

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

July 16, 2020

BOARD ATTENDING: (Virtual meeting through Zoom) Vanessa Shaughnessy, Marissa Ohoyo, Shelley Webb, Liz Berggren, Jade Lowry, Tony Ricardi, Thomas Terrence

STAFF: Shannon Day, Rev. Christopher Wulff

TIMEKEEPER AND PROCESS OBSERVER: None assigned. The Board discussed the necessity for filling these roles and decided to try being informal for a month. Anyone with a problem or observation about the process was invited to speak up and the issue will be revisited in future if necessary.

GUESTS: None

WELC

OME AND CHALICE LIGHTING: The meeting started at 6:30 pm. Marissa read chalice lighting words from 'To Wake, To Rise'

COVENANT, ACCESS NEEDS AND GROUNDING PRACTICE: The Board reflected on the covenant and briefly discussed the possibility of revisiting it in the future. Marissa shared a grounding practice. Board members shared a check-in and access needs for the meeting.

APPROVAL OF MINUTES: Minutes approved as amended.

REPORTS:

*MINISTER REPORT: See report attached. Marissa asked for clarification from Rev. Christopher on the questions he wants the Board to address.

*ADMINISTRATOR REPORT: See report attached. Shannon clarified that the Board does not need to deal with issues related to Leaps and Bounds, and that it is within her purview to address tenant problems and concerns.

*DRE REPORT: See report attached.

*MUSIC REPORT: See report attached.

*FINANCE COMMITTEE REPORT: See report attached.

*TREASURER REPORT: See report attached.

LIAISON UPDATES:

*RJCT UPDATE: Tony confirmed that there would be an RJCT led service on July 26.

*CONGREGATIONAL CARE CLUSTER UPDATE: Thomas talked with John Britt about possible

topics for cross care cluster meetings.

UPDATES:

*INFORMATION MANAGEMENT: The Board discussed with Rev. Christopher the issue of how the board would maintain and manage information going forward. He proposed the idea of using the Coda platform for Board work. The Board agreed on a plan to continue with current methods of information maintenance and management for August and to introduce the Coda platform in September.

*TRANSITION ISSUES: Vanessa reflected that much discernment work lay ahead, and that these concerns would be addressed at the next retreat. The Board discussed the importance of addressing the issue of right relations, including reviewing the current right relations covenant and forming a right relations team with congregational input into a multi-stage process. The Board agreed that a lot of groundwork would be necessary. Jade and Liz are charged with doing research on how to proceed and will report back at the next Board meeting.

*COMMITTEE LEADERSHIP: The hospitality committee chairs are ending their service as committee leads, but that committee is not active at this time. No one else indicated that new leadership is necessary, although the landscaping committee expressed some fatigue. Marissa recommended that people should not be asked to do more than two things and not all the burden should be loaded on the same people. Staffing the building and auction committees is the most pressing need; the Board will divide up names of people possibly interested and contact those individuals for follow up about accepting committee positions.

*COVID-19 ADVISORY TASK FORCE: No one has yet accepted participation as chair or co-chair. The question was raised as to whether coordination could be done regionally. It was agreed that point people would be necessary in the congregation, but that it would be useful to explore coordinating and sharing information with other congregations.

*ACCESSIBILITY COMMITTEE: Jade reported that a number of possible projects were identified using the Equity Decision making tool. The most pressing need is for chancel and choir risers as well as looping technology for people with hearing loss. Options and pricing for chancel issues and hearing assistance technology will be presented to the Board at the next meeting. The plan is to address these projects while the building is empty.

*BUILDING COMMITTEE: John Monahan is checking on the status of the leaking windows. The committee continues to need a chair.

*BOARD CONTINUING EDUCATION: Shelley will educate the Board about the budget. The board will also be scheduling other times for education as needed at a later date. Saturday will be considered as supplementary meeting time in October.

*BOARD RETREAT: The Board will hold a second retreat on Saturday, August 1.

CLOSE OF MEETING: Vanessa shared a reading from Spilling the Light.

The Board adjourned at 8:40 pm. The next regular meeting of the Board will be held on August 26, 2020 by Zoom.



WSUU BOARD AGENDA — July 16th, 2020

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?

6:30 pm (20 min)	Chalice Lighting & Welcome – <i>Marissa</i>	<ul style="list-style-type: none"> ○ Access needs ○ Light chalice ○ Grounding practice ○ Check-in
6:50 pm (5 min)	Minutes – <i>Vanessa</i>	<ul style="list-style-type: none"> ○ Changes in June Minutes or approve as written
6:55 pm (10 mins)	Meeting Norms – <i>Vanessa & Marissa</i>	<ul style="list-style-type: none"> ○ Plan for when there are drop-in guests ○ Continue with process observer? timekeeper roles <ul style="list-style-type: none"> ▪ Can folk sign up for these in advance?
7:05 pm (5 min)	July Reports – <i>Vanessa</i>	<ul style="list-style-type: none"> ○ Minister, Administrator, DRE, Music, Finance Committee, Treasurer, Transition Working Group ○ Questions or concerns re: reports?
7:10 pm (5 min)	Liaison Updates – <i>varied</i>	<ul style="list-style-type: none"> ○ Do we have any updates? ○ RJCT, Clusters, others?
7:15 pm (15 min)	Board Presence – <i>Rev. Christopher</i>	<ul style="list-style-type: none"> ○ Board bios and pictures on public website ○ Board members volunteer to write a column for the Westside Week – Calendar of content ○ Claiming UU selves publicly
7:30 pm (10 min)	Tech Resources – <i>Rev. Christopher</i>	<ul style="list-style-type: none"> ○ Tools for consolidating and managing workflow
7:40 pm (10 min)	The Year Ahead/Pressing Priorities – <i>Vanessa</i>	<ul style="list-style-type: none"> ○ How will we prioritize our work this year? This will be part of our board retreat. ○ Preliminarily: Right Relations will be a primary need—who can own driving it forward? ○ Leaps and Bounds contract up in August, do we need a negotiating team?
7:50 pm (10 min)	Assessing Committee Leadership Transitions – <i>Vanessa & Marissa</i>	<ul style="list-style-type: none"> ○ Review current committee leadership (Shannon sent out an email) ○ Follow up with leaders who don't answer about plans for continuing ○ Survey for July & August to gather congregational input on qualities and nominees for vacancies
8:00pm (10 min)	COVID-19 Advisory Task Force – <i>Marissa</i>	<ul style="list-style-type: none"> ○ Update on chair and task force member selection
8:10pm (15 min)	Updates: Building/Accessibility Short & Long Term – <i>Vanessa & Jade</i>	<ul style="list-style-type: none"> ○ Need for Building Committee lead – strategic facility planning, and maintenance/repair management ○ Urgent repairs in pipeline—leaking windows ○ Accessibility project planning – consider what we can do while the congregation is not using the building
8:25pm (5 min)	Close of the Meeting – <i>Vanessa</i>	<ul style="list-style-type: none"> ○ Process Observer Report ○ Extinguishing the Chalice ○ 8:30 End

