

Westside Unitarian Universalist congregation
Board of Trustees Meeting
November 28, 2018

Attending: Shelley Webb, Allan Lang, Scott Iverson, Patti McCall, Joan Whitley, Larry Brennan and David Cycleback

Staff Attending: Alex Holt and Shannon Day

7 pm Chalice lighting and opening words by Bets Wienecke
Welcome and Check in

The Minutes from October were approved with corrections.

New Members. Patti McCall informed the board that in addition to those listed on her report; Nola Balch and Dave Edwards are also becoming members on Membership Sunday, Dec 2. She also requested that board members be there to welcome all eight new members to our congregation.

Treasurer's Report. No report this month. Shannon Day shared that we are at 33% of our fiscal year and we have received 41% of our 2018-2019 pledges.

Patti McCall shared that the Auction committee would like to have the "Raise the Paddle" section of the auction in February go to a new minister support fund.

The board discussed the cost of an acting music director for the balance of the fiscal year or perhaps the calendar year. There is money in the budget for hiring an acting music director and without knowing the qualifications and experience of a new hire it is difficult to determine what the cost would be. The UUA guidelines will be followed in this regard.

Music Ministry Next Steps.

Larry Brennan moved that the board establish an acting music director search team, with the objective of identifying candidates and bringing one on-board by mid-January 2019. Patti McCall seconded the motion. The motion passed unanimously.

The board and Reverend Alex have convened a search team. Alex has contacted a number of people from the music ministry. Linda Anderson, John Britt, Jill Fleming, Lisa Maynard and Marion Kee have agreed to be on the search committee. Liz Bucklew is on the Mister Search Team, but is willing to be a resource for the music director search team. Ruth Herman has also said she is interested in being part of the team, but has some limited time.

Larry Brennan will write a draft of a charter with guidelines and process for music director search committee. A job description already exists. Larry will also write a short up-date for the Westside News for Wednesday, Dec 5.

Circle Conversations and Capacity Training. Shelley will be in a conversation with Tandi Rogers, Dave Mentz, and Aisha Hauser on Thursday concerning circle conversations and racial capacity training. Tandi, Dave, and Aisha are the Regional Healthy Congregations Team for our region.

The board decided to include in Westside News the music ministry up-date with a link to circle conversations and capacity training information as a way to assist the congregation in staying up-to-date with what the board is doing concerning these issues.

Policies and Procedures. Shelley brought up the need for a personnel committee/team or task force. Personnel policies need to be up-dated and clarified. As new staff is hired we need to review and improve our plan for staff evaluations. The board agreed this team needs people with Human Resources background and knowledge. The search for this team will take place after the New Year because December is too busy with holiday activities.

Right Relations Training. Training for our new Right Relations group will take place in January.

Joys and Sorrows. There is still a need to choose a model and write the policy or process for the use of Joys and Sorrows. The next steps have been delayed a bit, but not forgotten.

Common Quest Video and Discussion Dec 16. The Board is sponsoring Rev. Susan Frederick Gray's sermon, "No Time for A Casual Faith", to the UUA General Assembly on June 24. Cecilia Hayes will moderate the discussion. She reports that she has asked another UU minister to co-moderate with her.

Board Auction Item. Poker Night was chosen for some time toward the end of May.

New Minister Contract. The UUA updated its boilerplate language, which turned out to be more closely aligned to the re-write the board endorsed in October.

Crystal Zerfoss. We are hosting her ordination and party on March 16, 2019. After the holidays we will ask for special gifts to help offset the cost.

Thank you to Tim and Sarah Deppe and the Deppe family for their work in RE.

Chalice extinguished at 9:10.
Joan Whitley, Secretary

As of: **November 30, 2018**

BANK ACCOUNT BALANCES	Current Mo.	Prior Mo.	Change
Operations Chkg #7545	\$ 6,554.04	\$ 2,867.86	\$ 3,686.18
SCU (Dedicated Funds)	19,535.57	26,887.57	(7,352.00)
SCU (Operations Savings)	225.00	4,731.08	(4,506.08)
Funds for Operations	\$ 26,314.61	\$ 34,486.51	\$ (8,171.90)
SCU (Building Fund)	\$ 79,639.31	\$ 87,697.89	\$ (8,058.58)
SCU (Elevator Fund)	57,907.35	57,907.35	-
Building Funds	\$ 137,546.66	\$ 145,605.24	\$ (8,058.58)

