

WSUU BOARD AGENDA — April 16, 2020

WSUU Mission: To support one another, expand our minds, and build a more just world.

Timekeeper? Process Observer?

Who does this meeting, this agenda, this event serve? Who and what are we centering?

6:30pm <i>15 min</i>	Chalice Lighting & Welcome	<ul style="list-style-type: none"> ○ Check-In ○ Access needs
6:45pm <i>15 min</i>	Covenant and Grounding Practice	<ul style="list-style-type: none"> ● How are we living our covenant? Review the covenant together. ● Board member shares a grounding practice (record to share with congregation)
7:00pm <i>20 min</i>	Minutes (5 min)	<ul style="list-style-type: none"> ● Changes or approve as written
	Reports (5 min)	<ul style="list-style-type: none"> ● Bridge Minister ● Administrator ● DRE ● Music ● Finance Committee ● Treasurer ● Transition Working Group
	Liaison Updates (10 min)	<ul style="list-style-type: none"> ● Roseanne – Leadership Assembly – <ul style="list-style-type: none"> ▪ Communications needed now with the LA? ● Aimee – Nominating Committee timeline and updates ● Tony – RJCT – <ul style="list-style-type: none"> ▪ Equity needs will be amplified during this pandemic. How are we addressing this? In what ways are we/can we advocate for and offer support to more vulnerable populations? ● Jade – Accessibility – <ul style="list-style-type: none"> ▪ Need a volunteer to lead accessibility work with Zoom, especially finding a transcription solution for hearing challenges.
7:20pm <i>20 min</i>	Board Goals	<ul style="list-style-type: none"> ● Board priorities revisit ● Realign priority focus to Congregational Care & Continuation of Operations ● What we are resting for the remainder of the 2019-2020 church year <ul style="list-style-type: none"> ▪ Right relations team formation ▪ Personnel committee work
	Determine how our current goals and priorities will shift to accommodate what needs our attention during this COVID-19 time.	



- Accessibility team formation and building construction project
- Bylaw and policy updates
- Broad implementation of photo policy

7:40pm
35 min

Budget Discussion

- Status of stewardship campaign
- Review latest proposal for movement toward staff compensation parity in 2020-2021 budget
- Review budget considerations for our called minister to begin employment in an online capacity
- Discuss the possibility of creating some kind of “leave” for the congregation in July, from regular church programming, for COVID-19 relief and budget savings
- Approve plan for two additional congregational meetings in the 2020-2021 church year to allow for budget amendments as needed through this pandemic experience

8:15pm
15 min

Support for Transparency and Engagement

- Formation of a group, “Continuation of Operations Advisory Partners to the Board”? How can we best increase our transparency and increase congregational engagement in decision making through this pandemic? Form a new task force? Engage clusters and cluster facilitators?

8:30pm
20 min

Updates and Follow-Up

- Planning for virtual annual meeting and voting process
- Board “tabling” in virtual coffee hour on Sundays
- Invite other congregations to attend our online service, especially those who are not creating services of their own?
- Support of WSUU’s community outreach efforts (Welcome Table)

8:50pm
10 min

Close of the Meeting

- Thank you notes through email
- Process Observer Report

Bridge Minister

- Supporting leadership, worship, pastoral care
- Sharing mid-week connection spiritual practice and resiliency resources.
- WSUU receiving 3 weekly check-ins: cluster groups, mid-week connection and Westside Week.

Administrator

- Membership: No changes - 194
- Stewardship: 52 units of 150 units have pledged - \$156,410.
- COVID:
 - Suspended janitorial service for month of April (at request of tenant). Savings - \$630/mo.
 - Reduced garbage & clean green to once a month.
 - Heat turned down to mid-50's in sanctuary
 - Leaps & Bounds continues to be able to make payments.
 - Applied for emergency grant from UUA for virtual worship and received \$2k max gift within the week.
 - Applied for PPP Loan/Grant ~\$42k. Submitted application 4/4. Received confirmation it was received.
- Furnace: No update; no one is returning calls.
- Where time went: Converting our groups and services to Zoom. The toughest part has been the tech support for the worship services. Learning video-editing etc. to share our services on our website. Setting up groups for the Clusters. Extra time for applications for grants/loans. Supporting stewardship and finance committees.

DRE

- Nursery – Offering recordings that Ivy & Julie are making of themselves to watch whenever.
- K-3 – Offering recordings to watch at their leisure; many are watching during the service.
- 4-6th grade- Live-streamed class; about same number are joining as attended class in the past
- MS OWL – On pause/postponed
- COA – Continuing online
- Youth Group – Held youth-led service virtually. Meeting 2x month online; watching movies together.
- General – Sending home project ideas to parents; delivered mindfulness sermon; will live-stream chalice chapel on 4/19; RE Council met 4/5; YAC 4/29; Story-tellers scheduled through May.

Music

- No report this week.

Finance Committee

- No report this week – See Administrator report re: financial considerations during COVID.

Transition Working Group

- No report this week

MINUTES: MEETING OF THE BOARD OF TRUSTEES OF WESTSIDE UNITARIAN UNIVERSALIST CONGREGATION

April 16, 2020

BOARD ATTENDING: (Virtual meeting through Zoom) Jade Lowry, Roseanne Lorenzana, Matt Aspin, Aimee Schiefelbein, Tony Ricardi, Thomas Terrence, Shelley Webb

STAFF: Shannon Day, Rev. Deanna Vandiver

TIMEKEEPER: Matt PROCESS OBSERVER: Thomas

WELCOME AND CHALICE LIGHTING: The meeting started at 6:35pm.

COVENANT AND GROUNDING PRACTICE: The Board shared access needs for the meeting. The Board and staff reflected on the covenant and agreed to covenant together.

APPROVAL OF MINUTES: March minutes approved as corrected.

REPORTS:

- BRIDGE MINISTER REPORT: *See report attached.*
- ADMINISTRATOR REPORT: *See report attached.*
- DRE REPORT: *See report attached.*
- MUSIC REPORT: *See report attached.* The Board will consider the Music Director's compensation request for extra hours worked during the pandemic. This will be considered between meetings and a decision made over email.
- FINANCE COMMITTEE REPORT: *See report attached.*
- TREASURER REPORT: *See report attached.*
- TRANSITION WORKING GROUP REPORT: *See report attached.*

LIAISON UPDATES:

LEADERSHIP ASSEMBLY: The notes from the Leadership Assembly will need to be added to the One Drive for future access. **Next steps:** Roseanne and Shannon will work together on a plan for where to put them on One Drive so they are easily accessible for future Boards.

NOMINATING COMMITTEE: The Nominating Committee has reported to the Board that they are continuing to look for candidates for Vice President, President, and Secretary. The Nominating Committee has not yet found a Vice President candidate who is willing to commit to three years, as is suggested in our bylaws. It was the Board's recommendation that the Nominating Committee may consider proceeding with a candidate who can commit to one year. The three-year goal for Vice President is aspirational and not yet realized. **Next Steps:** Aimee will relay this message to the Nominating Committee.

