

MINUTES
MEETING OF THE BOARD OF TRUSTEES OF
WESTSIDE UNITARIAN UNIVERSALIST CONGREGATION
MAY 17, 2017

ATTENDING: Tracy Burrows, Judi Finney, Michael Franzen, Sue Holly, Jill Jackson, Allan Lang and Jean Mendel. GUESTS: Shannon Day, Rev. Alex Holt, and Patti McCall.

CHECK-IN: Meeting began at 7:03 p.m. with chalice lighting and check-in of attendees.

APPROVAL OF MINUTES: Judi moved to accept the minutes from the April 19 board meeting, and Tracy seconded. Judi moved to accept the minutes from the May 10 special board meeting, and Tracy seconded. Both sets of minutes unanimously approved. Sue will send final minutes and reports to Shannon for posting on the website and bulletin board.

INTERIM MINISTER'S REPORT: *See report attached.*

- ◆ Alex said there is someone interested in serving us an intern minister, and he has an appointment with them on Friday to discuss. They know no pay is involved and is prepared for that; they are local and want to stay local. The Board will need to vote in June and contract with the intern, if approved. We will need to discuss if this is the right time to introduce a new person in a ministerial role.
- ◆ Jill and Judi will work on Alex's end of year evaluation, and will delegate as needed.

ADMINISTRATOR'S REPORT: *See report attached.*

RE DIRECTOR'S REPORT: *See report attached.*

- ◆ Jill suggested we need some clarification on the "0" count on attendance on the chart submitted. Alex will talk to Cynthia about changing that to "N/A" if there is no group scheduled, so it doesn't just look like no-shows.
- ◆ Tracy heard from Cynthia re: "best practices" regarding Betsy's return, and she is okay if we follow the guidelines.

TREASURER'S REPORT: *See report attached.*

- ◆ Allan reports that we are still on track and ahead enough to cover Bert's professional expenses.
- ◆ Jill asked if we have received the final budget, and Allan said we have not. Shannon will send the final with the packet to the congregation before the meeting.
- ◆ Budget meetings are set up for May 30th at 3:00 pm (Alan Mendel and Shannon to lead) and May 31st at 7:00 pm (Alex and Tracy to lead).

DESIGNATION OF GA DELEGATE: Jill moved to have Steve Burrows as a GA delegate and Allan seconded. Unanimously approved. Shannon mentioned that Rev. Peg Morgan can vote as a delegate because of her Minister Emerita status.

[Alex excused from the meeting temporarily so the Board could discuss his contract.]

APPROVAL OF REV. ALEX'S INTERIM MINISTER CONTRACT:

- ◆ The Board went into executive session to discuss Alex's new contract. Term will be August 1, 2017 to July 31, 2018, with an option to renew for an additional year.
- ◆ Jean moved to approve the new contract for Alex for one year with the changes suggested during the meeting, including a \$500 salary raise. Jill seconded. Unanimously approved.

[Alex returned to the meeting.]

LESSONS LEARNED FROM CANDIDATING WEEK:

- ◆ Candidate Search: Discussion was had on how to prepare for another candidate search. Jill said we need to work on program changes as a congregation. Need better feedback guidelines during candidating week so people don't wait until the last minute to share any issues, or feel that they can't share them.
- ◆ Small Group Ministry/Affinity Groups: There is a need to facilitate affinity groups. Patti McCall has already spoken with Small Group Ministry and Senior Group. Alex is meeting with someone about a Young Adults Group. Sue mentioned that she and Shelby Greiner discussed possibly creating a group for crafting. Patti said that one person should be checking in with the groups so they are not isolated and are a part of the full community.
- ◆ Leadership Development:
 - Tracy asked if Alex has seen a model Alex said that this is his top goal, and that congregations usually wrestle with it.
 - Alex said he believed Membership was having a gathering for new members to feel connected.
 - Needs to be a formalized process on how to become a board member, and Bylaws changes
 - Accessibility: There were discussions on things we can do now regarding accessibility, and costing little or no money. Will need to discuss with Soph Davenberry.
 - Committees: Patti McCall asked how we know when committee heads are continuing. Tracy said we need to set up a succession plan/term

limits/policy structure. Jean said we started this with April Kristjansson and John Britt and when April left the board it didn't progress.

- Leadership Assembly might be a venue for leadership training and policies. Alex mentioned that the region has good resources
- ◆ Alex said that there were challenges for us as a mostly white congregation to welcome a minister who is a person of color. Jill said we're not resistant to it, but we need to understand our expectations of what that means for us. Michael suggested listening circles about white fragility, as the congregation is now open to such discussions. Judi mentioned that people seemed to appreciate the listening circles.
- ◆ Jill said that in retrospect, the board was not fully prepared with a CV packet before the candidate was known to us. We ideally should have known more about the candidate and their background. Perhaps we need to include a more formal interview type gathering, not just a social dinner in the future.

COORDINATION OF AFTER SERVICE SNACKS: Leilani Davenberry has been doing this on and off for about 7 years now. Shannon will look into it.

BUDGET/ANNUAL MEETING PREPARATION: Budget will be ready. Lisa Maynard has agreed to do annual meeting minutes, and Sue appreciates her assistance. Jill mentioned that the PowerPoint should be big and legible at the meeting.

THANK YOU NOTES: Done.

There being no further business, we adjourned at 9:10 pm.

Next regular meeting of the Board will be held on June 21, 2017 at 7:00 p.m. at WSUU in the Admin Office, and the three new members joining the Board in July will be invited by Patti.

