

Westside Unitarian Universalist Congregation Board Meeting January 17 2018

The meeting took place in the Westside office. Present were Patti McCall, John Britt, Jill Jackson, Scott Iverson, Alex Holt, Shannon Day, Jean Mendel, Judi Finney, Allan Lang and David Cycleback

John Britt came to talk about the Discernment Team. In preparation in the process of ultimately picking a new Minister, he is taking the first step in picking the Discernment Team. The Discernment Team reviews all applications submitted by WSUU members and picks from those nominees who are interested in serving on the Ministerial Search Team (MST). He discussed that the Discernment Team will be picking the members, getting them together, then having them pick the Ministerial Search Team (MST). The Discernment Team picks all the members on the MST.

The congregation will have to vote on the final 7 picks on an up or down vote. Thus, there will have to be a congregational meeting. Notice will be sent out.

Reverend Nancy Bowen, Westside's partner in the search for a new minister, will be coming to Westside in the the near future.

Jill moved that the December 2017 minutes be approved as corrected and Jean seconded. It was passed unanimously.

TREASURER'S REPORT

Allen said there was nothing new to add to the report (attached).

We are ahead on pledges.

Federal Tax changes may affect pledging in the future. The collection plate takes are down.

We have \$51,000 in the elevator. The viability of an elevator or lift being placed in a front stairwell is being investigated. This would mean one stairwell would have to be removed.

The congregation is all signed up at Sound Credit, where money has been transferred.

STAFF REPORTS

No action items

ADMINISTRATOR'S REPORT

Shannon said the office needs a new computer hard drive. She would like expert help looking into that.

OLD BUSINESS

Judi reported on the accessibility team. The electrical leak is being looked into.

Judi said the helping hand committee has been disbanded. However, Alex said there will be a version of it for next year.

The board discussed the course on active shooter response/safety. Judi reported that there is a seminar. There is also a three part video.

There was discussion of the social hall table organization.

AUCTION UPDATE

Viv Monahan sent an update to the board. The raise the paddle will be used for general fund. The raise the paddle will not be included as a line item in future budgets.

The board discussed the Discernment Team/Minister Search Team process. The board reiterated that the DST picks all seven people. Patti said she will send out information of the process to the entire congregation.

The board discussed the upcoming mid year report; what will be discussed, etc. There will be a video of Rev. Bowen and that will have to be set up.

Thank you notes were signed, and the meeting ended at 8:45pm

INTERIM MINISTER'S REPORT TO BOARD OF TRUSTEES

January 13, 2018

Dear Board and staff,

I had hoped to give you an update on the Worship Council retreat happening later today but this was running way too late. Here is my report and with no action items.

Worship Council has its annual retreat today (Saturday) facilitated by John Britt. John has spent many hours working with Lisa and myself along with conversations with everyone on Worship Council. I have made some recommendations for clarification of duties and logistics for Sunday mornings. I know others have as well. Our main responsibility is to create professionally run and managed Sunday morning services that everyone can be proud of in execution and performance.

Our intern Margo Rinehart will have her half year assessment this next week. She has certainly become an important part of Westside and her sermons, reports, and her recent column in the e-news have all been good examples of her skills and gifts of ministry. Although this is not an action item I will recommend this spring that Westside try to budget an intern position for next fiscal year. Margo tells me that there are few UU students at Seattle U ready for internships next year but we have a few students who may be interested from other seminaries.

The Common Quest Adult RE program is addressing how it will be shaped in coming months and years. Several people are on the committee (Kerrie and Charlotte to name two) and Theresa McCormick has 'retired' from her role as the personification of Common Quest. I am working with the Common Quest team to find ways for future registration, class offerings,

teacher recruitment, etc. can take place with as much simplicity and electronic media use as possible.

I have started a class/group called “Making Friends with Aging and Death” and we had 21 people sign up. This is a bit unwieldy so we are working through the challenges of creating two groups – one for first Sundays each month and the other at another ‘best time’. We’re using a book called “The Five Invitations” that is a very thoughtful approach to explore our issues and emotions regarding aging and death.