RJCT: RJCT has been having discussions and looking for ways to support Asian descent/Asian Americans who are especially impacted by racism and hate crimes during this pandemic.

ACCESSIBILITY: The current focus of the Board is online access to congregational life, as there is no building access during the pandemic. The biggest concern the Board has discovered is related to our hard of hearing congregants. We have a need for a transcription/closed captioning program. The Board is looking for anyone who may be able to offer support on this issue and it can be funded through this year's accessibility fund. **Next Steps:** Tony will ask Neve about their capacity to help us get started and report back to the Board.

BOARD GOALS:

- BOARD PRIORITIES REVISIT: The Board discussed and came in to agreement on our Board priorities, existing and updated goals, with the COVID-19 pandemic. An updated table of the alignment of our current care priorities with our board goals is included at the end of the minutes.
- REALIGN PRIORITIES TO CONGREGATIONAL CARE & CONTINUATION OF OPERATIONS:
 - a. RIGHT RELATIONS TEAM FORMATION: The Board discussed potentially forming the discernment team who will aid in the formation of the Right Relations Team. The materials Matt gathered will be added to One Drive to support next year's Board work. **Next steps:** Jade and Aimee will follow up.
 - b. PERSONNEL COMMITTEE: Shannon is still pulling together clear next steps for the Personnel Committee. Medical benefits need to be updated in the handbook immediately to reflect the changes to how staff are compensated. **Next steps:** Matt will update the handbook with information related to medical benefits. Shannon and Thomas will invite the new Personnel Committee to meet as soon as Shannon has clear steps outlined.
 - c. ACCESSIBILITY TEAM FORMATION AND BUILDING CONSTRUCTION PROJECT: This is on hold due to the pandemic. **Next Steps:** Jade has all the notes from the input received and will put it in One Drive for next year's Board. We will continue to support accessibility to Zoom until we return to the building.
 - d. BYLAW AND POLICY UPDATE: Tony offered to engage RJCT to see if there is a team who would be willing to review the bylaws and policies with an equity lens.

- e. BROAD IMPLEMENTATION OF PHOTO POLICY: No updates until we are together again in person.
- f. MUSIC WORSHIP SUPPORT TEAM: This is on hold for the moment as the Music Director does not have the capacity for this with the extra work preparing for online services. The team has been identified, and will begin meeting as soon as Scott has the space for it.

BUDGET DISCUSSION:

- STATUS OF STEWARDSHIP CAMPAIGN: We have 208k in hand with pledges currently, with a little more than a half of the pledging units in. The timing of incoming pledges is similar to years past, even with the pandemic. The Stewardship Committee, Finance Committee, and Board will need to collaborate on best ways to approach the pledge drive, including how to encourage people to pay on their current pledge.
- The Board just learned they secured the 42k CARES Act PPP loan money which if used according to the federal stipulations may be forgiven.
- Shelley proposed that the Board vote on an offer from our lender of the smaller of our two mortgage loans, through the Pacific Northwest UU Growth Fund, to pay interest only on our loan for one year which will save us 5k. In one year, we will return to the current amortization schedule and payments. Tony seconded. Approved unanimously.
- REVIEW LATEST PROPOSAL FOR MOVEMENT TOWARD STAFF COMPENSATION PARITY IN 2020-2021 BUDGET: The Board is in agreement to support a new plan for staff compensation parity. The plan primarily focuses on a change in how we will allocate health benefit funds, which will benefit our staff, bring them all closer to the UUA recommended mid-point of their salary range, and reduce the gap in parity between our minister compensation package and our staff compensation package. Shelley has been talking with the staff, and will share the updated proposal with them at the next staff meeting before it is presented to the congregation. Next year's Board, Finance Committee and Personnel Committee will need to continue to work toward closing the gap between minister and other religious professional staff compensation packages.
- REVIEW BUDGET CONSIDERATIONS FOR OUR CALLED MINISTER TO BEGIN EMPLOYMENT IN AN ONLINE CAPACITY: Jade and Shelley will work on a plan for this and bring it to the Board for future discussions.
- DISCUSS THE POSSIBILITY OF CREATING A LEAVE FROM CONGREGATIONAL LIFE IN JULY FROM REGULAR CHURCH PROGRAMMING FOR COVID-19 RELIEF AND BUDGET SAVINGS: Staff has already considered this question and did not feel a break from church life would add any benefit. The Board discussed it and considered potential budgetary savings and loss of social connections during a stressful time. The Board agreed to continue with congregational activities through the summer, with plans for engaging additional supports for online worship and programming so staff and AV team members can take a break.
- APPROVAL PLAN FOR TWO ADDITIONAL CONGREGATIONAL MEETINGS IN THE 2020-2021 CHURCH YEAR TO ALLOW FOR BUDGET AMENDMENTS AS NEEDED THROUGH THIS PANDEMIC EXPERIENCE: The Board discussed the possibility of needing additional congregational meetings to give the church an opportunity to amend our budget as the financial situation calls for it during the pandemic. The Board agreed that the mid-year report meeting can become a voting

meeting if needed, and felt the decision for additional voting meetings would need to formally come from next year's Board.

SUPPORT FOR TRANSPARENCY AND ENGAGEMENT: The Board briefly discussed the formation of a new group of Westside congregants whose main goal would be to increase transparency and increase congregational input to the Board's decision-making during the pandemic and recovery phases. This would be an advisory group to the board, to support continuation of operations. **Next steps**: Thomas, Roseanne, and Jade will meet to propose goals of the formation of this group to share with the Board.

UPDATES AND FOLLOW-UP:

- The Board discussed the upcoming June 7th Annual Meeting and combining the Zoom meeting format with Google Forms for voting.
- The Nominating Committee is expected to present the slate for next year's Board at the beginning of May.
- The Board will begin online Board tabling on 4/26 for congregants to join and ask questions and get updates on the Board process, and will continue to offer Zoom space for this during coffee hour until the June 7th annual meeting.
- Jade attended an online meeting with other congregation's presidents. Some of the Board presidents are saying they aren't having church services, so she and Rev. Deanna would like to invite other congregations to attend our services. The Board agreed this would be most supportive to those congregations.
- May 31 is the next Leadership Assembly (LA) meeting and the last for this church year. Roseanne is preparing the agenda which will include follow up of the equity training provided in the 1/12/20 LA meeting. Although the LA is the principle audience, this meeting is open to all congregants.

CLOSE OF MEETING:

- GROUNDING PRACTICE: Thomas led the Board in a grounding practice to end the evening.
- THANK YOU NOTES: The notes were split between Board members to be mailed.
- PROCESS OBSERVER REPORTS: Thomas shared feedback on interactions among board members.

The Board adjourned at 9:03pm. The next regular meeting of the board will be held on May 21, 2020 by Zoom.

