



Westside
Unitarian Universalist
Congregation

WSUU

May BOARD AGENDA — 2022

May 17, 2022 6:30PM PT – 8:30PM PT via Zoom

<https://zoom.us/j/96975275313?pwd=eIB5RkNmENsNUsvUGJQY1J6RThidz09>

[Google Drive Folder](#) for this meeting

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 – <i>Laura White (June: Laura Pierce)</i> | <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 April minutes or approve as written.o April Board Minuteso Approval of April minutes.o Board Task Tracker and Board Priority Grid |
| | Reports | <ul style="list-style-type: none">o Minister (current negotiations with UUA & WSUU)o Administrator (Shannon)<ul style="list-style-type: none">▪ Recognition of new or leaving members▪ May 1st Sunday, schedule considerationso RE Program + DRE timeline (Marco & Kristina)o Music (Scott) VOTE: 1 additional week pay for May.o Finance Committee: 2022/23 Budgeto Treasurer (Jim) Loan Re-Fi Update |
| 7:00pm | Nominating Committee | <ul style="list-style-type: none">o Simon and Nom Com memberso Present 2022-2023 slates for Board and Nom Como Board Vote to Approve |



| | | |
|--------|--|---|
| | | <ul style="list-style-type: none">o Process for New Nominations during Annual Mtg? |
| 7:15pm | Finance Prep for Annual Meeting | <ul style="list-style-type: none">o Shelley Webbo Priorities: Staff, Sunday Services, RE, Pastoral, Right Relations, Sustainable budget, Congreg Connectionso 2022/23 Budget Prepo 2022/23 Proposed Budget |
| 7:40pm | Board Budget Approval | <ul style="list-style-type: none">o Vote on approving FY2022-2023 Budget |
| 7:45pm | Annual Meeting Prep | <ul style="list-style-type: none">o Review/edit Annual Mtg Agenda, Slide order/contento Review/edit Board Report slideso Past minutes and Committee Reportso 8th Principle Discussion Strategyo Need Statement from New Boardo New Business: submitted ahead of meeting?o Who Does What: speaking, introducing, assistingo Packet goes out by May 25, include RR infoo Annual Meeting Checklisto 2022 Annual Meeting Slideso Annual Meeting Agenda 2022 |
| 8:10pm | Negotiation Update Laura Pierce and Marco Deppe | <ul style="list-style-type: none">o Current Negotiation Statuso Financial and Other Considerationso Tasks to Do: closure for congregation, office, other |
| 8:25pm | Other Business | <ul style="list-style-type: none">o Recommendations for 2022-23 Board?o Meeting on June 16? invite new board members?o Moving Forward: Transition Planning Team, action plan, contract minister secure over summer? |
| 8:30pm | Upcoming Meetings Dates/Times | <ul style="list-style-type: none">o Re-schedule Board Check-In Get Togethero Sun, May 22nd next Board Social Hour - online or in person? Board Tabling Sign Up Sheet 2021-2022o Next Westside Week Board article?o JUNE 5th 10:30am ANNUAL MEETING!o Monthly Board Meeting June 16th 6:30pm (June: Laura Pierce to read land acknowledgement, provide chalice reading and closing).o Upcoming Vacation/Out of Town Schedules |
| 8:35pm | Close of the Meeting - Laura White | <ul style="list-style-type: none">o Personal Reflections/Gratitudeo Extinguishing the Chaliceo 8:35 End |

MEETING OF THE BOARD OF TRUSTEES OF WESTSIDE UNITARIAN UNIVERSALIST CONGREGATION

May 17, 2022

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

STAFF Shannon Day on vacation, (Rev. Christopher Wulff not in attendance, using vacation time until end of ministerial contract June 30, 2022))

GUESTS: Shelley Webb, Finance Committee Chair, Simon Knaphus, Nominating Committee Chair

Laura White began our meeting with land acknowledgement, chalice lighting words, 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 as per our first Board covenant.

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. Move to approve April mins Laura Pierce, seconded by Jim, all in favor. Approved minutes will be posted by Shannon.

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

Minister: *see Minister mutual separation negotiation update below.*

Administrator: *see Shannon's report*

Shannon is consistently present at Sunday worship services providing administrative oversight as well as support to Henry, our A/V Tech, and adding 4 hours a week to her normal schedule. She thanked Jim Schlough for important work improving the sanctuary screen visibility and repair work on our walls. New audio equipment is coming soon and will be finalized with Nathan Mesnard. Shannon provided the Board with her administrative leave schedule for June and July. Adjustments to Shannon's pay, vacation or leave schedule for additional hours needs to be completed. A budget recommendation for increasing Shannon's position to full time will be requested as part of the proposed 2022/23 budget.

Current membership 173. Sheree Porter joined this month, Matt Aspin moved to friend status, Cynthia Gorsuch has moved to Federal Way and resigned (exit interview completed by Membership Committe). A review of current pledges is ongoing with Stewardship, Membership and Shannon.

RE Program

A RE Planning Team (Faith Iverson, Jade Lowry, Thomas Terence, Jeanette Hitch, Amy Hance-Brancati) has been recruited by Kristina. The RE program has programming in place for May and June. RE Program contractors, Amaranta Ibarra-Sandy, Artmaranth, and Kevin O-Malley, South Sound Nature School, have been informed of the summer scheduling changes. RE will take a summer break during July and August.

After the bridging ceremony in May, the RE Planning Team will meet at a personal home for dinner to plan for the fall. There is consideration of possible nursery care during summer services.