I am stepping up my roles in the Pastoral Associates team for outreach to those who need pastoral care. That will continue to evolve in coming months.

I will be attending a UUMA “Excellence in Ministry” conference in Tampa, Florida January 22-26. We are expected to sign up for one workshop during the week and my choice was the one of Stewardship and money in congregations. There were other workshops but I think this one will be the most useful for Westside and wherever I go next.

There have been multiple conversations by my UUMA colleagues on Facebook with the question of whether congregations have been affected by the last year in the US. What we and others noticed was a bump in attendance last year after the election and then back to a steady-state. Many of our churches are struggling with budget and volunteer issues. Attendance seems more-or-less on a plateau for congregations in the West (as one example). Attendance here at Westside has gone down somewhat in the past year. Traditionally, regular attendance stays steady or drops by 5-10% in interim ministry congregations. Volunteers for church activities like the kitchen (as one example) are down in the last year and probably longer. I have three mentees back East and all three of their congregations are having difficulty with volunteering. The same seems to be true at congregations with excellent settled ministers. This is probably at least partly due to people

having very busy lives. The budget difficulties appear to be less significant here at Westside compared to many of our congregations. There's a fundamental agreement among ministers and in the UUA that there's a huge shift in what 'church' means and how we respond to the crises that bring people to our congregations.

I had suggested last summer that it was likely Westside UU would go through an intense year with many emotional or 'church' issues coming to the surface. This is very common after a search process hasn't worked out. I think Lewis' death last fall changed the dynamics here when people were looking out for each other and Lewis' family. I think there's still anxiety in the system about getting a good settled minister and the many changes in the past 3 or so years. Our roles as non-anxious leaders will be very important as we move forward.

I was delighted to hear that the various accessibility projects are moving forward. There's conversation about the elevator/lift project moving forward with estimates and basic designs in the pipeline. John Monahan and others are exploring options to have a removable ramp for people to reach the stage if they are (for example) wheelchair bound. A part of the accessibility project is to explore other sites for Westside UU to move to in the West Seattle-White Center area in the future. Nothing seems available at this point but there's still conversation about what to do with this property. I expect that members of the congregation will be very interested in the status of the accessibility projects for the half-year report.

I am working with the Congregational Concerns team to develop a process for resolution of interpersonal disagreements. The Covenant of Right Relations is an excellent document but we realize we needed to flesh out the steps people have to resolve disagreements within the system. I have been in contact with a colleague – Carol McKinley in Olympia – who is a specialist in such things to create a new model of dispute resolution we might use here.

In January and March I have very limited number of Sunday services. This is primarily due to guest speakers who will speak on social justice issues thanks to the hard work of the Social Justice Council. I hope next year we can plan such visitor speakers in advance so I can rely on roughly 3 Sundays a month in the pulpit. When we have an intern like Margo we will need to set aside probably one Sunday each month for their 'training' services. Lastly, we had a delightful Atonement service on New Years Eve with 40 or so attendees. They all seemed to love flash paper and atoning for words or actions we regretted in the past year. I should add a special thank you to the Deppe family and others who prepared the New Years Eve party. I attended part of it and people seemed to have a lot of fun.

Respectfully submitted,

Rev. Alex Holt, Accredited Interim Minister

Administrator Report to Board January 2018

January is the busiest month for a church administrator. Year end tax receipts for our congregants, w2s for our employees, 1099s for contractors, Congregational Certification due, Common Quest program launch for Winter. I hope to have all these extra tasks wrapped up before I leave for a mini-vacation to ski in the Methow Valley next week. Happy New Year!

Congregational Cert Data: Average Attendance 2017: 105 for adults waiting for data from

Cynthia about RE numbers, Membership 216, % people of color:4%, %LGBTQ: 16%

Business License: We now have an active business license and are thankfully in the “active but non-reporting” category.