Minister's Report – July 16, 2020

Advice From a Tree: 1. Stand tall and proud; 2. Go out on a limb; 3. Remember your roots; 4. Drink plenty of water; 5. Be content with your natural beauty

A little more than two weeks in and starting to find my way around a little better. So grateful to the Board and Staff who have been overwhelmingly supportive.

There is a lot going on in the congregation and a lot of places where I'm finding that folks have been holding off on things, waiting for the way that "Rev. Christopher" wants to do them. I think that we need to explore with Nancy Bowen (our Transitions Support person) and Annie Scott, (our Interim Pacific Western Region Primary Contact until Tandi Rogers' replacement is identified) how to achieve some of the goals of a Start-Up Weekend during this time of distanced/online gathering in order to surface the expectations that are explicit and implicit in the system. I'll be doing some of that with the Worship Team in the near future (note that we're removing 'planning' from the name), but we need to think about it more broadly.

One area where I think we also have work to do is in building up our trust of the institutional systems, by which I mean, we need to be able to trust that when committees take on particular pieces of work that they are done in a manner consistent with the direction of the congregation and board. There have already been situations where staff, board and some committees are assuming others' work because they don't trust the 'other' group to perform as expected/desired. It's not unexpected in a community that has been going through so much transition, but it is a dynamic that needs to be addressed. This is a place for deeper work and reflection for the board and broader congregational leadership.

As we anticipate the baby's arrival, you should know that my plans for the month of August include some time off, some meetings and gatherings essential to the fall calendar, and supporting/leading worship for the two Sundays for which I have a significant role in August. My expectation is that I'll be responding to acute pastoral needs and those conversations where I think my contribution is important and necessary. My voicemail and email will both have responders that indicate this. I'm still working on a calendared strategy for the year around taking family leave at times that make sense for my family as well as for the congregation.

The notes below are grouped by the sections of "Fulfilling the Call," which is the competencies structure of ministry. I'd like to know whether this is actually useful to the board (it's very useful to me).

Priorities for the Coming Month

- Forming the Committee on Ministry
- Planning for worship for the fall and development of worship associates.
- Making more pastoral connections

- Managing priority activities balanced with family time and the new baby.

Worship and Rites of Passage

- Transition service and the first service of the new ministry. Oh my... So grateful (and teary) at the wonderful welcome and beautiful connections. Some process things to get worked out, but all in all it was just lovely.
- Initial meeting with Worship Team Chairperson to look at priorities for team development. Opening communications with the whole team to start planning for next year's worship calendar, as well as how we can do some team development and training towards working as a more collaborative team.
- One shared service of the Puget Sound Worship Collaborative under our belts (with only one significant gaffe - the address forwarding, which was my mistake). Still some issues to work out in the format and content, and noticing some conflicts of congregational culture, but all in all it seems to have been very well received and our staff and worship tech volunteers are appreciating the time off (as am I in the anticipation of Little Baby Wulff's arrival and having other foci).
- Over the summer we'll be doing prep work to move platforms for the delivery of the Sunday morning livestream, in an effort to reduce costs, simplify the process, increase accessibility and improve functionality. Likely direction is Open Broadcast System streamed to YouTube. Anticipating that we will launch new format for September 5 service. This move will also enable an easier transition to livestreaming of services when we return to in-person gatherings, which has been consistently highlighted as a priority in conversations, primarily for accessibility reasons (for folks who have a hard time getting to services - home-bound folks, elderly, parents of very young children).
- Planning Memorial Service for Patti Hooper with daughter and husband. Having some good conversations with Peg, Mark and others about memorial traditions of Westside, and reviewing past orders of service. Please plan to attend, July 25th at 3pm.
- I haven't received a strong response to the invitation to submit ideas for services and sermons. I would appreciate yours if you can take a moment, and your encouraging folks in your circles to share some as well.

Pastoral Care and Presence

- Several pastoral connections made and appointments held, with an interesting spread across congregational identity groups. Working to put together a list of folks to reach out to directly - and appreciate input into that.
- Have to work on building up congregational awareness of "When to Call the Minister." Upcoming in newsletter articles.
- Meeting with Pastoral Care committee suggests that they have things in hand for the moment, but are looking forward to being able to work together for development purposes and share the load of acute pastoral concerns. They continue to maintain a

detailed index of folks with whom they are in contact and perceived/stated need for continuing contact. Plan to put the lay pastoral care providers in the pulpit once each year as a team to offer their insights/experiences on how we care for one another. Team has identified their concern that they are not seen as a resource by folks who don't share their identities, and will likely refer those calls to me for the time being while we build up the capacity of the team to work interculturally.