Sue Holly, Secretary

INTERIM MINISTER'S BOARD REPORT

May 15, 2017

Well, this has certainly been an interesting month for us all, hasn't it? Here's my report for this month:

1. Thank you for your anticipated offer to continue my tenure as interim minister at Westside for 2 years (with a one year with renewal of one year contract). I am most grateful for your kind words as we together picked up the pieces after Candidating weekend concluded. My hope is that among other things Westside and I will each have the opportunity for stability and a pace of work and ministry that is for the short and long hauls. I have some colleagues who have done three year interims and I plan to start an ad hoc class for us as three year interims to teach each other the best practices of 3-years versus 1 or 2.
2. Now that our time together looks to be a given, I must remind myself and you as a Board that you and I will submit an Interim Year Assessment or whatever they call it right now. Here's the link. I don't know if you have done these before but they are reasonably simple and are burdens only once yearly...and most important they can be very helpful tools for minister and board. I can't send you the actual assessment tool so it's on this link at the end of "interim ministry" <http://www.uua.org/careers/ministers/interim> - they usually want them by June if possible.
3. A seminarian who is local to the Seattle area and is a third-year student at Seattle University has expressed interest in being an intern minister at Westside. She is aware that there's no financial payment and she has prepared for that eventuality. Tracy, Mark, Lisa and myself are exploring the idea and I will plan to meet with this person later this week or early next week. I'll let you know more information about her as soon as that's feasible. She sounds like yet another excellent intern possibility. I am putting together a model of how the process to hire an intern would be as well as a contract, etc. I'll learn more and let you know as soon as possible.
4. Service planning from Worship Council seems to be going well. We have most of the services and dates through the summer at least penciled in. Lisa will take over as chair in July after we do June as co-chair time.
5. I am very appreciative of how the entire congregation and especially you as a board and other leaders handled the candidating crisis. It worked out best

for all concerned, I think. My sense is that the congregation is in a receptive place to look at itself in new ways – and in large part I think the search process and your calm (at least in public) presences as all this unfolded.

Carlos gets to be an interim in a larger church and I frankly think that fits his style of ministry and management.

6. Of course, I can't say any more about volunteers without mentioning the garden show. Incredible and dedicated work.
7. Here are the initial priorities I think of for next year and not in a particular order: leadership development, by-laws, using the mission/vision far more as visible identity...etc. I am sure you have many ideas, too. We might usefully see the 17-18 Fiscal Year as regrouping or re-identifying of Westside. Generation change is happening now in many of our congregations. It's continuing here as well.
8. Social Justice has a category all its own in my priority list. It is very tempting for UU folks to go off on many tangents when thinking and working social justice issues. Seems to me that it would be interesting if the congregation was asked: what the top three social justice areas of Westside's social justice ministry would you recommend?" I don't know if you do that here or not. The main thing is to help the congregation and individuals focus on limited areas but where there's more shared focus. The Teach-in next Sunday is a good example of what may become the one major social justice project for the next year. Then there would be several smaller projects just as you have now.
9. A reminder that I am on vacation the last week of May (but doing both Sundays), the last week of June and the month of July. That will use up all my vacation time for this contract year though August 1. I will be co-lead chaplain at GA this year and next year. This year promises to be a dozy GA. Debra, her two sisters, and various others in the family will be at a cabin at Colorado Springs the second week of August. I do plan to go there for some family time. I know I will be away in October for the annual Buddhist retreat I attend at Vajrapani Institute in California.

That's my report for right now but thank you for all your work at Westside

Alex Holt, Interim Minister

Administrator Report to Board May 2017

I want to thank the board for all of your care, wisdom and grace as you walked through a very difficult candidating week. I think I'm still reeling a bit and resetting my work goals away from training a new minister toward other tasks to build stronger systems for administration of our beloved community. As I shared at a recent meeting, I am feeling a bit tired and look forward to the slower pace of summer ahead.

1. **Janitorial Services** –I had a great walk through/meeting with Alfredo this month and have seen some improvements in communication and quality of work. I have a new ritual called the Monday morning walk through and I get prompt response to any text requests I send.
2. **Rentals** – Vocal ensemble rehearsal rentals are still up in the air. The Jazz ensemble is leaning toward staying with us. I'm less certain about the Metropolitan singers as they don't like the risers and are using the pews. We had a violin recital rental last week that went well and have one more recital on the books for early June.
3. **Building** – I have a great bid for the parking lot striping and will try to get the work done ASAP weather permitting. There is quite a bit of "Junk" accumulating in the parking lot and adjacent areas. After Alice is back from her travel I will work with her to see what needs to be hauled away.
4. **Membership** – 226. Matt Aspin has resigned his membership as he moves toward his own ministry in the next two years.
5. **Sunday Service Attendance** –

Date	Speaker	Attendance
4/23/17	Rev Carlos	166
4/30/17	Alex	161
5/7/17	Youth Led	123
5/14/17	Alex – Mother's Day	95

In Community,

Shannon

May 15, 2017

To: WSUU Board Members

From: Cynthia Westby, DRE

Here is my Board Report for May 2017. The past month has been extremely busy and very full. There is a lot going on in Westside's active RE Program.

Spring RE Program: The RE Program in both the 2nd-3rd grade class and 4th-5th grade class is finalizing their spring focus on Judaism. The 4th-5th grade final class will be a field trip on June 4th to the Sakya Monastery. Lama Lekshay will lead a class for them and then offer the class a tour of the monastery. This is a wonderful way for this class to end! All the other classes will end on Sunday, June 4th with parties.