Music: *see Scott's Report. See Music Council and Scott's annual reports.*

Scott has been working with the Worship Planning Team, Music Council, Shannon and the Board to develop a sustainable Sunday Worship schedule for the summer and fall. The Worship Planning Team and Scott have agreed on a twice per month Sunday Worship schedule over the summer, the 2nd and 4th Sundays, in order to provide much needed rejuvenation time without a minister in place. Scott has indicated he is available for additional time starting in the fall if extra Sundays are added to our worship schedule. *The Board approved last month an additional week of pay for Scott's extra work time in May. A recommendation has been made to increase Scott's hours in the proposed 2022/23 budget.*

Finance Committee and Treasurer: Jim reports that our UUA loan application has been approved for a new 30 year term loan. This new loan will provide about \$1K in savings per month over our previous loans. A special gift has been received: Joe Nabbefeld acted as Peggy Abby's real estate agent when she sold her Admiral area home earlier this year. As he has done in the past, he shares 10% of his take home earnings with Westside. Big gratitude to Peggy and Joe.

Stewardship: Kevin Lane-Cummings reported we have received pledges over \$221,777 from 92 households. Twenty seven pledges were higher than last year. At least 15 households indicated not pledging due to moving or resigning membership.

See Stewardship annual report.

Board Liaison Report Out Each Board member has taken on a leadership liaison role during the transition time without a minister. This information was posted in the Westside Week. Areas of major focus will be creating a viable sustainable transition plan, Worship, Pastoral, Staff, Right Relations, RE, Finance, Facility, Community Co-Connections.

Worship Services for Summer

Laura White, as Board Liaison to the Worship Planning Team, reported to the Board that the Sunday Worship summer schedule has been confirmed twice per month, the 2nd and 4th Sundays. The team is close to confirming speakers for the summer schedule. A Summer Schedule announcement has been posted in the Westside Weekly. Consideration still needs to be discussed and confirmed around the fall scheduling. *See the Worship Planning annual report.*

Auction Update

The Swing into Spring Auction raised \$38,044.39 (net proceeds). The Raise the Paddle brought in \$18,766 and the Silent Auction brought in \$18,484. Overhead was significantly less since donors offset credit card fees, the new auction software, Austria, was much less expensive and we did not hire an auctioneer or rent a space. Overall this was a very successful event both as a fundraiser and community builder. Thank you notes and a gift were delivered on behalf of the Board to Paula vanHaagen, Mike West, Kerri Schurr, Shannon and Scott. *See Auction final report.*

NOMINATING COMMITTEE

Simon Knapfus discussed the process for nominations this year which will be included in the Nomination Committee Annual Report and summarized during the Annual Meeting. He presented the Board Nomination Slate and Nominating Committee slate for the upcoming Annual meeting.

Proposed Board Candidate Slate:

- Laura Pierce
- Laura Strand
- Tracy Burrows
- Kristina Darnell
- Laura White
- Jim Schlough
- Marco Deppe

Motion to approve the proposed Board Candidate Slate made by Jim, seconded by Laura Pierce. All in favor. The Board has accepted the proposed Board candidate slate. Board positions will be decided during the first new Board meeting during the first Board meeting in July 2022.

Proposed Nominating Committee Candidate Slate:

-Megan Schumacher

-Chris Hollinger

-Steve Burrows

Motion to approve the Nominating Committee Slate made by Laura Pierce, seconded by Jim, all in favor. The Board has accepted the proposed Nominating Committee candidate slate.

The Nominating Committee annual report and bios of proposed Board and Nominating Committee candidates will be prepared for the Membership Annual Meeting packet sent out 10 days in advance of the Annual Meeting by Shannon. Slides will be included for the Annual Meeting of the Board and Nominating Committee Slate names and the Leadership Rubric used in the nomination process.

FINANCE PREP FOR ANNUAL MEETING See Proposed 2022/23 Budget

Shelley Webb presented the proposed 2022/23 Budget and Budget PP for the upcoming Annual Meeting. The proposed budget meets our basic needs and allows maximum flexibility towards congregational transitions. Ministerial and RE budget lines are listed as Ministerial Services (\$77K) and RE Services (\$24.4K) with RE Supplemental Staff. No reserve funds will be used unless we do not meet our income projections. Building fund stays as is. Income assumptions include pledges decreased by 16%, steady rent from Leaps and Bounds, Raise the Paddle Auction income towards the General Fund, an Auction income of approximately \$40K, UUA dues remaining at 50% and a full year in our building. UUA cost of living compensation guidelines have increased for the Seattle area. The proposed budget recommends a significant increase in compensation for both Shannon and Scott of 6-10% with a 5% increase for our contracted musicians. Shannon and Scott's hours will also be increased to cover additional work hours needed to support a hybrid service schedule. The overall projected 2022/23 income is \$351,843.

Move to approve the 22/23 Proposed Budget was made by Marco and seconded by Laura Pierce, all in favor. The Board has accepted to recommend the proposed 22/23 Budget.

ANNUAL MEETING PREP Sunday, June 5th 10:30am via Zoom.

Board members discussed the numerous final tasks for preparing and running the Annual Meeting. Kristina has met with Paula vanHaagen and Riley Anderson to review parliamentary procedures. Laura White is developing the Annual Meeting slides. Shannon is developing the Voting Polls through Zoom. Kevin Lane-Cummings will be asked to be our Lead Tech Facilitator, Shannon and Jade Lowry will assist with voting support, vote count and quorum, Riley Anderson will serve to answer procedural questions and acting parliamentarian, Laura Pierce will cue discussion order and act as timekeeper. Laura Pierce has also arranged for Rev. Kari Kopnick to provide the Chalice Lighting and Closed Words. Kristina will run the meeting and load and forward the slides through her computer. The meeting will be recorded for minutes use only. A "dry run" tech practice will be organized with Board members, Cindy Jackson, Simon Knaphus,

Shelley Webb, Kevin Lane-Cummings, and Shannon since the meeting will be entirely via Zoom platform.

MINISTER NEGOTIATION UPDATE Laura Pierce and Marco Deppe

The final mutual separation agreement between WSUU and Rev. Christopher has been completed and only requires signing by Rev. Christopher and Kristina as President. The Board consulted with legal counsel and added a release of all claims clause in the agreement. Once the signing is complete, a detailed communication will be drafted to go out to members and the congregation. Part of the agreement also includes a timeline for packing up the office, completing agreed transition tasks, returning checkbook and credit card, key and related procedures. Closure for the congregation was discussed and, since Rev. Christopher has specifically requested no farewell events or activities on or off campus, the Board will encourage interested members and friends to send personal notes to the main office where they will be forwarded to him. Office packing assistance, MealTrain and other volunteer moving support was also offered but politely declined.

