



Westside
Unitarian Universalist
Congregation

WSUU

AUGUST BOARD AGENDA — 2025

Tuesday, August 26, 2025, 6:30-8:30 PM PT

In person at WSUU Office

Online: [Zoom Link to Board Meeting](#)

Reports: [find this month's reports here.](#)

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

6:30pm	Welcome Chalice Lighting & Check In	Jill Don	<ul style="list-style-type: none"> ● Welcome ● Land Acknowledgement ● Chalice lighting ● Check in/Access Needs
6:40pm	Minutes	Jill	<ul style="list-style-type: none"> ● <i>Approve last month's Board Minutes</i>
6:45pm	Guest	Jade	<ul style="list-style-type: none"> ★ <i>Core Team Report & Check In</i>
7:00pm	Minister's Report <i>please review report in shared folder prior to our meeting & focus on action items as needed</i>	Rev. Carter	<ul style="list-style-type: none"> ● Updates ● Actions Items
7:15pm	Monthly Staff & Committee Reports <i>please review related reports in shared folder prior to our meeting & focus on action items as needed</i>	Jill	<ul style="list-style-type: none"> ● Administrator/Operations (Shannon) ● Music (Scott) ● Finance Committee/Treasurer (Shelley/John) ● RE (Rev. Katie / Leilani)
7:25pm	Priority Business (time dependent, crisis prevention)	Jill	<ul style="list-style-type: none"> ● Personnel Updates <ul style="list-style-type: none"> ○ Minister's Contract ○ DRE Onboarding ○ AV Tech Employee
7:35pm	Other Business (important planning)	Don	<ul style="list-style-type: none"> ● Getting to know the players – assignment ● Budget Bootcamp – schedule ● Email to “Board”
8:10pm	Monthly Board Communication	Jill	<ul style="list-style-type: none"> ● Thank You Notes ● Sept Board Westside Week Topic & Who Writes



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8:20pm	Announcements	Jill	<ul style="list-style-type: none">● Ingathering – Sept 14● Second Sunday Board Office Hours, Sept 14● Upcoming Staff and / or Minister Vacations / Out of Town Schedules● Board Member Schedules next month● Next Monthly Board Meeting: Combo Retreat and Board Meeting, Saturday Sept. 27, 10AM – 4PM
8:25pm	Close of the Meeting	Rev. Carter	<ul style="list-style-type: none">● Closing Words● Extinguishing the Chalice

**FINAL MEETING OF THE BOARD OF TRUSTEES OF
WESTSIDE UNITARIAN UNIVERSALIST CONGREGATION
August 26, 2025 -- In person, 6:30pm**

BOARD ATTENDING: Jill Jackson (via Zoom), Don Wahl, John Hornby, Charlotte House (via Zoom), Meghan Schumacher, Leah LaCivita, Cindy Jackson, Rev. Carter (*ex officio*)
Guest: Jade Wild, Core Team; Leilani Davenberry, DRE

ACKNOWLEDGEMENT, CHALICE LIGHTING & CHECK-IN/ACCESS NEEDS:

Jill welcomed our guests, Jade and Leilani. Don welcomed us with a reading about summer and an analogy of our work being like a tree, with roots as our foundation, and our collective strength like the forest floor. Don lit the chalice and shared a land acknowledgment.

Check-In and Access needs were completed.

MINUTES

Don moved to approve the July 31, 2025 meeting minutes, Leah seconded, and the minutes were approved as drafted.

Core Team: Jade's Report to the Board

What is Core Team? A smaller group to work on Right Relations.
Core Team spearheaded the writing of the new covenant last year.
Pathways to Repair -- welcomes conflict and uses it to grow.

On the Core Team:

Tracy Burrows
Shannon Day
Rev Carter Smith
Riley Anderson
Storey Squires
Amy Hance-Brancati
Mike Bloom

Last year, the Core Team didn't really know how to work with the Board. We looked at how the Board could support individuals who are struggling with an aspect of the WSUU organization. We learned to step back to see the bigger picture, to see the needs of the congregational member, asking ourselves which needs are not being met, and if we can meet those needs.

We were very intentional last year to continue growing the congregational capacities. We met with people experiencing harm and invited them to talk with us about it. We approached each conversation without blame, to see what was happening and see where we might make repair between that person and the problem area. Our tools were deep listening and empathy.

One of last year's takeaways was that we can offer anyone, any committee or group, a process for crafting healthy, healing communication.

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Another tool we created was Google Docs where multiple people could collaborate and use empathetic language.

We know that the Board is about policy and holding the bigger picture. And since this year your chosen focus is on “living the covenant”, we are asking these questions: In what ways can our rituals, meetings, and language reflect how we embrace our covenant? How can Core Team help the Board of Trustees really lean into the Pathways to Repair and bring those skills to life? We want to hear your ideas about how we might approach a really activated situation in a way that embraces our covenant agreement. Also, we would love to hear about education opportunities that might be of interest to us.

Shannon: Spark Sunday is a place where we continue to do experiential learning about nonviolent communication. People are in dyads, talking about their experiences together. I invite every Board member to try these practice sessions, if you haven't already.

Jade: There's talk of having a liaison. Core Team members are willing to send a liaison to board meetings to be a witness/observer during a difficult conversation. When issues arise, we can do systemic, foundational work to nip things in the bud. Jade leaves the meeting.

Minister's Report

Rev Carter:

We are not talking about policy because we are going to do a meeting later. Leilani started yesterday in her role as the new DRE. (applause!) Sarah Deppe is our new AV tech. She has been shadowing Henry. It will be just her soon as Henry is leaving for college soon. Things are moving along for Ingathering. The Minister's Report has more details about Third Sundays--an opportunity to gather in different ways as a community.

Meghan: Last year, one goal was growth and engaging more with social media. Sarah was the one who was going to do that. Are we interested in exploring more with that?

Rev Carter: We have two people to work on the website. One is a contract worker and one was an offer to work for free but that person has been hard to pin down. We would like to do the work on the website soon.

Meghan: She understands that Leilani is interested in helping us connect more through social media. Leilani is in a starter pack of UUs to follow. She is in Discord Groups, Bluesky, etc.

Jill: following up on social media and websites is something to put a pin in.

Ingathering

Rev Carter had asked if the Board should have a table. Jill made the call that we don't need a table, but we need to have a presence. Discussion follows about what roles the Board should take during the event.

Don has agreed to be the MC when we need to focus people's attention. There will be music and dancing. Right before dancing, doing a getting-to-know-you exercise would be good.

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Meghan explained the two getting-to-know-you activities: spinning wheel and nametags. Meghan will be the moderator for these two activities.