Aimee Schiefelbein, Secretary

EXISTING	UPDATED (April 2020)	Incremental Success Metrics...	(DRAFT 5-11-20)
Priority	(Align updates w-existing priorities)		
1. Improve our Financial Stability	1. Continuation of Operations	Develop & approve budget including contingency plan Assemble C of O advisory partners to the Board PPP loan application (\$42K for salaries) PNW-UU Growth fund grant (mortgage principal deferral)	
2. Improve our Operational Structures	1. Continuation of Operations	Create path to wage parity for staff Update Personnel Handbook re equity in staff health ins & benefits	
3. Strengthen the Health & Vitality of the Community	2. Congregational Care	Establish Congregational Care Clusters Create virtual worship services & Zoom accessibility Develop resources to support virtual worship & ministries Increase Board transparency, host tabling after worship service	
4. Bring Rev Christopher Wulff to WSUU!	1. Continuation of Operations	Navigate transition between Rev D → Rev CW Determine Family Leave arrangement w-Rev CW Facilitate Rev CW's online start with Westside	
5. Address Social Justice/Equity needs of the Congregation	2. Congregational Care	Assure accessibility to worship, news, pastoral, etc Provide appropriate ministry to BIPOC congregants Create charter for Right Relations Discernment Team	

Bridge Minister Report
Westside UU Congregation
For April 16, 2020

Dear Board:

I hold you all in deepest care and respect. I give thanks for your leadership and for your own discernment about your leadership. It has been a profound gift to serve with each of you in this time like no other in our lives.

Much of my ministerial energy for March and April has been given to supporting leadership, worship, and pastoral care transition our understanding of congregational life into the lived realities of a global pandemic, including holding clarity about how we are continuously called to be about collective liberation. Your religious professional staff continues to work above and beyond our job descriptions and hours, alongside extraordinarily generous gifts of time, energy, and wisdom from congregational volunteers.

With mentorship from Shannon, I have been able to take responsibility for creating and sharing a mid-week connection spiritual practice and resiliency resource to the congregation via Constant Contact. With the addition of the Sunday morning worship blast, Westside beloveds are now receiving three direct email contacts each week, in addition to congregational care clusters and any other group within WSUU they were already connected to. We have added a member to the Pastoral Care Team and are continuing to listen for pastoral needs.

Music continues to sustain my soul and I share some of what has been sustaining me with you here:

[Resilient by Rising Appalachia](#)
[Shelter in The Rain by Irma Thomas](#)
[I Will Rise Again by Sean Johnson & the Wild Lotus Band](#)

I welcome receiving your sustaining songs.

With love and gratitude,

Rev. Deanna Vandiver

Administrator Report to Board April 2020

Greetings beautiful board members. It feels a lifetime ago that I wrote my last report the world has changed so much. I'm happy to report that it feels like I've adjusted to the new normal and the skills and new timelines and tasks are feeling more natural and less stressful every day. I miss my visits with coworkers and folks visiting the church but I am very grateful to be able to come to the office to work safely. The change of scenery is such a blessing.

No action items for me this month.

Sunday Morning Attendance and Offering (Charity Portion)

Date	Speaker/Special Circumstances	Attendance	Collection (charity portion)
3.15.20	Youth Led Service	91 units ~ 110 people?	\$98
3.22.20	Rev. Deanna and Emma's Rev.	126 units ~150 people?	\$198
3.29.20	The Go Janes	150 units ~180 people?	\$223
4.5.20	Rev. Cynthia Westby	127 units ~150 people?	\$301 (this is the highest number we've seen in years!)

Membership: No changes in Membership as new members were reported last month. Membership count this month is 194

Stewardship: As of today (4/9/20) of the roughly 150 pledging units we have received pledges from 52 units with a total of \$156,410 pledged. We will continue with stewardship messages on Sundays and in our communications and will begin making one on one connections to receive pledges if necessary.

Measures Taken to Reduce Expenses: I have suspended our janitorial service for the month of April. This is partially due to a request from our tenant as they did not want more people in the building than is necessary and are willing to do their own cleaning for the time being. This is \$630/mo. I have also reduced our garbage and clean green pick ups to once a month. They would not reduce the recycling for some reason. Not sure the savings there. I have turned the heat down in the sanctuary to the mid-50s.

Tenant: Leaps and Bounds continues to see children one-on-one and were able to make their complete lease payment for April. We are hopeful that this will continue.

Grants: Jade and I applied for the emergency grant offered by the PWR of the UUA for extra expenses incurred due to virtual worship. We received the \$2000 max gift within that week! It will help us offset the expense of our zoom licenses. Additionally, I worked with the finance committee and Shelley and Jade to apply for the Payroll Protection Program Loan/Grant. We submitted our application on April 4th and got confirmation

that it was received. If we receive this grant it could be as much as \$42,000 to be used for payroll, benefits, utilities etc.

Furnace: No real update on the furnace. I can't get anyone from McKinstry to call me back about the firebox rebuild.

Things requiring extra attention and time in March :

Converting our groups and services to Zoom. The toughest part has been the tech support for the worship services. Learning video-editing etc. to share our services on our website. Setting up groups for the Clusters. Extra time for applications for grants/loans. Supporting stewardship and finance committees.

In loving Community,

Shannon

April 7, 2020

To: WSUU Board Members

From: Rev. Cynthia Westby, DRE

Re: DRE Board Report for April 2020

Wow!! What an adventure we are on. Learning to extend my skill set to offer services and RE classes on-line has been quite a journey. This has been a time of experimentation to see what is useful and what is not. I continue to experiment and try new things for our children and parents. Included in this has been needing to learn to use a lot of new technology, and some older technology in new ways. This has included YouTube channels, Zoom, and more. I am currently offering many different pre-recordings, some live-streamed classes and events, as well as weekly home projects.

In the beginning of March when we decided to offer church virtually. During our first virtual week I offered some classes streamed live on-line, via Zoom, some pre-recorded and on our YouTube channel, and then used parent feedback to keep what worked and try new things.

Nursery: On March 8 we offered the nursery live-streamed but that was not useful for parents. We have been offering recordings that Ivy and Julie are making of themselves reading stories to our nursery children since March 15. I am sending those to our parents of nursery-aged children each week. This way parents can decide when to show their children these stories.

K-3 Spirit Play class: We are sending recordings of the K-3 Spirit Play class home to parents on our private YouTube channel to have their children watch at their leisure from the beginning of this virtual period. I am hearing that some parents of children in the K-3 Spirit Play class are having their children watch this pre-recording after the story for all ages is told in the service. Some show it at some other point during the week.

4-6th Grade: I have been offering the 4-6th grade class live-streamed since March 8th because we are getting a good number of those children joining this class held during the service (roughly the same children who had been attending). This class is being offered after the story for all ages is told in our Sunday service.

Middle School OWL: We attempted to offer Middle School OWL that first week, live-streamed but it quickly became clear that it would not be possible to ensure confidentiality or offer our children the necessary support – it can be hard to know a child's reaction over a computer screen. We had to make the difficult decision to postpone the continuation of this class until we can meet in person. When we know definitively that we can meet in person, the teachers and I will brainstorm the best way to complete this class for our children - hopefully during the summer.

