

Westside UU Board Meeting Minutes

December 20 2017

The meeting took place in the Fireside Room and started at 7pm. Present were Patti McCall, Jean Mendel, Jill Jackson, David Cycleback, Judi Finney, Allan Lang, Shannon Day, Scott Iverson, Alex Holt, Charlotte House and Margo Rinehart.

Jean voted that the November board minutes as edited be passed, Judi seconded and the board unanimously approved.

DISCERNMENT AND MINISTERIAL SEARCH TEAMS

There was discussion about the discernment team that will pick the ministerial search team to pick the next minister. We watched a video of Reverend Nancy Bowen answering board questions on the topic. Bowen will be our UU partner in the minister search.

The board will nominate people for John Britt to pick from to make up the discernment team. The entire congregation will then be able to nominate people for the search team, and the discernment team will pick from those nominees the final search team. Nominees should be kept secret from the nominees themselves, so that there will not be disappointment if they are not picked.

We need a facilitator for the Minister Search Team (MST), and a number of choices were brought up. Candidates will be contacted to see who is willing and available.

STAFF REPORTS

Nothing to add

LEADERSHIP ASSEMBLY

There was discussion of the Westside Leadership Assembly, which had met on an earlier Sunday. The topics of the assembly were communication needs and succession planning issues. There must be better plans for committees to have successions of leaders and when to change leaders. The board also discussed the participation team. Headed by Scott, the participation team will better organize and publish committees info (leaders, contacts, what the committees do, etc). This is being done so people know what they do, and to give information to potential volunteers, new members and visitors.

We discussed the upcoming auction. The board will donate for auction a salmon dinner.

TREASURER'S REPORT

Allan had nothing to add.

Shannon said that we have our renewed business license.

Patti, David and Allan have to sign papers for our new account at Sound Credit Union

There will be the Westside Mid Year report in January. It is scheduled for January 28 at 12:15pm.

Thank you notes were signed.

The meeting ended at 9pm

INTERIM MINISTER'S REPORT TO BOARD OF TRUSTEES

December 8, 2017

Dear board and staff members,
Here's my report for this month.

Intern Margo Rinehart continues to expand her role at Westside having done her first sermon last week as well as leading services, covenant groups and social justice work. I have asked her if she would be willing to begin a process in January based on #metoo to invite women of the congregation to be in gatherings to discuss their own stories of abuse, harassment, etc. in a safe and supportive space. It seems to me the time is ripe to have such conversations. At some later point men will need to have similar conversations. I also expect that those in the trans community will want to speak out as well. I met with Margo's intern support committee yesterday (headed up by Mark Newton) and came away with some good suggestions for follow-up. I will be introducing the current members of the Intern Support Committee this coming Sunday.

Some of you may have noticed that last Sunday's service went long. I was service leader and I had to make some judgment calls about timing of the auction announcement as well as other parts of the service. The service began late due to technical glitches and it only ended 10 minutes late at 11:55. Cynthia wanted to be sure that children and teachers had an hour to finish their classes so Margo, Bert and I were watching the clock carefully to ensure they would have time to meet. The Auction announcement went well beyond the five minutes allocated. We discussed this at Worship Council last night and agreed that future announcements this year will be spoken by the service leader and that any future power point presentations for the auction or other events be simple and of a font large enough for people to read and/or hear. **I am asking the Worship Council to prepare a policy**

draft document to cover ‘all congregational’ announcements, their length, and format.

Holiday services are moving right along and should be enjoyable this year. We decided to do the early family Christmas Eve service as the ‘regular’ service on Christmas Eve Sunday morning. The adult candlelight service will be at its usual time that evening.

We will have two exciting guest speakers in January to talk about social justice advocacy. On January 21 Moina Shaiq will speak on the topic of “Meet a Muslim”. I believe she is from California. The following Sunday – January 28 – activist Michael Foster will be with Westside to speak on his activist work as a UU at University Church. I believe his topic will also be on intersectionality. (Note: I am part of all 6 services in December and so will do one service in January. Margo, Moina, and Michael will do services and will be doing the service on the 14th.

The Membership Committee has finalized its schedule for winter and spring membership classes and the service to welcome new members. Laura White ought to get a gold star.

Another person for a gold star is Theresa McCormick who has led the Adult RE Common Quest program for years. She is retiring from that position in January to promote her new book, teaching and other tasks. I hope that there will be some way to thank her officially (more on that below). The Adult RE committee is working with Shannon and me to streamline the Adult RE program into a more online approach for registration and classes.

Something to think about: Fort Worth Westside had an annual award for stellar volunteers. There wasn’t any money given out but one got one’s name on a plaque and thanked publicly. Have you ever considered doing something like that on an annual basis to thank special volunteers? If so, I would nominate Theresa as the first recipient.

I am working with the Congregational Concerns team to create a process to handle and hopefully resolve conflicts within the congregation. I am currently addressing a conflicted situation with a member of the congregation. This is an excellent opportunity to have a more formal structure for the Congregational Concerns team to use for conflict recognition and resolution. My colleague Carol McKinley down in Olympia has skills in this area of work and I'll be asking her for suggested ways to formalize the conflict resolution process. I have some I have shared with Alan Mendel and she will have other models as well.