Summer RE Program: Sunday, June 11th will be the RE Celebration and all-volunteer acknowledgement during service. Summer Classes start on Sunday, June 18th. Only the Nursery will be open (for kids 4 years old and under) and we will hold one large class each Sunday for children 5-14. I have been organizing the summer and Cheryl Brown will be the Summer Coordinator. Some congregants have stepped forward to offer one-time classes on yoga, orienteering, goats, origami and more during the summer. Cheryl and I will offer other classes too. It will be a fun, exciting summer!

Fall RE Program Teacher Recruitment: I have been focusing a lot of my attention on teacher recruitment for next year. I have heard from about 10 people who won't be returning – who want to put their energies elsewhere in the congregation and/or need to take a break. Most people are contemplating what their year will look like, next year and holding off making a decision at this time. If any of you know of congregants who might be interested in teaching next year, please let me know! Meanwhile, I am recruiting new teachers, talking with current teachers, and in discussion with those teachers who have been substitute teachers this year. This will be a huge focus of my work for the coming months.

Chalice Chapels: On Sunday, May 14th our Chalice Chapel (Sunday Children's Worship Service held instead of RE classes that day) focused on Mother's Day and offered children a chance to share their feelings and experience of their parent and to create a framed photograph of themselves for their parent. This Chalice Chapel was hugely successful with 26 children participating. It was fun and very touching. This Chalice Chapel was facilitated by Cheryl who created the frames and pulled together fabulously fun decorations for the children to use in decorating their frames. She managed the taking of the photographs of the children for those frames. She did a wonderful job! Kim Frappier and Shelley Webb were our intrepid helpers!

I have begun to think about themes for next year's Chalice Chapels and to look about for a team to work with me on these Chalice Chapels.

Youth Group: Youth Group is going very strong. Their last meeting will be their overnight on June 9th-10th. They will not be meeting in the summer. Their May 7th Youth Led Service was powerful, profound and inspiringly honest. Amy Hance-Brancati, Simon Knaphus, Chris Cerone, Marissa Ohoyo, Nathan Germain-Mothershed, and Laura Strand have been this year's Youth Advisors (with Simon as the Lead Youth Advisor). They have done a wonderful job guiding the youth and working with them this year as they prepared their service, along with the many other activities, conversations and themes they have delved into. The youth have been extremely blessed with all their wonderful work. Simon and Amy have agreed to stay on board as Youth Advisors (Simon will remain as lead) and as co-chairs of YAC (Youth Action Committee)!

May 21st is the Youth BBQ! Mike Franzen will be grilling burgers and the youth will be grilling veggie burgers. This is the youth group's annual BBQ fundraiser for the youth group. It will be held in the social hall. At the same time they will be holding a raffle as a part of this fundraiser. Winners will enjoy baskets overflowing with cool prizes and all proceeds will go toward sending WSUU high schoolers to General Assembly next year.

Coming of Age: The Coming of Age group of 3 ninth graders (Shaun Chase, Kira Maynard, and Claire Bucklew) are working with their mentors (Phil Mariconda, Alice Britt, and Christine Monahan) to finalize their Credo which they will share with their parents and mentors and some of you at the COA's Credo and Celebratory Dinner on Sunday, June 18th from 5-7 pm. The three COA teachers (Steve Burrows, Shelley Webb and John Monahan) have been incredibly dedicated and supportive of these three youth and have ensured a deeply meaningful year-long experience for everyone. All three COA teachers have agreed to stay on and teach the COA next year!

Spring RE Attendance:

Class	3/5	3/12	3/19	3/26	4/2	4/9	4/16	4/23
Nursery	3	1	1	1	1	1	2	3
Story Time	6	3	3	3	3	1	4	6
Spirit Play	5	5	3	7	3	4	1	6
K-1	3	5	0	6	2	3	3	3
2-3 grade	8	3	3	3	6	3	5	6
4-5 grade	5	6	0	3	4	1	5	6
6-8 grade	4	2	2	1	2	0	6	7
Coming of Age	2	3	0	3	0	0	0	0
Youth Group	5	7	5	0	4	0	4	5
Total	41	35	17	27	25	13	30	42

Class	4/30	5/7	5/14	5/21	5/28	6/4	6/11
Nursery	4	2	0				
Story Time	2	3	4				
Spirit Play	5	5	1				
K-1	5	5	4				
2-3 grade	9	4	7				
4-5 grade	6	6	5				
6-8 grade	4	4	4				
Coming of Age	0	0	0				
Youth Group	5	0	0				
Total	40	29	25				

RE Council: The RE Council met with Carlos Martinez on Sunday, April 23rd and had a long conversation about RE. We have been finalizing the June 11th service and will be working together to offer the transitions and bridging ceremony that morning (I will be the Service Leader for this service). All the RE Council members have agreed to stay on board for next year!

LREDA: I meet with the Pacific Northwest Region's DREs monthly and they continue to be a helpful resource for both our RE program and my position. My mentor, Sara Lewis, the President of the regional LREDA group for UUA, continues to point me to resources and guide me through the RE terrain. She and I continue to meet monthly. The LREDA group met at Shoreline UU on Wednesday, May 10th and our discussion was rich and meaningful. We primarily worked on the Teach-Ins each of us are offering in RE during the White Supremacy service. It was immensely helpful. We will not be meeting in the summer. My mentorship with Sara will end in early Fall.

Stories for All Ages: I'm very 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 congregation each Sunday. The team continues to grow. I have storytellers scheduled through the middle of August.

If you have any questions, comments or concerns, please let me know.

Thank you!