SUMMER TRANSITION PLAN PASTORAL CARE

Laura Pierce as Board Liaison to Pastoral Care will reach out to Rev. Kari Kopnick about a retainer on call summer pastoral care for members. Laura will write up a draft contract with a job description at up to 20 hours per month to begin mid-June through August. She will also contact the former Pastoral Care team members to inform them of our interim plan.

OTHER BUSINESS

Our next Board meeting is June 16th (or as arranged) and we will invite New Board Members to join us depending upon the Annual Meeting vote. *Addendum: June 13th 6:30-8:30pm was confirmed for the June Board meeting due to Board member schedules.*

CHALICE LIGHTING/ACKNOWLEDGMENT/CLOSING WORDS FOR BOARD MEETINGS.

June: Laura Pierce

Out of Town/Vacation/Leave Schedule

- *Kristina many end of yr school events first 2 weeks in June*
- *Marco 5/25-6/6 Germany, not here for the Annual Meeting*
- *Jim 6/8-26th in New Mexico, will connect via Zoom*
- *Laura Pierce in and out of town, will connect via Zoom*
- *Laura H White in town*
- *Shannon will take some vacation days listed in Google schedule*

UPCOMING MEETINGS DATES/TIMES

- *Sun, May 22nd, Board Coffee Hour Q&A, Fireside Room, Kristina, Jim, and Laura White will attend.*
- *JUNE 5TH 10:30AM ANNUAL MEETING presenters will log on at 10:15am.*

CLOSE OF MEETING *Laura White closed our meeting with chalice words and asked for ending reflections. The meeting ended at 9:10pm.*

Respectfully submitted: Laura White, Board of Trustees, Secretary

As of: **Wednesday, June 1, 2022****BUDGET SUMMARY**% thru Year: **92%**

| | Curr Mo Activity | YTD Actuals | % | Full Year Budget | Amount Remaining |
|------------------------------|------------------|-------------------|------------|-------------------|------------------|
| Income | | | | | |
| Pledges | \$ 22,272 | \$ 261,352 | 94% | \$ 277,533 | \$ 16,181 |
| Sunday Plate | 2,294 | 16,784 | 56% | 29,999 | 13,215 |
| Other Donations | 4,700 | 5,614 | 0% | - | (5,614) |
| Fund Raising | 2,570 | 38,504 | 61% | 63,000 | 24,496 |
| Affinity Programs | 90 | 1,337 | 223% | 600 | (737) |
| RE Ministry | 103 | 618 | 88% | 700 | 82 |
| Youth Group Ministry | - | - | 0% | - | - |
| Music Ministry | 20 | 240 | 48% | 500 | 260 |
| Program and Misc | 42 | 458 | 25% | 1,833 | 1,375 |
| Rentals | 7,420 | 56,752 | 103% | 55,365 | (1,387) |
| Carry-over | - | 73,077 | 170% | 43,042 | (30,035) |
| Total Income | \$ 39,512 | \$ 454,736 | 96% | \$ 472,572 | \$ 17,836 |
| Expenses | | | | | |
| Minister Compensation | \$ 11,807 | \$ 116,812 | 93% | \$ 125,348 | \$ 8,536 |
| Additional Minister | - | 830 | 33% | \$ 2,500 | 1,670 |
| RE Director Compensation | - | 22,151 | 57% | \$ 38,773 | 16,622 |
| RE Staff | - | 1,755 | 23% | \$ 7,547 | 5,792 |
| RE Training | - | - | 0% | \$ - | - |
| RE Youth Group | - | - | 0% | \$ 833 | 833 |
| RE Operations | 591 | 1,652 | 83% | \$ 2,000 | 348 |
| Music Director Compensation | 1,926 | 16,174 | 90% | \$ 18,026 | 1,852 |
| Music Staff | 450 | 5,400 | 90% | \$ 5,975 | 575 |
| Other Music | - | 1,145 | 56% | \$ 2,041 | 896 |
| Administrator Compensation | 6,290 | 51,000 | 92% | \$ 55,140 | 4,140 |
| Additional Employee Benefits | 89 | 2,229 | 78% | \$ 2,875 | 646 |
| Community Impact-Internal | 310 | 8,981 | 27% | \$ 33,836 | 24,855 |
| Community Impact-External | - | 5,258 | 57% | \$ 9,181 | 3,923 |
| Worship | 1,997 | 9,438 | 78% | \$ 12,055 | 2,617 |
| Loans, Taxes, Fees | 3,724 | 43,569 | 91% | \$ 47,959 | 4,390 |
| Facility | 3,904 | 49,244 | 87% | \$ 56,653 | 7,409 |
| Fundraising & Rentals | 120 | 570 | 4% | \$ 12,667 | 12,097 |
| Reserves | - | 73,077 | 187% | \$ 39,163 | (33,914) |
| Total Expenses | \$ 31,207 | \$ 409,284 | 87% | \$ 472,572 | \$ 63,288 |
| Cash Flow (GF): | \$ 8,305 | \$ 45,452 | | | |