Alan also asked me to find a local trainer to help with canvass training this spring for the one-on-one canvass process. I have one person who I believe would be excellent. She is from Tacoma and both she and I can bring some good ideas to the table for such training.

I will be here throughout December though I will take a few days off at the end of December as I noted last month. I'll be away at a UUMA conference in Tampa, Florida January 22-26.

I have spoken with Mark Newton about the search committee selection process and I will ask him for a firm yes or no when we have lunch this month.

Thank you for all your wisdom and guidance this year.

Respectfully submitted,

Alex Holt, Interim Minister

ACTION ITEMS:

None at this time

December 13, 2017

To: WSUU Board Members

From: Cynthia Westby, DRE

All is going very well! The 2017 year is wrapping up. So hard to believe that year end is nearly here! I'm very excited about the December 24th Christmas Eve Family Service. Here is my Board Report for December 2017. I wish all of you a very happy holiday season! Thank you for all you do to make Westside a vibrant, strong community!

Please don't hesitate to contact me if you have any questions!

Fall RE Program: Fall Attendance Numbers

	Westside UU RE Attendance																
		Chalice Chapel				Holiday - No RE											
Period/Time : 2017-2018		Multi-gen Service															
Student Count:		CON															
Class	Sept	Oct				Nov				Dec							
First	24	1	8	15	22	29	5	12	19	26	3	10	17	24	31		
Nursery	3	2	5	1	1	1	5	5	1	8	2						
Storytime	2	1	0	2	0	3	0	0	1	0	1						

Spirit Play	2	3	0	4	2	2	0	3	2	0	2				
K-1	7	3	0	0	5	4	0	4	4	0	6				
2-3	8	5	0	0	7	5	0	8	4	0	4				
4-5	8	6	0	0	8	4	0	9	6	0	6				
6-8	8	0	0	0	6	3	0	6	4	0	2				
7-8 OWL	0	0	8	7	9	9	9	7	7	0	8				
COA	3	0	2	0	3	0	3	0	3	0	3				
Youth Group	4	6	5	6	6	0	4	5	6	0	3				
Chalice Chapel/AIIG en			2	2			1				20				
			1	1			9								
Daily Total	45	26	41	41	47	31	40	47	38	28	33	0	0	0	0

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RE Classes: Our Story Time, Spirit Play, K-1, 2-3, 4-5, and Middle School Sunday morning classes have gone very well this year. We continue to offer two Middle School classes – one is our year-long OWL program and the other is a wonderful program based on “The Twilight Zone” episodes highlighting social justice issues. The 2nd-3rd and 4th-5th graders are also using social justice curriculum and each of these classes has chosen this season’s social justice project. They are the following:

2nd-3rd Grade Class Book Drive: The 2nd-3rd graders decided to hold a book drive for their social justice project. This book drive is on behalf of the "Treehouse" in West Seattle which supports foster children. The children are encouraging congregants to bring beloved books to share with the foster children – books that remind you of UU principles or convey a message that is important to them. This drive is being held from November 12 through December 10th. The box for donated books is in the foyer by the Greeter's Table as you walk in. The Treehouse, located in West Seattle, helps 7,000 youth in foster care each year through programs that help them succeed in school, fulfill key material needs and provide important childhood experiences. Each morning, nearly 9,000 children in foster care in Washington State wake up to unfamiliar surroundings. In foster care, they are safe from physical harm and dangerous neglect, but they are far from out of the woods socially, emotionally and academically. The Treehouse Warehouse is a free store where youth in foster care and their caregivers can shop for high quality items including books.

4th-5th Grade Class West Seattle Food Bank Drive: The 4th-5th graders decided to hold a food drive for their social justice project. This food drive is on behalf of the West Seattle Food Bank. The bins are located in the foyer by the Greeter's Table from November 12th through December 3rd.

OWL: We have nine children in the Middle School OWL this year. Parents are grateful that we are holding this class during service as they feel strongly that coming to church more than once a week is too difficult. This class meets from 10:30-noon nearly every Sunday for this entire year with the exception of holidays and school breaks. It is a huge time commitment and the children are demonstrating a real dedication to this class. The children have been bonding with our amazing volunteer teachers and that has been extremely exciting. This is an important time in these children's lives and such an important social justice program!

Chalice Chapels: This year's Chalice Chapels' theme is diversity. I have a wonderful team working with me on these Chalice Chapels. We held our third Chalice Chapel with John Britt on Sunday, November 26th for 20 children. It focused on an amazing stove invented for use in Africa that uses native seeds as fuel. This fuel makes life much easier for the girls and women responsible for

gathering fuel. It is also much easier on the environment, and enables girls to go to school. We are offering 10 Chalice Chapels this year. Chalice Chapels are held in lieu of RE classes as a single RE class for

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children over 5 years through 12 year olds. Our next Chalice Chapel will be held on December 10th with Alice Britt and Kathy and Jonathan Rawle teaching on “Getting Out the Vote.” It will include a wonderful art component.