FY2016-17 13-Month Treasurer's Report - Summary

As of: April 30, 2017

BANK ACCOUNT BALANCES	Current Mo.	Prior Mo.	Change
Operations Checking #7545	\$ 42,666.69	\$ 45,900.80	\$ (3,234.11)
Operations Savings #2060	7,106.66	7,106.48	0.18
Funds for Operations	\$ 49,773.35	\$ 53,007.28	\$ (3,233.93)
Building Fund Checking #2052	\$ 8,667.18	\$ 8,667.18	\$ -
Building Fund Savings #2078	78,749.97	78,748.02	\$ 1.95
Elevator Fund Savings #5261	39,804.83	38,803.22	1,001.61
Building Funds	\$ 127,221.98	\$ 126,218.42	\$ 1,003.56

BALANCE SHEET REPORT	
Assets	
Church Building & Land (book value)	\$ 1,031,624
Cash - Operations Funds	49,973
Cash - Building Funds	127,222
Other Assets	25,417
Total Assets	\$ 1,234,237
Liabilities	
Loan fm UUA	\$ 488,098
Loan fm Pacific Northwest Growth Fdtn	79,654
Other Current Liabilities	14,970
Dedicated Fund Balances	12,253
Total Liabilities	\$ 594,976
Congregational Equity	
Beginning of FY Equity	608,329
YTD Change in Equity	30,932

BUDGET SUMMARY	% thru Year: 85%		YTD Budget	%	+ / (-)
	YTD	%			
Income					
Pledges	\$ 267,651	87%	\$ 270,820	88%	\$ (3,169)
Other Donations	40,584	117%	32,600	94%	7,984
Fundraising	60,550	98%	55,000	89%	5,550
Merchants Income	3,497	79%	3,819	87%	(322)
Program & Misc Income	24,217	115%	18,516	88%	5,701
Rentals	47,754	84%	47,913	85%	(159)
Total Income	\$ 444,253	91%	\$ 428,668	88%	\$ 15,585
Expenses					
Ministry	\$ 113,662	85%	\$ 116,427	87%	\$ (2,765)
Religious Exploration	70,837	81%	73,856	85%	(3,019)
Music	55,144	91%	51,768	85%	3,376
Admin Staff Support	44,306	87%	42,574	84%	1,732
Add'l Employee Benefits	3,103	71%	4,036	92%	(933)
Dues	13,953	99%	11,784	83%	2,169
Operations	21,174	82%	21,594	84%	(420)
Committees	17,570	87%	17,096	85%	474
Fundraising	9,613	104%	9,000	97%	613
Rental Expenses	785	98%	605	75%	180
Utilities	19,617	99%	16,553	84%	3,064
Loans	45,181	86%	44,523	85%	658
Fees	2,050	100%	2,050	100%	(0)
Repair & Maintenance	3,700	73%	4,271	84%	(571)
Total Expenses	\$ 420,696	86%	\$ 416,137	85%	\$ 4,559
Overall YTD Results vs. Budget:	Ahead! --->			\$ 11,026	

- Music Retreat (not in budget, +3K to both Inc & Exp)

- paying 3/4 dues, will match budget by eoy

- Electricity billing

13-Month Detailed Treasurer's Report

As of: April 30, 2017

% Thru Year: 85%

Account #	Account Name	Curr Mo Activity	YTD Balance	13-Mo Budget	Bgt Remaining	YTD %ofBgt	Over Budget	Notes
GENERAL FUND INCOME								
Pledging								
4.100.100	Pledges - Current Year Income	16,454.23	262,751.16	305,000.00	42,248.84	86%	-	little better than March but not great
4.100.105	Pledges - Additional One Time Gifts	-	-	-	-	-	-	
4.100.110	Pledges - Prior Year Income	-	4,900.00	3,600.00	-	136%	1,300.00	
	Total Pledges	16,454.23	267,651.16	308,600.00	40,948.84	87%	1,300.00	
Other Donations								
4.100.135	Give Big (Non-pledge gifts and stretch dollars)	-	5,875.00	6,300.00	425.00	93%	-	
4.100.140	Contributions - Sunday WSUU	1,464.44	15,951.88	17,333.00	1,381.12	92%	-	
4.100.150	Contributions Sunday Charities	779.63	6,734.22	8,667.00	1,932.78	78%	-	
4.100.155	Endowment Fund Transfers IN	-	-	-	-	-	-	
4.100.160	Special Gifts & Campaigns	50.00	12,022.84	2,300.00	-	523%	9,722.84	Gift in honor of Patti and Charlie's Wdg - really late
	Total Other Donations	2,294.07	40,583.94	34,600.00	-	117%	9,722.84	
	Total Pledge and Other Donations	\$ 18,748.30	\$ 308,235.10	\$ 343,200.00	\$ 34,964.90	90%	\$ 11,022.84	
Fund Raising								
4.100.245	Auction Income	-	42,032.90	42,000.00	-	100%	32.90	
4.100.247	Raise the Paddle Income	-	14,849.00	12,000.00	-	124%	2,849.00	
4.100.249	Art & Garden Show Income	-	600.00	6,500.00	5,900.00	9%	-	
4.100.250	Rummage & Book Sale Income	-	2,660.00	1,000.00	-	266%	1,660.00	
4.100.257	Misc. Fundraising Income	-	408.00	500.00	92.00	82%	-	
	Total Fund Raising Income	-	60,549.90	62,000.00	1,450.10	98%	4,541.90	
Merchants Income								
4.100.200	PCC Scrip GF Income	-	1,701.25	2,000.00	298.75	85%	-	
4.100.210	E Scrip GF Income	3.23	52.45	200.00	147.55	26%	-	
4.100.211	Amazon Rebate Income	-	1,743.06	2,200.00	456.94	79%	-	
	Total Merchants Income	3.23	3,496.76	4,400.00	903.24	79%	-	
Program and Misc Income								
4.100.220	Coffee Income	46.84	556.17	1,275.00	718.83	44%	-	plate collection will show up in May, was \$195
4.100.221	Music Fund Transfers IN	-	732.47	-	-	-	732.47	
4.100.222	Music Fundraising and Donations	100.00	4,808.40	4,500.00	-	107%	308.40	directed gift - to ???
4.100.223	Music Programs Income	-	2,694.75	-	-	-	-	- see 5.100.194
4.100.240	Interest Income	0.18	10.60	10.00	-	106%	0.60	
4.100.241	Board Designated Fund Transfers to GF	-	2,495.06	2,495.00	-	100%	0.06	
4.100.242	Building Fund Transfer IN	-	-	-	-	-	-	
4.100.251	Social & Envir. Justice Fundraising	-	-	500.00	500.00	0%	-	
4.100.255	Common Quest Income	58.00	395.00	500.00	105.00	79%	-	donations from classes
4.100.258	RE Fund Transfers IN	-	1,294.50	1,310.00	15.50	99%	-	
4.100.259	RE Fundraising & Donations	-	2,859.95	1,500.00	-	191%	1,359.95	
4.100.260	OWL Registration Fees	-	-	-	-	-	-	
4.100.261	RE Youth Group Fund Transfers IN	-	-	-	-	-	-	
4.100.262	RE Youth Group Fundraising & Gifts	75.00	2,687.46	2,450.00	-	110%	237.46	donation for van
4.100.263	OWL Fund Transfers IN	-	4,250.00	4,250.00	-	100%	-	
4.100.264	RE Coming of Age Program Fees	-	-	750.00	750.00	0%	-	
4.100.265	Ministerial Intern Inc	-	-	-	-	-	-	