Coming of Age: The Coming of Age 9th-10th graders participating in this year's year-long class were able to finish up their classes on-line, live-streamed a couple of weeks ago. They will be holding their retreat – a retreat that is usually a weekend long but will now be a day-long retreat on Saturday, April 18th - a stay-home retreat. They will be working on their credos, enjoying time together via Zoom, and watching a movie together. We will hold our credo dinner at the beginning of May live-streamed for youth, families, and their friends.

Youth Group: The Youth Group (9th-12th graders) held their Youth-Led service on Altars on Sunday, March 15th – Westside's second virtual service! It was lovely, moving, and so wonderful that we were still able to have youth and youth advisors participate in person. It flowed in a moving way that demonstrated the youth's care and deep interest in this topic. I was deeply touched by the willingness of the youth group to switch gears and create a live-streamed program with pre-recorded sections from different youth. This was a labor of love on the part of the youth and youth advisors. It was a huge amount of work. Thank you to all our youth advisors: Simon Knaphus (lead youth advisor), Neve Mazique Bianco, Amy Hance-Brancati, Julie Forkasdi, Stephen Scheurich, Marissa Ohoyo, and Laura Strand.

The Youth Group continues to meet on-line two Sunday evenings a month to maintain their connection, watch a movie, and hang out together. One of the huge disappointments of this time is that Spring Con was cancelled. However, the bridging ceremony for seniors is being re-imagined by the UUA PNWD Youth Team as a time for seniors to be together on-line and feel celebrated and acknowledged.

Simon Knaphus will be resigning as the lead youth advisor at the end of this school year. I am deeply grateful to Simon for all he has done over these first four years of my time at Westside! We have all been so blessed by his caring presence and his deep commitment to our youth. I am thrilled to announce that David Edwards and Neve Mazique Bianco will be our co-lead youth advisors (David in the fall while Neve is away, and then Neve and David will be working out the schedule beginning January 2021). I'm very grateful to Neve and David for jumping into this incredibly important role!

Home Projects: I have been sending home projects every week to parents of RE children *and* to parents of our Middle Schoolers. These projects are ones I feel will be useful, fun, and interesting, and give parents something to offer their children – especially for those who don't necessarily, during this time, want to do RE. I am reaching out to parents in this way and creating ways they can engage their children during this time.

Sermon: I offered the sermon on April 5th on Mindful Conversation. I felt it would be a useful topic in this time and I hope it was! I learned so much about all the work that goes into the amazing Sunday services that are being offered every week. The teamwork is inspiring and the end-result is deeply moving.

Sunday, April 12th (Easter) I created a Chalice Chapel focused on Easter that Cheryl Brown, our RE Program Assistant, will pre-record and make her own. It will include Cheryl's fun ideas for Easter egg dying. We wanted to give parents something connected to the Easter holiday to enjoy at whatever time felt useful for their families.

Sunday, April 19th Cheryl and I will live-stream a Chalice Chapel to connect our children ages 5-12. I wanted to give each child time to be together, see each other, have a conversation, share something that means something to them by bringing a show and tell item from one of the home projects or something else they would like to share. I am looking forward to seeing how this goes!

DRE Colleagues: I am meeting every other week with my DRE colleagues during this time – to support each other, learn from each other, and more. This has been invaluable! I'm so grateful for this group of regional DREs!

RE Council: The RE Council met on April 5th. It was an important time for us to connect, be with each other and support each other.

YAC (Youth-Adult Committee which helps facilitate the youth group activities) will meet on April 29th to create a policy for how funds from the youth group fund are distributed in the form of scholarships to youth. This committee is comprised of myself, Simon Knaphus, Amy Hance-Brancati, Julie Forkasdi, Stephen Scheurich, Claire Bucklew, Talulla Shaughnessy, and Quinn Douros.

Stories for All Ages: I'm working with a strong team of tellers with a wonderfully diverse range of styles and strengths. I am so grateful to all of our storytellers who have been pivoting to pre-record their stories and get them to us for the services. We are all incredibly blessed by their generosity. Storytellers are scheduled through May 2020.

MUSIC DIRECTOR MONTHLY REPORT

April 2020

ACTION ITEM: See paragraph below.

1. The Westside Chorale We've been having weekly checkins via zoom. It's all going well
2. Meetings: Sooooo many meetings! It's a new world.
3. Upcoming music service on May 3. Lisa Maynard, John Britt and I are meeting regularly to gather Westside's music talent together to create this virtual service. More later
4. Use of John and Larry: John is recording weekly hymns and other piano tracks at home and sending them to me to create videos to share on Sundays. Larry does not have the at-home recording capability that John does. After we get ahead a bit, I plan on asking Larry to come in and he and Nate and I will record drum tracks to some of John's and possible other's instrumental tracks.
5. Music Worship Support Team: It's feeling like this is on hold for a bit, and quite frankly I don't have the bandwidth right now to spend time on it. Maybe over the next month things will open up more
6. AV team: The vast majority of my time has been spent in coordinating and leading the av team in preparing for Sunday worship and in creating content for these services.

I would like to propose something to the board. As some of you are aware I have averaged 40 hours a week working over the past 3 weeks on Westside related business, primarily on the av side. While I am honored and happy that I've been able to step forward at this time, none of these activities are in my contracted expectations. I would like to propose that I be compensated for my extra time out of the already existent budget. Currently there is \$754 left for the fiscal year in the rehearsal pianist budget, and \$750 in the bassist budget. I don't foresee using either of these amount for the remainder of the fiscal year. I'm assuming after training others last week and this week that I'll be moving closer to the 20 hours, but it will undoubtedly sneak over that. For the time I've put in up to this point, would the board consider compensating me with the approximately \$1500 in the budget for the 60 extra hours I've worked? At \$25 per hour that is just under my hourly compensation. My income from teaching voice has been cut in half because of the coronavirus , and the extra time I've been spending on church related activities has made it impossible to try to generate more income through lessons. I'd truly appreciate it.

In Harmony,

Scott Farrell

Finance Committee Report April 2020

This report contains no action items for the Board.

Financial Highlights for March 2020 (75% of the year):

March 2020 Highlights	Actuals – March	Actuals – YTD	YTD % of Budget	Budget
Total Income	\$ 37,458.00	\$324,780.21	82%	\$ 441,547
Pledges	\$ 18,022.98	\$197,754.24	74%	\$292,183
Total Expenses	\$ 34,926.85	\$266,772.14	68 %	\$ 441,547
Net Income/Expenses	\$2,531.15	\$60,539		

Financial Status: We received our 3rd Wake Now Our Vision installment (over \$8k). We also received a \$2k grant from the UUA Region and a member donation to support our virtual services. Our pledges are on the low side although not unusual. We can't tell if it's a normal low or indicative of financial hardship. Cumulatively pledges are a little behind for this first time all year. Sunday Plate collections increased over the month of March as people adapted to giving online/remotely.

Unanticipated Expenses: Technology Management has increased, reflecting our Zoom expenses.