Multigenerational Services: We will be holding two all-generation services in December. One will be held on the 17th with a Season of Renewal theme focused on love. The children and youth will be participating in this service led by Margo, Alex and Bert. It will be steeped in UU principles and sources. On the 24th we will hold our Family Christmas Eve service at 10:30 am. Because Christmas Eve is on a Sunday there will not be an evening family service. This will be a pageant based on the Newberry-award winning story “Last Stop on Market Street,” by Matt de la Peña. The pageant will have the children in costumes, and is a heart-warming story of giving, love, caring and community, with extensive participation by children and youth.

ASL Interpreter: The Lane-Cummings have hired an ASL language interpreter for two upcoming services. We will have ASL Language Interpretation on Sunday, December 17th and the 24th. We will be reserving the entire left front pew (stage right) for both services with signs indicating that the pew is “Reserved for those using Sign Language Interpreters.”

Youth Group: We have 18 youth in Youth Group this year! The Youth Group is very strong, active and important at Westside. Their annual major fundraiser – the selling of wreaths and greens – is done and the youth raised over \$600 for the youth group.

Coming of Age: Shelley Webb, Steve Burrows and John Monahan are the teachers for this important year-long class for 9th graders. Mentors have been selected for the youth participants from our congregants who will be working with the youth to help them discern and articulate their credo - what matters to

them - and uncovering ways to live out their credo. The Coming of Age credo dinner will be held on Sunday, May 6th.

RE Council: The RE Council will meet on Sunday, December 10th. Most of the RE Council are teachers in RE for children or the youth group so these nine members are very active, involved congregants! Cara Mathison has just joined the RE Council! We continue to look for one more RE Council member.

Stories for All Ages: I'm pleased to be working with a strong team of tellers with many styles and voices. They bring a wonderfully diverse range of stories to the congregation each Sunday. I have storytellers scheduled through the end of January 2018.

Photographers for RE: Two professional photographers are helping document RE and our congregation's activities over the course of the year: Jonathan Rawle and Ted Iserman. They are taking photos both for the website and the June 10th celebration, during service, of RE and volunteers and Westside.

Administrator Report to Board December 2017

Membership: No change in membership this month.

Business License: In the process of Allan trying to open a new account at Sound Credit Union we learned that our Business License was no longer valid. Apparently they never got our address update when we moved here in 2010 and closed the account. I have re-applied and we should hear from them soon so that we can proceed with Sound Credit.

Sunday Morning Attendance

Date
Speaker
Attendance

11/12/17
Alex
110

11/19/17
Praise Service
92

11/26/17
97

12/3/17
110

12/10/17

115

Kitchen Coordinator Position: Madison now has control of the Sign Up account and is managing volunteers. Unfortunately there are many holes in the schedule. I am sending out some direct emails asking congregants if they will join the team. I hope to add the kitchen supply duties to Madison's position soon and Kerry Jones is asking to be relieved of the duty of shopping for coffee and tea supplies and keeping the creamers stocked each week. A thank you to Kerry from the board would be great. She's been doing this for many years.

Holiday Decorations: I recruited a great group of willing souls to decorate the sanctuary. I am so grateful for their help. The Monday morning Covenant Group will help me put away the décor in the week following Christmas.

Communications – The communications group had another productive meeting last Sunday. There will be some changes to eNews coming. The intention is to shorten the document and highlight mostly what is happening in the coming week and the large congregational events. They also intend to rename it :) More information will be held on the website with links from eNews. Mark Mackay joined the group and is drafting some guidelines for us that we can use to help those making submissions.

Thank You – I suggest a thank you to Jerry Halsey who has taken on the role of lead money counter on Sunday mornings. It is so helpful to have a dedicated volunteer in this position and he's doing a great job.

No action items for me this month.

In loving community,

Shannon

WSUU Congregation - Seattle WA

FY2017-18 Treasurer's Report - Summary

As of: **November 30, 2017**

BANK ACCOUNT BALANCES	Current Mo.	Prior Mo.	Change
Operations Checking #7545	\$ 19,825.27	\$ 30,953.55	\$ (11,128.28)
Operations Savings #2060	7,107.91	7,107.73	0.18
Funds for Operations	\$ 26,933.18	\$ 38,061.28	\$ (11,128.10)
Building Fund Chkg #2052	\$ 8,172.68	\$ 8,172.68	\$ -
Building Fund Savings #2078	78,763.82	78,761.88	1.94
Elevator Fund Savings #5261	48,817.69	47,815.70	1,001.99
Building Funds	\$ 135,754.19	\$ 134,750.26	\$ 1,003.93

BALANCE SHEET REPORT	
Assets	
Church Building & Land (book value)	\$ 1,031,624
Cash - Operations Funds	27,183
Cash - Building Funds	135,754
Other Assets	25,501
Total Assets	\$ 1,220,063
Liabilities	
Loan fm UUA	\$ 471,334
Loan fm Pacific Northwest Growth Fdtn	71,037
Other Current Liabilities	5,330
Dedicated Fund Balances	19,721
Total Liabilities	\$ 567,422
Congregational Equity	
Beginning of FY Equity	642,021
YTD Change in Equity	10,620