As the Board, we can thank people, we can visit tables or lead people to tables; play informal facilitation roles.

Jill: maybe we do something to stand out so that folks know who we are. We decided that we will all wear feather boas.

Other Staff Reports

Any call outs? Things you noticed. Celebrations/concerns?

Don: Sad to see we're losing our drummer but nice that there might now be something more than drums. Jill asks if we need a drummer. Charlotte comments that this is a question for Scott. John talked to John Hanson who really appreciates having a percussionist.

The Narthex

Shannon: Confirmation on installation of our front/narthex doors. Coming the week of Oct 8. We are zeroing in on furniture for the narthex and the nametag system.

Leah asked us about photos. Meghan suggested a youth volunteer might be interested. Jill said that maybe we could have a google drive for uploading the photos. Leah: could we open the drive up for everyone?

Meghan: asked about nametags. Can we have a system where we can pick them up upstairs but leave them downstairs? Shannon suggested maybe have a basket downstairs for them to get dropped off. Rev Carter: new nametags will be magnetic except when people need a pin for pacemaker reasons.

Jill: Leilani's report. Liaison to the RE planning committee. Leilani: they had one before and it was fabulous. Just the monthly meetings. Could rotate. Always online. Meetings are on the first Tuesday at 6:30. Zoom link in supplement report. Our meetings happen 2 weeks before and we could decide at each meeting who will be going. Who would like to be at the next meeting? Sept 2, 6:30-7:30. Don will go this time. Leah can do the October one.

Rev Carter expressed gratitude to Shannon for setting up new system called ICON. Shannon reports that it's going well.

Finance

Homestreet Bank's new name is Mechanic's Bank. They're going to keep the same personnel, and nothing should change. Shannon hopes they don't ask us to get new checks. CD rate is going to be 4.05% (right now 4.15%). Total in bank right now \$361,055. Two CDs, checking account, savings. It's connected to Icon.

Personnel Updates

Jill:

The minister's contract is in our shared (Google Drive) folder so that we can take a look at it. The distinction between a called minister and a contract minister is that we have a contract between the Board and the minister. The big change is that is now we have a 3-year contract

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rather than a 1-year contract. Jill wants to make sure that we all read the contract. Rev Carter says that we are expecting the same things from her. Don likes that it was very thorough. Leah says when we update it, we should put language in for medical leave about immigration help. Rev Carter remarks that having that language in the contract when she has a spouse who is a non-citizen immigrant is very useful. Leah will do some research to make sure we have that language included; could be an addendum. Shannon looked and the language of the title is not changed, just the content, so we don't have to change the contract.

Jill thinks we don't need to vote on the contract. She wants to make sure we are familiar with it. She will proceed with getting it signed. Rev Carter is adding the announcement to the congregation at the next service.

Jill: Anything else about DRE or Tech onboarding?

We are excited to help Leilani get her office set up. Leilani will have more to report later. Rev Carter states that the onboarding process is very much under way.

Board Members' Reports on Meeting with Committees/Groups

Don facilitated a conversation regarding the task Jill ask of Board members, that they each pick someone from a committee or group they are interested in and interview them about what they do and how the Board can support them.

Meghan talked to Amy about the RE planning committee.

Three members: Leilani, Amy, Chris Darnell. At the time, Leilani had applied, and they were excited. Don asked if they needed anything from the board.

Leilani: More transparency, Teams, roles and projects. Ex: Regina editing the "Inside RE". Leilani has more research to do. She has taken RE workshops. She will have an ask from the different committees and teams about how they would like to be involved. What does a system look like? Teams were excited too. Later she wants to talk to us about risk and if we want to have a more public-facing program. Doing activist work, etc. Leilani has experience with it.

Jill talked to Laura White on the membership committee.

It's a small committee (3). Their focus is on getting people engaged. Their key is pointing them to engaging activities, helping people find somewhere they belong and are contributing, i.e. an invitation for new people to participate.

Jill's Takeaway: she gets a sense of burnout and overcommitment from our congregants, but from a membership standpoint, people are coming to the church because they want to get involved and are looking for community. So we're doing a disservice if we don't give new folks opportunities to be involved. The other thing is that when a congregant leaves the church, Laura sits down and does an exit interview with them. She has been doing that really hard emotional work, listening, being with those people, not to convince them to stay, but to witness what they have to say and share. As appropriate, she shares this with Rev Carter and Shannon.

Don talked to Rick Taylor about the Worship Team

Where do the themes come in? From retreat brainstorm. Current situations also influence content.

Rick, Liz, Lisa, Rev Carter. Now, Amy, Ellen, Vaughn Bell and David Billington. Rick said that Lisa and Rev Carter have such extensive knowledge. Community the primary goal. Love is the thematic center of what they decide. Addressing holidays and dates within the community. Up

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to this date, the Board has been responsive to what they brought up. Don asked Rev Carter how the Board can be more effective. Rev Carter: Sometimes the Board comes to the pulpit and it's nice if it's connected all around as an integrated whole. Rev Carter says that the Board is great at being in attendance at worship. Don says that he hears from people all the time that Rev Carter really nails it with where we're at. She is being open and is in touch with our community. Rev Carter often says things that people really need and want to hear.

John: Building Committee -- hasn't met with someone yet.

Leah: Auction Committee hasn't met with someone yet. They don't really think about how the Board should be involved. Perhaps it is worth a conversation with Laura White.

Jill: What does the Auction Committee need from the Board? As the Stewardship chair, it is often a question of timing of events. Ex: auction in fall would be nice, but folks don't want to meet in the summer. Do we need the Board to bring together Stewardship and Auction and whomever else (finance?) and ask: "What is the best timing for things to happen?"

Leah: We've had those conversations at the team level. They have talked about having two events but have never had the time/energy to push that through.

Shannon: Even moving it back to Feb is a goal, but that would mean starting in Oct. Don: That would put it prior to Stewardship.

Leah: It's a lot that we're asking for a double give in one season. If we could separate it, it would be great. Also, in the Fall, a lot of other places/faith groups do their fundraising.

Meghan: Nice that the auction can pick up where stewardship leaves off. She likes having the auction in the spring.

Don likes that we have it here, in the Social Hall, instead of renting a place off site.

Jill -- Budget Bootcamp

How many people would like to attend a budget bootcamp? Leah thought it was going to be during the retreat but there's not enough time. Don is happy to coordinate with Shelley. Jill has possible dates (evenings) (online). Sept 3, 6-7 on zoom is set for the Budget Bootcamp. John will leave early to make it to chorale.

