Treasurer's Report
Westside Unitarian Universalist Congregation
Account Detail

Account #	Account Name	Period Activity	Monthly Budget	% of Ann. Bgt.	YTD Balance	Annual Budget	Bgt Remaining	Over Budget
Rentals Expenses								
	Total Fundraising Exp	\$ -	\$ 1,162.00	11%	\$ 1,486.73	\$ 13,950.00	\$ 12,400.00	\$ -
5.100.305	Facilities Rental Exp - single events	\$ 60.00	\$ 58.33	51%	\$ 360.00	\$ 700.00	\$ 340.00	\$ -
	Total Rentals Exp	\$ 60.00	\$ 58.33	51%	\$ 360.00	\$ 700.00	\$ 340.00	\$ -
Facility Expenses								
5.100.452	Electricity - SCL	\$ 287.00	\$ 35.00	110%	\$ 461.95	\$ 420.00	\$ -	\$ 41.95
5.100.453	Water/Sewer - SPU	-	508.33	59%	3,574.21	6,100.00	2,525.79	-
5.100.454	Waste/Recycling/Green	-	208.33	56%	1,395.48	2,500.00	1,104.52	-
5.100.455	Gas - PSE	137.25	129.67	44%	686.25	1,556.00	869.75	-
5.100.456	Gas - PSE	163.84	375.00	22%	978.92	4,500.00	3,521.08	-
	Total Utility Expenses	\$ 588.09	\$ 1,256.33	47%	\$ 7,096.81	\$ 15,076.00	\$ 8,021.14	\$ 41.95
5.100.650	Loan Debt Service - UUA	3,387.44	3,387.50	50%	20,324.64	40,650.00	20,325.36	-
5.100.655	Loan Debt Service - PNW Growth Foundation Exp	659.96	659.17	58%	4,619.72	7,910.00	3,290.28	-
	Total Loan Expenses	\$ 4,047.40	\$ 4,046.67	51%	\$ 24,944.36	\$ 48,560.00	\$ 23,615.64	\$ -
5.100.457	Annual City/County/State Fees	0	166.67	53%	1,057.78	2,000.00	942.22	-
	Total City/County Fees	\$ -	\$ 166.67	53%	\$ 1,057.78	\$ 2,000.00	\$ 942.22	\$ -
5.100.216	Janitorial/Sun Coord/Wages Exp	225.00	233.33	44%	1,222.50	2,800.00	1,577.50	-
5.100.451	Janitorial Supplies	-	108.33	69%	901.90	1,300.00	398.10	-
5.100.458	Landscaping Exp	-	8.33	74%	74.22	100.00	25.78	-
5.100.459	Building Maintenance Supplies & Small Labor Vendor	72.93	208.33	80%	2,000.10	2,500.00	499.90	-
5.100.461	Building Capital Reserve Exp-GF	-	-	0%	-	-	-	-
	Total Repair and Maintenance	\$ 297.93	\$ 558.33	63%	\$ 4,198.72	\$ 6,700.00	\$ 2,501.28	\$ -
	Total Facility Exp	\$ 4,933.42	\$ 6,028.00	52%	\$ 37,297.67	\$ 72,336.00	\$ 35,080.28	\$ 41.95
	Total General Fund Expenses	\$ 31,040.22	\$ 35,498.42	45%	\$ 192,947.85	\$ 425,981.00	\$ 233,167.27	\$ 197.39
Difference		\$ 12,973.37	\$ -	-	\$ 18,469.71	\$ -	\$ -	\$ 686.61