	% thru Year:		Actuals-YTD	%	Budget-YTD	B/(W) v Bgt
	42%					
BUDGET SUMMARY						
Income						
Pledges	\$	152,515	51%	\$	140,256	\$ 12,259
Plate Collections		8,726	35%		10,000	(1,275)
Other Donations		7,227	35%		8,375	(1,148)
Fund Raising		1,085	2%		1,200	(115)
Affiliations		682	31%		925	(243)
Program Income		6,806	47%		10,884	(4,078)
Rentals		20,266	39%		21,295	(1,029)
Total Income	\$	197,307	41%	\$	192,935	\$ 4,372
Expenses						
Ministry	\$	47,484	44%	\$	45,091	\$ (2,393)
RE Program		34,763	39%		38,495	3,732
Music Program		28,931	42%		29,314	383
Administration		19,914	41%		20,293	379
Staff Benefits		1,262	44%		1,396	135
UU Dues		9,202	65%		8,211	(991)
Operations		8,006	33%		10,276	2,270
Committees		5,330	39%		6,970	1,640
Fundraising Exp		1,635	17%		1,250	(385)
Utilities		6,588	31%		9,752	3,165
Loans		19,738	42%		19,740	2
Taxes & Fees		1,076	46%		1,175	99
Facility Exp		9,510	38%		10,414	904
Total Expenses	\$	193,439	40%	\$	202,377	\$ 8,938
Overall YTD Cash Flow:	\$	3,869				

13-Month Detailed Treasurer's Report

As of: November 30, 2017						% Thru Year: 42%	
Account #	Account Name	Curr Mo Activity	YTD Balance	FY17-18 Budget	YTD %ofBgt	Over Budget	Notes
GENERAL FUND INCOME							
Pledging							
4.100.100	Pledges - Current Year Income	19,804.65	144,571.13	292,925.00	49%	-	
4.100.105	Pledges - New Members & Additional	-	-	-	0%	-	
4.100.110	Pledges - Prior Year Income	-	7,944.00	3,338.00	238%	4,606.00	
	Total Pledges	19,804.65	152,515.13	296,263.00	51%	4,606.00	
Other Donations							
4.100.135	Give Big (Non-pledge gifts and stretch dollars)	-	24.81	-	0%	24.81	
4.100.140	Contributions - Sunday WSUU	1,342.55	6,312.57	16,664.00	38%	-	
4.100.141	Contributions - Sunday WSUU Minister Discretion	-	-	667.00	0%	-	
4.100.142	Contributions - Sunday WSUU Kitchen/Hospitality	-	-	334.00	0%	-	
4.100.143	Contributions - Sunday WSUU Youth Programs	-	-	667.00	0%	-	
4.100.150	Contributions Sunday Charities	660.51	2,412.93	6,670.00	36%	-	
4.100.155	Endowment Fund Transfers IN	-	-	-	0%	-	
4.100.160	Special Gifts & Campaigns	502.00	2,202.00	8,400.00	26%	-	Gifts in Honor of Lewis
4.100.244	Elevator Fund Donations	-	5,000.00	12,000.00	42%	-	
	Total Other Donations	2,505.06	15,952.31	45,402.00	35%	24.81	
	Total Pledge and Other Donations	\$ 22,309.71	\$ 168,467.44	\$ 341,665.00	49%	\$ 4,630.81	
Fund Raising							
4.100.243	Other Major Fundraising Event	-	-	4,509.00	0%	-	
4.100.245	Auction Income	300.00	1,050.00	44,000.00	2%	-	events
4.100.247	Raise the Paddle Income	-	-	15,000.00	0%	-	
4.100.249	Art & Garden Show Income	-	-	-	0%	-	
4.100.250	Rummage & Book Sale Income	-	-	1,000.00	0%	-	
4.100.257	Misc. Fundraising Income	-	35.00	500.00	7%	-	
	Total Fund Raising Income	300.00	1,085.00	65,009.00	2%	-	
Merchants Income							
4.100.200	PCC Scrip GF Income	-	-	-	0%	-	
4.100.210	E Scrip GF Income	4.74	18.71	60.00	31%	-	
4.100.211	Amazon Rebate Income	129.26	663.48	2,160.00	31%	-	
	Total Merchants Income	134.00	682.19	2,220.00	31%	-	
Program and Misc Income							
4.100.220	Coffee Income	58.72	431.44	995.00	43%	-	
4.100.221	Music Fund Transfers IN	-	-	-	0%	-	
4.100.222	Music Fundraising and Donations	670.00	770.00	2,200.00	35%	-	Pie Sale
4.100.223	Music Programs Income	-	-	3,936.00	0%	-	
4.100.240	Interest Income	0.18	0.72	9.00	8%	-	
4.100.241	Board Designated Fund Transfers to GF	-	1,000.00	1,000.00	100%	-	
4.100.242	Building Fund Transfer IN	-	-	-	0%	-	
4.100.251	Social & Envir. Justice Fundraising	-	-	-	0%	-	
4.100.255	Common Quest Income	39.25	169.12	300.00	56%	-	donations for classes
4.100.256	RE Non-Member Fees	-	-	500.00	0%	-	