Sunday Morning Attendance

Date	Speaker	Attendance
11/26/17	Alex	97
12/3/17	Margo	110
12/10/17	Alex	115
12/17/17	Multigen	116
12/24/17	Family xmas eve	93

12/24/17	Candlelight	Cancelled due to snow
12/31/17	Alex (No music/RE)	59
1/7/18	Margo	141

Kitchen Coordinator Position: Still working out the kinks here. Sent out email to all volunteers today explaining changes with staffing and encouraging volunteers to let us know if they don't want to help in the kitchen anymore. Small group of folks carrying the load right now.

Office Technology – The computers in the office are quite old. My CPU is 8 years old at least. I'm running Windows 7 and beginning to have some small issues. May be a good idea to look into next CPU soon before we have a failure. Cliff Houlihan will help with investigation. We have \$1050 remaining in the annual operating budget for technology. No approval required – just informative for board.

Communications – The communications group meets this Sunday. I will have updates next month.

Thank You – I suggest a thank you to Charlie Wilson who spent HOURS in the furnace fixing some broken parts. His efforts saved us thousands of dollars.

No action items for me this month.

In loving community,

Shannon

January 11, 2018

To: WSUU Board Members

From: Cynthia Westby, DRE

All is going very well! The 2017 year wrapped up with the December 24th Christmas Eve Family Service and we are diving into the new year. Happy New Year everyone! Here is my Board Report for January 2018.

All-generational Services:

Sunday, December 17th was our All-generation service on “Love.” There was an American Sign Language Interpreter for this service which was moving and exciting. We had children sharing their experience of the social justice projects in the 2nd-3rd and 4th-5th grades (the Treehouse book drive, and the West Seattle Food Bank drive). This was a lovely, touching service.

Sunday, December 24th was our Family Service Christmas Eve service. There was an American Sign Language Interpreter for this service also which was wonderful. Our pageant was based on the story “Last Stop on Market Street,” and provided every child with an opportunity to participate, in costume. Youth and children starred in telling the story as all our children helped act it out which was so moving. Evan Whitmore (a youth) was the narrator, Sarah Deppe, Tim Deppe, and Lexi Stritof played the other speaking roles in this Newberry award winning story. Marie Kaz created head pieces and wonderful additions to the costumes to make them winningly adorable. She also ensured all the costumes were fluffed, mended and ready to wear. I had a wonderful team of people to help make this pageant flow smoothly, including organizing and getting all the children into their costumes, handing out jingle bells, supervising the children handling the offering and candy cane distribution and so much more: Marie Kaz, Amy Hance-Brancati, Kasey Langley, David Cycleback and Margo Reinhart. Not to mention all the fabulous children who made this pageant so very memorable.

RE Classes: Our classes are going very well. The 2nd-3rd grade book drive on behalf of the "Treehouse" in West Seattle which supports foster children collected two large boxes of books for the Treehouse warehouse (a free "store" for foster children). The 4th-5th graders' food drive on behalf of the West Seattle Food Bank collected two large bins of food for the food bank. Both social justice projects were highly successful.

Earlier in December the 4th-5th grade children posted a podcast about illiteracy on Westside's website which captured the key things each child in that class wanted our congregation to know about illiteracy. This podcast was the final project for the illiteracy module (their first social justice module) in the 4th-5th grade class. This "Two Minutes of Facts about Illiteracy" podcast can be heard [here](#). The children in the 4th-5th grade class will be completing the hunger module (their second social justice module) in January and creating a podcast to post on Westside's website about hunger.

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OWL: We have nine children in the Middle School OWL this year. This year-long class meets nearly every Sunday with the exception of holidays and school breaks. This major investment of time has demonstrated the children's deep commitment to this class. This is an important time in their lives and an vital social justice program!

