



WSUU January BOARD AGENDA — 2022

Jan. 20, 2022 6:30PM PT – 8:30PM PT via Zoom

<https://zoom.us/j/96975275313?pwd=elB5RkNmENsNUsvUGJQY1J6RThidz09>

[Google Drive Folder](#) for this meeting. <https://drive.google.com/drive/folders/1-LW4t8scD5ZdKnYd7deqELHw1uNEJbOj>

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

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

6:30pm	Chalice Lighting & Welcome – Laura White (February: TBD)	<ul style="list-style-type: none">o Land Acknowledgement & Covenanto Chalice lightingo Quick Check in/Access Needs
	Covenant Review	<ol style="list-style-type: none">1. Share workload, responsibilities, joys, and sorrows2. Slow down and seek consensus when possible3. Listen to minority and marginalized voices4. Seek additional perspectives, particularly those most impacted by decisions5. Honor confidentiality6. Focus our energy on established priorities7. Right-size the board's work and maintain healthy boundaries8. Share what we are doing. Be intentional about honest, timely communication.9. Work to stay in right relationship with each other10. Support our collective decisions. The board speaks with one voice11. Name the elephant in the room12. Hold this covenant as a living document
	Minutes	<ul style="list-style-type: none">o Changes to Dec minutes or approve as written.o Approval of Dec minutes.
	Reports	<ul style="list-style-type: none">o Minister (Rev Christopher)o Administrator (Shannon)<ul style="list-style-type: none">▪ Recognition of new or leaving memberso RE Program (Rev. Christopher)o Music (Scott)o Finance Committee: UUA Congregation Certificationo Treasurer (Jim)
	Liaison Updates	<ul style="list-style-type: none">o As needed (possible: RJCT coffee hour on 8th Principle, Auction, etc.)
6:45pm	In Person/Hybrid Worship Update	<ul style="list-style-type: none">o Updates? Needs?
7:00pm	Open Leadership Position Recruitment	<ul style="list-style-type: none">o Right Relations - process for following up on May 2021 Recommendations?



		<ul style="list-style-type: none">○ Health Congregations status?○ Consulting with Amy and Kikanza status?○ Last update from Sarah Millspaugh received June 30th○ Hospitality - ad ready to go○ RE Council○ Membership Co-Chair Update○ Accessibility & Chancel Project○ A/V Support position (paid)
7:20pm	MidYear Board Report to the Congregation Meeting Planning	<ul style="list-style-type: none">○ Planning for January 23rd Mid Year Congregational Update (Zoom) Confirm Time, Presenter (s)○ Agenda: Review Laura W slides: https://docs.google.com/presentation/d/1_2fQGLOm_5VbADrY0-gbkQdrhsgafXC56M4HxvzOpPU/edit○ (15 minutes for Financial Report from Shelley)○ "Save the Time/Date" email to congregation?○ Cancel 11:30am Board Coffee hour
7:30pm	Other Business	<ul style="list-style-type: none">○ Nom Com GA survey set for Feb. 14th?○ RE status, DRE schedule & next steps○ Ministerial Evaluation Update○ Prioritizing Work for 2nd half of year○ February Westside Week article, who? theme?○ All attending the January 23rd mid-year update in lieu of January Board Social Hour. Board Tabling Sign Up Sheet 2021-2022○ Chalice Lighting, Land Acknowledgement and Closing Words for Feb, March, April, May, June○ Budget asks go out early February - use new Leadership Directory after consulting with Finance?
8:00pm	Administrative Session?	<ul style="list-style-type: none">○ Next Steps for Limited Access Agreement○ Facilitated Meeting plans and/or implementation
	Upcoming Meetings Dates/Times	<ul style="list-style-type: none">○ Sun, January 23rd Board Social Hour?—Midyear○ Thu, February 17th Board Meeting (TBD who will read land acknowledgement, provide chalice reading and closing).○ Upcoming Vacation/Out of Town Schedules
8:20pm	Close of the Meeting - Laura White	<ul style="list-style-type: none">○ Personal Reflections/Gratitude○ Extinguishing the Chalice○ 8:30 End

MEETING OF THE BOARD OF TRUSTEES OF WESTSIDE UNITARIAN UNIVERSALIST CONGREGATION

January 20, 2022

BOARD ATTENDING: Kristina Darnell, Marco Deppe, Jim Schlough, Laura Pierce, Laura White.

STAFF: Rev. Christopher Wulff, Shannon Day, administrator

GUESTS: no guests for this meeting

Laura White began our meeting with chalice lighting words, land acknowledgement and a personal check-in including access needs.

We are sharing the Board monthly meeting responsibilities of chalice lighting words, land acknowledgement, check-in and closing words starting in October as per our first Board covenant. New rotation starts February 2022.

Our Board Covenant as developed in our August 2021 Board Retreat:

1. Share workload, responsibilities, joys, and sorrows
2. Slow down and seek consensus when possible
3. Listen to minority and marginalized voices
4. Seek additional perspectives, particularly those most impacted by decisions
5. Honor confidentiality
6. Focus our energy on established priorities
7. Right-size the board's work and maintain healthy boundaries
8. Share what we are doing. Be intentional about honest, timely communication.
9. Work to stay in right relationship with each other
10. Support our collective decisions. The board speaks with one voice
11. Name the elephant in the room
12. Hold this covenant as a living document

MINUTES

Draft minutes and related reports are located in the folder for this meeting.

We reviewed and approved the December minutes with corrections from Shannon, motion to approve made by Laura Pierce, seconded by Kristina, all in favor. Approved minutes will be posted by Shannon.

DECEMBER REPORTS *See individual reports, notes reflect additional comments or an expanded discussion of the monthly report.*

Minister:

December events were well attended—holiday cookie baking, Solstice Candlelight Labyrinth Service (great turnout from the WS community) in particular, and outside singing on Christmas Eve. The Omicron outbreak required a rapid pivot from a capacity pre-registration Christmas Eve in-person sanctuary service back to virtual services on Sundays only which was challenging but was accomplished with good support from the Worship Team and Tech folx.

We continue to receive new visitor inquiries from our website Welcome form and Rev. Christopher has met with about half of the 18 visitors from last month. We need to be mindful of ways to connect newcomers to our community and use their talents. Rev. Christopher will connect with the Membership Committee Co-Chairs.

The Committee on Ministry (supports Rev. Christopher's Preliminary Fellowship process) planned an in-person retreat but needed to adjust to an on-line meeting due to Omicron. The committee has been impacted by the resignation of Naomi Bradfute who was to lead their first ministerial evaluation due in February. Their evaluation will now be postponed until June. Since 5 people are required on the committee by UUA, suggestions for an additional member can be sent to Rev. Christopher. There was some concern about limited volunteer capacity and the requirement for 5 volunteers in this committee.

Rev. Christopher is continuing to connect to organizations and businesses outside our congregation. PaperBoat Books is interested in a reading series partnership when we return in-person, Faith Action network will be sharing their agenda at the pulpit in February or March and communications are started with the Anti-Hate Alaska Junction working group. There is renewed energy around climate justice also.

RE related notes included in the RE report

Administrator:

In addition to ongoing work, Shannon has been working closely with the Auction and Stewardship teams, completing year-end tax statements, teaming with Finance for the UUA congregational renewal report due in February, monitoring building leaks and audio system interference challenges (not related to the cell tower). New sound equipment may be needed after additional testing by Nate of our digital sound board.

- Membership: Amy Youngblood is now Co-Chairing Membership Committee with Laura White. 2-3 Welcome forms submitted a week, no new members this month, resignations: Eileen Duffy (exit interview with Laura H. White, Naomi Bradfute (exit interview with Laura H. White), Robert Pacht (not interested in an exit interview).