13-Month Detailed Treasurer's Report

As of: **November 30, 2017**

% Thru Year:	42%
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Account #	Account Name	Curr Mo Activity	YTD Balance	FY17-18 Budget	YTD %ofBgt	Over Budget	Notes
4.100.258	RE Fund Transfers IN	-	-	-	0%	-	
4.100.259	RE Fundraising & Donations	572.00	672.00	1,500.00	45%	-	Soup Lunch
4.100.260	OWL Registration Fees	-	1,750.00	1,500.00	117%	250.00	
4.100.261	RE Youth Group Fund Transfers IN	-	-	-	0%	-	
4.100.262	RE Youth Group Fundraising & Gifts	1,556.00	2,013.00	1,900.00	106%	113.00	Greens Income
4.100.263	OWL Fund Transfers IN	-	-	715.00	0%	-	
4.100.264	RE Coming of Age Program Fees	-	-	-	0%	-	
4.100.265	Ministerial Intern Inc	-	-	-	0%	-	
4.100.267	Minister Search Fund Transfers IN	-	-	-	0%	-	
4.100.268	Web Development Fund Transfers IN	-	-	-	0%	-	
4.100.270	Building Maintenance/Janitorial transfer IN	-	-	-	0%	-	
Total Program and Other Income		2,896.15	6,806.28	14,555.00	47%	363.00	
Rentals							
4.100.300	Cell Tower Rental & Elec Reimb	1,137.78	5,688.90	13,656.00	42%	-	
4.100.302	Cell Tower Electricity Reimb True-up	-	-	950.00	0%	-	
4.100.305	Rental Income - Single Events	415.00	662.50	2,500.00	27%	-	recital
4.100.310	Leases Income- Pre School	2,606.00	13,030.00	32,832.00	40%	-	
4.100.311	Donations- Service Groups Meeting at WSUU	110.00	885.00	2,220.00	40%	-	
Total Rental Income		4,268.78	20,266.40	52,158.00	39%	-	
TOTAL GENERAL FUND INCOME		\$ 29,908.64	\$ 197,307.31	\$ 475,607.00	41%	\$ 4,993.81	
GENERAL FUND EXPENSES							
Minister Position							
5.100.100	Minister Housing Allow Exp	3,500.00	17,000.00	41,500.00	41%	-	
5.100.101	Minister Salary Exp	3,627.00	18,512.17	42,970.00	43%	-	
5.100.105	Minister Medical Ins Exp	32.30	920.75	3,796.00	24%	-	
5.100.106	Minister Group Term Life Ins Exp	37.13	185.65	436.00	43%	-	
5.100.107	Minister Long Term Disability Ins Exp	84.00	420.00	983.00	43%	-	
5.100.110	Minister Retirement Exp	706.00	3,524.00	8,466.00	42%	-	
5.100.115	Minister-FICA Exp	302.00	1,586.68	3,652.00	43%	-	
5.100.125	Minister's Professional Exp	-	4,859.80	6,500.00	75%	-	
Total Minister Compensation		8,288.43	47,009.05	108,303.00	43%	-	
5.100.102	Minister Moving Exp	-	-	-	-	-	
5.100.120	Minister's Sabbatical Exp	-	-	-	-	-	
5.100.126	Minister Installation Exp	-	-	-	-	-	
5.100.127	Minister Economic Impact Support Exp	-	-	-	-	-	
5.100.128	Minister Search Exp	475.00	475.00	-	-	475.00	Fee to district for next search
5.100.130	Ministerial Intern Exp	-	-	-	-	-	
5.100.303	Minister Search Fund Transfers OUT	-	-	-	-	-	
Total Additional Minister Exp		475.00	475.00	-	-	475.00	
Total Cost of Minister Exp		\$ 8,763.43	\$ 47,484.05	\$ 108,303.00	44%	\$ 475.00	
Children and Youth RE Ministry							
5.100.150	RE Director Salary Exp	4,950.00	24,750.00	59,400.00	42%	-	