| | YTD Balance | Start of FY | YTD Change |
|--|---------------------|---------------------|--------------------|
| BANK ACCOUNT BALANCES | | | |
| Umpqua General Fund Checking #7545 | \$ 120,981 | 107,401 | \$ 13,581 |
| Sound Credit Union Money Market #6299 | 199,831 | 199,373 | 458 |
| Sound Credit Union Business Savings #6290 | 25 | 25 | - |
| Petty Cash | 200 | 200 | - |
| Total Account Balances | \$ 321,038 | \$ 306,999 | \$ 14,039 |
| ASSETS | | | |
| Church Bldg & Land (book value) | \$ 2,901,200 | \$ 2,918,600 | \$ (17,400) |
| Cash - Operations | 84,595 | 133,131 | (48,537) |
| Cash - Building Fund | \$ 93,404 | 69,576 | 23,829 |
| Cash - Accessibility | 22,462 | 24,319 | (1,858) |
| Other Dedicated Fund Balances | 21,667 | 23,715 | (2,049) |
| <u>Undesignated Donations</u> | <u>98,910</u> | <u>56,258</u> | <u>42,652</u> |
| <i>Total Fund Balances</i> | <i>\$ 236,443</i> | <i>173,868</i> | <i>62,575</i> |
| Total Assets | \$ 3,222,238 | \$ 3,225,600 | \$ (3,361) |
| LIABILITIES | | | |
| Loan fm UUA | \$ 419,602 | \$ 419,602 | \$ - |
| Loan fm Cascadia Growth Fund | 58,825 | 56,516 | 2,309 |
| Other Current Liabilities | 28,556 | 71,565 | (43,010) |
| Other Dedicated Fund Balances | 21,667 | 23,715 | (2,049) |
| Total Liabilities | \$ 528,649 | \$ 571,398 | \$ (42,749) |
| CONGREGATIONAL EQUITY | | | |
| Beginning of FY Equity | \$ 2,693,589 | \$ 2,654,201 | \$ 39,388 |
| <i>YTD Change in Equity</i> | <i>39,388</i> | | |
| DEDICATED FUND BALANCES | | | |
| Beginning of FY Dedicated Fund Balances | \$ 173,868 | \$ 173,868 | \$ 62,575 |
| <i>YTD Change in Dedicated Fund Balances</i> | <i>62,575</i> | | |
| Overall YTD Cash Flow with Fund Balances: | \$ 108,027 | | |

| As of: Wednesday, June 1, 2022 | | | | % Thru Year: 92% | | | | Notes |
|---------------------------------------|--|------------------|-------------|-------------------------|----------------------------|-------------|---|-------|
| Account # | Account Name | Curr Mo Activity | YTD Balance | FY21-22 Budget | YTD %ofBgt | Over Budget | | |
| GENERAL FUND INCOME | | | | | | | | |
| Pledges | | | | | | | | |
| 4.100.100 | Pledges - Current Year Income | 22,272.27 | 256,338.78 | 275,533.00 | <div><div>93%</div></div> | - | Great! | |
| 4.100.110 | Pledges - Prior Year Income | - | 5,012.78 | 2,000.00 | <div><div>251%</div></div> | 3,012.78 | | |
| | Total Pledges | \$ 22,272 | \$ 261,352 | \$ 277,533 | 94% | \$ - | | |
| Sunday Plate | | | | | | | | |
| 4.100.140 | Contributions - Sunday WSUU | 1,613.27 | 11,247.11 | 20,000.00 | <div><div>56%</div></div> | - | Better with in person worship | |
| 4.100.141 | Contributions - Sunday WSUU Congr Care Fund | - | - | 833.00 | <div><div>0%</div></div> | - | | |
| 4.100.143 | Contributions - Sunday WSUU Youth Programs | - | - | 833.00 | <div><div>0%</div></div> | - | | |
| 4.100.144 | Contributions - Sunday WSUU Real Rent Duwamish | - | - | 833.00 | <div><div>0%</div></div> | - | | |
| 4.100.145 | Contributions - Sunday WSUU Partner Church | - | 170.99 | 600.00 | <div><div>28%</div></div> | - | | |
| 4.100.150 | Contributions Sunday Charities | 681.16 | 5,365.97 | 6,900.00 | <div><div>78%</div></div> | - | better with in person worship | |
| | Total Sunday Plate Income | \$ 2,294 | \$ 16,784 | \$ 29,999 | 56% | \$ - | | |
| Other Donations | | | | | | | | |
| 4.100.160 | Special Gifts & Campaigns | 4,700.00 | 5,613.90 | - | <div><div>0%</div></div> | 5,613.90 | Peggy Abby Home Sale Gift from Joe Nabbelfeld (her realtor) | |
| 4.100.244 | Accessibility Fund Donations | - | - | - | <div><div>0%</div></div> | - | | |
| | Total Other Donations | \$ 4,700 | \$ 5,614 | \$ - | 0% | \$ 5,614 | | |
| Fund Raising | | | | | | | | |
| 4.100.245 | Auction Income | 2,570.00 | 21,682.22 | 48,000.00 | <div><div>45%</div></div> | - | Late arriving RTP gift and some event payments | |
| 4.100.247 | Raise the Paddle Income | - | 16,822.17 | 15,000.00 | <div><div>112%</div></div> | 1,822.17 | | |
| | Total Fund Raising Income | \$ 2,570 | \$ 38,504 | \$ 63,000 | 61% | \$ - | | |
| Affinity Program Income | | | | | | | | |
| 4.100.210 | E Scrip GF Income | - | 3.54 | - | <div><div>0%</div></div> | 3.54 | | |
| 4.100.211 | Amazon Rebate Income | 89.74 | 418.64 | - | <div><div>0%</div></div> | 418.64 | | |
| 4.100.212 | Thriftway Rebate Program | - | 914.80 | 600.00 | <div><div>152%</div></div> | 314.80 | | |
| | Total Affinity Program Income | \$ 90 | \$ 1,337 | \$ 600 | 223% | \$ 737 | | |
| RE Ministry Income | | | | | | | | |
| 4.100.259 | RE Fundraising & Donations | - | - | 700.00 | <div><div>0%</div></div> | - | | |
| 4.100.258 | RE Fund Transfers IN | - | - | - | <div><div>0%</div></div> | - | | |
| 4.100.260 | OWL Registration Fees | 103.30 | 617.76 | - | <div><div>0%</div></div> | 617.76 | K-1 OWL - need to transfer to Fund balance at year end | |
| 4.100.263 | OWL Fund Transfers IN | - | - | - | <div><div>0%</div></div> | - | | |
| | Total RE Ministry Income | \$ 103 | \$ 618 | \$ 700 | 88% | \$ - | | |
| Youth Group Ministry Income | | | | | | | | |
| 4.100.261 | RE Youth Group Fund Transfers IN | - | - | - | <div><div>0%</div></div> | - | | |
| | Total Youth Group Ministry Income | \$ - | \$ - | \$ - | 0% | \$ - | | |