Chalice Chapels: Our theme is diversity for this year's Chalice Chapels. Children 6 to 12 years old participate in the Chalice Chapels after they are sung out following the story for all ages. We held two Chalice Chapels since my last board report:

"How a Seed in Africa Helps Girls Go To School": This was our third Chalice Chapel held on Sunday, November 26th Chalice Chapel. John Britt taught, talking about and demonstrating a most unusual, very cool stove. The children got to experience what it felt like to carry the amount of wood needed to fuel the old style stoves - which really brought home how valuable and important this new stove, fueled by seeds, is.

"Getting out the Vote!": This was our fourth Chalice Chapel held on Sunday, December 10th and taught by Jonathan and Kathy Rawle, and Alice Britt. The children

learned about getting out the vote and created postcards to use in encouraging people to vote – a fun art project which the children loved!

Youth Group: We have 18 youth in Youth Group this year. The Youth Group is strong and active at Westside. Their annual major fundraiser – the selling of wreaths and greens – brought in over \$700. They are now working on developing the March 18th Youth Led Service. I hope you can attend what has always been a deeply moving service. Simon Knaphus, the lead youth advisor, is working with the youth to create this service with help from our team of youth advisors. Spring Con is March 23-25.

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 tapped from our congregants for our youth in this program. This vital program helps youth discern and articulate their credo, what matters to them, and consider ways they want to embody and embrace their credo.

RE Council: The RE Council met on Sunday, January 9th. The Council is working on many projects to help ensure RE is a rich, diverse program. The RE Council's second soup lunch will be held on January 14th. These soup lunches provide so much more than just the funds for RE. It is a beautiful opportunity for congregants to enjoy each other's company and friendship. All RE Council members also teachers in RE for children or advisors in the youth group so these eight members are very active, involved congregants! Cara Mathison recently joined the RE Council. We are looking for one more RE Council members so if know of someone interested in joining the Council, please let me, or one of the co-chairs (Vanessa Shaughnessy and Shelley Webb) know.

Stories for All Ages: I'm pleased to continue to be working with a strong team of tellers with many styles and voices. They bring a wonderfully diverse range of stories to the
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congregation each Sunday. Storytellers are scheduled through the middle of April.

Photographers for RE: Two professional photographers have stepped forward to help document RE and our congregation's activities over the course of the year: Jonathan Rawle and Ted Iserman. You will notice that the RE website page now has new photos! They are also providing RE with new photos for the RE Tri-fold Board we set up on

Sunday mornings in the Social Hall. They are also compiling a collection of photos of RE for the June 10th service. And, through their efforts, Westside is gathering a collection of photos for many other Westside projects. Thank you Jonathan and Ted!

Professional Development: In December, I completed the third of four modules I will take in seminary in Berkeley. The module was the second of two on pastoral care. The modules were excellent and well worthwhile. My final module will be in April. I am grateful that I am able to move through this program to graduation in Interfaith ministry and eventually to ordination as an Interfaith Minister.

As of: **December 31, 2017**

BANK ACCOUNT BALANCES	Current Mo.	Prior Mo.	Change
Operations Checking #7545	\$ 45,781.38	\$ 19,825.27	\$ 25,956.11
Operations Savings #2060	7,108.09	7,107.91	0.18
Funds for Operations	\$ 52,889.47	\$ 26,933.18	\$ 25,956.29
Building Fund Chkg #2052	\$ 8,172.68	\$ 8,172.68	\$ -
Building Fund Savings #2078	78,765.82	78,763.82	2.00
Elevator Fund Savings #5261	50,819.79	48,817.69	2,002.10
Building Funds	\$ 137,758.29	\$ 135,754.19	\$ 2,004.10

BALANCE SHEET REPORT	
Assets	
Church Building & Land (book value)	\$ 1,031,624
Cash - Operations Funds	53,139
Cash - Building Funds	137,758
Other Assets	25,380
Total Assets	\$ 1,247,902
Liabilities	
Loan fm UUA	\$ 471,334
Loan fm Pacific Northwest Growth Fdtn	71,037
Other Current Liabilities	9,411
Dedicated Fund Balances	19,721
Total Liabilities	\$ 571,503
Congregational Equity	\$ 676,399
Beginning of FY Equity	642,021
YTD Change in Equity	34,378