- Planning to test the function of the coffee hour, where it relates to the sense of connection, as the numbers in current breakouts don't seem to be working. People rarely gather in a circle of six-eight in 'in-person' coffee hours. Eight people makes it difficult to have an actual conversation without facilitation. Instead they're more likely to gather in pairs or trios. This would also ease inclusion and introduction of newcomers.

Encourages Spiritual Development

- First Aging to Saging meeting was delightful and a great chance for Deanna to say goodbye and for me to reconnect with that community. Works very much in the vein of a check-in group, which is something that many need, particularly in this moment. There are others in that demographic who have requested a more intentional format of reflection on the Aging to Saging process. Potentially a common quest offering via partnership with Fred Matthews.
- There was an interest from some of the folks who attended GA in looking at more intentional and intensive personal spiritual development processes offered through programs like FaithForward (Dallas, TX) and Wellspring (Rochester, NY). Something to think about in coming years.
- Common Quest meeting is upcoming and offers possible input on fall/winter offerings for spiritual development (beyond Parents as Primary Sexuality Educators, which I'll be offering - hopefully with some of Westside's OWL Facilitators). Need to think creatively about how to support folks in exploring new personal spiritual practices, particularly during this time.

Social Justice in the Public Square

- Contacted by:
 - Washington State Poor People's Campaign about becoming involved personally and involving the congregation.
 - Planned Parenthood about being involved in the campaign supporting the revised Sexuality Education curriculum which is being challenged in a ballot measure (I think that's the term).
 - Pastor Andrew of Admiral UCC has reached out to make connections. There is currently a connection being developed between the RJCT (via Tracy) with Admiral around issues of anti-racism work.

- Lots of work to do in getting connected to the various justice initiatives of the congregation over the coming year.

Administration

- Lots of work on information management, website, technology associated with administration and personnel, platforms, etc.
- One-on-one meetings
- First staff retreat held
- Scheduling and planning

Personal Renewal and Professional Development

- Maintaining spiritual practices both individually and in family routines.
- Continuing and convening new collegial meetings for support.
- Meeting with Mentor
- Participating in collegial forums for worship development
- After getting settled in Seattle it will be important to find a Spiritual Director.

Serves the Larger Unitarian Universalist Faith

- Convening a group of Ministers who are members of LREDA, for discernment and reflection.
- This area is not a priority for the time being, as I committed to during the Candidating week last year. My focus for the immediate/foreseeable future is on Westside UU and my family, and not serving on UUA/UUMA committees.
- I do however think that it's important for me to be encouraging our Religious Professionals to connect more actively to their broader community, to be exposed to new ideas and resources and decrease feelings of isolation.

Leads the Faith into the Future

- Still figuring out what this looks like for my/our Ministry.

As of: **Tuesday, July 7, 2020****BUDGET SUMMARY**% thru Year: **100%**

	YTD Actuals	%	Full Year Budget	Amount Remaining
Income				
Pledges	\$ 281,650	96%	\$ 294,183	\$ 12,533
Sunday Plate	34,901	145%	24,000	(10,901)
Other Donations	69,517	246%	28,236	(41,281)
Fund Raising	49,781	106%	47,000	(2,781)
Affinity Programs	1,915	118%	1,620	(295)
RE Ministry	4,958	160%	3,100	(1,858)
Youth Group Ministry	508	0%	-	(508)
Music Ministry	686	66%	1,040	354
Program and Misc	6,336	136%	4,650	(1,686)
Rentals	48,516	129%	37,718	(10,798)
Total Income	\$ 498,769	113%	\$ 441,547	\$ (57,222)
Expenses				
Minister Compensation	\$ 56,964	78%	\$ 73,125	\$ 16,161
Additional Minister	10,610	68%	15,500	4,890
RE Director Compensation	76,303	100%	76,079	(224)
RE Staff	9,073	89%	10,220	1,147
RE Training	-	0%	800	800
RE Youth Group	884	0%	-	(884)
RE Operations	6,502	188%	3,450	(3,052)
Music Director Compensation	33,858	114%	29,741	(4,117)
Music Staff	9,480	88%	10,733	1,253
Other Music	480	120%	400	(80)
Administrator Compensation	50,059	98%	51,325	1,266
Additional Employee Benefits	2,873	83%	3,453	580
UUA Dues	10,336	100%	10,336	1
Loans, Taxes, Fees	53,478	96%	55,555	2,077
Discretionary	11,981	162%	7,400	(4,581)
Facility	57,518	99%	57,880	362
Fundraising & Rentals	10,307	89%	11,600	1,293
Committees	25,746	107%	23,950	(1,796)
Total Expenses	\$ 426,453	97%	\$ 441,547	\$ 15,094
YTD Cash Flow (GF):	\$ 72,316			

	YTD Balance
BANK ACCOUNT BALANCES	
Umpqua General Fund Checking #7545	\$ 64,631
Sound Credit Money Market #6299	208,696
Sound Credit Savings #6290	25
Petty Cash	200
Total Account Balances	\$ 273,552
ASSETS	
Church Bldg & Land (book value)	\$ 2,889,800
Cash - Operations	117,085
Cash - Building Fund	\$ 76,959
Cash - Elevator Fund	3,808
Other Dedicated Fund Balances	43,813
Undesignated Donations	31,886
<i>Total Fund Balances</i>	<i>\$ 156,467</i>
Total Assets	\$ 3,163,353
LIABILITIES	
Loan fm UUA	\$ 435,136
Loan fm Pacific NW Growth Fdtn	61,474
Other Current Liabilities	52,982
Other Dedicated Fund Balances	43,813
Total Liabilities	\$ 593,406
CONGREGATIONAL EQUITY	
Beginning of FY Equity	\$ 2,128,317
<i>YTD Change in Equity</i>	<i>441,630</i>
DEDICATED FUND BALANCES	
Beginning of FY Dedicated Fund Balances	\$ 144,328
<i>YTD Change in Dedicated Fund Balances</i>	<i>12,139</i>
Overall YTD Cash Flow with Fund Balances:	\$ 84,455