| As of: Wednesday, June 1, 2022 | | | | % Thru Year: 92% | | | | Notes |
|---------------------------------------|--|------------------|-------------------|-------------------------|----------------------------|-------------|---|-------|
| Account # | Account Name | Curr Mo Activity | YTD Balance | FY21-22 Budget | YTD %ofBgt | Over Budget | | |
| <u>Music Ministry Income</u> | | | | | | | | |
| 4.100.222 | Music Fundraising and Donations | 20.00 | 240.00 | 500.00 | <div><div>48%</div></div> | - | choir mask | |
| | Total Music Ministry Income | \$ 20 | \$ 240 | \$ 500 | 48% | \$ - | | |
| <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 | 42.42 | 457.93 | 1,000.00 | <div><div>46%</div></div> | - | | |
| 4.100.255 | Common Quest Income | - | - | - | <div><div>0%</div></div> | - | | |
| | Total Program and Misc Income | \$ 42 | \$ 458 | \$ 1,833 | 25% | \$ - | | |
| <u>Rentals</u> | | | | | | | | |
| 4.100.300 | Cell Tower Rental & Elec Reimb | 1,240.16 | 19,576.55 | 14,718.00 | <div><div>133%</div></div> | 4,858.55 | rent check only \$653.97 it's under investigation | |
| 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) | 6,180.00 | 36,980.00 | 36,600.00 | <div><div>101%</div></div> | 380.00 | includes may and june lease payments | |
| 4.100.311 | Donations- Service Groups Meeting at WSUU | - | 195.00 | 780.00 | <div><div>25%</div></div> | - | | |
| | Total Rental Income | \$ 7,420 | \$ 56,752 | \$ 55,365 | 103% | \$ 1,387 | | |
| <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 | | \$ 39,512 | \$ 454,736 | \$ 472,572 | 96% | \$ - | | |

| As of: Wednesday, June 1, 2022 | | | | % Thru Year: 92% | | | |
|--|---------------------------------------|------------------|-------------|-------------------------|----------------------------|-------------|-------|
| Account # | Account Name | Curr Mo Activity | YTD Balance | FY21-22 Budget | YTD %ofBgt | Over Budget | Notes |
| GENERAL FUND EXPENSE | | | | | | | |
| MINISTER POSITION | | | | | | | |
| <u>Minister Compensation</u> | | | | | | | |
| 5.100.100 | Minister Housing Allow Exp | 3,000.00 | 33,000.00 | 36,000.00 | <div><div>92%</div></div> | - | |
| 5.100.101 | Minister Salary Exp | 4,474.77 | 49,227.47 | 52,950.00 | <div><div>93%</div></div> | - | |
| 5.100.105 | Minister Medical Ins Exp | 2,355.49 | 11,327.16 | 11,663.00 | <div><div>97%</div></div> | - | |
| 5.100.106 | Minister Group Term Life Ins Exp | 201.81 | 739.97 | 747.00 | <div><div>99%</div></div> | - | |
| 5.100.107 | Minister Long Term Disability Ins Exp | 96.36 | 1,059.96 | 1,156.00 | <div><div>92%</div></div> | - | |
| 5.100.108 | Minister Dental Insurance | 204.00 | 1,012.00 | 1,132.00 | <div><div>89%</div></div> | - | |
| 5.100.110 | Minister Retirement Exp | 741.25 | 8,153.75 | 8,895.00 | <div><div>92%</div></div> | - | |
| 5.100.115 | Minister-FICA Exp | 567.06 | 6,237.66 | 6,805.00 | <div><div>92%</div></div> | - | |
| 5.100.125 | Minister's Professional Exp | 166.01 | 6,054.04 | 6,000.00 | <div><div>101%</div></div> | 54.04 | |
| | Total Minister Compensation | \$ 11,807 | \$ 116,812 | \$ 125,348 | 93% | \$ - | |
| <u>Additional Minister Exp</u> | | | | | | | |
| 5.100.126 | Minister Installation Exp | - | - | 2,500.00 | <div><div>0%</div></div> | - | |
| 5.100.128 | Minister Search Exp | - | 830.00 | - | <div><div>0%</div></div> | 830.00 | |
| | Total Additional Minister Exp | \$ - | \$ 830 | \$ 2,500 | 33% | \$ - | |
| Total Minister Position Expense | | \$ 11,807 | \$ 117,642 | \$ 127,848 | 92% | \$ - | |