Pandemic Financial Assistance: Thank you to the Board for their quick action in support of our application for a Paycheck Protection Program Loan. Umpqua has acknowledged our application. We await further information. I've heard of a small Massachusetts congregation that received their loan already. Thank you to Shannon for working last Saturday morning to assemble documentation and submit our application, working closely with the Finance Committee.

Financial Management in the Time of Uncertainty: Finance Committee is monitoring our income and expenses extra closely as we deal with the uncertainty caused by the pandemic. We will offer adjustments to our proposed draft budget as we gain insights over time. We're monitoring the UU-Money list serve and UUA-offered webinars. We're available to respond to questions from the Board, Staff and others.

Submitted by Paula vanHaagen 4/14/2020

As of: **Thursday, April 2, 2020****BUDGET SUMMARY**% thru Year: **75%**

	YTD Actuals	%	Full Year Budget	Amount Remaining
Income				
Pledges	\$ 216,202	73%	\$ 294,183	\$ 77,981
Sunday Plate	18,246	76%	24,000	5,754
Other Donations	27,517	97%	28,236	719
Fund Raising	49,781	106%	47,000	(2,781)
Affinity Programs	1,373	85%	1,620	247
RE Ministry	4,958	160%	3,100	(1,858)
Youth Group Ministry	819	0%	-	(819)
Music Ministry	686	66%	1,040	354
Program and Misc	6,152	132%	4,650	(1,502)
Rentals	36,504	97%	37,718	1,214
Total Income	\$ 362,238	82%	\$ 441,547	\$ 79,309
Expenses				
Minister Compensation	\$ 29,938	41%	\$ 73,125	\$ 43,187
Additional Minister	610	4%	15,500	14,890
RE Director Compensation	56,281	74%	76,079	19,798
RE Staff	6,641	65%	10,220	3,579
RE Training	-	0%	800	800
RE Youth Group	746	0%	-	(746)
RE Operations	3,398	99%	3,450	52
Music Director Compensation	24,191	81%	29,741	5,550
Music Staff	7,455	69%	10,733	3,278
Other Music	480	120%	400	(80)
Administrator Compensation	35,965	70%	51,325	15,360
Additional Employee Benefits	2,150	62%	3,453	1,303
UUA Dues	6,890	67%	10,336	3,446
Loans, Taxes, Fees	41,439	75%	55,555	14,116
Discretionary	5,416	73%	7,400	1,984
Facility	47,404	82%	57,880	10,476
Fundraising & Rentals	9,935	86%	11,600	1,665
Committees	22,758	95%	23,950	1,192
Total Expenses	\$ 301,699	68%	\$ 441,547	\$ 139,848
YTD Cash Flow (GF):	\$ 60,539			

	YTD Balance
BANK ACCOUNT BALANCES	
Umpqua General Fund Checking #7545	\$ 118,078
Sound Credit Money Market #6299	113,422
Sound Credit Savings #6290	25
Petty Cash	200
Total Account Balances	\$ 231,725
ASSETS	
Church Bldg & Land (book value)	\$ 2,889,800
Cash - Operations	79,545
Cash - Building Fund	\$ 76,959
Cash - Elevator Fund	3,768
Other Dedicated Fund Balances	39,306
Undesignated Donations	32,146
<i>Total Fund Balances</i>	<i>\$ 152,180</i>
Total Assets	\$ 3,121,525
LIABILITIES	
Loan fm UUA	\$ 435,136
Loan fm Pacific NW Growth Fdtn	61,474
Other Current Liabilities	27,987
Other Dedicated Fund Balances	39,306
Total Liabilities	\$ 563,904
CONGREGATIONAL EQUITY	\$ 2,557,622
Beginning of FY Equity	\$ 2,128,317
<i>YTD Change in Equity</i>	<i>429,305</i>
DEDICATED FUND BALANCES	\$ 152,180
Beginning of FY Dedicated Fund Balances	\$ 144,328
<i>YTD Change in Dedicated Fund Balances</i>	<i>7,852</i>
Overall YTD Cash Flow with Fund Balances:	\$ 68,391

As of: Thursday, April 2, 2020				% Thru Year: 75%		Over Budget	Notes
Account #	Account Name	Curr Mo Activity	YTD Balance	FY19-20 Budget	YTD %ofBgt		
GENERAL FUND INCOME							
Pledges							
4.100.100	Pledges - Current Year Income	18,022.98	215,777.22	292,183.00	74%	-	behind target of 75%
4.100.110	Pledges - Prior Year Income	-	425.00	2,000.00	21%	-	
Total Pledges		18,022.98	216,202.22	294,183.00	73%	-	
Sunday Plate							
4.100.140	Contributions - Sunday WSUU	1,339.71	12,765.49	16,000.00	80%	-	showing income here and out via 5.100.227
4.100.141	Contributions - Sunday WSUU Minister Discretion	-	-	600.00	0%	-	
4.100.142	Contributions - Sunday WSUU Kitchen/Hospitality	-	-	150.00	0%	-	
4.100.143	Contributions - Sunday WSUU Youth Programs	656.29	656.29	450.00	146%	206.29	
4.100.150	Contributions Sunday Charities	-	4,824.59	6,800.00	71%	-	
Total Sunday Plate Income		1,996.00	18,246.37	24,000.00	76%	206.29	
Other Donations							
4.100.135	Give Big (Non-pledge gifts and stretch dollars)	-	-	-	0%	-	3rd Installment of WNOV and special gift
4.100.155	Endowment Fund Transfers IN	-	-	-	0%	-	
4.100.160	Special Gifts & Campaigns	10,654.38	27,516.95	28,236.00	97%	-	
4.100.244	Elevator Fund Donations	-	-	-	0%	-	
Total Other Donations		10,654.38	27,516.95	28,236.00	97%	-	
Fund Raising							
4.100.245	Auction Income	187.00	48,562.26	46,000.00	106%	2,562.26	event income
4.100.247	Raise the Paddle Income	-	-	-	0%	-	
4.100.250	Rummage & Book Sale Income	-	1,218.91	1,000.00	122%	218.91	
4.100.257	Misc. Fundraising Income	-	-	-	0%	-	
Total Fund Raising Income		187.00	49,781.17	47,000.00	106%	2,781.17	
Affinity Program Income							
4.100.210	E Scrip GF Income	3.04	17.27	120.00	14%	-	2 months payments in March
4.100.211	Amazon Rebate Income	197.62	1,095.43	1,500.00	73%	-	
4.100.212	Thriftway Rebate Program	-	260.32	-	0%	260.32	
Total Affinity Program Income		200.66	1,373.02	1,620.00	85%	260.32	
RE Ministry Income							
4.100.258	RE Fund Transfers IN	-	-	-	0%	-	
4.100.259	RE Fundraising & Donations	5.00	1,658.38	1,500.00	111%	158.38	
4.100.260	OWL Registration Fees	-	3,300.00	800.00	413%	2,500.00	
4.100.263	OWL Fund Transfers IN	-	-	800.00	0%	-	
4.100.264	RE Coming of Age Program Fees	-	-	-	0%	-	
Total RE Ministry Income		5.00	4,958.38	3,100.00	160%	2,658.38	
Youth Group Ministry Income							
4.100.261	RE Youth Group Fund Transfers IN	-	-	-	0%	-	plate collection
4.100.262	RE Youth Group Fundraising & Gifts	656.29	819.00	-	0%	819.00	
Total Youth Group Ministry Income		656.29	819.00	-	0%	819.00	