As of: Tuesday, July 7, 2020				% Thru Year: 100%		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	24,285.50	281,225.45	292,183.00	96%	
4.100.110	Pledges - Prior Year Income	-	425.00	2,000.00	21%	
	Total Pledges	24,285.50	281,650.45	294,183.00	96%	
Sunday Plate						
4.100.140	Contributions - Sunday WSUU	4,249.42	22,555.30	16,000.00	141%	
4.100.141	Contributions - Sunday WSUU Minister Discretion	120.00	3,136.78	600.00	523%	
4.100.142	Contributions - Sunday WSUU Kitchen/Hospitality	-	-	150.00	0%	
4.100.143	Contributions - Sunday WSUU Youth Programs	794.00	794.00	450.00	176%	
4.100.150	Contributions Sunday Charities	1,599.07	8,414.42	6,800.00	124%	
	Total Sunday Plate Income	6,762.49	34,900.50	24,000.00	145%	
Other Donations						
4.100.135	Give Big (Non-pledge gifts and stretch dollars)	-	-	-	0%	
4.100.155	Endowment Fund Transfers IN	-	-	-	0%	
4.100.160	Special Gifts & Campaigns	-	69,516.95	28,236.00	246%	
4.100.244	Elevator Fund Donations	-	-	-	0%	
	Total Other Donations	-	69,516.95	28,236.00	246%	
Fund Raising						
4.100.245	Auction Income	-	48,562.26	46,000.00	106%	
4.100.247	Raise the Paddle Income	-	-	-	0%	
4.100.250	Rummage & Book Sale Income	-	1,218.91	1,000.00	122%	
4.100.257	Misc. Fundraising Income	-	-	-	0%	
	Total Fund Raising Income	-	49,781.17	47,000.00	106%	
Affinity Program Income						
4.100.210	E Scrip GF Income	2.39	22.68	120.00	19%	
4.100.211	Amazon Rebate Income	69.03	1,364.93	1,500.00	91%	
4.100.212	Thriftway Rebate Program	-	527.46	-	0%	
	Total Affinity Program Income	71.42	1,915.07	1,620.00	118%	
RE Ministry Income						
4.100.258	RE Fund Transfers IN	-	-	-	0%	
4.100.259	RE Fundraising & Donations	-	1,658.38	1,500.00	111%	
4.100.260	OWL Registration Fees	-	3,300.00	800.00	413%	
4.100.263	OWL Fund Transfers IN	-	-	800.00	0%	
4.100.264	RE Coming of Age Program Fees	-	-	-	0%	
	Total RE Ministry Income	-	4,958.38	3,100.00	160%	
Youth Group Ministry Income						
4.100.261	RE Youth Group Fund Transfers IN	-	-	-	0%	
4.100.262	RE Youth Group Fundraising & Gifts	(794.00)	508.30	-	0%	
	Total Youth Group Ministry Income	(794.00)	508.30	-	0%	
youth group plate collection moved to 4.100.143						

As of: Tuesday, July 7, 2020				% Thru Year: 100%		
Account #	Account Name	Curr Mo Activity	YTD Balance	FY19-20 Budget	YTD %ofBgt	Notes
Music Ministry Income						
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%	
Program and Misc Income						
4.100.220	Coffee Income	-	299.63	500.00	60%	
4.100.225	Membership Fundraising and Donations	-	15.00	500.00	3%	
4.100.240	Interest Income	94.30	1,212.49	50.00	2425%	
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	10.00	4,808.88	3,600.00	134%	monthly contrib. via online giving to trainings for equity work
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	104.30	6,336.00	4,650.00	136%	
Rentals						
4.100.300	Cell Tower Rental & Elec Reimb	2,453.10	15,945.15	14,718.00	108%	two months of payments arrived in June
4.100.302	Cell Tower Electricity Reimb True-up	-	1,830.12	1,500.00	122%	
4.100.305	Rental Income - Single Events	(862.00)	2,586.00	2,000.00	129%	refunded rental scheduled for 09/2020
4.100.310	Leases Income- Pre School	3,000.00	27,015.00	18,000.00	150%	
4.100.311	Donations- Service Groups Meeting at WSUU	65.00	1,140.00	1,500.00	76%	AA continues to pay even after I suggested they didn't need to
	Total Rental Income	4,656.10	48,516.27	37,718.00	129%	
TOTAL GENERAL FUND INCOME		\$ 35,085.81	\$ 498,768.81	\$ 441,547.00	113%	

As of: Tuesday, July 7, 2020				% Thru Year: 100%		Notes
Account #	Account Name	Curr Mo Activity	YTD Balance	FY19-20 Budget	YTD %ofBgt	
GENERAL FUND EXPENSE						
MINISTER POSITION						
Minister Compensation						
5.100.100	Minister Housing Allow Exp	1,600.00	15,000.00	26,975.00	<div><div></div></div> 56%	Includes Signing bonus for Rev. Christopher
5.100.101	Minister Salary Exp	7,848.00	26,490.00	24,542.00	<div><div></div></div> 108%	
5.100.105	Minister Cost of Living Adj Exp	725.66	5,079.62	5,851.00	<div><div></div></div> 87%	
5.100.106	Minister Group Term Life Ins Exp	89.00	390.27	401.00	<div><div></div></div> 97%	
5.100.107	Minister Long Term Disability Ins Exp	-	173.00	660.00	<div><div></div></div> 26%	
5.100.110	Minister Retirement Exp	478.83	3,726.27	5,492.00	<div><div></div></div> 68%	Rev. Christopher and Rev. Deanna
5.100.115	Minister-FICA Exp	340.27	2,179.35	3,704.00	<div><div></div></div> 59%	
5.100.125	Minister's Professional Exp	3,297.30	3,925.30	5,500.00	<div><div></div></div> 71%	
Total Minister Compensation		14,379.06	56,963.81	73,125.00	78%	
Additional Minister Exp						
5.100.102	Minister Moving Exp	10,000.00	10,000.00	10,000.00	<div><div></div></div> 100%	
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	<div><div></div></div> 20%	
Total Additional Minister Exp		10,000.00	10,610.00	15,500.00	68%	
Total Minister Position Expense		24,379.06	67,573.81	88,625.00	76%	