13-Month Detailed Treasurer's Report

As of: **April 30, 2017**

% Thru Year: **85%**

Account #	Account Name	Curr Mo Activity	YTD Balance	13-Mo Budget	Bgt Remaining	YTD %ofBgt	Over Budget	Notes
4.100.266	Help for Members Fund Transfers IN	-	-	-	-	-	-	
4.100.267	Minister Search Fund Transfers IN	-	832.55	833.00	0.45	100%	-	
4.100.268	Web Development Fund Transfers IN	-	600.00	600.00	-	100%	-	- see 5.100.470
4.100.270	Building Maintenance/Janitorial transfer IN	-	-	-	-	-	-	
Total Program and Other Income		280.02	24,216.91	20,973.00	-	115%	2,638.94	
Rentals								
4.100.300	Cell Tower Rental & Elec Reimb True-up	1,137.78	12,515.58	14,794.00	2,278.42	85%	-	
4.100.302	Cell Tower Electricity Reimb True-up	-	927.65	344.00	-	270%	583.65	
4.100.305	Rental Income - Single Events	1,461.00	3,995.00	5,500.00	1,505.00	73%	-	memorial donation, met singers, recital
4.100.310	Leases Income- Pre School	2,606.00	28,666.00	33,878.00	5,212.00	85%	-	
4.100.311	Donations- Service Groups Meeting at WSUU	120.00	1,650.00	2,150.00	500.00	77%	-	
Total Rental Income		5,324.78	47,754.23	56,666.00	8,911.77	84%	583.65	
TOTAL GENERAL FUND INCOME		\$ 24,356.33	\$ 444,252.90	\$ 487,239.00	\$ 42,986.10	91%	\$ 18,787.33	

GENERAL FUND EXPENSES

Minister Position

5.100.100	Minister Housing Allow Exp	3,000.00	31,500.00	38,500.00	7,000.00	82%	-	
5.100.101	Minister Salary Exp	4,004.17	45,035.36	55,920.00	10,884.64	81%	-	
5.100.105	Minister Medical Ins Exp	27.50	2,940.35	-	-	-	2,940.35	
5.100.106	Minister Group Term Life Ins	-	323.22	350.00	26.78	92%	-	
5.100.107	Minister Long Term Disability Ins	-	686.00	707.00	21.00	97%	-	
5.100.110	Minister Retirement Exp	700.41	6,969.28	9,066.00	2,096.72	77%	-	
5.100.115	Minister-FICA Offset	378.68	4,597.72	7,306.00	2,708.28	63%	-	
Total Minister Compensation		8,110.76	92,051.93	111,849.00	19,797.07	82%	2,940.35	
5.100.102	Interim Minister Moving Expenses	-	5,449.68	6,300.00	850.32	87%	-	
5.100.120	Minister's Sabbatical Exp	-	-	-	-	-	-	
5.100.125	Minister's Professional Exp	-	5,659.97	5,850.00	190.03	97%	-	
5.100.128	Minister Search Expenses	-	10,500.00	10,500.00	-	100%	-	
5.100.130	Ministerial Intern Expense	-	-	-	-	-	-	
5.100.303	Minister Search Fund Transfers OUT	-	-	-	-	-	-	
Total Additional Minister Exp		-	21,609.65	22,650.00	1,040.35	95%	-	
Total Cost of Minister Exp		\$ 8,110.76	\$ 113,661.58	\$ 134,499.00	\$ 20,837.42	85%	\$ 2,940.35	