BUDGET SUMMARY	% thru Year:		Budget-YTD	B/(W) v Bgt
	Actuals-YTD	%		
Income				
Pledges	\$ 187,730	63%	\$ 159,090	\$ 28,640
Plate Collections	10,840	43%	12,501	(1,661)
Other Donations	11,327	56%	10,950	377
Fund Raising	7,127	11%	1,400	5,727
Affiliations	794	36%	1,110	(316)
Program Income	8,602	59%	10,931	(2,329)
Rentals	26,998	52%	25,354	1,644
Total Income	\$ 253,418	53%	\$ 221,336	\$ 32,082
Expenses				
Ministry	\$ 52,900	49%	\$ 54,121	\$ 1,221
RE Program	41,201	46%	45,624	4,423
Music Program	34,536	50%	35,359	823
Administration	23,932	49%	24,352	420
Staff Benefits	1,325	46%	1,451	126
UU Dues	9,202	65%	9,602	400
Operations	12,471	51%	12,330	(141)
Committees	5,872	43%	8,060	2,188
Fundraising Exp	1,635	17%	1,250	(385)
Utilities	7,579	36%	10,815	3,236
Loans	23,686	50%	23,688	2
Taxes & Fees	1,100	47%	1,175	75
Facility Exp	12,358	50%	12,420	62
Total Expenses	\$ 227,796	47%	\$ 240,247	\$ 12,451
Overall YTD Cash Flow:	\$ 25,622			

13-Month Detailed Treasurer's Report

As of: December 31, 2017				YTD % Thru Year: 50%		
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	35,215.17	179,786.30	292,925.00	61%	- a few people paid off pledges wanting to itemize deductions
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		35,215.17	187,730.30	296,263.00	63%	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	1,409.43	7,722.00	16,664.00	46%	- missed xmas eve 9 PM offering
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	704.72	3,117.65	6,670.00	47%	-
4.100.155	Endowment Fund Transfers IN	-	-	-	0%	-
4.100.160	Special Gifts & Campaigns	2,100.00	4,302.00	8,400.00	51%	- 2 gifts in honor of Lewis Brancati - \$2000 and \$100
4.100.244	Elevator Fund Donations	2,000.00	7,000.00	12,000.00	58%	- Tlapak and Olsoe gifts \$1000 ea
Total Other Donations		6,214.15	22,166.46	45,402.00	49%	24.81
Total Pledge and Other Donations		\$ 41,429.32	\$ 209,896.76	\$ 341,665.00	61%	\$ 4,630.81
Fund Raising						
4.100.243	Other Major Fundraising Event	-	-	4,509.00	0%	-
4.100.245	Auction Income	4,038.40	5,088.40	44,000.00	12%	- ticket sales, raffle ticket sales, donations
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	2,004.03	2,004.03	1,000.00	200%	1,004.03 Expenses listed in Misc Fund. Exp line
4.100.257	Misc. Fundraising Income	-	35.00	500.00	7%	-
Total Fund Raising Income		6,042.43	7,127.43	65,009.00	11%	1,004.03
Merchants Income						
4.100.200	PCC Scrip GF Income	-	-	-	0%	-
4.100.210	E Scrip GF Income	2.09	20.80	60.00	35%	-
4.100.211	Amazon Rebate Income	109.39	772.87	2,160.00	36%	-
Total Merchants Income		111.48	793.67	2,220.00	36%	-
Program and Misc Income						
4.100.220	Coffee Income	42.72	474.16	995.00	48%	-
4.100.221	Music Fund Transfers IN	-	-	-	0%	-
4.100.222	Music Fundraising and Donations	-	770.00	2,200.00	35%	-
4.100.223	Music Programs Income	-	-	3,936.00	0%	-
4.100.240	Interest Income	0.18	0.90	9.00	10%	-
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	-	169.12	300.00	56%	-
4.100.256	RE Non-Member Fees	-	-	500.00	0%	-
4.100.258	RE Fund Transfers IN	-	-	-	0%	-
4.100.259	RE Fundraising & Donations	500.00	1,172.00	1,500.00	78%	- Directed gift in honor of Lewis from Amy Hance Brancati's brother Chris
4.100.260	OWL Registration Fees	-	1,750.00	1,500.00	117%	250.00