Charlotte has dropped off the meeting (from Zoom call).

Leilani leaves the meeting.

Jill: Email from Kerry referring to David's statement that 20% of members don't pledge. We count members as individuals and pledge units as households. Jill wants to see if there is concern or thoughts about just saying that David is right. We don't have the context and don't know what David was saying. Shannon says that we can get that info online; not different from every other church. Jill's thought is that if we hedge on it or make a big deal or don't answer then it seems like an issue. Don: we can say that we are like most others. Rev Carter: according to Chat GPT, mainline protestant churches, 50-70% is typical and above 70% is awesome. Shannon thinks as minimal of a response as possible would be best. Jill will respond and will CC us. Carter didn't receive the message. Rev Carter and Shannon are in the google group but do not receive emails. Rev Carter doesn't feel like she needs to get the emails. The

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board can communicate without having the minister in the conversation. Jill: we need to be in the habit of cc'ing Shannon and Rev Carter as we answer these emails from the congregation.

Meghan: What about other emails? What is the protocol? Case-by-case basis is the consensus. **Don and Jill can take charge of who to direct to reply.**

Thank you notes: Rev Katie who has left our employment. She received a gift from the RE Council. Henry is going off to college (our AV tech). Many thanks given to Paula, Liz, Lisa R. for leading covenant groups.

Don did a summary of the Board last month for the eNews -- what we are excited about and what we have learned. Don: good to do it from the first person. **Meghan can do it for this month.**

Misc. Announcements:

Jill will still do the Board office hours: Second Sunday, Fireside room, before services.

Don, John and Leah are heading out for most of Sept. Rev Carter will be "off the grid" Sept 5-7. Rev Carter, Don and Jill are getting together to plan the Board Retreat. Jill is excited about the 3rd Sundays.

Are we putting trips on the Board calendar? Jill will gather the dates and put them on the calendar.

Closing words were given and the chalice was extinguished.

As of: **August 5, 2025**

BUDGET SUMMARY % thru Year: **17%**














	Curr Mo Activity	YTD Actuals	%	Full Year Budget	Amount Remaining
Total Income Sources					
Pledges	\$ 8,968	\$ 50,265	22%	\$ 230,000	\$ 179,735
Sunday Plate	1,214	2,987	13%	22,500	19,513
Other Donations	508	808	32%	2,500	1,692
Fund Raising	170	2,672	7%	38,000	35,328
Affinity Programs	-	154	22%	700	546
RE Ministry	-	-	0%	3,400	3,400
Program and Misc	785	1,568	16%	9,570	8,002
Rentals	5,163	10,297	16%	64,658	54,361
Total Income	\$ 16,808	\$ 68,752	19%	\$ 371,328	\$ 302,576
Expenses					
Minister Position	\$ 6,718	\$ 14,271	17%	\$ 85,587	\$ 71,316
Children & Youth Ministry	1,619	2,775	6%	46,609	43,834
Music Ministry	2,823	6,277	15%	42,911	36,634
Admin Staff and Support	5,095	10,761	13%	81,107	70,346
Community Impact-Internal	225	225	1%	32,123	31,898
Community Impact-External	709	763	11%	6,900	6,137
Worship Expense	10	3	0%	2,100	2,097
Financial Expense	5,307	6,768	15%	45,682	38,914
Facility Expense	7,932	11,608	19%	61,271	49,663
Fundraising & Rentals	-	-	0%	1,525	1,525
Total Expenses	\$ 30,437	\$ 53,452	13%	\$ 405,815	\$ 352,363
Income less Expenses	\$ (13,630)	\$ 15,300		\$ (34,487)	
Funds Transfers IN		300		34,488	
Funds Transfers OUT		-		-	
Total Fund Transfers	\$ 300	\$ 300		\$ 34,488	
Difference Net Fund Transfers	\$ (13,330)	\$ 15,600		\$ -	

	YTD Balance	Start of FY	YTD Change
BANK ACCOUNT BALANCES			
HomeStreet Checking #1139	\$ 72,381	\$ 72,880	\$ (500)
HomeStreet 7 mo CD #6593	110,800	50,287	60,513
HomeStreet 7 mo CD #0757	109,846	110,064	(218)
HomeStreet Money Market #4336	50,372	109,099	(58,727)
Petty Cash	200	200	-
Total Account Balances	\$ 343,599	\$ 342,531	\$ 1,068
ASSETS			
Church Bldg & Land (book value)	\$ 3,453,800	\$ 3,236,600	\$ 217,200
Cash - Operations	81,604	96,967	(15,363)
Building Fund	\$ 68,623	68,623	-
Accessibility Fund	22,037	22,018	20
Other Dedicated Fund Balances	43,034	47,524	(4,490)
Operational Reserves	128,301	107,399	20,902
Total Fund Balances	\$ 261,995	245,564	16,431
Total Assets	\$ 3,797,399	\$ 3,579,131	\$ 218,268
LIABILITIES			
Loan fm UUA	\$ 383,227	\$ 391,733	\$ (8,506)
Loan fm Cascadia Growth Fund	40,809	46,974	(6,165)
Other Current Liabilities	8,810	23,400	(14,590)
Total Liabilities	\$ 432,846	\$ 462,108	\$ (29,261)
GF Balance (Cash-Operations less Other Current Liabilities)	72,794	\$ 73,567	\$ (773)
CONGREGATIONAL EQUITY	\$ 3,364,553	\$ 3,117,024	\$ 247,529






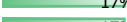


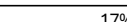
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