DRE/RE Program:

Youth: Rev. Christopher has started individual outreach around interest in a twice-monthly outdoor program for RE young people. Due to labor shortages this will likely need to be staffed by Westside members and friends. Suggestions for staffing were made by Laura Pierce and Marco. For example, Kim Frappier has extensive out environmental education experience, and

Laura has a niece with experience in outdoor education. The Youth Group is also planning to volunteer with the White Center Food Bank again in February.

Children: Rev. Christopher has hosted a family gathering at EC Hughes park in January and another meet up is planned for Sunday, Jan 23rd afternoon. These gatherings are important to new families in particular.

Questions were asked about our current list of RE parents and how we were reaching out on a regular basis to families. Stina Lane-Cummings is updating the RE family directory (Rev. Cynthia Westby used her own gmail account). Rev. Christopher will be sending a communication to RE parents on Tuesday, Jan 25th.

Revitalizing the RE Council is a priority. A timeline for re-hiring a DRE and collaborative strategy sessions for re-building the RE program are also needed.

Music:

Scott, Jim, and music program supporters, have installed new risers on the chancel area which increases accessible seating for the choir. Much gratitude is given to Jim Schlough for engineering and building the new risers. *See Accessibility and Chancel Project section below.*

Finance Committee:

Shelley Webb, Finance Committee Chair and Jim Schlough, Treasurer, will be providing a mid-year Financial Update after the January 23rd Board Mid-Year Report. The annual Auction date has been set for April 23rd. Stewardship Pledge Sundays start in March through early April. Our present financial balance is within 2K of the projected budget. Our Sunday collections are down—30 percent of normal.

The Finance Committee, as usual, will start planning next year's budget continuing through the winter and spring (see the timeline in the January Finance Committee report). A draft budget report, with recommendations, will be forwarded to the Board for final decisions in the spring. The Finance Committee knows of at least a \$40K gap in next year's budget but reserve funds and possible refinancing mortgage loan options can be considered. The Finance Committee is planning a special meeting around the use of the Equity Decision Tool and the upcoming budgeting process.

Treasurer:

Jim and Shannon are preparing the annual UUA Certification report due February 4th. Jim will be exploring mortgage refinancing options. Our building mortgage with UUA has a balloon payment due in April. Refinancing provides a possible option of taking out some building equity if needed.

LIAISON UPDATES:

RJCT Coffee Hour Kristina, as a RJCT committee member, reported on the Jan 16th RJCT Coffee hour. Tracy Burrows announced that an 8th Principle Learning Space is now available with information and resources on the website (see link below). The 8th Principle survey to the congregation showed a larger group of congregants in favor of supporting the new principle, some congregants wanting more information and a smaller group in opposition. Cindy Jackson and John Britt are on the 8th principle discernment team. Cindy Jackson will be writing an article on the 8th Principle for the Westside Weekly. John Britt has written information available in the Learning Space in opposition to adding the 8th Principle.

Questions were asked during the coffee hour about what were next steps in racial justice action for our congregation. The RJCT needs a dedicated group to focus on concrete actions moving forward. Kristina clarified that, although supportive of this work, the Board is not in a sustainable position with only 5 Board members to take on additional work at this point. There was discussion about starting a possible white affinity group (name would probably be changed) to better understand, learn and practice anti-racism without burdening POC with educating white folk.

Questions were also raised about why WSUU would be voting on the 8th principle if the UUA will not be including a vote at GA on this principle in June 2022. It was explained that our Westside UU vote is independent of the UUA and relates to the commitment of our congregation to anti-racism and dismantling white supremacy. Tracy also responded that we do not want to lose momentum on this important issue.

The UUA Article II Study Commission will be updating the Principles and Sources (required every 15 years) and will likely propose changes in addition to the 8th principle. The charge of this commission: "The UUA Board of Trustees has charged the A2SC to include the essence of the 8th Principle in its recommendations. The proposed 8th Principle will be presented at the 2022 General Assembly, but a formal vote will not occur. The Study Commission will present its recommendations to the UUA Board of Trustees in January 2023 for inclusion in business in the 2023 General Assembly. If passed by the General Assembly in 2023, the Article II Study Commission recommendations will be voted on again in the 2024 General Assembly as required in the UUA Bylaws." *See link below.*

Kristina will invite Tracy and representatives of RJCT/8th Principle as guests to the February Board meeting so the Board can better understand more about the 8th Principle WSUU vote and next steps to support RJCT.

Link to WSUU 8th Principle Learning Space: <https://wsuu.org/8th-uu-principle-learning-space/>

Link to Charge to the Article II Study Commission, UUA
<https://www.uua.org/uuagovernance/committees/article-ii-study-commission/charge>

IN PERSON /HYBRID WORSHIP UPDATE

There is a need to plan at least 6 weeks ahead for returning to in-person services. Although it is challenging to know when it is safe based on KC Health metrics, staff and congregational input, Christopher and Shannon will approach the COVID Task Force to prepare for another COVID congregational survey and possible revised guidelines. Questions around sanctuary capacity, simplifying pre-registration, contact tracing, access for children over and under age will also need consideration.

Shannon and Rev. Christopher will develop a timeline, consult with the staff and contact the COVID Task Force around planning for re-opening.

MINISTERIAL SUPERVISION Laura Pierce and Marco will meet with Rev. Christopher on January 28th to summarize and discuss the results of the congregational evaluation survey and Rev. Christopher's self evaluation. Scheduling for meetings with UUA representatives is in progress.

A/V TECH ASSISTANT There are no applicants as yet for this part time position.

LEADERSHIP RECRUITMENT OPENINGS *See Leadership Directory in Members Only section of our website. Co-leadership chairs and more equally distributing committee tasks are encouraged to increase volunteer sustainability.*

A comprehensive Leadership Directory created by Kristina Darnell and Laura White has now been posted by Shannon in the Members only section of our website. As this is a living document, with changes expected, updates will be sent to Shannon.

There remain several leadership or committee openings:

Right Relations A re-centering of the next steps of this important work, after the 1st Right Relations report, chaired by Jade Lowry, is needed. This must be led by members in the congregation (outside the Board) willing to commit substantial time and focus on concrete ways to build healthier right relations in our congregation.

Laura Pierce will contact Jade Lowry. Board members will re-read the Right Relations report.

Healthy Congregations Without a volunteer lead or team, Rev. Christopher reports not a lot could be done with the UUA Healthy Congregations consultant. A collaborative focus of work, not Rev. Christopher by himself, needed to be developed to move forward. This work can be integrated into the Right Relations team.

Hospitality A Westside Weekly request for Hospitality leadership/volunteers, written by Laura White, is ready to go once we get closer to reopening in-person services.

Membership Co-chair Update Amy Youngblood and Laura White will now Co-Chair the Membership Committee. Amy will focus on welcoming new visitors, Amy & Laura will share new member orientation and Laura will focus on transition and/or exit interviews.

Accessibility and Chancel Project Now that the chancel risers are complete, the next focus will be chancel access. Related projects outstanding: 1/alternative accessibility to walking up the chancel stairs, 2/ better visibility of the overhead screen which is washed out by window and overhead lighting, 3/electrical up to code, 4/extend chancel to offer more space. Neve Mazique-Bianco was contracted last year to complete a recommendations report. Jim has put in extensive work on design ramp options, got bids and models built yet forward momentum lost when disagreements arose around building a ramp vs a lift. There is no present plan without an active volunteer committee-congregational ownership is needed. Jim is willing to rejoin a new accessibility team when ready. Financially, we have Raise the Paddle funds already earmarked for some of the work above. We have used 2K for the chair risers (Jim's building of the risers saved construction costs), electrical to code upgrade estimated at up to 3K and handrails up to 10K.

Board members agreed to re-visit documentation on accessibility recommendations and progress. Recommendations for a new team will need to be formed which also includes Jim, Scott and Rev. Christopher.