As of: Thursday, April 2, 2020				% Thru Year: 75%			
Account #	Account Name	Curr Mo Activity	YTD Balance	FY19-20 Budget	YTD %ofBgt	Over Budget	Notes
<u>Music Ministry Income</u>							
4.100.221	Music Fund Transfers IN	-	-	-	0%	-	
4.100.222	Music Fundraising and Donations	-	685.72	1,040.00	66%	-	
4.100.223	Music Programs Income	-	-	-	0%	-	
	Total Music Ministry Income	-	685.72	1,040.00	66%	-	
<u>Program and Misc Income</u>							
4.100.220	Coffee Income	35.00	299.63	500.00	60%	-	
4.100.225	Membership Fundraising and Donations	15.00	15.00	500.00	3%	-	
4.100.240	Interest Income	87.59	938.25	50.00	1877%	888.25	
4.100.241	Board Designated Fund Transfers to GF	-	-	-	0%	-	
4.100.242	Building Fund Transfer IN	-	-	-	0%	-	
4.100.251	Social & Envir. Justice Fundraising	-	4,898.88	3,600.00	136%	1,298.88	
4.100.255	Common Quest Income	-	-	-	0%	-	
4.100.265	Ministerial Intern Inc	-	-	-	0%	-	
4.100.267	Minister Search Fund Transfers IN	-	-	-	0%	-	
4.100.268	Web Development Fund Transfers IN	-	-	-	0%	-	
4.100.270	Building Maintenance/Janitorial transfer IN	-	-	-	0%	-	
	Total Program and Misc Income	137.59	6,151.76	4,650.00	132%	2,187.13	
<u>Rentals</u>							
4.100.300	Cell Tower Rental & Elec Reimb	2,453.10	12,265.50	14,718.00	83%	-	Two month's payment, none next month
4.100.302	Cell Tower Electricity Reimb True-up	-	1,830.12	1,500.00	122%	330.12	
4.100.305	Rental Income - Single Events	-	3,448.00	2,000.00	172%	1,448.00	
4.100.310	Leases Income- Pre School	3,015.00	18,015.00	18,000.00	100%	15.00	lease plus extra to cover check return charge
4.100.311	Donations- Service Groups Meeting at WSUU	130.00	945.00	1,500.00	63%	-	2 mo AA- may need to refund
	Total Rental Income	5,598.10	36,503.62	37,718.00	97%	1,793.12	
TOTAL GENERAL FUND INCOME		\$ 37,458.00	\$ 362,238.21	\$ 441,547.00	82%	\$ 10,705.41	

As of: Thursday, April 2, 2020			% Thru Year: 75%				
Account #	Account Name	Curr Mo Activity	YTD Balance	FY19-20 Budget	YTD %ofBgt	Over Budget	Notes
GENERAL FUND EXPENSE							
MINISTER POSITION							
Minister Compensation							
5.100.100	Minister Housing Allow Exp	1,600.00	10,200.00	26,975.00	38%	-	
5.100.101	Minister Salary Exp	2,848.00	11,946.00	24,542.00	49%	-	
5.100.105	Minister Cost of Living Adj Exp	2,722.64	2,902.64	5,851.00	50%	-	
5.100.106	Minister Group Term Life Ins Exp	89.00	123.27	401.00	31%	-	
5.100.107	Minister Long Term Disability Ins Exp	-	173.00	660.00	26%	-	
5.100.110	Minister Retirement Exp	478.83	2,289.78	5,492.00	42%	-	
5.100.115	Minister-FICA Exp	340.27	1,158.54	3,704.00	31%	-	
5.100.125	Minister's Professional Exp	-	1,145.00	5,500.00	21%	-	
	Total Minister Compensation	8,078.74	29,938.23	73,125.00	41%	-	
Additional Minister Exp							
5.100.102	Minister Moving Exp	-	-	10,000.00	0%	-	
5.100.120	Minister's Sabbatical Exp	-	-	-	0%	-	
5.100.126	Minister Installation Exp	-	-	2,500.00	0%	-	
5.100.128	Minister Search Exp	-	610.00	3,000.00	20%	-	
	Total Additional Minister Exp	-	610.00	15,500.00	4%	-	
Total Minister Position Expense		8,078.74	30,548.23	88,625.00	34%	0.00	

As of: Thursday, April 2, 2020				% Thru Year: 75%			
Account #	Account Name	Curr Mo Activity	YTD Balance	FY19-20 Budget	YTD %ofBgt	Over Budget	Notes
CHILDREN AND YOUTH MINISTRY							
RE Director Compensation							
5.100.150	RE Director Salary Exp	5,129.75	46,068.00	61,557.00	75%	-	
5.100.153	RE Director Group Term Life Ins Exp	-	-	-	0%	-	
5.100.154	RE Director Long Term Disability Ins Exp	-	-	-	0%	-	
5.100.155	RE Director Cost of Living Adj Exp	-	-	-	0%	-	
5.100.158	RE Director FICA Exp	372.80	3,347.98	4,800.00	70%	-	
5.100.160	RE Director Retirement Exp	513.00	4,951.18	6,222.00	80%	-	
5.100.165	RE Director Professional Exp	(1,097.47)	1,913.90	3,500.00	55%	-	refunded for cancelled training
	Total RE Director Compensation	4,918.08	56,281.06	76,079.00	74%	-	
RE Staff Expense							
5.100.162	RE Story Time Toddler Teacher Exp	-	-	-	0%	-	
5.100.163	RE Nursery Lead Teacher Exp	125.00	1,558.75	2,200.00	71%	-	
5.100.164	RE Nursery Assistant Exp	120.00	1,125.00	1,920.00	59%	-	
5.100.168	RE Program Assistant Exp	216.00	3,573.50	5,300.00	67%	-	
5.100.169	RE Summer Coordinator Exp	-	-	-	0%	-	
5.100.170	Childcare Exp	108.75	383.75	800.00	48%	-	
	Total RE Staff Exp	569.75	6,641.00	10,220.00	65%	-	
RE Training Expense							
5.100.151	RE Youth Leadership Development Exp	-	-	-	0%	-	
5.100.152	RE OWL Leadership Development Exp	-	-	800.00	0%	-	
5.100.166	RE Leader Training Exp	-	-	-	0%	-	
5.100.167	RE Teacher Appreciation Exp	-	-	-	0%	-	
	Total RE Training Expense	-	-	800.00	0%	-	
RE Youth Group Expense							
5.100.161	RE Lead Youth Advisor Exp	-	-	-	0%	-	
5.100.132	RE High School Youth Programs Exp	-	90.03	-	0%	90.03	
5.100.136	RE High School Youth Scholarships Exp	-	-	-	0%	-	
5.100.227	RE Youth Group Fund Transfers OUT	656.29	656.29	-	0%	656.29	plate collection is in fundraising line
	Total RE Youth Group Expense	656.29	746.32	-	0%	746.32	
RE Operations Expense							
5.100.131	RE OWL Programs Exp	156.00	331.82	200.00	166%	131.82	
5.100.133	RE Middle School Youth Programs Exp	-	-	-	0%	-	
5.100.134	RE Operational Exp	704.34	3,066.49	3,250.00	94%	-	
5.100.135	RE Middle School Scholarships Exp	-	-	-	0%	-	
5.100.171	RE Program Support Exp	-	-	-	0%	-	
5.100.172	RE Curricula Exp	-	-	-	0%	-	
5.100.225	RE Fund Transfers OUT	-	-	-	0%	-	
5.100.229	RE OWL Fund Transfers OUT	-	-	-	0%	-	
	Total RE Operations Expense	860.34	3,398.31	3,450.00	99%	131.82	
Total Children & Youth Ministry Expense		7,004.46	67,066.69	90,549.00	74%	878.14	