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











% Thru Year:	17%
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Account Name	Curr Mo Activity	YTD Balance	FY25-26 Budget	YTD %ofBgt	Over Budget	Notes
GENERAL FUND INCOME						
4.100.100 Pledges						
4.100.200 Pledges - Current Year	8,851.49	49,042.95	228,000.00	 22%	-	slow month
4.100.300 Pledges - Prior Year	116.13	1,222.44	2,000.00	 61%	-	
SubTotal 4.100.100 Pledges	\$ 8,967.62	\$ 50,265.39	\$ 230,000.00	22%	\$ -	
4.200.000 Sunday Plate Revenues						
4.200.100 Contrib - Sunday Plate	793.38	1,898.37	15,000.00	 13%	-	
4.200.200 Plate - Congr Care Fund	-	-	624.00	0%	-	
4.200.300 Plate - Youth Programs	-	-	624.00	0%	-	
4.200.400 Plate - Real Rent Duwamish	-	-	624.00	0%	-	
4.200.500 Plate - Partner Church	-	-	624.00	0%	-	
4.200.600 Plate - Charities	420.42	1,088.91	5,004.00	 22%	-	Worthy Now CLF
SubTotal 4.200.000 Sunday Plate Revenue	\$ 1,213.80	\$ 2,987.28	\$ 22,500.00	13%	\$ -	
4.300.000 Other Donations						
4.300.100 Special Gifts & Campaigns	508.19	808.19	2,500.00	 32%	-	non-member gift via WA CFD
SubTotal 4.300.000 Other Donations	\$ 508.19	\$ 808.19	\$ 2,500.00	32%	\$ -	
4.400.000 Fund Raising						
4.400.100 Annual Auction	170.00	170.00	20,000.00	 1%	-	Event income
4.400.200 Raise the Paddle	-	-	17,000.00	0%	-	
4.400.300 Other Fundraising & Donations	-	2,502.00	1,000.00	 250%	1,502.00	
SubTotal 4.400.000 Fund Raising	\$ 170.00	\$ 2,672.00	\$ 38,000.00	7%	\$ -	
4.800.000 Rentals						
4.800.100 Cell Tower Rental	1,074.21	2,148.42	12,888.00	 17%	-	
4.800.200 Elec Reimb - Cell Tower	713.68	1,399.01	8,280.00	 17%	-	
4.800.300 Rental Income - Single Events	-	-	2,000.00	0%	-	
4.800.400 Rental Income - Tenant Lease	3,300.00	6,600.00	40,590.00	 16%	-	
4.800.500 Service Groups Meeting at WSUU	75.00	150.00	900.00	 17%	-	
SubTotal 4.800.000 Rentals	\$ 5,162.89	\$ 10,297.43	\$ 64,658.00	16%	\$ -	
4.500.000 Affinity Program Income						
4.500.100 Thriftway Rebate Program	-	154.05	700.00	 22%	-	
SubTotal 4.500.000 Affinity Program Inc	\$ -	\$ 154.05	\$ 700.00	22%	\$ -	
4.600.000 RE Ministry Income						
4.600.200 OWL Registration Fees	-	-	3,400.00	0%	-	
SubTotal 4.600.000 RE Ministry Income	\$ -	\$ -	\$ 3,400.00	0%	\$ -	
4.700.000 Program & Misc Income						
4.700.100 Coffee Income	-	-	300.00	0%	-	
4.700.300 Interest Income	785.27	1,568.00	9,270.00	 17%	-	
SubTotal 4.700.000 Program & Misc Incom	\$ 785.27	\$ 1,568.00	\$ 9,570.00	16%	\$ -	
Total Revenues	\$ 16,808	\$ 68,752	\$ 371,328	19%	\$ -	














Expenditures

5.100.000 Minister Position						
5.100.100 Minister Compensation						
5.100.110 Minister Housing Allowance Exp	2,900.00	5,800.00	34,800.00		17%	-
5.100.120 Minister Salary Exp	2,319.63	4,639.26	27,835.00		17%	-
5.100.130 Minister Medical Exp	453.83	907.66	5,718.00		16%	-
5.100.140 Minister GTL Ins Exp	25.54	51.08	316.00		16%	-
5.100.150 Minister LTD Ins Exp	39.53	79.06	489.00		16%	-
5.100.160 Minister Dental Exp	31.20	62.40	374.00		17%	-
5.100.170 Minister Retirement Exp	521.96	1,043.92	6,263.00		17%	-
5.100.180 Minister In Lieu of FICA Exp	399.30	798.60	4,792.00		17%	-
5.100.190 Minister Professional Exp	27.00	889.41	5,000.00		18%	-
SubTotal 5.100.100 Minister Compensatio	\$ 6,717.99	\$ 14,271.39	\$ 85,587.00		17%	\$ -
SubTotal 5.100.000 Minister Position	\$ 6,718	\$ 14,271	\$ 85,587		17%	\$ -

5.200.000 Children and Youth Ministry						
5.200.100 RE Dir. Compensation						
5.200.110 RE Dir. Salary Exp	531.26	531.26	6,928.00		8%	- Some of this month is LD some KL
5.200.120 RE Dir. Housing Allow Exp	1,219.37	2,283.90	18,733.00		12%	- KL
5.200.130 RE Dir. Medical Exp	-	-	2,274.00		0%	-
5.200.150 RE Dir. Retirement Exp	-	-	2,566.00		0%	-
5.200.160 RE Dir. GTL Ins Exp	-	-	81.00		0%	-
5.200.170 RE Dir. LTD Ins Exp	-	-	125.00		0%	-
5.200.180 RE Dir. Professional Exp	(54.55)	(54.55)	1,500.00		-4%	- reimb. Personal purchases on church credit card make in error
5.200.190 RE Dir. In Lieu of FICA Exp	-	-	1,963.00		0%	-
SubTotal 5.200.100 RE Dir. Compensation	\$ 1,696.08	\$ 2,760.61	\$ 34,170.00		8%	\$ -
5.200.200 RE Supplemental Staff Expense						
5.200.210 RE Nursery Lead Teacher Exp	-	-	650.00		0%	-
5.200.230 Childcare Exp	-	-	300.00		0%	-
SubTotal 5.200.200 RE Supplemental Staf	\$ -	\$ -	\$ 950.00		0%	\$ -
5.200.300 RE Training Exp						
5.200.310 RE OWL Leadership Dev Exp	-	-	2,500.00		0%	-
SubTotal 5.200.300 RE Training Exp	\$ -	\$ -	\$ 2,500.00		0%	\$ -
5.200.400 RE Youth Group Expense						
5.200.410 RE High School Youth Progr Exp	(129.30)	(129.30)	624.00		-21%	- crediting this account - check returned paid via ACH
5.200.420 RE Lead Youth Advisor Exp	-	-	5,727.00		0%	-
5.200.430 RE Lead Youth Advisor FICA Exp	-	-	438.00		0%	-
SubTotal 5.200.400 RE Youth Group Expen	\$ (129.30)	\$ (129.30)	\$ 6,789.00		-2%	\$ -
5.200.500 RE Operations Expense						
5.200.510 RE OWL Program Exp	-	-	1,200.00		0%	-
5.200.520 RE Operational Exp	51.99	144.12	1,000.00		14%	-
SubTotal 5.200.500 RE Operations Expens	\$ 51.99	\$ 144.12	\$ 2,200.00		7%	\$ -
SubTotal 5.200.000 Children and Youth M	\$ 1,619	\$ 2,775	\$ 46,609		6%	\$ -