MID YEAR REPORT TO THE CONGREGATION, SUNDAY JAN 23RD, 12noon

Final edits were made to the Mid Year Report slide presentation drafted by Laura White. Rev. Christopher will do the opening chalice lighting words and closing words. Consistent with our 1st Board covenant, each Board member will share presenting 1-3 slides. Kristina will begin and end the presentation, introduce Shelley Webb, Finance Committee Chair and the Q & A portion of the report. The regularly scheduled Board Coffee hour is cancelled. Schedule: 12noon: Introduction Kristina, Opening words & Chalice Lighting Rev. Christopher, Board slide presentation, Kristina introduces Shelley Webb, Shelley Web Mid-Year Financial Report, Question and Answer time.

OTHER BUSINESS

NOMINATION COMMITTEE GA SURVEY FOR FEB 14TH

The Nomination Committee is in the process of contacting existing committee chairs and Board members interested in continuing in their present positions. The committee will be sending out a GA survey with support from Shannon starting February 14, 2022.

RE STATUS, DRE HIRING SCHEDULE AND NEXT STEPS

Please see above under DRE/RE status.

MINISTERIAL EVALUATION UPDATE AND NEXT STEPS

Laura Pierce and Marco Deppe will review the results of the Ministerial evaluation with Rev. Christopher. An initial meeting with UUA representatives, Rev. Christopher, Laura Pierce and Marco Deppe is planned for later in January.

FEBRUARY WESTSIDE ARTICLE BOARD UPDATE

Marco will post the Board Midyear Update and Midyear Financial Update slide presentations, with a short introduction, for the Westside Weekly in early February recognizing that some members were not able to attend the Zoom meeting on January 23rd.

CHALICE LIGHTING/ACKNOWLEDGMENT/CLOSING WORDS FOR BOARD MEETINGS

February: Kristina, March: Jim, April: Marco, May: Laura White, June: Laura Pierce

BUDGET DEVELOPMENT FOR 2022/23 FY

Shelley Webb and Finance Committee members will be contacting committee chairs and staff for budget requests, as well as making budget recommendations based on Auction proceeds, Stewardship Pledging, expected expenses and staffing in planning for next fiscal year. A schedule is included in the monthly Finance Committee report.

NEXT STEPS FOR LIMITED ACCESS AGREEMENT

An updated Limited Access Agreement for David Cycleback was sent to members only on 1/18/22. David was given the communication for review before the email was sent out. A follow-up updated Set of Expectations will be sent to David individually in February. A summary will be sent to members only following this second communication.

JANUARY BOARD COFFEE HOUR REPLACED BY MID YEAR REPORT

Q1 Out of Town/Vacation/Leave Schedule

- *Laura Pierce Feb 12-23rd*
- *Shannon: Feb 19-21st*
- *Laura White Feb 19th-24th*
- *Rev. Christopher Feb 7-13 study leave Center for Courage and Renewal*
- *Rev. Christopher March 9 shoulder surgery, 2 wks leave + schedule adjustment*

UPCOMING MEETINGS DATES/TIMES

- *Sunday, January, 23rd 12noon Zoom Mid-year Report to the congregation*
- *Thursday, February 17th, Board Monthly Meeting (Kristina will read and acknowledgement, provide chalice reading and closing).*
- *Board Coffee Hour, February 27th following the service*
- *UUA, Board, Rev. Christopher meetings TBA*

CLOSE OF MEETING *Laura White closed our meeting with ending reflections and extinguished the chalice. The meeting ended at 9:05pm.*

Respectfully submitted: Laura White, Board of Trustees, Secretary

As of: **Tuesday, January 4, 2022****BUDGET SUMMARY**% thru Year: **50%**

	Curr Mo Activity	YTD Actuals	%	Full Year Budget	Amount Remaining
Income					
Pledges	\$ 23,000	\$ 151,809	55%	\$ 277,533	\$ 125,724
Sunday Plate	2,032	8,174	27%	29,999	21,825
Other Donations	661	914	0%	-	(914)
Fund Raising	-	-	0%	63,000	63,000
Affinity Programs	-	216	36%	600	384
RE Ministry	-	-	0%	700	700
Youth Group Ministry	-	-	0%	-	-
Music Ministry	-	220	44%	500	280
Program and Misc	42	251	14%	1,833	1,582
Rentals	6,286	30,601	55%	55,365	24,764
Carry-over	-	73,077	170%	43,042	(30,035)
Total Income	\$ 32,021	\$ 265,263	56%	\$ 472,572	\$ 207,309
Expenses					
Minister Compensation	\$ 10,727	\$ 66,016	53%	\$ 125,348	\$ 59,332
Additional Minister	3,150	3,150	126%	2,500	(650)
RE Director Compensation	-	22,273	57%	38,773	16,500
RE Staff	-	1,755	23%	7,547	5,792
RE Training	-	-	0%	-	-
RE Youth Group	-	-	0%	833	833
RE Operations	-	464	23%	2,000	1,536
Music Director Compensation	1,172	8,795	49%	18,026	9,231
Music Staff	900	3,150	53%	5,975	2,825
Other Music	-	725	36%	2,041	1,316
Administrator Compensation	4,191	25,898	47%	55,140	29,242
Additional Employee Benefits	-	1,281	45%	2,875	1,594
Community Impact-Internal	144	5,829	17%	33,836	28,008
Community Impact-External	412	2,998	33%	9,181	6,183
Worship	720	4,412	37%	12,055	7,643
Loans, Taxes, Fees	4,372	19,646	41%	47,959	28,313
Facility	8,188	29,271	52%	56,653	27,382
Fundraising & Rentals	-	-	0%	12,667	12,667
Reserves	-	73,077	187%	39,163	(33,914)
Total Expenses	\$ 33,977	\$ 268,742	57%	\$ 472,572	\$ 203,830
Cash Flow (GF):	\$ (1,956)	\$ (3,479)			

	YTD Balance	Start of FY	YTD Change
BANK ACCOUNT BALANCES			
Umpqua General Fund Checking #7545	\$ 67,123	107,401	\$ (40,278)
Sound Credit Union Money Market #6299	199,625	199,373	251
Sound Credit Union Business Savings #6290	25	25	-
Petty Cash	200	200	-
Total Account Balances	\$ 266,973	\$ 306,999	\$ (40,027)
ASSETS			
Church Bldg & Land (book value)	\$ 2,901,200	\$ 2,918,600	\$ (17,400)
Cash - Operations	27,904	133,131	(105,227)
Cash - Building Fund	\$ 93,404	69,576	23,829
Cash - Accessibility	24,319	24,319	-
Other Dedicated Fund Balances	22,434	23,715	(1,281)
<u>Undesignated Donations</u>	<u>98,910</u>	<u>56,258</u>	<u>42,652</u>
<i>Total Fund Balances</i>	<i>\$ 239,068</i>	<i>173,868</i>	<i>65,200</i>
Total Assets	\$ 3,168,173	\$ 3,225,600	\$ (57,427)
LIABILITIES			
Loan fm UUA	\$ 419,602	\$ 419,602	\$ -
Loan fm Cascadia Growth Fund	56,516	56,516	-
Other Current Liabilities	25,366	71,565	(46,200)
Other Dedicated Fund Balances	22,434	23,715	(1,281)
Total Liabilities	\$ 523,918	\$ 571,398	\$ (47,481)
CONGREGATIONAL EQUITY			
Beginning of FY Equity	\$ 2,654,201	\$ 2,654,201	\$ (9,946)
<i>YTD Change in Equity</i>	<i>(9,946)</i>		
DEDICATED FUND BALANCES	\$ 239,068	\$ 173,868	\$ 65,200
Beginning of FY Dedicated Fund Balances	\$ 173,868		
<i>YTD Change in Dedicated Fund Balances</i>	<i>65,200</i>		
Overall YTD Cash Flow with Fund Balances:	\$ 61,721		