13-Month Detailed Treasurer's Report

As of: **November 30, 2017**

% Thru Year:	42%
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Account #	Account Name	Curr Mo Activity	YTD Balance	FY17-18 Budget	YTD %ofBgt	Over Budget	Notes
5.100.153	RE Director Group Term Life Ins Exp	-	-	-	-	-	-
5.100.154	RE Director Long Term Disability Ins Exp	-	-	-	-	-	-
5.100.155	RE Director Medical Ins Exp	-	-	-	-	-	-
5.100.158	RE Director FICA Exp	359.75	1,817.68	4,544.00	40%	-	-
5.100.160	RE Director Retirement Exp	458.00	1,832.00	5,500.00	33%	-	-
5.100.165	RE Director Professional Exp	720.00	2,320.00	3,500.00	66%	-	-
	Total RE Director Compensation	6,487.75	30,719.68	72,944.00	42%	-	-
5.100.161	RE Lead Youth Advisor Exp	333.00	333.00	333.00	100%	-	-
5.100.162	RE Story Time Toddler Teacher Exp	-	-	-	-	-	-
5.100.163	RE Nursery Lead Teacher Exp	160.00	760.00	2,060.00	37%	-	-
5.100.164	RE Nursery Assisstant Exp	160.00	570.00	1,390.00	41%	-	-
5.100.168	RE Program Assisstant Exp	450.00	697.50	3,570.00	20%	-	-
5.100.169	RE Summer Coordinator Exp	-	810.00	810.00	100%	-	-
5.100.170	Childcare Exp	-	192.50	840.00	23%	-	-
	Total RE Staff Exp	1,103.00	3,363.00	9,003.00	37%	-	-
5.100.151	RE Youth Leadership Development Exp	-	-	-	-	-	-
5.100.152	RE OWL Leadership Development Exp	265.00	-	1,500.00	0%	-	-
5.100.166	RE Leader Training Exp	-	-	-	-	-	-
5.100.167	RE Teacher Appreciation Exp	-	-	-	-	-	-
	Total RE Training Expense	265.00	-	1,500.00	0%	-	-
5.100.131	RE OWL Programs Exp	-	(62.00)	715.00	-9%	-	-
5.100.132	RE High School Youth Programs Exp	167.00	232.00	900.00	26%	-	-
5.100.133	RE Middle School Youth Programs Exp	-	60.00	-	-	60.00	-
5.100.134	RE Operational Exp	47.44	450.55	2,350.00	19%	-	-
5.100.135	RE Middle School Scholarships Exp	-	-	-	-	-	-
5.100.136	RE High School Youth Scholarships Exp	-	-	1,000.00	-	-	-
5.100.171	RE Program Support Exp	-	-	-	-	-	-
5.100.172	RE Curricula Exp	-	-	500.00	0%	-	-
5.100.225	RE Fund Transfers OUT	-	-	-	-	-	-
5.100.227	RE Youth Group Fund Transfers OUT	-	-	-	-	-	-
5.100.229	RE OWL Fund Transfers OUT	-	-	-	-	-	-
	Total RE Operational	214.44	680.55	5,465.00	12%	60.00	-
	Total RE Ministry Exp	\$ 8,070.19	\$ 34,763.23	\$ 88,912.00	39%	\$ 60.00	

Music Ministry

Total Cost of Music Director

5.100.185	Music Dir Salary Exp	3,416.00	15,871.70	37,533.00	42%	-	-
5.100.186	Music Dir Medical Ins Exp	-	-	-	-	-	-
5.100.187	Music Dir Retirement Exp	-	1,146.38	3,456.00	33%	-	-
5.100.188	Music Dir FICA Exp	239.30	1,192.19	2,868.00	42%	-	-
5.100.190	Music Dir Professional Exp	-	3,638.23	3,300.00	110%	338.23	-
5.100.200	Music Dir Group Term Life Ins Exp	-	-	-	-	-	-

13-Month Detailed Treasurer's Report

As of: November 30, 2017							% Thru Year: 42%	
Account #	Account Name	Curr Mo Activity	YTD Balance	FY17-18 Budget	YTD %ofBgt	Over Budget	Notes	
5.100.205	Music Dir Long-Term Disability Ins Exp	-	-	-	-	-	-	
	Total Cost of Music Director	\$ 3,655.30	\$ 21,848.50	\$ 47,157.00	46%	\$ 338.23		
5.100.193	Music Sunday Service Pianist Exp	375.00	1,915.00	4,875.00	39%	-		
5.100.195	Music Percussionist Exp	270.00	1,350.00	3,120.00	43%	-		
5.100.197	Music Chorale Rehearsal Pianist Exp	170.00	510.00	1,530.00	33%	-		
5.100.198	Music Bassist Exp	100.00	300.00	900.00	33%	-		
5.100.199	Music Administrator Exp	-	-	-	-	-		
	Total Other Music Staff	915.00	4,075.00	10,425.00	39%	-		
5.100.191	Music Purchase Exp	58.00	277.25	400.00	69%	-		
5.100.192	Music Equipment Maint Exp	-	200.00	600.00	33%	-		
5.100.194	Music Programs Exp	-	-	3,936.00	0%	-		
5.100.196	Music Council Fundraising Exp	-	-	100.00	0%	-		
5.100.201	Music Equipment Purchase Exp	-	-	-	-	-		
5.100.202	Music Marketing Exp	-	-	-	-	-		
	Total Other Music Expenses	58.00	477.25	5,036.00	9%	-		
	Total Music Ministry Exp	\$ 4,628.30	\$ 26,400.75	\$ 62,618.00	42%	\$ 338.23		
Administrative Staff Support								
5.100.173	Congr Admin Group Term Life Ins Exp	-	-	-	-	-		
5.100.174	Congr Admin Salary Exp	3,443.00	16,882.64	41,310.00	41%	-		
5.100.175	Congr Admin Medical Ins Exp	-	-	-	-	-		
5.100.176	Congr Admin Retirement Exp	311.00	1,555.25	3,735.00	42%	-		
5.100.177	Congr Admin FICA Exp	263.39	1,291.52	3,160.00	41%	-		
5.100.230	Congr Admin Long Term Disability Ins Exp	-	-	-	-	-		
5.100.231	Congr Admin Professional Exp	-	109.91	500.00	22%	-		
	Total Cost Congr Administrator	4,017.39	19,839.32	48,705.00	41%	-		
5.100.180	Bookkeeper Sal Exp Bud	-	-	-	-	-		
5.100.183	Bookkeeper FICA Exp	-	-	-	-	-		
	Total Administration Staff Exp	-	-	-	-	-		
5.100.216	Janitorial/Custodian Wages Exp	-	75.00	-	-	75.00		
	Total Other Support Staff	-	75.00	-	-	75.00		
Additional Employee Benefits								
5.100.178	Labor & Industries Ins Exp	-	1,013.61	2,200.00	46%	-		
5.100.182	Employee Assistance Prog Exp	-	-	-	-	-		
5.100.184	Part time Empl FICA SS Exp	64.65	247.89	667.00	37%	-		
	Total Additional Employee Benefits Exp	64.65	1,261.50	2,867.00	44%	-		
UU Organizations Dues Expense								
5.100.300	Partner Church Dues Exp Bud	-	-	150.00	0%	-		
5.100.310	UUSC Dues Exp Bud	-	-	250.00	0%	-		
5.100.320	UUA Dues Exp Bud	3,210.00	6,420.00	9,630.00	67%	-		
5.100.330	PNWD Dues Exp Bud	2,782.00	2,782.00	4,173.00	67%	-		
	Total UU Organizations Dues Exp	5,992.00	9,202.00	14,203.00	65%	-		
Operational Expenses								