5.300.000 Music Ministry						
5.300.100 Music Director Compensation						
5.300.110 Music Dir Salary Exp	1,937.43	3,874.86	23,249.00		17%	-
5.300.120 Music Dir Medical Exp	189.50	379.00	2,274.00		17%	-
5.300.130 Music Dir Retirement Exp	193.74	387.48	2,325.00		17%	-
5.300.140 Music Dir FICA Exp	162.71	325.42	1,779.00		18%	-
5.300.170 Music Dir Professional Exp	-	646.18	1,500.00		43%	-
SubTotal 5.300.100 Music Director Compe	\$ 2,483.38	\$ 5,612.94	\$ 31,127.00		18%	\$ -
5.300.200 Music Contractors						
5.300.210 Music Sunday Svcs Pianist Exp	289.23	578.46	3,760.00		15%	-
5.300.220 Music Percussionist Exp	-	-	3,008.00		0%	-
5.300.230 Music Rehearsal Pianist Exp	-	-	2,631.00		0%	-
SubTotal 5.300.200 Music Contractors	\$ 289.23	\$ 578.46	\$ 9,399.00		6%	\$ -
5.300.300 Other Music Expense						
5.300.310 Music Purchase Exp	49.99	85.85	765.00		11%	-
5.300.320 Music Equipment Maint Exp	-	-	400.00		0%	-
5.300.330 Music Licenses & Software Exp	-	-	1,220.00		0%	-
SubTotal 5.300.300 Other Music Expense	\$ 49.99	\$ 85.85	\$ 2,385.00		4%	\$ -
SubTotal 5.300.000 Music Ministry						
	\$ 2,823	\$ 6,277	\$ 42,911		15%	\$ -
5.400.000 Admin Staff and Support						
5.400.100 Congr Admin Compensation						
5.400.110 Cong Admin Salary Exp	3,707.43	7,414.86	58,748.00		13%	- <i>summer hours</i>
5.400.120 Cong Admin Medical Exp	100.00	200.00	1,200.00		17%	-
5.400.130 Congr Admin Retirement Exp	370.74	741.48	5,875.00		13%	-
5.400.140 Congr Admin FICA Exp	291.27	582.54	4,494.00		13%	-
5.400.170 Congr Admin Professional Exp	-	22.58	500.00		5%	-
SubTotal 5.400.100 Congr Admin Compensa	\$ 4,469.44	\$ 8,961.46	\$ 70,817.00		13%	\$ -
5.400.200 Tech Support Compensation						
5.400.210 Streaming Tech Exp	290.33	386.98	3,013.00		13%	- <i>SD & HS - training & overlap</i>
5.400.220 Streaming Tech FICA	15.66	23.05	231.00		10%	-
5.400.230 Audio Tech Exp	235.50	471.00	3,415.00		14%	-
5.400.240 Audio Tech FICA Exp	18.01	36.02	261.00		14%	-
SubTotal 5.400.200 Tech Support Compens	\$ 559.50	\$ 917.05	\$ 6,920.00		13%	\$ -
5.400.300 Additional Employee Benefits						
5.400.310 Labor & Industries Ins Exp	-	451.35	1,700.00		27%	-
5.400.320 Family & Medical Leave Ins Exp	-	321.02	900.00		36%	-
5.400.330 QSEHRA Administration Exp	66.21	110.35	720.00		15%	-
5.400.340 Part-time Employee FICA Exp	-	-	50.00		0%	-
SubTotal 5.400.300 Additional Employee	\$ 66.21	\$ 882.72	\$ 3,370.00		26%	\$ -
SubTotal 5.400.000 Admin Staff and Supp						
	\$ 5,095	\$ 10,761	\$ 81,107		13%	\$ -

Other Operational & Community Impact						
5.500.100 Community Impact -Internal Exp						
5.500.110 UUA Dues Exp	-	-	9,174.00	0%	-	
5.500.130 GA Delegate Exp	-	-	1,230.00	0%	-	
5.500.140 Congr. Care Fund Transfer OUT	-	-	624.00	0%	-	
5.500.160 Board Discretionary Fund Exp	-	-	400.00	0%	-	
5.500.170 All Congr Social Events Exp	-	-	400.00	0%	-	
5.500.190 Adult RE Exp	224.95	224.95	360.00	62%	-	BIPOC trainings LD
5.500.192 Pastoral Care Team Exp	-	-	350.00	0%	-	
5.500.195 Raise the Paddle Purchase Exp	-	-	19,585.00	0%	-	
SubTotal 5.500.100 Community Impact -In	\$ 224.95	\$ 224.95	\$ 32,123.00	1%	\$ -	
5.500.200 Community Impact - Ext Exp						
5.500.210 Plate Contrib Given to Charity	655.16	655.16	5,004.00	13%	-	
5.500.220 Real Rent Duwamish - Plate	-	-	624.00	0%	-	
5.500.230 Real Rent Duwamish	54.00	108.00	648.00	17%	-	
5.500.240 Partner Church Ministry Exp	-	-	624.00	0%	-	
SubTotal 5.500.200 Community Impact - E	\$ 709.16	\$ 763.16	\$ 6,900.00	11%	\$ -	
5.500.300 Worship Expense						
5.500.310 Worship Team Exp	-	(6.59)	1,875.00	0%	-	
5.500.320 AV Equipment & Maintenance	9.92	9.92	225.00	4%	-	New screen cord
SubTotal 5.500.300 Worship Expense	\$ 9.92	\$ 3.33	\$ 2,100.00	0%	\$ -	
5.500.400 Financial Expense						
5.500.410 Loan Debt Svc - UUA	5,160.28	5,160.28	30,962.00	17%	-	2 months July & August cleared in august
5.500.420 Loan Debt Svc - Cascadia GF	-	1,319.92	7,920.00	17%	-	
5.500.430 Annual City/County/State Fees	-	-	4,000.00	0%	-	
5.500.440 Banking & Credit Card Fees	146.63	287.39	2,800.00	10%	-	
SubTotal 5.500.400 Financial Expense	\$ 5,306.91	\$ 6,767.59	\$ 45,682.00	15%	\$ -	