As of: Tuesday, July 7, 2020				% Thru Year: 100%		Notes
Account #	Account Name	Curr Mo Activity	YTD Balance	FY19-20 Budget	YTD %ofBgt	
CHILDREN AND YOUTH MINISTRY						
RE Director Compensation						
5.100.150	RE Director Salary Exp	5,129.75	61,957.25	61,557.00	101%	
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	4,502.72	4,800.00	94%	
5.100.160	RE Director Retirement Exp	513.00	6,490.18	6,222.00	104%	
5.100.165	RE Director Professional Exp	640.00	3,353.03	3,500.00	96%	
	Total RE Director Compensation	6,655.55	76,303.18	76,079.00	100%	
RE Staff Expense						
5.100.162	RE Story Time Toddler Teacher Exp	-	-	-	0%	
5.100.163	RE Nursery Lead Teacher Exp	200.00	2,118.75	2,200.00	96%	
5.100.164	RE Nursery Assistant Exp	120.00	1,485.00	1,920.00	77%	
5.100.168	RE Program Assistant Exp	540.00	5,085.50	5,300.00	96%	
5.100.169	RE Summer Coordinator Exp	-	-	-	0%	
5.100.170	Childcare Exp	-	383.75	800.00	48%	
	Total RE Staff Exp	860.00	9,073.00	10,220.00	89%	
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%	
5.100.136	RE High School Youth Scholarships Exp	-	-	-	0%	
5.100.227	RE Youth Group Fund Transfers OUT	-	794.00	-	0%	
	Total RE Youth Group Expense	-	884.03	-	0%	
RE Operations Expense						
5.100.131	RE OWL Programs Exp	-	331.82	200.00	166%	
5.100.133	RE Middle School Youth Programs Exp	-	-	-	0%	
5.100.134	RE Operational Exp	78.91	3,801.55	3,250.00	117%	
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	2,368.18	2,368.18	-	0%	transferred excess income to OWL FB
	Total RE Operations Expense	2,447.09	6,501.55	3,450.00	188%	
Total Children & Youth Ministry Expense		9,962.64	92,761.76	90,549.00	102%	

As of: Tuesday, July 7, 2020				% Thru Year:	100%	
Account #	Account Name	Curr Mo Activity	YTD Balance	FY19-20 Budget	YTD %ofBgt	Notes
MUSIC MINISTRY						
Music Director						
5.100.185	Music Dir Salary Exp	2,281.54	28,908.43	24,984.00	116%	
5.100.186	Music Dir Cost of Living Adj Exp	-	-	-	0%	
5.100.187	Music Dir Retirement Exp	228.15	1,140.75	1,320.00	86%	
5.100.188	Music Dir FICA Exp	174.54	2,211.50	937.00	236%	
5.100.190	Music Dir Professional Exp	-	1,597.77	2,500.00	64%	
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		\$ 2,684.23	\$ 33,858.45	\$ 29,741.00	114%	
Music Staff						
5.100.193	Music Sunday Service Pianist Exp	375.00	5,250.00	4,974.00	106%	
5.100.195	Music Percussionist Exp	300.00	3,700.00	3,725.00	99%	
5.100.197	Music Chorale Rehearsal Pianist Exp	-	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		675.00	9,480.00	10,733.00	88%	
Other Music Expense						
5.100.191	Music Purchase Exp	-	369.91	-	0%	
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%	
Total Music Ministry Exp		3,359.23	43,818.36	40,874.00	107%	
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	42,564.12	43,200.00	99%	
5.100.175	Congr Admin Cost of Living Adj Exp	-	-	-	0%	
5.100.176	Congr Admin Retirement Exp	381.18	3,887.68	4,320.00	90%	
5.100.177	Congr Admin FICA Exp	277.70	3,256.20	3,305.00	99%	
5.100.230	Congr Admin Long Term Disability Ins Exp	-	-	-	0%	
5.100.231	Congr Admin Professional Exp	151.00	351.44	500.00	70%	GA reg
Total Congr Administrator & Bookkeeper Compensation		4,439.88	50,059.44	51,325.00	98%	

As of: Tuesday, July 7, 2020				% Thru Year: 100%		
Account #	Account Name	Curr Mo Activity	YTD Balance	FY19-20 Budget	YTD %ofBgt	Notes
<u>Additional Employee Benefits</u>						
5.100.178	Labor & Industries Ins Exp	-	1,572.72	2,200.00	71%	
5.100.181	Family and Medical Leave Ins Exp	-	596.92	453.00	132%	
5.100.184	Part time Empl FICA SS Exp	65.79	703.71	800.00	88%	
	Total Additional Employee Benefits Expense	65.79	2,873.35	3,453.00	83%	
Total Admin Staff & Support Expense		4,505.67	52,932.79	54,778.00	97%	
<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	-	10,335.50	10,336.00	100%	
	Total UU Organizations Dues Expense	-	10,335.50	10,336.00	100%	
<u>Financial Expense</u>						
5.100.650	Loan Debt Service - UUA	1,699.39	37,863.65	39,455.00	96%	
5.100.655	Loan Debt Service - PNW Growth Fdtn Exp	260.32	7,120.24	7,950.00	90%	
5.100.457	Annual City/County/State Fees	-	3,002.82	2,750.00	109%	
5.100.520	Banking & Credit Card Fees e.g.Vanco	384.55	5,491.71	5,400.00	102%	
	Total Financial Expense	2,344.26	53,478.42	55,555.00	96%	
Total Dues & Financial Expense		2,344.26	63,813.92	65,891.00	97%	
<u>DISCRETIONARY EXPENSE</u>						
<u>Discretionary Expense</u>						
5.100.757	Sunday Morning Contrib to Charity	3,428.28	8,844.45	6,800.00	130%	
5.100.758	Minister Discretionary Fund	385.00	3,136.78	600.00	523%	
	Total Discretionary Expense	3,813.28	11,981.23	7,400.00	162%	
Total Discretionary Expense		3,813.28	11,981.23	7,400.00	162%	