As of: Tuesday, January 4, 2022				% Thru Year: 50%				
Account #	Account Name	Curr Mo Activity	YTD Balance	FY21-22 Budget	YTD %ofBgt	Over Budget	Notes	
GENERAL FUND INCOME								
Pledges								
4.100.100	Pledges - Current Year Income	20,499.84	146,796.51	275,533.00	<div><div></div></div> 53%	-		
4.100.110	Pledges - Prior Year Income	2,500.00	5,012.78	2,000.00	<div><div></div></div> 251%	3,012.78	Large prior year payment came in	
	Total Pledges	\$ 23,000	\$ 151,809	\$ 277,533	55%	\$ -		
Sunday Plate								
4.100.140	Contributions - Sunday WSUU	1,375.05	5,497.87	20,000.00	<div><div></div></div> 27%	-	800 below target, impacted by cancelled Christmas eve service	
4.100.141	Contributions - Sunday WSUU Congr Care Fund	-	-	833.00	0%	-		
4.100.143	Contributions - Sunday WSUU Youth Programs	-	-	833.00	0%	-		
4.100.144	Contributions - Sunday WSUU Real Rent Duwamish	-	-	833.00	0%	-		
4.100.145	Contributions - Sunday WSUU Partner Church	-	70.99	600.00	<div><div></div></div> 12%	-		
4.100.150	Contributions Sunday Charities	657.01	2,605.54	6,900.00	<div><div></div></div> 38%	-		
	Total Sunday Plate Income	\$ 2,032	\$ 8,174	\$ 29,999	27%	\$ -		
Other Donations								
4.100.160	Special Gifts & Campaigns	660.60	913.90	-	0%	913.90	Donation to cover exp of elevator modification	
4.100.244	Accessibility Fund Donations	-	-	-	0%	-		
	Total Other Donations	\$ 661	\$ 914	\$ -	0%	\$ 914		
Fund Raising								
4.100.245	Auction Income	-	-	48,000.00	0%	-		
4.100.247	Raise the Paddle Income	-	-	15,000.00	0%	-		
	Total Fund Raising Income	\$ -	\$ -	\$ 63,000	0%	\$ -		
Affinity Program Income								
4.100.210	E Scrip GF Income	-	3.54	-	0%	3.54		
4.100.211	Amazon Rebate Income	-	212.06	-	0%	212.06		
4.100.212	Thriftway Rebate Program	-	-	600.00	0%	-		
	Total Affinity Program Income	\$ -	\$ 216	\$ 600	36%	\$ -		
RE Ministry Income								
4.100.259	RE Fundraising & Donations	-	-	700.00	0%	-		
4.100.258	RE Fund Transfers IN	-	-	-	0%	-		
4.100.260	OWL Registration Fees	-	-	-	0%	-		
4.100.263	OWL Fund Transfers IN	-	-	-	0%	-		
	Total RE Ministry Income	\$ -	\$ -	\$ 700	0%	\$ -		
Youth Group Ministry Income								
4.100.261	RE Youth Group Fund Transfers IN	-	-	-	0%	-		
	Total Youth Group Ministry Income	\$ -	\$ -	\$ -	0%	\$ -		

As of: Tuesday, January 4, 2022				% Thru Year: 50%			
Account #	Account Name	Curr Mo Activity	YTD Balance	FY21-22 Budget	YTD %ofBgt	Over Budget	Notes
<u>Music Ministry Income</u>							
4.100.222	Music Fundraising and Donations	-	220.00	500.00	<div><div>44%</div></div>	-	
	Total Music Ministry Income	\$ -	\$ 220	\$ 500	44%	\$ -	
<u>Program and Misc Income</u>							
4.100.220	Coffee Income	-	-	333.00	<div><div>0%</div></div>	-	
4.100.225	Membership Fundraising and Donations	-	-	500.00	<div><div>0%</div></div>	-	
4.100.240	Interest Income	42.38	251.39	1,000.00	<div><div>25%</div></div>	-	
4.100.255	Common Quest Income	-	-	-	<div><div>0%</div></div>	-	
	Total Program and Misc Income	\$ 42	\$ 251	\$ 1,833	14%	\$ -	
<u>Rentals</u>							
4.100.300	Cell Tower Rental & Elec Reimb	3,195.79	11,966.27	14,718.00	<div><div>81%</div></div>	-	2 months of rental fee plus elect. Reimb.
4.100.302	Cell Tower Electricity Reimb True-up	-	-	1,600.00	<div><div>0%</div></div>	-	
4.100.305	Rental Income - Single Events	-	-	1,667.00	<div><div>0%</div></div>	-	
4.100.310	Rental Income - Lease (Leaps and Bounds of WA)	3,090.00	18,440.00	36,600.00	<div><div>50%</div></div>	-	
4.100.311	Donations- Service Groups Meeting at WSUU	-	195.00	780.00	<div><div>25%</div></div>	-	
	Total Rental Income	\$ 6,286	\$ 30,601	\$ 55,365	55%	\$ -	
<u>Carry-over</u>							
4.100.241	Board Designated Fund Transfers to GF	-	73,077.47	43,042.00	<div><div>170%</div></div>	30,035.47	
	Total Carry-over Income	\$ -	\$ 73,077	\$ 43,042	170%	\$ 30,035	
TOTAL GENERAL FUND INCOME		\$ 32,021	\$ 265,263	\$ 472,572	56%	\$ -	

As of: Tuesday, January 4, 2022				% Thru Year: 50%				Notes
Account #	Account Name	Curr Mo Activity	YTD Balance	FY21-22 Budget	YTD %ofBgt	Over Budget		
GENERAL FUND EXPENSE								
MINISTER POSITION								
<u>Minister Compensation</u>								
5.100.100	Minister Housing Allow Exp	3,000.00	18,000.00	36,000.00	<div><div></div></div> 50%	-		
5.100.101	Minister Salary Exp	4,474.77	26,853.62	52,950.00	<div><div></div></div> 51%	-		
5.100.105	Minister Medical Ins Exp	1,596.99	9,287.89	11,663.00	<div><div></div></div> 80%	-		
5.100.106	Minister Group Term Life Ins Exp	67.27	403.62	747.00	<div><div></div></div> 54%	-		
5.100.107	Minister Long Term Disability Ins Exp	96.36	578.16	1,156.00	<div><div></div></div> 50%	-		
5.100.108	Minister Dental Insurance	148.00	888.00	1,132.00	<div><div></div></div> 78%	-		
5.100.110	Minister Retirement Exp	-	3,706.25	8,895.00	<div><div></div></div> 42%	-		
5.100.115	Minister-FICA Exp	567.06	3,402.36	6,805.00	<div><div></div></div> 50%	-		
5.100.125	Minister's Professional Exp	776.99	2,896.01	6,000.00	<div><div></div></div> 48%	-		
	Total Minister Compensation	\$ 10,727	\$ 66,016	\$ 125,348	53%	\$ -		
<u>Additional Minister Exp</u>								
5.100.126	Minister Installation Exp	-	-	2,500.00	<div><div></div></div> 0%	-		
5.100.128	Minister Search Exp	3,150.00	3,150.00	-	<div><div></div></div> 0%	3,150.00		
	Total Additional Minister Exp	\$ 3,150	\$ 3,150	\$ 2,500	126%	\$ 650		
Total Minister Position Expense		\$ 13,877	\$ 69,166	\$ 127,848	54%	\$ -		