13-Month Detailed Treasurer's Report

As of: December 31, 2017							
Account #	Account Name	Curr Mo Activity	YTD Balance	FY17-18 Budget	% Thru Year: 50%		Notes
					YTD %ofBgt	Over Budget	
4.100.261	RE Youth Group Fund Transfers IN	-	-	-	0%	-	
4.100.262	RE Youth Group Fundraising & Gifts	1,252.75	3,265.75	1,900.00	172%	1,365.75	\$1000 directed gift in honor of Lewis Brancati from Judith Hance, Lewis' grandmother
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	1,795.65	8,601.93	14,555.00	59%	1,615.75	
Rentals							
4.100.300	Cell Tower Rental & Elec Reimb	1,137.78	6,826.68	13,656.00	50%	-	
4.100.302	Cell Tower Electricity Reimb True-up	-	-	950.00	0%	-	
4.100.305	Rental Income - Single Events	120.00	782.50	2,500.00	31%	-	
4.100.310	Leases Income- Pre School	5,212.00	18,242.00	32,832.00	56%	-	2 months deposited in Dec.
4.100.311	Donations- Service Groups Meeting at WSUU	262.00	1,147.00	2,220.00	52%	-	
	Total Rental Income	6,731.78	26,998.18	52,158.00	52%	-	
	TOTAL GENERAL FUND INCOME	\$ 56,110.66	\$ 253,417.97	\$ 475,607.00	53%	\$ 7,250.59	
GENERAL FUND EXPENSES							
Minister Position							
5.100.100	Minister Housing Allow Exp	3,500.00	20,500.00	41,500.00	49%	-	
5.100.101	Minister Salary Exp	3,627.00	22,139.17	42,970.00	52%	-	
5.100.105	Minister Medical Ins Exp	402.00	1,322.75	3,796.00	35%	-	
5.100.106	Minister Group Term Life Ins Exp	-	185.65	436.00	43%	-	
5.100.107	Minister Long Term Disability Ins Exp	-	420.00	983.00	43%	-	
5.100.110	Minister Retirement Exp	706.00	4,230.00	8,466.00	50%	-	
5.100.115	Minister-FICA Exp	302.00	1,888.68	3,652.00	52%	-	
5.100.125	Minister's Professional Exp	-	4,859.80	6,500.00	75%	-	
	Total Minister Compensation	8,537.00	55,546.05	108,303.00	51%	-	
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	
5.100.130	Ministerial Intern Exp	(3,121.00)	(3,121.00)	-	-	-	
5.100.303	Minister Search Fund Transfers OUT	-	-	-	-	-	
	Total Additional Minister Exp	(3,121.00)	(2,646.00)	-	-	475.00	
	Total Cost of Minister Exp	\$ 5,416.00	\$ 52,900.05	\$ 108,303.00	49%	\$ 475.00	
Children and Youth RE Ministry							
5.100.150	RE Director Salary Exp	4,950.00	29,700.00	59,400.00	50%	-	
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	2,177.43	4,544.00	48%	-	
5.100.160	RE Director Retirement Exp	458.00	2,290.00	5,500.00	42%	-	
5.100.165	RE Director Professional Exp	-	2,320.00	3,500.00	66%	-	