| As of: Wednesday, June 1, 2022 | | | | % Thru Year: 92% | | | | | |
|---|-----------------------------------|------------------|-------------|------------------|------------|-------------|---------------------|------|--|
| 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 | 59% | - | | | |
| 5.100.155 | RE Director Medical Insurance | - | 1,437.30 | 2,310.00 | 62% | - | | | |
| 5.100.158 | RE Director FICA Exp | - | 1,245.53 | 2,241.00 | 56% | - | | | |
| 5.100.160 | RE Director Retirement Exp | - | 1,591.76 | 2,929.00 | 54% | - | | | |
| 5.100.165 | RE Director Professional Exp | - | 738.31 | 2,000.00 | 37% | - | | | |
| | Total RE Director Compensation | \$ - | \$ 22,151 | \$ 38,773 | 57% | \$ - | | | |
| RE Staff Expense | | | | | | | | - | |
| 5.100.168 | RE Program Assistant Exp | - | 1,539.00 | 4,680.00 | 33% | - | | | |
| 5.100.163 | RE Nursery Lead Teacher Exp | - | 120.00 | 2,200.00 | 5% | - | | | |
| 5.100.164 | RE Nursery Assistant Exp | - | - | - | 0% | - | | | |
| 5.100.170 | Childcare Exp | - | 96.00 | 667.00 | 14% | - | | | |
| | Total RE Staff Exp | \$ - | \$ 1,755 | \$ 7,547 | 23% | \$ - | | | |
| RE Training Expense | | | | | | | | - | |
| 5.100.152 | RE OWL Leadership Development Exp | - | - | - | 0% | - | | | |
| | Total RE Training Expense | \$ - | \$ - | \$ - | 0% | \$ - | | | |
| RE Youth Group Expense | | | | | | | | - | |
| 5.100.132 | RE High School Youth Programs Exp | - | - | 833.00 | 0% | - | | | |
| | Total RE Youth Group Expense | \$ - | \$ - | \$ 833 | 0% | \$ - | | | |
| RE Operations Expense | | | | | | | | - | |
| 5.100.131 | RE OWL Program Exp | 190.54 | 190.54 | - | 0% | 190.54 | Books | | |
| 5.100.134 | RE Operational Exp | 400.00 | 1,461.08 | 2,000.00 | 73% | - | 2 educator payments | | |
| | Total RE Operations Expense | \$ 591 | \$ 1,652 | \$ 2,000 | 83% | \$ - | | | |
| Total Children & Youth Ministry Expense | | | | | | | | \$ - | |

| As of: Wednesday, June 1, 2022 | | | | % Thru Year: 92% | | | | Notes |
|---|-------------------------------------|------------------|-------------|-------------------------|------------|-------------|--|------------------------|
| Account # | Account Name | Curr Mo Activity | YTD Balance | FY21-22 Budget | YTD %ofBgt | Over Budget | | |
| MUSIC MINISTRY | | | | | | | | - |
| Music Director | | | | | | | | - |
| 5.100.185 | Music Dir Salary Exp | 1,633.16 | 13,556.52 | 13,065.00 | 104% | 491.52 | | extra week in May |
| 5.100.186 | Music Dir Medical Insurance | - | - | 1,155.00 | 0% | - | | |
| 5.100.187 | Music Dir Retirement Exp | 168.31 | 1,360.67 | 1,307.00 | 104% | 53.67 | | |
| 5.100.188 | Music Dir FICA Exp | 124.94 | 1,037.06 | 999.00 | 104% | 38.06 | | |
| 5.100.190 | Music Dir Professional Exp | - | 219.40 | 1,500.00 | 15% | - | | |
| Total Music Director Compensation | | \$ 1,926 | \$ 16,174 | \$ 18,026 | 90% | \$ - | | |
| Music Staff | | | | | | | | \$ - |
| 5.100.193 | Music Sunday Service Pianist Exp | 250.00 | 3,000.00 | 3,375.00 | 89% | - | | |
| 5.100.195 | Music Percussionist Exp | 200.00 | 2,400.00 | 2,600.00 | 92% | - | | |
| 5.100.197 | Music Chorale Rehearsal Pianist Exp | - | - | - | 0% | - | | |
| 5.100.198 | Music Bassist Exp | - | - | - | 0% | - | | |
| 5.100.199 | Music Administrator Exp | - | - | - | 0% | - | | |
| Total Other Music Staff Expense | | \$ 450 | \$ 5,400 | \$ 5,975 | 90% | \$ - | | |
| Other Music Expense | | | | | | | | - |
| 5.100.191 | Music Purchase Exp | - | 684.78 | 766.00 | 89% | - | | |
| 5.100.192 | Music Equipment Maint Exp | - | - | 400.00 | 0% | - | | |
| 5.100.194 | Music Programs Exp | - | 460.09 | 800.00 | 58% | - | | |
| 5.100.196 | Music Council Fundraising Exp | - | - | 75.00 | 0% | - | | |
| 5.100.201 | Music Equipment Purchase Exp | - | - | - | 0% | - | | |
| Total Other Music Expense | | \$ - | \$ 1,145 | \$ 2,041 | 56% | \$ - | | |
| Total Music Ministry Exp | | \$ 2,376 | \$ 22,719 | \$ 26,042 | 87% | \$ - | | |
| ADMIN STAFF & SUPPORT | | | | | | | | - |
| Congr Administrator & Bookkeeper | | | | | | | | - |
| 5.100.174 | Congr Admin Salary Exp | 4,326.04 | 41,962.62 | 45,423.00 | 92% | - | | Full Time April - June |
| 5.100.175 | Congr Admin Medical Insurance | 1,200.00 | 1,200.00 | 1,200.00 | 100% | - | | |
| 5.100.176 | Congr Administrator Retirement Exp | 432.60 | 4,196.22 | 4,542.00 | 92% | - | | |
| 5.100.177 | Congr Administrator FICA Exp | 330.94 | 3,210.08 | 3,475.00 | 92% | - | | |
| 5.100.231 | Congr Admin Professional Exp | - | 430.75 | 500.00 | 86% | - | | |
| Total Congr Administrator & Bookkeeper Compensation | | \$ 6,290 | \$ 51,000 | \$ 55,140 | 92% | \$ - | | |