13-Month Detailed Treasurer's Report

As of: **November 30, 2017**

% Thru Year:	42%
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Account #	Account Name	Curr Mo Activity	YTD Balance	FY17-18 Budget	YTD %ofBgt	Over Budget	Notes
5.100.450	Telephone/Cable/Internet	223.67	1,089.72	2,520.00	43%	-	
5.100.460	Web Hosting Exp	-	103.39	216.00	48%	-	
5.100.470	Web Maintenance Exp Bud	-	-	100.00	0%	-	
5.100.475	Technology Management	-	142.17	1,200.00	12%	-	
5.100.480	Office Expenses	14.19	245.69	1,200.00	20%	-	
5.100.481	Postage Exp Bud	-	110.00	456.00	24%	-	
5.100.482	Printing / Copying	407.36	2,149.73	4,896.00	44%	-	
5.100.483	Constant Contact Email Service	-	-	372.00	0%	-	
5.100.484	Marketing and Advertising	-	19.00	100.00	19%	-	
5.100.485	Endowment Fund Transfers OUT	-	-	-	-	-	
5.100.520	Banking & Credit Card Fees e.g.Vanco	235.61	1,274.19	5,400.00	24%	-	
5.100.550	Liability Insurance Exp Bud	(766.00)	2,872.50	7,000.00	41%	-	<i>dividend for good safety record</i>
5.100.742	Memorial Expenses	-	-	-	-	-	
5.100.900	Txfs to Operations Reserve Fund	-	-	935.00	0%	-	
Total Operational Exp		114.83	8,006.39	24,395.00	33%	-	
Committees Expenses							
5.100.222	Coffee and Other Kitchen Exp	-	437.97	1,151.00	38%	-	
5.100.710	Membership Exp Bud	-	146.00	500.00	29%	-	
5.100.725	Worship Council Expense Budget	-	1,294.40	3,225.00	40%	-	
5.100.726	AV Tech Expense	480.00	2,400.00	6,120.00	39%	-	
5.100.727	AV Equipment & Maintenance	-	129.92	300.00	43%	-	
5.100.754	Partner Church Program Exp	-	-	150.00	0%	-	
5.100.755	Orion Expense	-	-	-	-	-	
5.100.756	Social Action Expense	-	-	-	-	-	
5.100.757	Sunday Morning Contrib to Charity	660.50	2,897.75	6,670.00	43%	-	
5.100.758	Minister Discretionary Fund	-	200.00	667.00	30%	-	
5.100.759	Board Discretionary Fund	-	293.48	1,000.00	29%	-	
5.100.800	All Congr Social Events	-	60.00	350.00	17%	-	
5.100.829	Common Quest Exp	-	-	-	-	-	
Total Committees Exp		1,140.50	7,859.52	20,133.00	39%	-	
Fundraising Expenses							
5.100.818	Other Major Fundraising Event Exp	-	-	1,250.00	0%	-	
5.100.819	Raise the Paddle Purchase Exp-GF	-	-	-	-	-	
5.100.820	Auction Expense	1,135.00	1,635.00	8,500.00	19%	-	<i>software, special occas license, logo design</i>
5.100.821	Rummage Sale Expense	-	-	-	-	-	
5.100.822	Canvass Expense	-	-	-	-	-	
5.100.823	Misc. Fundraising Exp Bud	-	-	-	-	-	
5.100.825	Art and Garden Show Expense	-	-	-	-	-	
Total Fundraising Exp		1,135.00	1,635.00	9,750.00	17%	-	
Rentals Expenses							
5.100.305	Facilities Rental Exp - single events	75.00	135.00	475.00	28%	-	
Total Rentals Exp		75.00	135.00	475.00	28%	-	