13-Month Detailed Treasurer's Report

As of: December 31, 2017						<table border="1"> <tr> <td>% Thru Year:</td> <td>50%</td> </tr> </table>		% Thru Year:	50%	
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Account #	Account Name	Curr Mo Activity	YTD Balance	FY17-18 Budget	YTD %ofBgt	Over Budget	Notes			
	Total RE Director Compensation	5,767.75	36,487.43	72,944.00	50%	-				
5.100.161	RE Lead Youth Advisor Exp	-	333.00	333.00	100%	-				
5.100.162	RE Story Time Toddler Teacher Exp	-	-	-	-	-				
5.100.163	RE Nursery Lead Teacher Exp	120.00	880.00	2,060.00	43%	-				
5.100.164	RE Nursery Assistant Exp	130.00	700.00	1,390.00	50%	-				
5.100.168	RE Program Assistant Exp	360.00	1,057.50	3,570.00	30%	-				
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	610.00	3,973.00	9,003.00	44%	-				
5.100.151	RE Youth Leadership Development Exp	-	-	-	-	-				
5.100.152	RE OWL Leadership Development Exp	-	-	1,500.00	0%	-				
5.100.166	RE Leader Training Exp	-	-	-	-	-				
5.100.167	RE Teacher Appreciation Exp	-	-	-	-	-				
	Total RE Training Expense	-	-	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	-	232.00	900.00	26%	-				
5.100.133	RE Middle School Youth Programs Exp	-	60.00	-	-	60.00				
5.100.134	RE Operational Exp	-	450.55	2,350.00	19%	-				
5.100.135	RE Middle School Scholarships Exp	-	-	-	-	-				
5.100.136	RE High School Youth Scholarships Exp	60.00	60.00	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	60.00	740.55	5,465.00	14%	60.00				
	Total RE Ministry Exp	\$ 6,437.75	\$ 41,200.98	\$ 88,912.00	46%	\$ 60.00				

Music Ministry

Total Cost of Music Director							
5.100.185	Music Dir Salary Exp	3,128.00	18,999.70	37,533.00	51%	-	
5.100.186	Music Dir Medical Ins Exp	-	-	-	-	-	
5.100.187	Music Dir Retirement Exp	288.00	1,434.38	3,456.00	42%	-	
5.100.188	Music Dir FICA Exp	239.30	1,431.49	2,868.00	50%	-	
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	-	-	-	-	-	
5.100.205	Music Dir Long-Term Disability Ins Exp	-	-	-	-	-	
	Total Cost of Music Director	\$ 3,655.30	\$ 25,503.80	\$ 47,157.00	54%	\$ 338.23	
5.100.193	Music Sunday Service Pianist Exp	750.00	2,665.00	4,875.00	55%	-	
5.100.195	Music Percussionist Exp	370.00	1,720.00	3,120.00	55%	-	
5.100.197	Music Chorale Rehearsal Pianist Exp	170.00	680.00	1,530.00	44%	-	
5.100.198	Music Bassist Exp	100.00	400.00	900.00	44%	-	
5.100.199	Music Administrator Exp	-	-	-	-	-	
	Total Other Music Staff	1,390.00	5,465.00	10,425.00	52%	-	
5.100.191	Music Purchase Exp	-	277.25	400.00	69%	-	
5.100.192	Music Equipment Maint Exp	-	200.00	600.00	33%	-	