As of: Tuesday, July 7, 2020			% Thru Year: 100%		Notes	
Account #	Account Name	Curr Mo Activity	YTD Balance	FY19-20 Budget		YTD %ofBgt
OTHER OPERATIONAL EXPENSE						
Facility Expense						
5.100.450	Telephone/Cable/Internet	276.13	3,413.91	3,000.00	<div><div></div></div> 114%	refund of award \$ from returned item office depot
5.100.460	Web Hosting Exp	102.68	278.99	250.00	<div><div></div></div> 112%	
5.100.470	Web Maintenance Exp Bud	-	51.88	100.00	<div><div></div></div> 52%	
5.100.475	Technology Management	1,376.31	3,199.65	1,500.00	<div><div></div></div> 213%	
5.100.480	Office Expense	(5.16)	638.49	1,000.00	<div><div></div></div> 64%	
5.100.481	Postage Exp Bud	55.00	562.31	500.00	<div><div></div></div> 112%	
5.100.482	Printing / Copying	439.88	5,292.97	5,500.00	<div><div></div></div> 96%	
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%	
5.100.452	Security Alarm System	-	437.10	500.00	<div><div></div></div> 87%	
5.100.453	Electricity - SCL	-	9,067.78	10,000.00	<div><div></div></div> 91%	
5.100.454	Water/Sewer - SPU	204.77	1,756.57	2,000.00	<div><div></div></div> 88%	
5.100.455	Waste/Recycling/Green	70.70	2,067.90	3,000.00	<div><div></div></div> 69%	
5.100.456	Gas - PSE	207.80	5,297.59	5,000.00	<div><div></div></div> 106%	
5.100.451	Janitorial Supplies	-	847.60	1,500.00	<div><div></div></div> 57%	
5.100.458	Landscaping Exp	100.44	209.87	500.00	<div><div></div></div> 42%	
5.100.459	Building Maint Supplies & Small Labor	214.45	2,158.78	2,500.00	<div><div></div></div> 86%	
5.100.461	Building Capital Reserve Exp-GF	-	-	-	<div><div></div></div> 0%	
5.100.462	Lift Phone Monitoring	-	288.46	-	<div><div></div></div> 0%	
5.100.463	Elevator Fund Reserve Exp	-	-	-	<div><div></div></div> 0%	
5.100.471	Janitorial Service	400.25	7,061.15	8,000.00	<div><div></div></div> 88%	
5.100.484	Marketing and Advertising	-	-	-	<div><div></div></div> 0%	
5.100.726	AV Tech Expense	480.00	6,440.00	5,880.00	<div><div></div></div> 110%	
5.100.727	AV Equipment & Maintenance	-	613.02	225.00	<div><div></div></div> 272%	
5.100.900	Transfers to Operations Cash Reserve Fund	-	-	-	<div><div></div></div> 0%	
	Total Facility Expense	3,923.25	57,518.04	57,880.00	99%	

As of: Tuesday, July 7, 2020				% Thru Year: 100%		
Account #	Account Name	Curr Mo Activity	YTD Balance	FY19-20 Budget	YTD %ofBgt	Notes
Fundraising & Rentals Expense						
5.100.819	Raise the Paddle Purchase Exp-GF	-	-	-	0%	
5.100.820	Auction Expense	-	9,932.06	11,000.00	90%	
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	-	10,307.06	11,600.00	89%	
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	405.00	20,226.54	18,475.00	109%	
5.100.754	Partner Church Program Exp	-	-	-	0%	
5.100.756	Social Action Expense	-	1,650.04	-	0%	
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	405.00	25,745.80	23,950.00	107%	
Total Other Operational Support Expense		4,328.25	93,570.90	93,430.00	100%	
<hr/>						
TOTAL GENERAL FUND EXPENSE		\$ 52,692.39	\$ 426,452.77	\$ 441,547.00	97%	
<hr/>						
Income less Expense		\$ (17,606.58)	\$ 72,316.04	\$ -		

As of: Tuesday, July 7, 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	3,808.31	10.00			49,323.59	33,615.03	(78,170.31)	(45,515.28)
3.202.100	Building Maintenance/Janitorial Fund Balanc	329.42	-			329.42			-
3.302.100	Minister's Discretion FB	2,296.73	(1,215.00)			807.77			1,488.96
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	31,886.18	(260.00)	Stole gift for Rev Deanna		1,163.27	24,982.91		30,722.91
3.310.100	Conference Scholarship FB	171.21	(150.00)	GA reg for delegate		596.21			(425.00)
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	1,513.47	-			931.99			581.48
3.360.100	Youth Group FB	5,830.74	794.00			4,904.24			926.50
3.370.100	OWL Fund Balance	3,608.28	2,368.18	transferred in from budget		1,240.10			2,368.18
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		\$ 156,467.32	\$ 1,547.18			\$ 144,328.10			\$ 12,139.22

MUSIC DIRECTOR MONTHLY REPORT

July 2020

ACTION ITEMS: No action items at this time

First of all, Welcome to all new board members! I'm excited to see how our new church leadership will both continue the excellent work of the past fiscal year and bring new ideas for serving our congregation in powerful, delight-full ways. I look forward to getting to know all of you better, and to a continuing open and communicative relationship. I am always, always ready to entertain suggestions and am here to serve the musical desires and needs of WSUU, a role I love deeply and am committed to wholeheartedly.