13-Month Detailed Treasurer's Report

As of: November 30, 2017							
Account #	Account Name	Curr Mo Activity	YTD Balance	FY17-18 Budget	% Thru Year: 42%	Over Budget	Notes
Facility Expenses							
5.100.452	Security Alarm System	-	287.00	450.00	64%	-	
5.100.453	Electricity - SCL	1,277.47	4,034.68	10,500.00	38%	-	
5.100.454	Water/Sewer - SPU	-	566.45	2,500.00	23%	-	
5.100.455	Waste/Recycling/Green	226.86	1,056.45	2,710.00	39%	-	
5.100.456	Gas - PSE	194.69	642.92	5,000.00	13%	-	
	Total Utility Expenses	1,699.02	6,587.50	21,160.00	31%	-	
5.100.650	Loan Debt Service - UUA	3,287.66	16,438.30	39,456.00	42%	-	
5.100.655	Loan Debt Service - PNW Growth Fdtn Exp	659.96	3,299.80	7,920.00	42%	-	
	Total Loan Expenses	3,947.62	19,738.10	47,376.00	42%	-	
5.100.457	Annual City/County/State Fees	-	1,076.06	2,350.00	46%	-	
	Total City/County Fees	-	1,076.06	2,350.00	46%	-	
5.100.451	Janitorial Supplies	335.58	909.60	2,000.00	45%	-	
5.100.458	Landscaping Exp	-	191.12	300.00	64%	-	
5.100.459	Building Maint Supplies & Small Labor	44.67	474.58	2,500.00	19%	-	
5.100.461	Building Capital Reserve Exp-GF	-	-	-	-	-	
5.100.462	Building Maint/Janitorial Txfs OUT	-	-	-	-	-	
5.100.463	Elevator Fund Reserve Exp	-	5,000.00	12,000.00	42%	-	
5.100.471	Janitorial Service	630.00	2,800.00	7,560.00	37%	-	
	Total Repair and Maintenance	1,010.25	9,375.30	24,360.00	38%	-	
	Total Facility Exp	\$ 6,731.89	\$ 36,911.96	\$ 95,721.00	39%	\$ -	
TOTAL GENERAL FUND EXPENSES							
		\$ 40,658.18	\$ 193,438.72	\$ 475,607.00	41%	\$ 948.23	
Income less Expenses							
		\$ (10,749.54)	\$ 3,868.59	\$ -		\$ 4,045.58	

Fund Balances Report

As of: November 30, 2017				
Fund Acct	Fund Balances	Curr Balance	Mo. Change	Notes/Explanation
3.202.100	Building Maintenance/Janitorial Fund Balance	962.50	-	
3.301.100	Minister's Sabbatical FB	-	-	
3.302.100	Minister's Discretionary FB	179.77	(1,223.23)	
3.303.100	Minister Search Fund Balance	6,802.87	1,322.87	
3.304.100	Gifts to be Designated by Board FB	-	-	
3.305.100	Undesignated Donations FB	1,163.27	106.16	<i>Brancati Memorial Exp - donated by friends</i>
3.306.100	Board Discretionary Fund Balance	-	-	
3.310.100	Conference Scholarship FB	596.21	-	
3.321.100	Miscellaneous Grants	160.33	-	
3.336.100	Financial Help for Members	-	-	
3.345.100	Hymnals FB	98.71	-	
3.348.100	Directories Fund Balance	-	-	
3.350.100	Music FB	318.53	-	
3.355.100	WSUU Sponsored Events Balance	-	-	
3.360.100	Youth Group FB	3,615.11	-	
3.370.100	OWL Fund Balance	715.10	-	
3.380.100	Religious Ed Misc FB	1,500.00	-	
3.381.100	DRE Search Fund Balance	-	-	
3.385.100	Raise the Paddle FB	114.34	-	
3.390.100	Art and Aesthetics Fund Balance	2,929.50	-	
3.395.100	Orion Fund Balance	-	-	
3.400.100	Endowment FB	55.00	-	
3.405.100	Little Free Library Balance	40.00	-	
3.500.100	PCC Card FB	-	-	
3.600.100	Website Development Balance	-	-	
3.800.100	Charitable Giving FB	-	-	
3.805.100	Food Bank FB	-	-	
3.815.100	Partner Church FB	100.00	-	
3.835.100	Community Meal Trust Fund Balance	369.87	-	
Total Dedicated Funds		\$ 19,721.11	\$ 205.80	

BUILDING FUND ACTIVITY	
	Activity
Building Fund Checking	
Beginning Balance	\$ 8,172.68
Inflows	-
Outflows	-
Ending Balance	\$ 8,172.68
Building Fund Savings	
Beginning Balance	\$ 78,753.91
Inflows	-
Outflows	-
Interest Earned YTD	9.91
Ending Balance	\$ 78,763.82
Elevator Fund Savings	
Beginning Balance	\$ 42,808.22
Inflows	6,000.00
Outflows	-
Interest Earned YTD	9.47
Ending Balance	\$ 48,817.69
Total Building Fund	
	\$ 135,754.19
Beginning of Year Balance	129,734.81
YTD Changes	6,019.38
% Improvement/(Draw Down)	5%