As of: Tuesday, January 4, 2022				% Thru Year: 50%			
Account #	Account Name	Curr Mo Activity	YTD Balance	FY21-22 Budget	YTD %ofBgt	Over Budget	Notes
CHILDREN AND YOUTH MINISTRY							-
RE Director Compensation							-
5.100.150	RE Director Salary Exp	-	17,138.05	29,293.00	<div><div>59%</div></div>	-	
5.100.155	RE Director Medical Insurance	-	1,437.30	2,310.00	<div><div>62%</div></div>	-	
5.100.158	RE Director FICA Exp	-	1,245.53	2,241.00	<div><div>56%</div></div>	-	
5.100.160	RE Director Retirement Exp	-	1,713.81	2,929.00	<div><div>59%</div></div>	-	
5.100.165	RE Director Professional Exp	-	738.31	2,000.00	<div><div>37%</div></div>	-	
	Total RE Director Compensation	\$ -	\$ 22,273	\$ 38,773	57%	\$ -	
RE Staff Expense							-
5.100.168	RE Program Assistant Exp	-	1,539.00	4,680.00	<div><div>33%</div></div>	-	
5.100.163	RE Nursery Lead Teacher Exp	-	120.00	2,200.00	<div><div>5%</div></div>	-	
5.100.164	RE Nursery Assistant Exp	-	-	-	<div><div>0%</div></div>	-	
5.100.170	Childcare Exp	-	96.00	667.00	<div><div>14%</div></div>	-	
	Total RE Staff Exp	\$ -	\$ 1,755	\$ 7,547	23%	\$ -	
RE Training Expense							-
5.100.152	RE OWL Leadership Development Exp	-	-	-	<div><div>0%</div></div>	-	
	Total RE Training Expense	\$ -	\$ -	\$ -	0%	\$ -	
RE Youth Group Expense							-
5.100.132	RE High School Youth Programs Exp	-	-	833.00	<div><div>0%</div></div>	-	
	Total RE Youth Group Expense	\$ -	\$ -	\$ 833	0%	\$ -	
RE Operations Expense							-
5.100.131	RE OWL Program Exp	-	-	-	<div><div>0%</div></div>	-	
5.100.134	RE Operational Exp	-	464.48	2,000.00	<div><div>23%</div></div>	-	
	Total RE Operations Expense	\$ -	\$ 464	\$ 2,000	23%	\$ -	
Total Children & Youth Ministry Expense		\$ -	\$ 24,492	\$ 49,153	50%	\$ -	

As of: Tuesday, January 4, 2022				% Thru Year: 50%					
Account #	Account Name	Curr Mo Activity	YTD Balance	FY21-22 Budget	YTD %ofBgt	Over Budget	Notes		
MUSIC MINISTRY							-		
Music Director							-		
5.100.185	Music Dir Salary Exp	1,088.77	7,568.28	13,065.00	<div><div>58%</div></div>	-			
5.100.186	Music Dir Medical Insurance	-	-	1,155.00	<div><div>0%</div></div>	-			
5.100.187	Music Dir Retirement Exp	-	647.96	1,307.00	<div><div>50%</div></div>	-			
5.100.188	Music Dir FICA Exp	83.29	578.96	999.00	<div><div>58%</div></div>	-			
5.100.190	Music Dir Professional Exp	-	-	1,500.00	<div><div>0%</div></div>	-			
Total Music Director Compensation		\$ 1,172	\$ 8,795	\$ 18,026	49%	\$ -			
Music Staff							\$ -		
5.100.193	Music Sunday Service Pianist Exp	500.00	1,750.00	3,375.00	<div><div>52%</div></div>	-	extra pay for holiday svcs		
5.100.195	Music Percussionist Exp	400.00	1,400.00	2,600.00	<div><div>54%</div></div>	-	extra pay for holiday svcs		
5.100.197	Music Chorale Rehearsal Pianist Exp	-	-	-	<div><div>0%</div></div>	-			
5.100.198	Music Bassist Exp	-	-	-	<div><div>0%</div></div>	-			
5.100.199	Music Administrator Exp	-	-	-	<div><div>0%</div></div>	-			
Total Other Music Staff Expense		\$ 900	\$ 3,150	\$ 5,975	53%	\$ -			
Other Music Expense							-		
5.100.191	Music Purchase Exp	-	-	766.00	<div><div>0%</div></div>	-			
5.100.192	Music Equipment Maint Exp	-	-	400.00	<div><div>0%</div></div>	-			
5.100.194	Music Programs Exp	-	725.09	800.00	<div><div>91%</div></div>	-			
5.100.196	Music Council Fundraising Exp	-	-	75.00	<div><div>0%</div></div>	-			
5.100.201	Music Equipment Purchase Exp	-	-	-	<div><div>0%</div></div>	-			
Total Other Music Expense		\$ -	\$ 725	\$ 2,041	36%	\$ -			
Total Music Ministry Exp		\$ 2,072	\$ 12,670	\$ 26,042	49%	\$ -			
ADMIN STAFF & SUPPORT							-		
Congr Administrator & Bookkeeper							-		
5.100.174	Congr Admin Salary Exp	3,893.44	22,062.82	45,423.00	<div><div>49%</div></div>	-			
5.100.175	Congr Admin Medical Insurance	-	-	1,200.00	<div><div>0%</div></div>	-			
5.100.176	Congr Administrator Retirement Exp	-	1,816.92	4,542.00	<div><div>40%</div></div>	-			
5.100.177	Congr Administrator FICA Exp	297.84	1,687.78	3,475.00	<div><div>49%</div></div>	-			
5.100.231	Congr Admin Professional Exp	-	330.75	500.00	<div><div>66%</div></div>	-			
Total Congr Administrator & Bookkeeper Compensation		\$ 4,191	\$ 25,898	\$ 55,140	47%	\$ -			

As of: Tuesday, January 4, 2022				% Thru Year: 50%			
Account #	Account Name	Curr Mo Activity	YTD Balance	FY21-22 Budget	YTD %ofBgt	Over Budget	Notes
Additional Employee Benefits							
5.100.178	Labor & Industries Ins Exp	-	872.75	1,875.00	47%	-	
5.100.181	Family and Medical Leave Ins Exp	-	265.31	500.00	53%	-	
5.100.184	Part time Empl FICA SS Exp	-	143.41	500.00	29%	-	
	Total Additional Employee Benefits Expense	\$ -	\$ 1,281	\$ 2,875	45%	\$ -	
Total Admin Staff & Support Expense		\$ 4,191	\$ 27,180	\$ 58,015	47%	\$ -	
Other OPERATIONAL AND COMMUNITY IMPACT							
Community Impact-Internal Expense							
5.100.320	UUA Dues Exp Bud	-	5,684.50	11,653.00	49%	-	
5.100.801	All Congr Retreats and Trainings	144.00	144.00	3,000.00	5%	-	
5.100.802	GA Delegate Exp	-	-	2,000.00	0%	-	
5.100.758	Congregational Care Fund Transfer OUT	-	-	833.00	0%	-	
5.100.710	Membership Exp Bud	-	-	500.00	0%	-	
5.100.759	Board Discretionary Fund	-	-	500.00	0%	-	
5.100.800	All Congr Social Events	-	-	300.00	0%	-	
5.100.819	Raise the Paddle Purchase Exp -GF	-	-	15,000.00	0%	-	
5.100.829	Common Quest Exp	-	-	50.00	0%	-	
	Total Community Impact-Internal Expense	\$ 144	\$ 5,829	\$ 33,836	17%	\$ -	
Community Impact-External Expense							
5.100.757	Sunday Morning Contributions Given to Charity	303.69	2,620.19	6,900.00	38%	-	
5.100.729	Real Rent Duwamish- Sunday Plate	-	-	833.00	0%	-	
5.100.728	Real Rent Duwamish	108.00	378.00	648.00	58%	-	
5.100.754	Partner Church Program Exp	-	-	600.00	0%	-	
5.100.300	Partner Church Dues Exp Bud	-	-	200.00	0%	-	
	Total Community Impact-External Expense	\$ 412	\$ 2,998	\$ 9,181	33%	\$ -	
Worship Expense							
5.100.726	AV Tech Expense	720.00	2,400.00	5,680.00	42%	-	
5.100.725	Worship Council Expense Budget	-	2,012.03	4,650.00	43%	-	
5.100.727	AV Equipment & Maintenance	-	-	1,725.00	0%	-	
	Total Worship Expense	\$ 720	\$ 4,412	\$ 12,055	37%	\$ -	
Financial Expense							
5.100.650	Loan Debt Service - UUA	3,521.78	13,841.12	31,509.00	44%	-	
5.100.655	Loan Debt Service - Cascadia Growth Fund for UU	659.96	3,299.80	7,950.00	42%	-	
5.100.457	Annual City/County/State Fees	-	1,457.44	3,500.00	42%	-	
5.100.520	Banking & Credit Card Fees e.g.Vanco	190.62	1,048.00	5,000.00	21%	-	
	Total Financial Expense	\$ 4,372	\$ 19,646	\$ 47,959	41%	\$ -	
Facility Expense							
5.100.450	Telephone/Cable/Internet	641.84	1,924.82	3,865.00	50%	-	
5.100.460	Web Hosting Exp	3.15	3.15	-	0%	3.15	
5.100.470	Web Maintenance Exp Bud	-	-	-	0%	-	
5.100.475	Technology Management	85.88	838.57	3,400.00	25%	-	
5.100.480	Office Expenses	-	63.52	750.00	8%	-	
5.100.481	Postage Exp Bud	-	-	600.00	0%	-	