1. The Westside Chorale: We're taking a bit of a break from our regular weekly Wednesday evening check-ins, however will be meeting on July 22nd. I've spent some time tracking down service recordings (with Shannon's help) of past Chorale songs, and while I screenshare the sheet music, people are singing along with the recording at home. It's painful to not be able to sing in the same physical place right now, and my hope is that this helps at least a bit. While it was very time consuming and challenging, producing the virtual choir video of "Draw the Circle Wide" for our service on July 5th was a very rewarding experience for all involved.
2. Music Ministry Team (MMT): Our co-chairs, John Britt and Lisa Maynard have been doing excellent work getting the platform ready for a full fall launch of the renamed Music Worship Support Team. The three of us have been in regular communication, both by email and zoom, and we had a very great meeting with the other current members of the team. Including John and Lisa the members are: Regina Brennan, Marco Deppe, Oliver Knaphus, and Larry Murphy.
3. Shared summer worship experience: I had a wonderful time working with Rev. Zackrie Vinczen from Cedars UU on Bainbridge Island. It was also so different looking at a zoom screen with completely different players after the months of my comrades from Westside! I look forward to my role as music director on August 23rd with Rev. Kristin Kuriga from Saltwater Church.
4. Transition out of "Tech Coordinator" role: I am very, very happy to announce that after extensive conversations with Rev. Christopher and Shannon, I have let go of my covid role of serving as coordinator for all technical tasks and volunteers. It is time for me to be focusing on what I was hired to do: provide leadership in the music for our congregation. I'm so excited to be brainstorming with Rev. Christopher on our musical future. Great things are in store. Our volunteer tech team has been extraordinary. FYI the team members are: Shannon Day (of course!), Soph Davenberry, Marco Deppe, Kevin Lane-Cummings, Jill Jackson, Paula vanHaagen, Kira Maynard and Ivy Ficarra. Here is an excerpt from the email I sent them:

"I want to let you know what an amazing team I think you are. Your dedication and "bring it on" attitudes have been perfect for these extraordinary times. While I'll still be contributing music pieces for services, as most of you know I've stepped away from the "technical coordinator" role that I've held. I can't imagine how things could have run as

smoothly as they have without your willingness to learn, your kindness, and your talent and abilities. Thanks from the bottom of my heart for your support for both the congregation and myself. You all will be an integral part of the “How we made it through the pandemic” story that we’ll look back on. I think each of us can be proud of the work we’ve done and are continuing to do for Westside.”

5. Vacation: I will be on church vacation from July 26th through August 8th. I expect to be camping for most of that time, out of cell range, to let mother nature recharge my batteries! After the past few months I’m looking forward to a retreat from technology and filling my eyes and heart with something more nourishing than computer screens!

In Harmony,

Scott Farrell
WSUU Music Director

July 8, 2020

To: WSUU Board Members

From: Rev. Cynthia Westby, DRE

Re: DRE Board Report for July 2020

Welcome to all of you! I look forward to working with you! In 2020-21. In June 2020 we celebrated the transitions of our children and youth, and the bridging of three of our youth – all virtually for the first time. June also marked the end of Westside's RE 2019-20 year and the beginning of summer RE. Now, in July we are fully immersed in summer RE.

Summer RE: Our first summer RE class was held on Sunday, June 21st with Thomas Terence leading a joyful interactive class for Westside's 5-12 year old children. We have a lineup of generous congregants to teach our summer RE classes throughout this summer. Sunday, June 28th was a multi-gen to say goodbye to Rev. Deanna and hello to Rev. Christopher. On July 5th Kevin Lane-Cummings led a mind-altering class on visual illusions. Thomas Terence will be the RE teacher on July 12th, Dave Edwards will be the RE teacher on July 19th, and Kim Frappier will be the RE teacher on July 26th! I am deeply grateful for their support and creativity!

RE News: I send a weekly email blast to RE families and friends about the week's upcoming RE classes and offerings. For the summer this email blast will also include various virtual summer camps, summer 'not-to-be-missed' events, and occasional ideas for home projects.

Youth Group: The Youth Group advisors and I will meet in the middle of July to offer training as well as pass leadership from Simon Knaphus to the Youth Group's new co-leads Neve Mazique-Bianco and David Edwards who will be supported by Amy Hance-Brancati as the communications lead. There is a UUA summer camp by zoom occurring for youth July 5-12 by zoom and some of Westside's youth and middle schoolers are participating.

YAC: (Youth Advisor Committee) YAC will be meeting at the end of July to begin planning for and discussing this coming year's youth group. We have two youth who will step in and hold the youth co-chair role until the youth meet in the Fall and can nominate new youth co-chairs for YAC for 2020-21.

Nursery: Each week our lead nursery teacher Julie Vance makes recordings of her reading stories for our nursery children. I send these out to parents of nursery-aged children each week for them to show their children when they wish. Since the end of April, Ivy Ficarra, Westside's other Nursery teacher, has been working with Scott Farrell, singing for songs for our services, as well as captioning songs for our services.

20-21 RE Planning: This summer I am focused on planning for the 2020-21 RE year and am doing research and curriculum review and development. I am talking with other DREs about this work as we share ideas and suggestions. I will be attending the LREDA retreat from July 27-30 (virtually). This retreat will focus on building inclusive and meaningful connections in virtual spaces which I'm really excited about because all our RE programming will be held virtually in 2020-21.

August 2nd service: I will be offering the sermon on August 2nd for one of our collaborative services and I hope you are able to join me!

Vacation: I will be taking vacation during the month of August (August 3-30).

Stories for All Ages: I continue to work with a strong team of tellers with a wonderfully diverse range of styles and strengths. I am so grateful to all of our storytellers for pivoting to pre-record their stories for Westside's services. We are all incredibly blessed by their generosity. I have storytellers scheduled through the end of September 2020 (with a planned hiatus for most of our storytellers during the summer because of our collaboration of services with three other UU congregations).

Administrator Report to Board July 2020

No action items for me this month.