5.500.500 Facility Expense						
5.500.505 Telephone/Internet	233.86	467.61	2,600.00		18%	-
5.500.510 Technology Management	139.24	1,684.55	3,000.00		56%	-
5.500.515 Office Exp	-	-	600.00		0%	-
5.500.520 Postage Exp	-	-	400.00		0%	-
5.500.525 Printing/Copying Exp	167.76	793.30	2,400.00		33%	-
5.500.530 Bulk Email Service Exp	-	-	840.00		0%	-
5.500.535 Liability Insurance Exp	2,847.50	2,847.50	11,700.00		24%	-
5.500.540 Security Alarm System Exp	-	-	800.00		0%	-
5.500.545 Electricity Exp	2,266.65	2,266.65	14,500.00		16%	-
5.500.550 Water/Sewer Exp	423.03	423.03	1,600.00		26%	- High water use by tenant - camps
5.500.555 Waste/Recycling/Green Exp	187.68	375.36	2,200.00		17%	-
5.500.560 Gas - PSE	63.09	191.62	4,000.00		5%	-
5.500.565 Janitorial Supplies Exp	66.00	231.48	1,000.00		23%	-
5.500.570 Landscaping Exp	40.00	40.00	500.00		8%	-
5.500.575 Bldg Maint Non-capital	-	789.47	3,000.00		26%	-
5.500.580 Lift Maint & Monitoring Exp	-	-	2,200.00		0%	-
5.500.585 Coffee & Other Kitchen Exp	67.16	67.16	851.00		8%	-
5.500.590 Janitorial Service Exp	1,430.00	1,430.00	9,080.00		16%	- 2 months - July & August
SubTotal 5.500.500 Facility Expense	\$ 7,931.97	\$ 11,607.73	\$ 61,271.00		19%	\$ -


5.500.600 Fundraising & Rentals Expense						
5.500.610 Facilities Rental Exp	-	-	400.00		0%	-
5.500.620 Auction Exp	-	-	750.00		0%	-
5.500.630 Stewardship Expense	-	-	300.00		0%	-
5.500.640 Other Misc. Fundraising Exp	-	-	75.00		0%	-
SubTotal 5.500.600 Fundraising & Rental	\$ -	\$ -	\$ 1,525.00		0%	\$ -

SubTotal Other Operational & Community	\$ 14,183	\$ 19,367	\$ 149,601		13%	\$ -
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Total Expenditures	\$ 30,437	\$ 53,452	\$ 405,815		13%	\$ -
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General Fund Income less Expense	\$ (13,630)	\$ 15,300	\$ (34,487)			
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Other Financial Sources-Uses

Transfers In						
4.950.200 OWL Fund Transfers IN	300.00	300.00	300.00		100%	-
4.950.300 Board Des. Transfers to GF	-	-	34,188.00		0%	-
SubTotal Transfers In	\$ 300.00	\$ 300.00	\$ 34,488.00		1%	\$ -

Difference Net Fund Transfers	\$ (13,330)	\$ 15,600	\$ 1			
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Summary

Total Revenues	\$ 17,108	\$ 69,052	\$ 405,816		17%	\$ -
Total Expenditures	\$ 30,437	\$ 53,452	\$ 405,815		13%	\$ -
Balance	\$ (13,330)	\$ 15,600	\$ 1			

<u>Fund Balances</u>	<u>Curr Balance</u>	<u>Mo. Change</u>	<u>Notes/Explanation</u>	<u>Prior Year Balance</u>	<u>Ann. Change</u>
Building Fund	68,622.96	-		68,622.96	-
Accessibility Fund	22,037.46	19.55		22,017.91	19.55
Operational Reserves Fund	128,300.71	-		107,399.11	20,901.60
Minister Moving Fund	5,000.00	-		5,000.00	-
Refugee Support	-	-		3,816.93	(3,816.93)
Miscellaneous Grants Fund	3,050.00	-		3,050.00	-
Conference Scholarship Fund	51.21	-		51.21	-
Music Fund	389.24	-		389.24	-
Membership Fund	1,002.03	-		1,002.03	-
Youth Group Fund	691.47	-		691.47	-
OWL Fund	6,258.90	(300.00)	Transferred into General Fund	6,558.90	(300.00)
RE Misc Fund	2,041.84	-		2,041.84	-
Raise the Paddle Project Fund	19,353.50	-		19,353.50	-
Art & Aesthetics Fund	2,929.50	-		2,929.50	-
Social Justice Fund	175.54	-		175.54	-
Endowment Fund	55.00	-		55.00	-
Meaningful Movies Fund	-	-		373.07	(373.07)
Little Free Library Fund	40.00	-		40.00	-
Partner Church Fund	1,995.82	-		1,995.82	-
Total Dedicated Funds	\$ 261,995.18	(280.45)		\$ 238,611.51	\$ 6,952.52

Fund Balance Steward

Finance Committee
 Board of Trustees + Building Planning Committee
 Finance Committee
 Board of Trustees
 Social Justice Chair
 Social Justice Chair
 Board of Trustees
 Music Director
 Membership Leadership
 RE Leadership
 RE Leadership
 RE Leadership
 Congregational Administrator
 Ginger Brewer
 Social Justice Chair
 Endowment Fund Chair
 Meaningful Movies Coordinator
 LFL Coordinator
 Partner Church Leadership

WSUU Finance Committee Report July 2025

Action Items for the Board: See **IMPORTANT NOTE**, below. Thank you! Also, please give a round of applause to Shannon for doing a MAJOR system transition! (from Church Windows to Icon)

Financial Highlights for July 2025 (8% of the year):

Highlights	Actuals	Actuals – YTD	YTD % of Budget	Budget
Total Income	\$ 51,791	\$ 51,791	14%	\$ 371,328
Pledges	\$ 41,298	\$ 41,298	18%	\$ 230,000
Total Expenses	\$ 22,094	\$ 22,094	5%	\$ 383,721
Net Income/Expenses	+ \$ 26,696	+ \$ 26,696		
Net Fund Transfers IN*				

*Have not yet transferred in money from dedicated funds.

Financial Status:

We are still working on finalizing FY2024-25. Preliminary (slightly revised numbers from last month):

- After transferring funds from Raise the Paddle for the Narthex project and the Congregational Care Fund, the preliminary surplus is **\$19,119**, which will be transferred to Operational Reserves.
 - +\$22,876 Net Income/Expenses
 - +\$16,449 Transfers IN from funds to cover youth advisor, 60% ministerial time, etc.
 - -\$19,353.50 for Narthex
 - -\$795.52 for Congregational Care Fund

For FY2025-26, this is also preliminary given moving pieces/parts with getting used to the new system and finalizing FY2024-25.

- Operational Reserves: \$128,300 → \$113,700
 - ~\$14,600 will be moved into the General Fund to cover GA assistance & building committee (\$2,853) and support of 60% ministerial time (\$11,750) per the budget
 - This will reduce Operational Reserves to ~\$113,700 (higher than target of \$105k)
- Building Fund: \$68,623 (this is below our recommended level of \$100k)
- General Fund: \$79,500, but this includes the \$26,696 Net Income/Expenses for the month (it's not "permanent", and target YTD Net Income/Expenses is \$0). So GF really sits ~\$50k.