Children and Youth RE Ministry

5.100.150	RE Director Salary Exp Bud	4,950.00	54,200.00	64,100.00	9,900.00	85%	-	
5.100.155	RE Director Medical Ins Ex Bud	-	-	-	-	-	-	
5.100.158	RE Dir FICA SS Exp Bud	378.68	4,146.35	4,912.00	765.65	84%	-	
5.100.160	RE Director Retirement Exp	-	458.33	433.00	-	106%	25.33	
Total RE Director Compensation		5,328.68	58,804.68	69,445.00	10,640.32	85%	25.33	
5.100.165	RE Director Professional Exp	360.00	1,529.26	3,500.00	1,970.74	44%	-	
Total RE Director Other Expenses		360.00	1,529.26	3,500.00	1,970.74	44%	-	
5.100.161	RE Lead Youth Advisor	-	-	-	-	-	-	
5.100.162	RE Story Time Toddler Teacher	-	-	-	-	-	-	
5.100.163	RE Nursery Lead Teacher	160.00	1,870.00	2,240.00	370.00	83%	-	
5.100.164	RE Nursery Assistant	100.00	1,096.13	1,450.00	353.87	76%	-	
5.100.168	RE Teacher Support Coordinator	270.00	2,835.50	3,930.00	1,094.50	72%	-	

13-Month Detailed Treasurer's Report

As of: **April 30, 2017**

% Thru Year: **85%**

Account #	Account Name	Curr Mo Activity	YTD Balance	13-Mo Budget	Bgt Remaining	YTD %ofBgt	Over Budget	Notes
5.100.169	RE Summer Coordinator	-	-	-	-	-	-	
5.100.170	Childcare Exp	90.84	273.34	840.00	566.66	33%	-	
	Total RE Staff Exp	620.84	6,074.97	8,460.00	2,385.03	72%	-	
5.100.151	RE Youth Leadership Development Exp	-	-	-	-	-	-	
5.100.152	RE OWL Leadership Development Exp	265.00	265.00	1,750.00	1,485.00	15%	-	MS OWL Training Fee
5.100.166	RE Leader Training Exp	-	-	-	-	-	-	
5.100.167	RE Teacher Appreciation Exp	-	-	-	-	-	-	
	Total RE Training Expense	265.00	265.00	1,750.00	1,485.00	15%	-	
5.100.131	RE OWL Programs	-	-	-	-	-	-	
5.100.132	RE High School Youth Programs	417.21	1,824.18	750.00	-	243%	1,074.18	van for spring con
5.100.133	RE Middle School Youth Programs	-	-	-	-	-	-	
5.100.134	RE Operational Exp	81.12	2,235.90	3,350.00	1,114.10	67%	-	
5.100.135	RE Scholarships	-	-	-	-	-	-	
5.100.171	RE Program Support Exp	-	-	-	-	-	-	
5.100.172	RE Curricula Expense	-	103.18	-	-	-	103.18	
5.100.225	RE Fund Transfers OUT	-	-	-	-	-	-	
5.100.227	RE Youth Group Fund Transfers OUT	-	-	-	-	-	-	
5.100.229	OWL Fund Transfers OUT	-	-	-	-	-	-	
	Total RE Operations	498.33	4,163.26	4,100.00	-	102%	1,177.36	
	Total RE Ministry Exp	\$ 7,072.85	\$ 70,837.17	\$ 87,255.00	\$ 16,417.83	81%	\$ 1,202.69	

Music Ministry

5.100.185	Music Dir Sal Exp Bud	3,071.70	33,748.83	39,932.00	6,183.17	85%	-	
5.100.186	Music Dir Medical Exp	-	-	-	-	-	-	
5.100.187	Music Dir Retirement Exp	282.42	2,824.20	3,671.00	846.80	77%	-	
5.100.188	Music Dir FICA Exp	234.99	2,581.83	3,055.00	473.17	85%	-	
	Total Music Director Compensation	3,589.11	39,154.86	46,658.00	7,503.14	84%	-	
5.100.190	Music Dir Professional Exp	(60.60)	3,124.96	3,300.00	175.04	95%	-	payment for 2015-16 overage
	Total Music Director Other Expenses	(60.60)	3,124.96	3,300.00	175.04	95%	-	
5.100.193	Chorale/Sunday Serv Pianist Exp	645.00	6,175.00	6,865.00	690.00	90%	-	
5.100.195	Music Percussionist Exp	270.00	2,890.00	3,030.00	140.00	95%	-	
	Total Other Music Staff	915.00	9,065.00	9,895.00	830.00	92%	-	
5.100.191	Music Purchase Exp	-	615.96	600.00	-	103%	15.96	
5.100.192	Music Equipment Maint Exp	-	418.46	400.00	-	105%	18.46	
5.100.194	Music Programs Expense	-	2,765.25	-	-	-	70.50	- see 4.100.223
	Total Other Music Expenses	-	3,799.67	1,000.00	-	380%	104.92	
	Total Music Ministry Exp	\$ 4,443.51	\$ 55,144.49	\$ 60,853.00	\$ 5,708.51	91%	\$ 104.92	

Administrative Staff Support

5.100.174	Congr Administrator Sal Exp	3,110.64	33,449.52	39,689.00	6,239.48	84%	-	
5.100.175	Congr Administrator Medical Ins Exp	-	-	-	-	-	-	
5.100.176	Congr Administrator Retirement Exp	305.30	3,058.95	3,969.00	910.05	77%	-	
5.100.177	Congr Administrator FICA Exp	237.96	2,629.36	3,064.00	434.64	86%	-	
5.100.180	Bookkeeper Sal Exp Bud	-	507.00	-	-	-	-	
5.100.183	Bookkeeper FICA Exp	-	38.78	-	-	-	-	
	Total Administration Staff Exp	3,653.90	39,683.61	46,722.00	7,038.39	85%	-	