Sunday Morning Attendance and Offering (Charity Portion)

Date	Speaker/Special Circumstances	Attendance	Collection (charity portion)
6.21.20	Lisa Reitzes/Gracie Bucklew – GA	90 units	\$145.04
6.28.20	Goodbye Rev. Deanna, Welcome Rev. Christopher	130 units	\$230.70
7.5.20	Rev. Christopher first service with sermon	114 units	\$171.70

Virtual Services/Offering Collection: attendance at our virtual worship services remains strong. Total Donations to charity from our Sunday collections in 2018-19 was \$7043. This number for 2019-2020 is \$12,405. We were giving away an average of \$682/mo this year pre-pandemic and \$1425/mo during the pandemic. This is without a couple of large donations made to the Minister's discretionary fund from stimulus monies. On average about 26 units engage in text giving and about 5 units are mailing in checks for the offering.

Membership: I will be working with the membership committee in July to reach out to members who did not respond to our communications during the pledge drive to learn more about their desire to continue membership at WSUU or not. This is something that we do every year around this time.

Stewardship: As of today (7/9/20) pledges in hand for 2020-21 are \$287,241. This is probably close to a final number. Pledges were budgeted at \$283,400 so we have a bit of a cushion built in if folks encounter further hardships due to the pandemic.

Tenant: Leaps and Bounds continue to operate and are quite busy. We are working together to solve the issue of neighbors entering the parking lot during their business hours and after along with some stolen equipment. Proposed solutions have been presented to the board.

Facility Issues: I met with this team in June. Topics included next steps with some accessibility projects that the board will direct and the water damage from leaky windows. John Monahan is going to get some guidance from some window pros for next steps, Jim Schlough is going to get some bids on having the sanctuary "looped" so that folks with t-coil technology can have a better auditory experience during event there, and Charlie Wilson is getting in touch with a vendor about a rebuild of our furnace firebox.

Things requiring extra attention and time in June:

Payroll issues/changes, end of fiscal year tasks, staff transitions, supporting tech for worship

In loving Community,

Shannon

7/10/20 - Transition Working Group (TWG) Board report

- 6/15/20 R-1 Visa approved by USCIS! Expedited R-1 application funds of \$1420 returned.
- 6/19/20 Zoom meeting with Rev. Christopher, Jade, Judi and Laura with initial focus on celebrating the R1 Visa approval and ironing out details of employment contract based on a virtual start to employment and social security application. Lots of rejoicing and a few tears were shared.
 - Much of the meeting was then spent brainstorming how we pay Rev. Christopher for his work as our called minister without him having a social security number.
 - Rev. Christopher suggested that a Zoom meeting be scheduled with Rev. Christian Schmidt, a UU Minister and tax consultant with a deep understanding of church tax law. We got to ask all of our questions about compensating Rev. Christopher during this time when he has his R-1 visa but is not able to obtain a social security number. To get a brand new SSN one has to appear in person with documents at a SS office in the US and during the time of COVID one must quarantine before said appointment for 15 days if coming into the country. For obvious reasons, this is not a workable option for Rev. Christopher.
 - After much good discussion we were advised to pay Rev. Christopher as an independent contractor for the period between July 1 and the point where he can file a W-2 with a SSN. Tax reporting for us (WSUU) would not be required until we file a 1099 in January of 2021. Christopher will work with Rev. Schmidt about his quarterly tax filings. We are relatively certain there will not be an issue that would prevent Christopher from having a SSN by the roughly the middle to end of September – 15 days after he and his family arrive in the US.
 - Present at the meeting was Shannon Day, Rev. Christopher and Judi Finney.
- Another item discussed during the monthly meeting with Rev. Christopher was for him to consider what kind of support he, Ariel, Rowan, and new baby will need as they plan their move to Seattle. We will discuss this more in detail as that date approaches.
- 6/28/20 The Transition Working Group led a beautiful video montage honoring and expressing gratitude for Rev. Deanna Vandiver, bridge minister at WSUU. A lovely gift of a personalized stole was gifted to her from the congregation.

- 7/5/20 Transition Sunday Service for Rev. Christopher. As invited by the TWG, the 2019/20 Ministerial Search Team presented a moving welcome video montage to Rev. Christopher.

Respectfully Submitted,

Laura White & Judi Finney, Co-chairs Transition Working Group

Finance Committee Report July 2020

Happy New Fiscal Year and welcome to new Board members! This report contains no actions for the Board. We offer one recommendation, carried forward from last month, regarding the Leaps & Bounds contract.

Financial Highlights for June 2020 (100% of the year):

June 2020 Highlights	Actuals – June	Actuals – YTD	YTD % of Budget	Budget
Total Income	\$ 35,085.81	\$498,768.81	113%	\$ 441,547
Pledges	\$ 24,285.50	\$281,225.45	96%	\$292,183
Total Expenses	\$ 52,692.39	\$426,452.77	97%	\$ 441,547
Net Income/Expenses	\$(17,606.58)	\$72,316.04		

Financial Status: Pledges came in well but not enough to reach the target. Nonetheless, 96% of budget is a strong outcome. Some late payments may come in this month. Sunday Plate collections continue to be strong. Expenses were high in June, leading to a significant negative net, because of \$18,000 in payments to Rev. Christopher (moving expenses, professional expenses, signing bonus). Our Net Income for the year is significant, \$20k more than anticipated, and will help with the higher expenses of the coming two years. More than half of the positive Net Income is due the PPP loan/grant and other actions or consequences connected to Covid impacts. Note that we continued to pay our hourly nursery/RE staff, musicians and AV Tech, providing work when possible.

Unanticipated Expenses: None.

Leaps & Bounds contract: As stated last month, we encourage the Board to start conversations to negotiate the new contract with Leaps and Bounds. The current contract ends in August. We encourage negotiating with kindness.

Finance Committee Members: FC discussed that our committee should be larger. We brainstormed some names and will reach out. We will also solicit via Westside Week.

Submitted by Paula vanHaagen 7/10/2020