IMPORTANT NOTE! General Fund & Surplus Discussion Update

In January 2025, I communicated to the Board that there was a large balance in our General Fund and coupled with a large anticipated surplus, that there was sizeable amount of money that could be allocated to various things. One of those choices was to dedicate Raise the Paddle to a Special Project, which was done. When we transitioned systems from Church Windows to Icon, it became more transparent that the surplus was contributing to the large General Fund balance and that there is not as much "extra" money as we originally thought. (Seems obvious now, but wasn't obvious at the time.)

One of the "choices" for the money presented was to bolster the Building Fund, which is below our recommended level of \$100k. There is still opportunity to pull from the General Fund (\$50k is higher than needed) and/or leftovers from the Narthex project (which looks like it will come in under budget) and some possibly from Reserves (which is high). This will likely be an ask at a future meeting.

But overall, we wanted to communicate that there is not as much money as we originally thought.

Unanticipated Variance(s) to Budget:

- None

Notes

- Finance Committee reviewed Preliminary FY24-25 report and discussed priorities for FY25-26. Still under development!

Submitted by Shelley Webb 8/16/25

MINISTER'S MONTHLY REPORT

August 2025

Introduction

It feels like many of us are settling in for the year ahead of us, feeling the uncertainty of the wider world as profoundly as ever, while still laying the foundations that allow us to live well in the here and now. Change is in the air as we experience staff and other leadership transitions and shift our programming focus as a congregation. I see similar shifting mirrored in my work at the hospital, where the spiritual care team is striving for new ways to measure our impact on patient experience while the department's long-time beloved director just announced her upcoming retirement. I am starting to look forward to autumnal kitchen projects at the same time as I am itching for just a few more long summer days outdoors. For now, life flows on.

Quick Updates

- **Ingathering (September 14):** Planning for our worship and activities fair afterwards is well underway. Thanks to Cindy, Meghan, Leah, and Laura White for sharing their energy and ideas.
 - **Right Relations:** Collaboration opportunity. Retreat on August 27.
 - **DRE Transition:** Leilani will be beginning her onboarding on August 25! Her and I have established weekly check in meetings, and are hard at work at setting up the RE calendar for the fall (with Rev. Katie's support).
 - **AV Support Transition:** On August 24 and September 14, Sarah Deppe will be transitioning into this role as our streaming tech person with Henry's support. Carter will be supervising her directly, and is excited to have her on the team, wishing Henry well on his next exciting chapter.
 - **Narthex Refresh:** Shannon and I are meeting soon with the Membership Team to talk about furniture refresh and new nametag storage options in the Narthex.
-

Discussion Items

Third Sundays at Westside

I am holding gratitude for the folks who attended the meeting on August 10 to imagine possibilities for third Sunday programming at Westside. They brought a sense of commitment and understanding of our practical restraints, and helped to collaborate on what I think will be a great experiment. Starting in September, with a streamed lecture by Bill McKibben with the Environmental Justice Group in the Sanctuary, and an RE Open House in the social hall, we will start offering third Sundays as a time for various programming for community gathering.

Official program description as seen in the Westside Week:

As we enter this new church year, please join us for a new monthly program offering, **3rd Sundays @ Westside: Meeting the Moment**. These will be opportunities to gather with one another for a variety of events sponsored by WSUU groups. These will range from all-church RE days to gathering to make a joyful noise with the Welcome Singers, to talks, shared learning experiences, and small group ministry. We will have many opportunities to engage our hearts, heads, and hands together.

Monthly offerings will be published here and announced from the pulpit. All are welcome to gather with us on the third Sunday of each month at 10:30am.

Does your group have an idea for a 3rd Sunday offering you'd like to sponsor in the future? Reach out to Rev. Carter.

- Right now, I am main scheduler and we are figuring out what organizing responsibilities will be involved and how to distribute them appropriately.
- Shannon made a great planning template for groups to use:
[☰ 3rd Sunday at Westside Planning Template](#)
- We are vetting events by looking for things that would be interesting and inviting to a large portion of the congregation, and are sponsored by an established WSUU group.
- Thanks to Leilani, Soph, and GA delegates for leading the first experiment with this with July's messy church worship streaming program!

Upcoming Schedule:

- In Residence August 23-27, preaching “Belonging is a Practice”
- In Residence September 10-14, Ingathering Service
- In Residence September 24-28

In gratitude,

Rev. Carter

Religious Exploration Board Report

August 2025

Submitted by: Rev. Katie Lawson on 08/20/2025

Overview

This month has been marked by the activity of transition. I am thrilled that Leilani Davenberry has been brought on to serve as DRE. Her energy, creativity and desire to make connections within and outside the congregation are going to be such a gift to the RE program. While I am still sorry to have to leave the position, it is a great comfort to know that it is in such capable hands. Leilani and I have been continuing to meet regularly and will be working together to get the beginning of the year organized.

I have been able to communicate much of what I had hoped to put in place in the coming year to both Leilani and Rev. Carter. However, I still plan on submitting an exit report to the board separate from this board report.

Sunday Morning RE

Having completed my contract at the end of June and moved to an arrangement wherein I am paid hourly, I have been working remotely for much of August as is necessary for communication and preparations for the transition. I will be returning for the August 24th service and the staff meeting on the 25th as my last days formally on staff.

I was able to plan and leave materials for the two Sundays for which I would not be physically present, and those mornings were covered ably by volunteers. While I was disappointed when our visitors from Rainbow Animal Rescue had to cancel for our July 24th service, our volunteers improvised well. We are looking forward to the folks from Rainbow visiting in the fall to talk about the mission of pet rescue and perhaps creating a partnership with our children. Melon Sunday seemed to have been a success and included a visit from three new families.

The Parenting Group in the Park Picnic on August 17th was attended by three families. Leilani facilitated.

Sunday Morning RE Attendance:

I will need to update these numbers when I return to the office.

Upcoming Dates:

August 25: Leilani's official start

September 6: RE supply and youth room clean out and re-organization

September 13: Youth Welcome Party

September 20: RE Volunteer Training and Meeting

September 21: RE Open House

September 27: First Youth Group Meeting

September 28: First RE Sunday



August additional report

DRE Report

Whole Church RE:

Melon Day was a fun day of activities with both children (7) and our adult community. We had sign makers, melon prep, tastings, sensory experiences and kindness with our differences.

The additional conversations about the People's for whom melons are a symbol of resistance were a wonderful compliment to the worship service and melon activities.

Fun noticing: Orange Creamsicle melon was the tasting favorite.