As of: Thursday, April 2, 2020				% Thru Year: 75%			
Account #	Account Name	Curr Mo Activity	YTD Balance	FY19-20 Budget	YTD %ofBgt	Over Budget	Notes
MUSIC MINISTRY							
Music Director							
5.100.185	Music Dir Salary Exp	2,281.54	20,563.81	24,984.00	82%	-	
5.100.186	Music Dir Cost of Living Adj Exp	-	-	-	0%	-	
5.100.187	Music Dir Retirement Exp	228.15	456.30	1,320.00	35%	-	
5.100.188	Music Dir FICA Exp	174.54	1,573.13	937.00	168%	636.13	
5.100.190	Music Dir Professional Exp	110.00	1,597.77	2,500.00	64%	-	prof dues
5.100.200	Music Dir Group Term Life Ins Exp	-	-	-	0%	-	
5.100.205	Music Dir Long-Term Disability Ins Exp	-	-	-	0%	-	
Total Music Director Compensation		\$ 2,794.23	\$ 24,191.01	\$ 29,741.00	81%	\$ 636.13	
Music Staff							
5.100.193	Music Sunday Service Pianist Exp	375.00	4,125.00	4,974.00	83%	-	
5.100.195	Music Percussionist Exp	300.00	2,800.00	3,725.00	75%	-	
5.100.197	Music Chorale Rehearsal Pianist Exp	250.00	330.00	1,084.00	30%	-	
5.100.198	Music Bassist Exp	-	200.00	950.00	21%	-	
5.100.199	Music Administrator Exp	-	-	-	0%	-	
Total Other Music Staff Expense		925.00	7,455.00	10,733.00	69%	-	
Other Music Expense							
5.100.191	Music Purchase Exp	-	369.91	-	0%	369.91	
5.100.192	Music Equipment Maint Exp	-	110.00	400.00	28%	-	
5.100.194	Music Programs Exp	-	-	-	0%	-	
5.100.196	Music Council Fundraising Exp	-	-	-	0%	-	
5.100.201	Music Equipment Purchase Exp	-	-	-	0%	-	
5.100.202	Music Marketing Exp	-	-	-	0%	-	
Total Other Music Expense		-	479.91	400.00	120%	369.91	
Total Music Ministry Exp		3,719.23	32,125.92	40,874.00	79%	1,006.04	
ADMIN STAFF & SUPPORT							
Congr Administrator & Bookkeeper							
5.100.173	Congr Admin Group Term Life Ins Exp	-	-	-	0%	-	
5.100.174	Congr Admin Salary Exp	3,630.00	30,674.12	43,200.00	71%	-	
5.100.175	Congr Admin Cost of Living Adj Exp	-	-	-	0%	-	
5.100.176	Congr Admin Retirement Exp	381.18	2,744.14	4,320.00	64%	-	
5.100.177	Congr Admin FICA Exp	277.70	2,346.60	3,305.00	71%	-	
5.100.230	Congr Admin Long Term Disability Ins Exp	-	-	-	0%	-	
5.100.231	Congr Admin Professional Exp	100.00	200.44	500.00	40%	-	prof dues
Total Congr Administrator & Bookkeeper Compensation		4,388.88	35,965.30	51,325.00	70%	-	

As of: Thursday, April 2, 2020			% Thru Year: 75%				
Account #	Account Name	Curr Mo Activity	YTD Balance	FY19-20 Budget	YTD %ofBgt	Over Budget	Notes
<u>Additional Employee Benefits</u>							
5.100.178	Labor & Industries Ins Exp	-	1,162.17	2,200.00	53%	-	
5.100.181	Family and Medical Leave Ins Exp	-	470.52	453.00	104%	17.52	
5.100.184	Part time Empl FICA SS Exp	52.01	517.67	800.00	65%	-	
	Total Additional Employee Benefits Expense	52.01	2,150.36	3,453.00	62%	17.52	
Total Admin Staff & Support Expense		4,440.89	38,115.66	54,778.00	70%	17.52	
<u>DUES & FINANCIAL EXPENSE</u>							
<u>UUA Dues Expense</u>							
5.100.300	Partner Church Dues Exp Bud	-	-	-	0%	-	
5.100.320	UUA Dues Exp Bud	-	6,890.32	10,336.00	67%	-	
	Total UU Organizations Dues Expense	-	6,890.32	10,336.00	67%	-	
<u>Financial Expense</u>							
5.100.650	Loan Debt Service - UUA	3,287.66	29,588.94	39,455.00	75%	-	
5.100.655	Loan Debt Service - PNW Growth Fdtn Exp	659.96	5,939.64	7,950.00	75%	-	
5.100.457	Annual City/County/State Fees	-	1,441.81	2,750.00	52%	-	
5.100.520	Banking & Credit Card Fees e.g.Vanco	351.78	4,468.65	5,400.00	83%	-	
	Total Financial Expense	4,299.40	41,439.04	55,555.00	75%	-	
Total Dues & Financial Expense		4,299.40	48,329.36	65,891.00	73%	-	
<u>DISCRETIONARY EXPENSE</u>							
<u>Discretionary Expense</u>							
5.100.757	Sunday Morning Contrib to Charity	639.16	5,416.17	6,800.00	80%	-	
5.100.758	Minister Discretionary Fund	-	-	600.00	0%	-	
	Total Discretionary Expense	639.16	5,416.17	7,400.00	73%	-	
Total Discretionary Expense		639.16	5,416.17	7,400.00	73%	-	