13-Month Detailed Treasurer's Report

As of: **April 30, 2017**

% Thru Year: **85%**

Account #	Account Name	Curr Mo Activity	YTD Balance	13-Mo Budget	Bgt Remaining	YTD %ofBgt	Over Budget	Notes
5.100.216	Janitorial/Custodian Wages Exp	575.00	4,622.50	5,130.00	507.50	90%	-	
	Total Other Support Staff	575.00	4,622.50	5,130.00	507.50	90%	-	
Additional Employee Benefits								
5.100.178	Labor & Industries Ins Exp	613.94	2,295.07	2,200.00	-	104%	95.07	
5.100.182	Employee Assistance Prog Exp	-	-	-	-	-	-	
5.100.184	Part time Empl FICA SS Exp	51.46	807.48	1,040.00	232.52	78%	-	
5.100.200	Group Term Life Insurance	-	-	-	-	-	-	
5.100.205	Long-Term Disability Insurance	-	-	-	-	-	-	
	Total Additional Employee Benefits Exp	665.40	3,102.55	3,240.00	137.45	96%	95.07	
		4,894.30	47,408.66					
UU Organizations Dues Expense								
5.100.300	Partner Church Dues Exp Bud	-	150.00	150.00	-	100%	-	
5.100.310	UUSC Dues Exp Bud	-	-	250.00	250.00	0%	-	
5.100.320	UUA Dues Exp Bud	-	9,630.00	9,586.00	-	100%	44.00	3/4 paid (per budget)
5.100.330	PNWD Dues Exp Bud	-	4,173.00	4,154.00	-	100%	19.00	3/4 paid (per budget)
	Total UU Organizations Dues Exp	-	13,953.00	14,140.00	187.00	99%	63.00	
Operational Expenses								
5.100.450	Telephone/Cable/Internet	214.25	2,322.84	2,469.00	146.16	94%	-	rates have gone up
5.100.460	Web Hosting Exp	-	105.12	210.00	104.88	50%	-	
5.100.470	Web Maintenance Exp Bud	-	711.00	200.00	-	356%	-	- see 4.100.268
5.100.475	Technology Management	343.01	955.63	949.00	-	101%	6.63	Berts new computer
5.100.480	Office Expenses	78.51	1,119.87	1,600.00	480.13	70%	-	paper and labels
5.100.481	Postage Exp Bud	-	336.00	500.00	164.00	67%	-	
5.100.482	Printing / Copying	364.39	4,235.24	5,681.00	1,445.76	75%	-	
5.100.483	Constant Contact Email Service	-	368.28	369.00	0.72	100%	-	
5.100.484	Marketing and Advertising	-	49.00	-	-	-	49.00	
5.100.485	Endowment Fund Transfers OUT	-	-	-	-	-	-	
5.100.520	Banking & Credit Card Fees e.g.Vanco	234.83	4,568.51	5,500.00	931.49	83%	-	
5.100.550	Liability Insurance Exp Bud	6.00	6,403.00	8,200.00	1,797.00	78%	-	rider for copier
5.100.742	Memorial Expenses	-	-	-	-	-	-	
5.100.900	Transfers to Operations Cash Reserve Fund	-	-	-	-	-	-	
	Total Operational Exp	1,240.99	21,174.49	25,678.00	4,503.51	82%	55.63	
Committees Expenses								
5.100.222	Coffee and Other Kitchen Exp	295.58	1,212.54	1,400.00	187.46	87%	-	coffee
5.100.336	Help for Members Fund Transfers OUT	-	-	-	-	-	-	
5.100.710	Membership Exp Bud	-	-	-	-	-	-	
5.100.725	Worship Council Expense Budget	-	2,627.68	3,472.00	844.32	76%	-	
5.100.726	AV Tech Expense	480.00	5,372.50	6,240.00	867.50	86%	-	
5.100.727	AV Equipment & Maintenance	20.81	205.82	400.00	194.18	51%	-	cord
5.100.755	Orion Expense	-	-	-	-	-	-	
5.100.756	Social Action Expense	-	-	-	-	-	-	
5.100.757	Sunday Morning Contributions Given to Charity	754.69	7,819.54	8,680.00	860.46	90%	-	WS food bank
5.100.800	All Congr Social Events	-	332.04	-	-	-	332.04	