Dear friends:

Thank you for entrusting me to lead our wonderful RE program. I am so excited to build on our inclusive, flexible, and UU value-based RE program serving children, youth and families and really, all of Westside. As your new DRE, I will bring my full self in this work of creating joy, belonging, learning, and a bit of magic in our bodies, in our hearts, and in this lifework of crafting a more loving world.

How can you support me as your new DRE? Your support and help is very much appreciated, no matter what, even one time helping with set up or clean up and pitching in when needed. We have a fabulous RE teaching team, and I would ask interested folks to consider becoming a part of our RE team. Please know we are also looking for volunteers for several important RE non-teaching roles and teams like materials, safety team, volunteer, strategic and content planning, youth leadership mentoring and we're always happy to have more folks join our teaching team. If you're interested, please reach out to me in whatever way works best for you whether in email or just finding me and chatting with me when you see me on Sundays.

What do I like to receive from others in doing this important work? I love it when folks join in and try new things, participate in activities, and are willing to experiment with me. I love to collaborate and really appreciate all your feedback and stories about how something sparked joy or creativity for you. You will often find me with a craft project in my busy hands helping me feel centered, please always feel invited to ask me about it, about RE and about our 6 pets.

Leilani Davenberry, DRE

August HIGHLIGHTS

01. **Parent Group**

Meet up in the park for play and potluck was delightful. Joined by 3 families with 4 children. Great conversation about their families needs, sharing resources, we ended talking about neurodiversity, pda (persistent drive for autonomy), and sleep routines while the kids played, connected empathetically.

02. **Content, teams, projects and roles oh my!**

I spent a good chunk of my time reading, curriculums, pulling out key pieces, meeting Carter and volunteers, and working to kick off RE for September as well as reshaping RE committee work by defining teams, projects and roles and inviting folks to do the RE work that brings them joy whether it's teaching, materials, strategic planning or organizing supplies and/or working with other volunteers.

03. **Scheduling**

My first official day as our new DRE is Aug 25th but I already started planning our RE calendar for Sept. Katie & I scheduled a RE Sunday supplies clear out with other RE volunteers for Sept 6th. I scheduled and started planning an RE Volunteer Training for Sept 20th and an RE Open House for all families Sept 21st.

Details

RE Numbers

Attendance numbers in Katie's report.

RE Teaching Team: over summer we have 2 RE Teachers for each service Sunday (2nd & 4th).

For Sept-June we offer RE on 1st, 2nd, 3rd and 4th Sundays with some events & services being multigen with no RE.

Next Time

I learned when there's food prep, an additional volunteer explicitly for that would be helpful, lesson learned with Melons. Thankfully our Kitchen Team stepped in and helped us out on Melon Day! Thank you!

RE Planning Committee

We would love to have a board member Liaison for the overall RE Planning Committee which meets on the 1st Tuesdays of the month

Zoom Meeting ID:
955 1444 3362

Youth Group

We're excited to kick off Youth Group a welcoming party with food and games on Sat Sept 13th 4-6p.

Rev Carter and I will be the cornerstones of the youth program. We will prioritize lifting up youth voices, connection, community and leadership. We will invite adults from our community to help guide youth with specific projects like Social Change Now, Deeper Joy RPG, and leadership mentoring and through project & role work we may find our next youth advisor.

MUSIC DIRECTOR MONTHLY REPORT

August 2025

This will be a shorter report since so little time has lapsed. Got a little confused about timing, should be back on track now!

ACTION ITEMS: No action items at this time.

1. **Past Services:** Our service on August 10th provided an opportunity to do some music around resilience and resistance, and it felt really good to me to offer Bob Dylan's "The Times They Are A-Changin'." I'm still struck by how exactly appropriate this song is for what we are encountering in our country right now.
2. **Upcoming services:** Rainier Reunion will be providing the music for the service on August 24th, and I know they'll do their usual excellent job. I've chosen some really great music for the Chorale to sing for our Ingathering service on September 14th. Rev. Carter has done a really excellent job of letting us all know themes and descriptions of upcoming services. I can't say enough about how helpful this is!
3. **Contract Musicians:** Our percussionist Ronnie Bishop has made the decision that this job is not the right fit for him on a regular basis. Everything is very amicable, and he's agreed to play for us for Ingathering, and from time to time as needed, but I'm in the process of looking for another musician as our regular person. John mentioned that we might put more of an emphasis on looking for someone who excels at playing the djembe and other percussion instruments as well as our electronic drum kit. I'll be spreading the word to see if anyone has any leads. John and I had a beneficial conversation recently, and I'm feeling good about our ongoing relationship.
4. **Westside Chorale:** We had a wonderfully attended and fun potluck/fun-sing on August 20th in the north parking lot. Lisa Maynard contributed a couple of songs, and I led folx in some fun exercises. I'm very excited about our first fall rehearsal coming up on the 27th, and will be happily welcoming some new and returning members.

In Community,

Scott Farrell

Administrator Report to Board August 2025

Worship Attendance:

	Speaker/Special Circumstances	Attendance In-person/Views while streaming/ views since published/total views
7/27/25	Rev. Carter – Cliff Houlihan honored	68/13/39/120
8/10/25	Rev. Carter	78/10/7/951

[Click here for Worship Attendance tracking doc 2020-present](#)

Offering Collection for July: For the month of July, our shared offering recipient was **Feeding America**. We collected \$655.16 for the fund, and \$1105 for WSUU.

Membership/New Interest: No change in Membership – stands at 145

Welcome Forms Received: 2

New Subscribers to email list: 7

Unsubscribed from email list: 7

Transition Away from Sunday Work Hours: It has felt very odd and alien to not be at church on Sunday mornings. I’ve been on my new schedule since July 1st. Rev. Carter and I have planned for me to be away until mid-fall to give staff and other volunteers full opportunity to step into the tasks that I used to perform on Sundays.

One function that I had not communicated that is important to the life of the community is photography. I do quite a bit of picture taking on Sunday mornings. We use these images in our publications and in our slideshows at year-end for the auction etc. Recruitment of others to take photos and share them to the office would be great. We do have to be sensitive as being photographed isn’t necessarily welcomed by all. I tend to take most shots from the back looking forward or just capturing what is happening on the chancel.

Church Management Software

Icon Transitions: I am happy to report that I have made it through one payroll and bank reconciliation in the new system. These are very large milestones. The finance team is still sorting through the new set up and I’m still on the phone getting support daily but I’m getting more and more competent as the days go by. It is still extremely time-consuming.

Upcoming Time Away: My October travel plans have changed. I know I will be out for two partial weeks but details are still forthcoming.

In loving community,
Shannon