As of: Tuesday, January 4, 2022				% Thru Year: 50%			
Account #	Account Name	Curr Mo Activity	YTD Balance	FY21-22 Budget	YTD %ofBgt	Over Budget	Notes
5.100.482	Printing / Copying	459.97	2,759.82	5,500.00	50%	-	should be last payment on old machine
5.100.483	Constant Contact Email Service	-	-	425.00	0%	-	
5.100.550	Liability Insurance Exp Bud	4,149.50	7,996.00	7,450.00	107%	546.00	
5.100.452	Security Alarm System	-	445.69	500.00	89%	-	
5.100.453	Electricity - SCL	-	8,048.69	10,700.00	75%	-	
5.100.454	Water/Sewer - SPU	128.18	906.93	1,667.00	54%	-	
5.100.455	Waste/Recycling/Green	107.06	642.36	3,300.00	19%	-	
5.100.456	Gas - PSE	540.58	1,133.02	4,500.00	25%	-	
5.100.451	Janitorial Supplies	-	393.25	1,250.00	31%	-	
5.100.458	Landscaping Exp	-	-	500.00	0%	-	
5.100.459	Building Maintenance Supplies & Small Labor Vendor	1,342.65	1,667.09	2,800.00	60%	-	lift modification, choir riser waste disposal, fire inspection, parking lot clean up
5.100.462	Lift Phone Monitoring	99.23	288.46	360.00	80%	-	
5.100.222	Coffee and Other Kitchen Exp	-	-	916.00	0%	-	
5.100.471	Janitorial Service	630.00	2,160.00	8,170.00	26%	-	
Total Facility Expense		\$ 8,188	\$ 29,271	\$ 56,653	52%	\$ -	

As of: Tuesday, January 4, 2022				% Thru Year: 50%			
Account #	Account Name	Curr Mo Activity	YTD Balance	FY21-22 Budget	YTD %ofBgt	Over Budget	
Fundraising & Rentals Expense							
5.100.305	Facilities Rental Exp - single events	-	-	417.00	0%	-	-
5.100.820	Auction Expense	-	-	12,000.00	0%	-	-
5.100.822	Canvass Expense	-	-	250.00	0%	-	-
	Total Fundraising & Rentals Expense	\$ -	\$ -	\$ 12,667	0%	\$ -	-
Reserves Expense							
5.100.461	Building Capital Reserve Exp-GF	-	30,425.00	30,425.00	<div><div></div></div> 100%	-	-
5.100.760	Undesignated Donation FB Exp	-	42,652.47	8,738.00	<div><div></div></div> 488%	33,914.47	-
	Total Reserves	\$ -	\$ 73,077	\$ 39,163	187%	\$ 33,914	-
Total Other Operational & Community Impact Expense		\$ 13,836	\$ 135,234	\$ 211,514	64%	\$ -	-
TOTAL GENERAL FUND EXPENSE		\$ 33,977	\$ 268,742	\$ 472,572	57%	\$ -	-
Income less Expense		\$ (1,956)	\$ (3,479)	-			

As of: Tuesday, January 4, 2022					
Fund Acct	Fund Balances	Curr Balance	Mo. Change	Notes/Explanation	
3.200.100	Building Fund FB	93,404.44	-		
3.201.100	Accessibility FB	24,319.25	-		
3.202.100	Building Maintenance/Janitorial Fund Balance	329.42	-		
3.302.100	Minister's Discretion FB	500.00	-		
3.303.100	Minister Search Fund Balance	142.88	-		
3.304.100	Gifts to be Designated by Board FB	190.00	-		
3.305.100	Undesignated Donations FB	98,910.04	-		
3.307.100	PPP Loan/Grant FB Balance	-	-		
3.310.100	Conference Scholarship FB	171.21	-		
3.321.100	Miscellaneous Grants	1,007.44	(949.82)	equipment for streaming services	
3.345.100	Hymnals FB	98.71	-		
3.350.100	Music FB	290.53	-		
3.355.100	WSUU Sponsored Events Balance	1,705.37	-		
3.360.100	Youth Group FB	6,249.01	-		
3.370.100	OWL Fund Balance	4,208.28	-		
3.380.100	Religious Ed Misc FB	2,041.84	-		
3.385.100	Raise the Paddle FB	-	-		
3.390.100	Art and Aesthetics Fund Balance	2,929.50	-		
3.391.100	Social Justice FB Balance	775.54	-		
3.400.100	Endowment FB	55.00	-		
3.405.100	Little Free Library Balance	40.00	-		
3.815.100	Partner Church FB	1,329.74	56.69	targeted gift	
3.835.100	Community Meal Trust Fund Balance	369.87	-		
Total Dedicated Funds		\$ 239,068.07	(893.13)		
				Prior Year Balance	Ann. Change
				69,575.71	23,828.73
				24,319.25	-
				329.42	-
				2,876.73	(2,376.73)
				142.88	-
				190.00	-
				56,257.57	42,652.47
				171.21	-
				160.33	847.11
				98.71	-
				290.53	-
				1,513.47	191.90
				6,249.01	-
				4,208.28	-
				2,041.84	-
				-	-
				2,929.50	-
				775.54	-
				55.00	-
				40.00	-
				1,273.05	56.69
				369.87	-
				\$ 173,867.90	\$ 65,200.17

Fund Balance Steward

Finance Committee
 Board of Trustees + Building Planning Committee
 Congregational Administrator
 Minister

 Board of Trustees
 Finance Committee

 Minister
 Social Justice Chair + Minister

 Music Director
 Members Connect Co-chairs
 DRE
 DRE
 DRE

 Ginger Brewer
 Social Justice Chair
 Endowment Fund Chair
 LFL Coordinator
 Partner Church Chair
 Social Justice Chair

FY21-22

Shelley Webb
 Kristina Darnell (President)
 Shannon Day
 Rev Christopher Wulff

 Kristina Darnell (President)
 Shelley Webb

 Rev Christopher Wulff
 Tracy Burrows + Rev Christopher Wulff

 Scott Farrell
 Viv Monahan & Alice Britt
 Rev Christopher Wulff
 Rev Christopher Wulff
 Rev Christopher Wulff

 Ginger Brewer
 Tracy Burrows
 Marion Kee
 Ursula Ham
 Jennifer Slatkin
 Tracy Burrows

Minister's Report for January 20, 2022 Board Meeting

Looking back at December feels like a very, very long time ago. The energy of the families turning out for holiday cookie baking and setting up the candlelight labyrinth was really wonderful. We had more than 200 folks walk the labyrinth and were featured in the West Seattle Blog and the West Seattle Connections Facebook Group. We reached capacity for Christmas Eve registrations and were coordinating single registrants gathering in groups. And then Omicron landed and we went from being moderate risk to severe risk in just a few days, which required a rapid pivot for Christmas Eve and the following Sundays. The rapid change back to entirely virtual worship has been really hard, and I'm grateful to everyone who helped to make that shift possible.