13-Month Detailed Treasurer's Report

As of: December 31, 2017						% Thru Year: 50%		
Account #	Account Name	Curr Mo Activity	YTD Balance	FY17-18 Budget	YTD % of Bgt	Over Budget	Notes	
	Total Operational Exp	4,464.27	12,470.66	24,395.00	51%	-		
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	160.00	1,454.40	3,225.00	45%	-	honorarium	
5.100.726	AV Tech Expense	560.00	2,960.00	6,120.00	48%	-		
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	382.74	3,280.49	6,670.00	49%	-		
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	1,102.74	8,962.26	20,133.00	45%	-		
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	-	1,635.00	8,500.00	19%	-		
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	-	1,635.00	9,750.00	17%	-		
Rentals Expenses								
5.100.305	Facilities Rental Exp - single events	217.50	352.50	475.00	74%	-	Kitchen Coord. Wages	
	Total Rentals Exp	217.50	352.50	475.00	74%	-		
Facility Expenses								
5.100.452	Security Alarm System	-	287.00	450.00	64%	-		
5.100.453	Electricity - SCL	-	4,034.68	10,500.00	38%	-		
5.100.454	Water/Sewer - SPU	266.76	833.21	2,500.00	33%	-		
5.100.455	Waste/Recycling/Green	227.56	1,284.01	2,710.00	47%	-		
5.100.456	Gas - PSE	496.93	1,139.85	5,000.00	23%	-		
	Total Utility Expenses	991.25	7,578.75	21,160.00	36%	-		
5.100.650	Loan Debt Service - UUA	3,287.66	19,725.96	39,456.00	50%	-		
5.100.655	Loan Debt Service - PNW Growth Fdtn Exp	659.96	3,959.76	7,920.00	50%	-		
	Total Loan Expenses	3,947.62	23,685.72	47,376.00	50%	-		
5.100.457	Annual City/County/State Fees	24.00	1,100.06	2,350.00	47%	-	business license fee	
	Total City/County Fees	24.00	1,100.06	2,350.00	47%	-		
5.100.451	Janitorial Supplies	-	909.60	2,000.00	45%	-		
5.100.458	Landscaping Exp	-	191.12	300.00	64%	-		
5.100.459	Building Maint Supplies & Small Labor	-	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	2,000.00	7,000.00	12,000.00	58%	-		

13-Month Detailed Treasurer's Report

As of: December 31, 2017		% Thru Year: 50%					
Account #	Account Name	Curr Mo Activity	YTD Balance	FY17-18 Budget	YTD %ofBgt	Over Budget	Notes
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	-	477.25	5,036.00	9%	-	
	Total Music Ministry Exp	\$ 5,045.30	\$ 31,446.05	\$ 62,618.00	50%	\$ 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	20,325.64	41,310.00	49%	-	
5.100.175	Congr Admin Medical Ins Exp	-	-	-	-	-	
5.100.176	Congr Admin Retirement Exp	311.00	1,866.25	3,735.00	50%	-	
5.100.177	Congr Admin FICA Exp	263.39	1,554.91	3,160.00	49%	-	
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	23,856.71	48,705.00	49%	-	
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	63.31	311.20	667.00	47%	-	
	Total Additional Employee Benefits Exp	63.31	1,324.81	2,867.00	46%	-	
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	-	6,420.00	9,630.00	67%	-	
5.100.330	PNWD Dues Exp Bud	-	2,782.00	4,173.00	67%	-	
	Total UU Organizations Dues Exp	-	9,202.00	14,203.00	65%	-	
Operational Expenses							
5.100.450	Telephone/Cable/Internet	-	1,089.72	2,520.00	43%	-	There will be 2 pymts in Jan
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	-	245.69	1,200.00	20%	-	
5.100.481	Postage Exp Bud	-	110.00	456.00	24%	-	
5.100.482	Printing / Copying	494.41	2,644.14	4,896.00	54%	-	
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	331.36	1,605.55	5,400.00	30%	-	
5.100.550	Liability Insurance Exp Bud	3,638.50	6,511.00	7,000.00	93%	-	final payment for fy
5.100.742	Memorial Expenses	-	-	-	-	-	
5.100.900	Txfs to Operations Reserve Fund	-	-	935.00	0%	-	

Fund Balances Report

As of: December 31, 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 Discretion FB	179.77	-	
3.303.100	Minister Search Fund Balance	6,802.87	-	
3.304.100	Gifts to be Designated by Board FB	-	-	
3.305.100	Undesignated Donations FB	1,163.27	-	
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	\$ -	

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	11.91
Ending Balance	\$ 78,765.82
Elevator Fund Savings	
Beginning Balance	\$ 42,808.22
Inflows	8,000.00
Outflows	-
Interest Earned YTD	11.57
Ending Balance	\$ 50,819.79
Total Building Fund	\$ 137,758.29
Beginning of Year Balance	129,734.81
YTD Changes	8,023.48
% Improvement/(Draw Down)	6%