As of: Thursday, April 2, 2020				% Thru Year: 75%			
Account #	Account Name	Curr Mo Activity	YTD Balance	FY19-20 Budget	YTD %ofBgt	Over Budget	Notes
OTHER OPERATIONAL EXPENSE							
Facility Expense							
5.100.450	Telephone/Cable/Internet	276.27	2,585.58	3,000.00	<div><div></div></div> 86%	-	
5.100.460	Web Hosting Exp	-	176.31	250.00	<div><div></div></div> 71%	-	
5.100.470	Web Maintenance Exp Bud	-	51.88	100.00	<div><div></div></div> 52%	-	
5.100.475	Technology Management	343.44	1,423.87	1,500.00	<div><div></div></div> 95%	-	zoom
5.100.480	Office Expense	253.22	648.67	1,000.00	<div><div></div></div> 65%	-	paper, envelopes - stewardship
5.100.481	Postage Exp Bud	220.00	507.31	500.00	<div><div></div></div> 101%	7.31	stewardship
5.100.482	Printing / Copying	458.26	3,888.66	5,500.00	<div><div></div></div> 71%	-	
5.100.483	Constant Contact Email Service	-	405.02	425.00	<div><div></div></div> 95%	-	
5.100.550	Liability Insurance Exp Bud	-	7,429.00	6,500.00	<div><div></div></div> 114%	929.00	
5.100.452	Security Alarm System	-	437.10	500.00	<div><div></div></div> 87%	-	
5.100.453	Electricity - SCL	1,726.88	7,639.96	10,000.00	<div><div></div></div> 76%	-	
5.100.454	Water/Sewer - SPU	-	1,410.95	2,000.00	<div><div></div></div> 71%	-	
5.100.455	Waste/Recycling/Green	161.06	1,727.34	3,000.00	<div><div></div></div> 58%	-	
5.100.456	Gas - PSE	776.41	3,778.42	5,000.00	<div><div></div></div> 76%	-	
5.100.451	Janitorial Supplies	248.89	847.60	1,500.00	<div><div></div></div> 57%	-	disinfecting supplies
5.100.458	Landscaping Exp	-	60.00	500.00	<div><div></div></div> 12%	-	
5.100.459	Building Maint Supplies & Small Labor	186.87	1,944.33	2,500.00	<div><div></div></div> 78%	-	light bulbs, safety strips for stairs to increase visibility
5.100.461	Building Capital Reserve Exp-GF	-	-	-	0%	-	
5.100.462	Lift Phone Monitoring	99.09	288.46	-	0%	288.46	
5.100.463	Elevator Fund Reserve Exp	-	-	-	0%	-	
5.100.471	Janitorial Service	630.00	6,660.90	8,000.00	<div><div></div></div> 83%	-	
5.100.484	Marketing and Advertising	-	-	-	0%	-	
5.100.726	AV Tech Expense	600.00	4,880.00	5,880.00	<div><div></div></div> 83%	-	
5.100.727	AV Equipment & Maintenance	-	613.02	225.00	<div><div></div></div> 272%	388.02	
5.100.900	Transfers to Operations Cash Reserve Fund	-	-	-	0%	-	
	Total Facility Expense	5,980.39	47,404.38	57,880.00	82%	1,612.79	

As of: Thursday, April 2, 2020				% Thru Year: 75%			
Account #	Account Name	Curr Mo Activity	YTD Balance	FY19-20 Budget	YTD %ofBgt	Over Budget	Notes
Fundraising & Rentals Expense							
5.100.819	Raise the Paddle Purchase Exp-GF	-	-	-	0%	-	
5.100.820	Auction Expense	237.54	9,559.78	11,000.00	87%	-	receipts for exp
5.100.821	Rummage Sale Expense	-	-	-	0%	-	
5.100.822	Canvass Expense	-	-	100.00	0%	-	
5.100.823	Misc. Fundraising Exp Bud	-	-	-	0%	-	
5.100.305	Facilities Rental Exp - single events	-	375.00	500.00	75%	-	
	Total Fundraising & Rentals Expense	237.54	9,934.78	11,600.00	86%	-	
Committees Expense							
5.100.222	Coffee and Other Kitchen Exp	-	535.45	1,100.00	49%	-	
5.100.710	Membership Exp Bud	-	233.77	500.00	47%	-	
5.100.725	Worship Council Expense Budget	450.00	18,321.54	18,475.00	99%	-	honorarium go janes
5.100.754	Partner Church Program Exp	-	-	-	0%	-	
5.100.756	Social Action Expense	77.04	567.04	-	0%	567.04	reimb. For welcome table supplies
5.100.759	Board Discretionary Fund	-	-	100.00	0%	-	
5.100.800	All Congr Social Events	-	-	175.00	0%	-	
5.100.801	All Congr Retreats and Trainings	-	3,100.00	3,600.00	86%	-	
5.100.829	Common Quest Exp	-	-	-	0%	-	
	Total Committees Exp	527.04	22,757.80	23,950.00	95%	567.04	
Total Other Operational Support Expense		6,744.97	80,096.96	93,430.00	86%	2,179.83	
TOTAL GENERAL FUND EXPENSE		\$ 34,926.85	\$ 301,698.99	\$ 441,547.00	68%	\$ 4,081.53	
Income less Expense		\$ 2,531.15	\$ 60,539.22	\$ -			

As of: Thursday, April 2, 2020									
Fund Acct	Fund Balances	Curr Balance	Mo. Change	Notes/Explanation		Prior Year Balance	YTD Income	YTD Expense	Ann. Change
3.200.100	Building Fund FB	76,959.46	-			77,621.35			(661.89)
3.201.100	Elevator FB	3,768.31	15.00	monthly scheduled gift		49,323.59	33,615.03	(78,170.31)	(45,555.28)
3.202.100	Building Maintenance/Janitorial Fund Balanc	329.42	-			329.42			-
3.302.100	Minister's Discretion FB	759.95	(47.82)	help to member donating PPE to med. Prov.		807.77			(47.82)
3.303.100	Minister Search Fund Balance	142.88	-			142.88			-
3.304.100	Gifts to be Designated by Board FB	-	-			-			-
3.305.100	Undesignated Donations FB	32,146.18	-			1,163.27	24,982.91		30,982.91
3.310.100	Conference Scholarship FB	321.21	-			596.21			(275.00)
3.321.100	Miscellaneous Grants	160.33	-			160.33			-
3.345.100	Hymnals FB	98.71	-			98.71			-
3.350.100	Music FB	290.53	-			290.53			-
3.355.100	WSUU Sponsored Events Balance	1,555.31	354.00	member's connect dinner		931.99			623.32
3.360.100	Youth Group FB	5,036.74	-			4,904.24			132.50
3.370.100	OWL Fund Balance	1,240.10	-			1,240.10			-
3.380.100	Religious Ed Misc FB	1,883.46	-			1,883.46			-
3.385.100	Raise the Paddle FB	22,214.34	-			114.34			22,100.00
3.390.100	Art and Aesthetics Fund Balance	2,929.50	-			2,929.50			-
3.391.100	Social Justice FB Balance	775.54	-			705.54			70.00
3.400.100	Endowment FB	55.00	-			55.00			-
3.405.100	Little Free Library Balance	40.00	-			40.00			-
3.815.100	Partner Church FB	1,103.36	-			620.00			483.36
3.835.100	Community Meal Trust Fund Balance	369.87	-			369.87			-
Total Dedicated Funds		\$ 152,180.20	\$ 321.18			\$ 144,328.10			\$ 7,852.10