In the past month, we've had eighteen inquiries from new folks interested in becoming involved in Westside UU, mostly through the welcome form on the website. Of those, five have been families with children (who are all committed to not participating in anything virtual, but are eager to get together in person), four would be non-parent young adults, and the rest have been adults or couples looking for a faith community. This isn't unexpected, as we anticipated that there would be increased interest in finding community post-pandemic (whatever that term might mean and whether or not we're approaching it). Shannon is working with the coffee hour hosts to make the after-service open space more intentionally welcoming for newcomers. I've had one-on-one meetings with about half these new folks and have more appointments scheduled for the upcoming weeks. Some of the new folks with whom I've spoken have been particularly enthusiastic about sharing their talents, and I'm looking at possible venues for them to become involved. I also have a message out to our incoming Membership Chair Amy Youngblood to get together to figure out where we're at, how to refresh the committee's membership, and what we should be putting our energy towards right now. I'm concerned that we don't have enough drop-in type spaces to connect these new folks to at the moment for them to get to know others in the congregation, but that will likely improve as more of the planned programs of the spring start.

The Committee on Ministry was unable to hold its planned retreat due to Omicron concerns, but had a much-truncated online meeting nonetheless. Member Naomi Bradfute resigned her membership on the committee, and subsequently in the congregation, which was difficult for the committee. I would appreciate suggestions of possible Committee on Ministry members from the board. Given the loss of a committee member, the group has decided to postpone submitting their first evaluation until June, rather than rushing for the February deadline.

I've begun direct outreach to individuals who have expressed interest to put together twice-a-month in-person outdoor RE as a starting place for a program for our young people. I've been making informal inquiries with folks in various community networks about the best ways to outreach to find people to staff these programs (partnered with Westside volunteers). Given the labour shortage and the difficulties that these folks have all had in finding people I'm expecting that there's a strong possibility that these twice-monthly programs will need to be offered entirely by Westside members and friends. Renewing and revitalizing the RE Council is something that I hope to be able to do after identifying more individuals with an interest in RE and some energy to share.

Some quick notes:

1. The folks at PaperBoat Books (our neighbour on California Ave.) are interested in exploring a partnership for a reading series when we come back to having public events.

2. Kol HaNashemeh and Kadima both sent notes of gratitude to the congregation for our messages of support to them in the wake of the hostage crisis in Texas. I've started communications with the Anti-Hate Alaska Junction working group about whether we might work together.
3. Faith Action Network has a very active legislative agenda for this session and has shared materials for us to make available to congregants. A representative from FAN will be preaching for the congregation sometime in February or March.
4. The youth group is planning a return to the White Center Food Bank to volunteer again.
5. There's a little bit of energy emerging around addressing climate change in the congregation. I note that the congregation has never done the work of being certified as a 'green sanctuary' (which is a UUA program that certifies a commitment to sustainable practices). I've connected John Fawcett-Long and newcomer Ron Lovell to renew work in this area.
6. I hosted a gathering for some families at EC Hughes park in early January, which we'll be doing again this Sunday after the congregational meeting. Creating more of these opportunities is a priority for our new families.
7. I'll be off for a week of study leave from Feb 7-13, participating in the last retreat of the Center for Courage and Renewals Flourishing in Ministry program and doing some more reading.

WSUU Finance Committee Report December 2021

No Action Items for the Board this month.

Open Action Items for Finance Committee this month

Jim is going to start looking into loan re-financing options.

Congregational Certification is due, and Finance is going to fill this out.

Financial Highlights for December 2021 (50% of the year):

Highlights	Actuals	Actuals – YTD	YTD % of Budget	Budget
Total Income	\$ 32,021	\$ 265,263	56%	\$ 472,572
Pledges	\$ 23,000	\$ 151,809	55%	\$277,533
Total Expenses	\$ 33,977	\$ 268,742	57%	\$ 472,572
Net Income/Expenses	- \$1,956	- \$ 3,479		

Financial Status:

- Due to timing of Income & Expenses, expectation is that monthly Net Income/Expenses will be negative until the Auction. That is normal.
- We are about \$3k less than expected for the Current Month driven by the R-1 visa fees (unbudgeted).
- YTD, we are about \$5k less than expected at this time of year.
- Pledges remain strong.
- Sunday plate collection is low, and the cancellation of the Christmas Eve service will have additional impact.

Unanticipated Variance(s) to Budget:

- Large (\$2.5k) prior year pledge payment came in.
- Cancellation of the Christmas Eve service.
- R-1 Visa legal fees (\$3k).
- Lift modification costs covered by congregant donation, so neutral, but unanticipated.

Additional Notes:

- The Finance Committee reviewed a forecast of finances through the end of the year. We are forecasting about a -\$2k difference, which is very close to plan.
- The Finance Committee reviewed the first draft of the slides for the Mid-Year congregational update.
- Timing of the Auction (4/23) is very late, but workable. It means we will have many months of Expenses greater than Income than typical.
- We discussed some of the membership changes and what that could look like for next year's budget. Continued discussion will happen as it gets closer to budget planning time.

Prior Action Items for the Board:

Jim to include Finance Chair (Shelley Webb) among the list of committee chairs to be approved by the board.

Submitted by Shelley Webb 1/17/2022

Calendars based on projections based on past practice for planning purposes and have not yet been confirmed for 2022.

WSUU Finance Committee Calendar

P = Prep time; X = Done by; M = Meeting date

General Calendar and Responsibilities	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
Budget Boot Camp for New Board			X									
Annual Financial Report - Prior Fiscal Year	P	P	P	X								
Raise the Paddle Project Selection			P	P	P	P	X					
Mid-Year report						P	X					
Auction (Finance Committee Offering)						P	P	X				
Budget							P	P	P	X		
Stewardship							P	P	X	X		
Annual Meeting									P	P	X	M

Annual Meeting Count-down	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
January Board Meeting – Determine a budget target.						P	X					
February week 1 (following the auction) – send out budget requests								X				
March 1 – deadline for budget requests									X			
March-first week – prepare for March Finance Committee									X			
March Finance Committee – review budget requests									X			
Between March Finance Committee and Board meeting - prepare for board meeting									X			
March Board Meeting – review budget requests									X			
March-third Sunday – Stewardship Sunday									X			
April -first Sunday – Pledge Sunday										X		
After Pledge Sunday – Prepare budget status update to the Board										X		
April Board Meeting – review budget status										X		
May Board meeting – Last Board meeting before packet goes out											X	
After May Board Meeting – Prepare packet for general distribution											X	
May-10 days before Annual Meeting – Packet goes out											X	
During 10 days before Annual Meeting – Budget informational meetings hosted											X	
June-first Sunday – Annual Meeting												X

Administrator Report to Board January 2022

Date	Speaker/Special Circumstances	Attendance In-person/Concurrent views while streaming/ views since published/total views	Collection (charity portion)
12/19/21	Rev. Christopher – Christmas week, Omicron rising	36/27/34/97	\$109.36
12/24/21	Switched to online 3 days prior-prerecorded	0/3/59/62	0
12/26/21	Prerecorded content from Church of the Larger Fellowship	0/19/13/32	\$112.67
1/2/22	Rev. Christopher	0/48/20/68	\$106.67
1/9/22	Scott Farrell	0/38/14/52	\$109.67
1/16/22	Rev. Christopher	0/44/8/52	\$158.67

Membership: Current membership 180. Naomi Bradfute resigned this month.