| As of: Wednesday, June 1, 2022 | | | | % Thru Year: 92% | | | | |
|--|---|------------------|-------------|------------------|------------|-------------|----------------------------------|---|
| 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 | - | 1,493.19 | 1,875.00 | 80% | - | | |
| 5.100.181 | Family and Medical Leave Ins Exp | 69.83 | 542.38 | 500.00 | 108% | 42.38 | | |
| 5.100.184 | Part time Empl FICA SS Exp | 18.74 | 193.52 | 500.00 | 39% | - | | |
| Total Additional Employee Benefits Expense | | \$ 89 | \$ 2,229 | \$ 2,875 | 78% | \$ - | | |
| Total Admin Staff & Support Expense | | \$ 6,378 | \$ 53,229 | \$ 58,015 | 92% | \$ - | | |
| Other OPERATIONAL AND COMMUNITY IMPACT | | | | | | | | - |
| Community Impact-Internal Expense | | | | | | | | - |
| 5.100.320 | UUA Dues Exp Bud | - | 8,526.75 | 11,653.00 | 73% | - | | |
| 5.100.801 | All Congr Retreats and Trainings | - | 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 | 310.00 | 310.00 | 300.00 | 103% | 10.00 | Picnic reservation | |
| 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 | | \$ 310 | \$ 8,981 | \$ 33,836 | 27% | \$ - | | |
| Community Impact-External Expense | | | | | | | | - |
| 5.100.757 | Sunday Morning Contributions Given to Charity | - | 4,663.54 | 6,900.00 | 68% | - | | |
| 5.100.729 | Real Rent Duwamish- Sunday Plate | - | - | 833.00 | 0% | - | | |
| 5.100.728 | Real Rent Duwamish | - | 594.00 | 648.00 | 92% | - | | |
| 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 | | \$ - | \$ 5,258 | \$ 9,181 | 57% | \$ - | | |
| Worship Expense | | | | | | | | - |
| 5.100.726 | AV Tech Expense | 1,325.00 | 4,375.00 | 5,680.00 | 77% | - | Nate & Henry | |
| 5.100.725 | Worship Council Expense Budget | 500.00 | 4,690.94 | 4,650.00 | 101% | 40.94 | honorum | |
| 5.100.727 | AV Equipment & Maintenance | 171.97 | 371.97 | 1,725.00 | 22% | - | equipment | |
| Total Worship Expense | | \$ 1,997 | \$ 9,438 | \$ 12,055 | 78% | \$ - | | |
| Financial Expense | | | | | | | | - |
| 5.100.650 | Loan Debt Service - UUA | 2,580.14 | 30,508.38 | 31,509.00 | 97% | - | | |
| 5.100.655 | Loan Debt Service - Cascadia Growth Fund for UU | 659.96 | 6,599.60 | 7,950.00 | 83% | - | | |
| 5.100.457 | Annual City/County/State Fees | 310.10 | 3,320.94 | 3,500.00 | 95% | - | | |
| 5.100.520 | Banking & Credit Card Fees e.g.Vanco | 173.80 | 3,140.08 | 5,000.00 | 63% | - | | |
| Total Financial Expense | | \$ 3,724 | \$ 43,569 | \$ 47,959 | 91% | \$ - | | |
| Facility Expense | | | | | | | | - |
| 5.100.450 | Telephone/Cable/Internet | - | 3,377.78 | 3,865.00 | 87% | - | | |
| 5.100.460 | Web Hosting Exp | - | 79.50 | - | 0% | 79.50 | | |
| 5.100.470 | Web Maintenance Exp Bud | - | - | - | 0% | - | | |
| 5.100.475 | Technology Management | 168.76 | 2,018.70 | 3,400.00 | 59% | - | Coda, Breeze, Gravity Forms 1 yr | |
| 5.100.480 | Office Expenses | - | 191.68 | 750.00 | 26% | - | | |
| 5.100.481 | Postage Exp Bud | - | 214.02 | 600.00 | 36% | - | | |

| As of: Wednesday, June 1, 2022 | | | | % Thru Year: 92% | | | |
|---|--|------------------|-------------|-------------------------|------------|-------------|-------|
| Account # | Account Name | Curr Mo Activity | YTD Balance | FY21-22 Budget | YTD %ofBgt | Over Budget | Notes |
| 5.100.482 | Printing / Copying | 161.52 | 3,245.26 | 5,500.00 | 59% | - | |
| 5.100.483 | Constant Contact Email Service | - | - | 425.00 | 0% | - | |
| 5.100.550 | Liability Insurance Exp Bud | - | 7,982.00 | 7,450.00 | 107% | 532.00 | |
| 5.100.452 | Security Alarm System | - | 445.69 | 500.00 | 89% | - | |
| 5.100.453 | Electricity - SCL | 2,252.97 | 15,273.89 | 10,700.00 | 143% | 4,573.89 | |
| 5.100.454 | Water/Sewer - SPU | - | 1,183.40 | 1,667.00 | 71% | - | |
| 5.100.455 | Waste/Recycling/Green | 175.80 | 1,437.68 | 3,300.00 | 44% | - | |
| 5.100.456 | Gas - PSE | 507.65 | 5,335.97 | 4,500.00 | 119% | 835.97 | |
| 5.100.451 | Janitorial Supplies | - | 393.25 | 1,250.00 | 31% | - | |
| 5.100.458 | Landscaping Exp | - | 151.60 | 500.00 | 30% | - | |
| 5.100.459 | Building Maintenance Supplies & Small Labor Vendor | 7.43 | 2,373.85 | 2,800.00 | 85% | - | |
| 5.100.462 | Lift Phone Monitoring | - | 387.69 | 360.00 | 108% | 27.69 | |
| 5.100.222 | Coffee and Other Kitchen Exp | - | - | 916.00 | 0% | - | |
| 5.100.471 | Janitorial Service | 630.00 | 5,152.50 | 8,170.00 | 63% | - | |
| Total Facility Expense | | \$ 3,904 | \$ 49,244 | \$ 56,653 | 87% | \$ - | |
| Fundraising & Rentals Expense | | | | | | | |
| 5.100.305 | Facilities Rental Exp - single events | - | - | 417.00 | 0% | - | |
| 5.100.820 | Auction Expense | 120.00 | 420.00 | 12,000.00 | 4% | - | |
| 5.100.822 | Canvass Expense | - | 150.00 | 250.00 | 60% | - | |
| Total Fundraising & Rentals Expense | | \$ 120 | \$ 570 | \$ 12,667 | 4% | \$ - | |
| Reserves Expense | | | | | | | |
| 5.100.461 | Building Capital Reserve Exp-GF | - | 30,425.00 | 30,425.00 | 100% | - | |
| 5.100.760 | Undesignated Donation FB Exp | - | 42,652.47 | 8,738.00 | 488% | 33,914.47 | |
| Total Reserves | | \$ - | \$ 73,077 | \$ 39,163 | 187% | \$ 33,914 | |
| Total Other Operational & Community Impact Expense | | \$ 10,055 | \$ 190,137 | \$ 211,514 | 90% | \$ - | |
| TOTAL GENERAL FUND EXPENSE | | \$ 31,207 | \$ 409,284 | \$ 472,572 | 87% | \$ - | |
| Income less Expense | | \$ 8,305 | \$ 45,452 | - | | | |