13-Month Detailed Treasurer's Report

As of: **April 30, 2017**

% Thru Year: **85%**

Account #	Account Name	Curr Mo Activity	YTD Balance	13-Mo Budget	Bgt Remaining	YTD %ofBgt	Over Budget	Notes
5.100.829	Common Quest Exp	-	-	-	-	-	-	
	Total Committees Exp	1,551.08	17,570.12	20,192.00	2,621.88	87%	332.04	
Fundraising Expenses								
5.100.196	Music Council Fundraising Exps	-	89.52	-	-	-	89.52	
5.100.819	Raise the Paddle Purchase Exp-GF	-	-	-	-	-	-	
5.100.820	Auction Expense	-	7,136.26	8,000.00	863.74	89%	-	
5.100.821	Rummage Sale Expense	-	-	-	-	-	-	
5.100.822	Canvass Expense	2,387.09	2,387.09	-	-	-	2,387.09	<i>golf club bill</i>
5.100.823	Misc. Fundraising Exp Bud	-	-	250.00	250.00	0%	-	
5.100.825	Art and Garden Show Expense	-	-	1,000.00	1,000.00	0%	-	
	Total Fundraising Exp	2,387.09	9,612.87	9,250.00	-	104%	2,476.61	
Rentals Expenses								
5.100.305	Facilities Rental Exp - single events	190.00	785.00	805.00	20.00	98%	-	<i>wedding bldg mgr</i>
	Total Rentals Exp	190.00	785.00	805.00	20.00	98%	-	
Facility Expenses								
5.100.452	Security Alarm System	-	287.00	400.00	113.00	72%	-	
5.100.453	Electricity - SCL	-	9,967.03	8,470.00	-	118%	1,497.03	
5.100.454	Water/Sewer - SPU	318.92	2,113.98	2,950.00	836.02	72%	-	
5.100.455	Waste/Recycling/Green	215.15	2,218.43	2,600.00	381.57	85%	-	
5.100.456	Gas - PSE	1,669.74	5,030.45	5,300.00	269.55	95%	-	
	Total Utility Expenses	2,203.81	19,616.89	19,720.00	103.11	99%	1,497.03	
5.100.650	Loan Debt Service - UUA	3,387.44	37,261.84	44,038.00	6,776.16	85%	-	
5.100.655	Loan Debt Service - PNW Growth Fdtn Exp	659.96	7,919.52	8,580.00	660.48	92%	-	<i>includes check from last FY, thus one extra payment showing</i>
	Total Loan Expenses	4,047.40	45,181.36	52,618.00	7,436.64	86%	-	
5.100.457	Annual City/County/State Fees	1,066.06	2,049.73	2,050.00	0.27	100%	-	<i>drainage fee 1/2</i>
	Total City/County Fees	1,066.06	2,049.73	2,050.00	0.27	100%	-	
5.100.451	Janitorial Supplies	277.37	2,047.06	2,587.00	539.94	79%	-	
5.100.458	Landscaping Exp	-	-	-	-	-	-	
5.100.459	Building Maint Supplies & Small Labor Vendor	8.17	1,653.30	2,500.00	846.70	66%	-	<i>light bulbs</i>
5.100.461	Building Capital Reserve Exp-GF	-	-	-	-	-	-	
5.100.462	Building Maintenance/Janitorial Transfers OUT	-	-	-	-	-	-	
	Total Repair and Maintenance	285.54	3,700.36	5,087.00	1,386.64	73%	-	
	Total Facility Exp	\$ 7,792.81	\$ 71,333.34	\$ 80,280.00	\$ 8,946.66	89%	\$ 1,497.03	
TOTAL GENERAL FUND EXPENSES								
		\$ 37,493.39	\$ 420,695.72	\$ 487,239.00	\$ 66,906.15	86%	\$ 8,767.34	
	Income less Expenses	(13,137.06)	23,557.18				10,019.99	

As of: **April 30, 2017**

Fund Acct	Fund Balances	Curr Balance	Mo. Change	Notes/Explanation
3.202.100	Building Maintenance/Janitorial	962.50	-	
3.301.100	Minister's Sabbatical	-	-	
3.302.100	Minister's Discretion	1,023.26	-	
3.303.100	Minister Search	-	-	
3.304.100	Gifts to be Designated by Board	-	-	
3.305.100	Undesignated Donations	2,057.11	-	
3.310.100	Conference Scholarship	596.21	-	
3.321.100	Miscellaneous Grants	160.33	-	
3.336.100	Financial Help for Members	-	-	
3.345.100	Hymnals	98.71	-	
3.348.100	Directories	-	-	
3.350.100	Music	0.53	-	
3.355.100	WSUU Sponsored Events	(16.90)	-	
3.360.100	Youth Group	2,518.11	-	
3.370.100	OWL	715.10	-	
3.380.100	Religious Ed Misc	-	-	
3.381.100	DRE Search	-	-	
3.385.100	Raise the Paddle	114.34	-	
3.390.100	Art and Aesthetics	2,929.50	-	
3.395.100	Orion	-	-	
3.400.100	Endowment	55.00	-	
3.405.100	Little Free Library	40.00	-	
3.500.100	PCC Cards	529.74	-	
3.600.100	Website Development	-	-	
3.800.100	Charitable Giving	-	-	
3.805.100	Food Bank	-	-	
3.815.100	Partner Church	100.00	-	
3.835.100	Community Meal Trust	369.87	-	
		\$ 12,253.41	\$ -	

BUILDING FUND ACTIVITY		
	Date	Activity
Building Fund Checking		
Beginning Balance	06/01/2016	\$ 14,049.59
Ck#1268 - Safety Improvements	Jun-16	(97.00)
Interior Gutter for Narthex	Oct-16	(320.00)
Reglazing \$621; Hand Rails (\$601)	Nov-16	(1,222.59)
Furnace Repair	Dec&Jan	(2,805.32)
Happy Haulers	Jan-17	(1,090.44)
Bike Rack - transfers	Mar-17	152.94
Ending Balance		\$ 8,667.18
Building Fund Savings		
Beginning Balance	06/01/2016	\$ 71,966.38
Donation Received (Hafen)	09/23/2016	6,762.60
Interest Earned - YTD		20.99
Ending Balance		\$ 78,749.97
Elevator Fund Savings		
Beginning Balance	06/01/2016	\$ 23,779.88
Donations Received - YTD		16,010.00
Interest Earned - YTD		14.95
Ending Balance		\$ 39,804.83
Total Building Fund		
\$ 127,221.98		
Beginning Balance		109,795.85
YTD Changes		17,426.13
% Improvement/(Draw Down)		16%