Reopening: Just wanted to plant the seed again of surveying our community about our next re-opening and the need or not for distancing/limiting capacity. Perhaps once Omicron is receding the timing for this will be better.

Facilities Issues and Updates:

New Leaks We have some new windows leaking on the south and west walls in the lower level. They have only leaked once so I suspect it had to do with heavy rain and unusual wind directions. Buckets are in place and I have one of our security cameras set up to see and hear the area so I can check on the situation remotely when we have heavy rain. It is so difficult to discern the entry point that I don't have a plan for further mediation at this point.

Audio System Interference – T-Mobile arranged for a wireless consultant to come and evaluate the high pitched/scratchy interference that has been happening in our PA since re-opening. He came twice and on the second visit they shut down the cell tower completely and the noise was still present, so we have removed the cell tower as the source. We have some more testing planned but it may be time to update some of our sound equipment. Nate will test a digital sound board to see if that solves our problem. Stay tuned.

Other tasks this month: holiday service preparations, supporting the auction and stewardship teams, year-end tax statements and reports, working with the AA group for their re-opening here in our social hall.

In loving community,
Shannon

MIDYEAR UPDATE



WESTSIDE
Unitarian Universalist
CONGREGATION

WSUU BOARD OF TRUSTEES • 01.23.22



-Board Update Board of Trustees

-Financial Update Shelley Webb, Finance Chair
Jim Schlough, Board Treasurer

-Q & A

YOUR 2021/22 BOARD OF TRUSTEES



- **Kristina Darnell President**
- **Marco Deppe Vice President**
- **Jim Schlough Treasurer**
- **Laura H. White Secretary**
- **Laura Pierce Trustee**

Vision: *A healthy, accessible, and sustainable congregation*

Summer 2021
Board Retreat Vision

Healthy

- Safely navigate a changing COVID landscape
- Promote trusting & equitable connections
- Open the circle to welcome others
- Support RE program & community activities
- Act for social & racial justice

Accessible

- Improve chancel access
- Support A/V tech for hybrid services
- Better understand all accessibility needs

Sustainable

- Ensure financial stability
 - Promote shared leadership and volunteering
-

Reality: 5 Board Members

COVID
New Minister
Staff Changes
Less Volunteers
Building Trust
Ongoing Operations

Agreed: Share workload

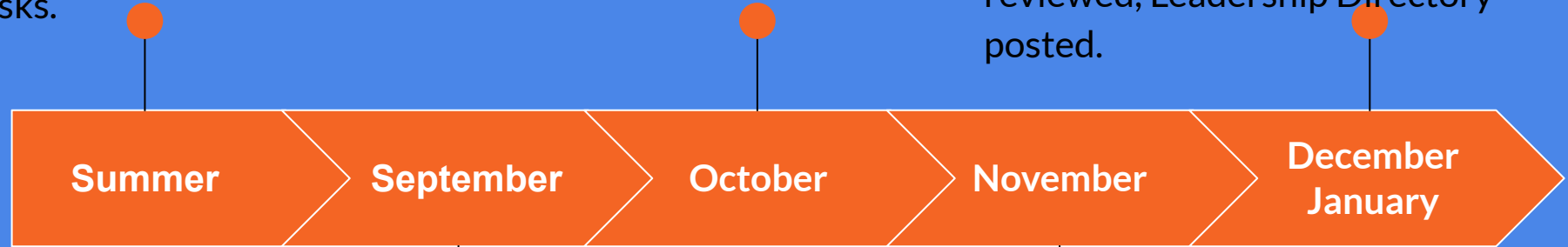
In addition to ongoing responsibilities, Board members agreed to share and partner in order to “right size” the work. Examples:

- Laura Pierce & Marco Deppe: ministerial supervision, RE support
 - Kristina & Laura White: committee recruitment & organization
 - Jim: finance committee & chancel riser accessibility
 - Partner with COVID task force
-

Board transition, Board retreat, DRE & RE assistant resignations, Leadership committee openings assessment, prioritizing tasks.

COVID guidelines #1, In-person worship readiness coordination, Nominating Committee & GA Delegates discussions, Ministerial evaluation process.

Early Dec in-person hybrid worship to late Dec transition back to virtual services safety decisions, COVID guidelines #2, Risers installed, Limited access agreement reviewed, Leadership Directory posted.



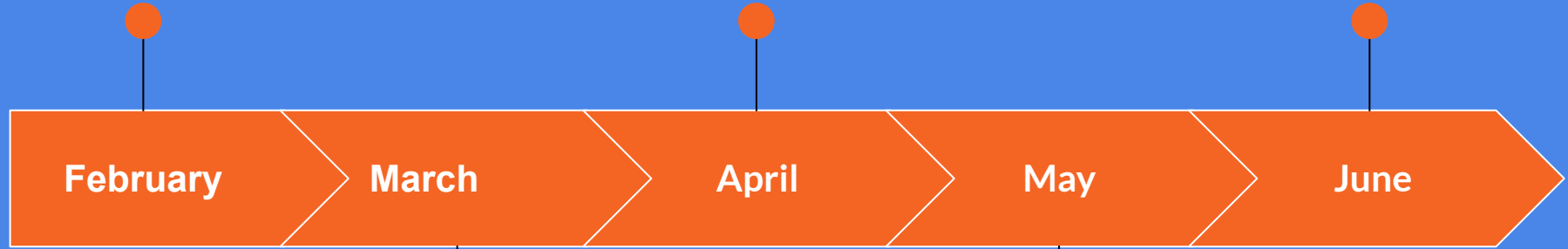
Ingathering, COVID Task Force collaboration, Conversations for Connection discussion, RE parents & RE Council discussions.

Auction leadership in place, Ministerial Evaluation survey, Committee on Ministry coordination, Regular ministerial meetings, December in-person worship planning coordination.

- Initiate Budget Development
- Recruitment for Leadership Positions

- Annual Auction: Saturday, April 23rd
- Stewardship: Pledge Drive

- Annual Meeting
- General Assembly Portland
- R1 Visa Renewal Rev. Christopher



- Nomination Committee: Active nominations for GA delegates and Board Candidates.
- RE planning

- Finalize Budget for Annual Meeting
- Committee Reports & committee volunteer updates for Annual Meeting

Sharing Ownership of our Beloved Community

We own this community together—we are not passive consumers. Each of us can lean in and join others who have stepped up to make Westside our beloved home.

1. Shared leadership and/or volunteers are needed: Auction Team, RE planning, Greeters, Hospitality, Right Relations. *See Leadership Directory.*
 2. Come to the Auction, renew your Annual Pledge, contribute as you are able during our Shared Offering.
-

Holding Our Community in Love & Accountability

A healthy spiritual community strives to be a place of growth and renewal where members feel welcome, safe, and nurtured.

1. COVID isolation and differing opinions of UUA initiatives have taken a toll, frayed our social ties and sometimes challenged our agreements to treat each other with love and respect.
2. We can re-commit to kindness and healthy conflict resolution, interrupting harmful behaviors. We can build on models such as Conversations for Connections.

Resilience, Gratitude & Hope

Strong Sunday Services throughout COVID challenges

Active covenant groups, meditation, music groups and more

Well attended Minister-led walking meditations, Solstice Service

New chancel risers-more accessibility for our Choir members

Healthy discussions Conversations for Connection

Financially stable—steady renter

Gratitude to the volunteers who stepped up to garden, clean, decorate, plan, greet, perform and provide tech for December in-person services



WESTSIDE
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Q & A