| As of: Wednesday, June 1, 2022 | | | | | | |
|---------------------------------------|---|----------------------|-------------------|--------------------------|---------------------------|---------------------|
| Fund Acct | Fund Balances | Curr Balance | Mo. Change | Notes/Explanation | Prior Year Balance | Ann. Change |
| 3.200.100 | Building Fund FB | 93,404.44 | - | | 69,575.71 | 23,828.73 |
| 3.201.100 | Accessibility FB | 22,461.68 | - | | 24,319.25 | (1,857.57) |
| 3.202.100 | Building Maintenance/Janitorial Fund Balanc | 329.42 | - | | 329.42 | - |
| 3.302.100 | Minister's Discretion FB | - | - | | 2,876.73 | (2,876.73) |
| 3.303.100 | Minister Search Fund Balance | 142.88 | - | | 142.88 | - |
| 3.304.100 | Gifts to be Designated by Board FB | 190.00 | - | | 190.00 | - |
| 3.305.100 | Undesignated Donations FB | 98,910.04 | - | | 56,257.57 | 42,652.47 |
| 3.307.100 | PPP Loan/Grant FB Balance | - | - | | | |
| 3.310.100 | Conference Scholarship FB | 171.21 | - | | 171.21 | - |
| 3.321.100 | Miscellaneous Grants | 546.53 | - | | 160.33 | 386.20 |
| 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 | 1,705.37 | - | | 1,513.47 | 191.90 |
| 3.360.100 | Youth Group FB | 6,537.01 | - | | 6,249.01 | 288.00 |
| 3.370.100 | OWL Fund Balance | 4,208.28 | - | | 4,208.28 | - |
| 3.380.100 | Religious Ed Misc FB | 2,041.84 | - | | 2,041.84 | - |
| 3.385.100 | Raise the Paddle FB | - | - | | - | - |
| 3.390.100 | Art and Aesthetics Fund Balance | 2,929.50 | - | | 2,929.50 | - |
| 3.391.100 | Social Justice FB Balance | 775.54 | - | | 775.54 | - |
| 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 | 1,235.15 | - | | 1,273.05 | (37.90) |
| 3.835.100 | Community Meal Trust Fund Balance | 369.87 | - | | 369.87 | - |
| Total Dedicated Funds | | \$ 236,443.00 | - | | \$ 173,867.90 | \$ 62,575.10 |

Fund Balance Steward

Finance Committee
 Board of Trustees + Building Planning Committee
 Congregational Administrator

 Minister
 Board of Trustees
 Board of Trustees
 Finance Committee

 Board of Trustees
 Social Justice Chair
 Congregational Administrator
 Music Director
 Members Connect Co-chairs

FY21-22

Shelley Webb
 Kristina Darnell (President)
 Shannon Day

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

 Kristina Darnell (President)
 Tracy Burrows
 Shannon Day
 Scott Farrell
 Viv Monahan & Alice Britt

 Board of Trustees
 Board of Trustees
 Board of Trustees
 Kristina Darnell (President)
 Ginger Brewer
 Tracy Burrows
 Marion Kee
 Ursula Ham
 Jennifer Slatkin
 Tracy Burrows

Administrator Report to Board May 2022

| Date | Speaker/Special Circumstances | Attendance In-person/Views while streaming/ views since published/total views | Collection (charity portion) |
|---------|-------------------------------|---|------------------------------------|
| 4/24/22 | Rev. Joe Rettenmaier | 43/23/4/80 (not public per request from Rev. Joe) | \$108.34 |
| 5/1/22 | Poetry – Collaborative | 43/21/27/91 | \$206.01 |
| 5/8/22 | Rev. Kari Kopnick | 32/21/11/64 | \$177.42 |

Membership: Current membership 173. Sheree Porter joined this month, Matt Aspin moved to friend status, Cynthia Gorsuch resigned, she moved to Federal Way.

Reopening: Things have fallen into a nice rhythm with in-person and live streamed worship. We seem to have a few visitors each week and we had several visiting families on Easter Sunday. Henry is doing better each week and is now able to edit the script without my assistance. I hope to add a new task to his portfolio soon. Huge kudos to the worship team for producing such high quality worship week after week.

Facilities Issues and Updates:

Gratitude for Jim: I want to lift up here the amazing work that Jim Schough has been doing around the building. He solved a long-standing problem we have had with light from the sanctuary ceiling impacting the visibility of the elements on the projector screen. He also ventured up into the somewhat sketchy spaces above the sanctuary ceiling to replace several burned out light bulbs. Additionally, he came in with putty and paint and touched up the walls that were badly in need. We are beginning plans to find homes for our music and mic stands that are scattered about the main level without any real home.

Audio: Just in the last week, I finalized plans with Nathan Mesnard, our audio technician, for our upgrade. Equipment is ordered and arriving and cost about \$2400 which is much less than we had anticipated. We will find a Saturday soon to work on switching out the old for the new.

Other tasks this month: Much extra time in April went into supporting the auction team which was truly a labor of love. It's just icing on the cake that the event met its goals! I also had some bookkeeping issues to untangle.

Special gift: Joe Nabbefeld acted as Peggy Abby's real estate agent when she sold her admiral area home earlier this year. As he has done in the past, he shares 10% of his take home earnings with Westside. Big gratitude to Peggy and Joe.

In loving community,
Shannon