BUDGET SUMMARY	% thru Year: 42%		FULL YEAR	Amount
	YTD Actuals	%	Budget	Remaining
Income				
Pledges	\$ 138,305	47%	\$ 293,000	\$ (154,695)
Plate Collections	10,064	45%	22,525	(12,461)
Other Donations	570	4%	14,100	(13,530)
Fund Raising	2,165	4%	61,100	(58,935)
Affinity Programs	698	48%	1,440	(742)
RE Income	531	20%	2,700	(2,169)
Youth Income	-	0%	4,780	(4,780)
Music Income	515	27%	1,925	(1,410)
Program Income	15,496	174%	8,884	6,612
<u>Rental Income</u>	23,460	46%	51,280	(27,820)
Total Income	\$ 191,805	42%	\$ 461,734	\$ (269,929)
Expenses				
Staff	\$ 109,525	50%	\$ 217,195	\$ (107,670)
Other Ministry	5,000	77%	6,500	(1,500)
RE Program	5,049	36%	14,000	(8,951)
Youth Program	96	2%	4,780	(4,684)
Music Program	4,200	36%	11,725	(7,525)
Admin & Support	19,040	37%	51,762	(32,722)
UU Dues	2,301	25%	9,352	(7,052)
Operations	9,222	39%	23,850	(14,628)
Committees	6,718	29%	22,809	(16,091)
Fundraising Exp	2,237	26%	8,500	(6,263)
Utilities	6,967	32%	21,610	(14,643)
Loans	19,738	42%	47,376	(27,638)
Taxes & Fees	1,368	53%	2,575	(1,207)
<u>Facility Exp</u>	4,460	23%	19,700	(15,240)
Total Expenses	\$ 195,920	42%	\$ 461,734	\$ (265,814)
Overall YTD Cash Flow:	\$ (4,115)			

BALANCE SHEET	
Assets	
Church Bldg & Land (book value)	\$ 1,031,624
Cash - Operations Funds	26,315
Cash - Building Funds	137,547
Other Assets	22,520
Total Assets	\$ 1,218,006
Liabilities	
Loan fm UUA	\$ 452,968
Loan fm Pacific NW Growth Fdtn	66,786
Other Current Liabilities	6,907
Dedicated Fund Balances	19,536
Total Liabilities	\$ 546,196
Congregational Equity	
Beginning of FY Equity	659,535
YTD Change in Equity	\$ 12,275

As of: **November 30, 2018**

% Thru Year:	42%
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Account #	Account Name	Curr Mo Activity	YTD Balance	FY18-19 Budget	YTD %ofBgt	Over Budget	Notes
GENERAL FUND INCOME							
Pledging							
4.100.100	Pledges - Current Year Income	17,423.20	136,244.58	290,000.00	47%	-	
4.100.105	Pledges - New Members & Additional	-	-	-	0%	-	
4.100.110	Pledges - Prior Year Income	-	2,060.00	3,000.00	69%	-	
	Total Pledges	17,423.20	138,304.58	293,000.00	47%	-	
Sunday Plate							
4.100.140	Contributions - Sunday WSUU	1,393.59	6,888.90	13,890.00	50%	-	
4.100.141	Contributions - Sunday WSUU Minister Discretion	-	735.18	567.00	130%	168.18	
4.100.142	Contributions - Sunday WSUU Kitchen/Hospitality	-	-	283.00	0%	-	
4.100.143	Contributions - Sunday WSUU Youth Programs	-	-	284.00	0%	-	
4.100.150	Contributions Sunday Charities	683.75	2,440.26	7,501.00	33%	-	<i>RealRent Duwamish</i>
	Total Sunday Plate Income	2,077.34	10,064.34	22,525.00	45%	-	
Other Donations							
4.100.135	Give Big (Non-pledge gifts and stretch dollars)	-	-	-	0%	-	
4.100.155	Endowment Fund Transfers IN	-	-	-	0%	-	
4.100.160	Special Gifts & Campaigns	70.00	570.00	8,100.00	7%	-	<i>beloved conv. Scholarship gift</i>
4.100.244	Elevator Fund Donations	-	-	6,000.00	0%	-	
	Total Other Donations	70.00	570.00	14,100.00	4%	168.18	
	Total Pledge and Other Donations	\$ 19,570.54	\$ 148,938.92	\$ 329,625.00	45%	\$ 168.18	
Fund Raising							
4.100.245	Auction Income	1,999.97	2,164.97	44,000.00	5%	-	<i>tickets, raffle, event from last year's auction</i>
4.100.247	Raise the Paddle Income	-	-	16,500.00	0%	-	
4.100.249	Art & Garden Show Income	-	-	-	0%	-	
4.100.243	Other Major Fundraising Event	-	-	-	0%	-	
4.100.250	Rummage & Book Sale Income	-	-	-	0%	-	
4.100.257	Misc. Fundraising Income	-	-	600.00	0%	-	
	Total Fund Raising Income	1,999.97	2,164.97	61,100.00	4%	-	
Affinity Program Income							
4.100.200	PCC Scrip GF Income	-	-	-	0%	-	
4.100.210	E Scrip GF Income	1.31	7.18	120.00	6%	-	
4.100.211	Amazon Rebate Income	91.80	691.21	1,320.00	52%	-	
	Total Affinity Program Income	93.11	698.39	1,440.00	48%	-	
RE Ministry Income							
4.100.256	RE Non-Member Fees	-	-	-	0%	-	
4.100.258	RE Fund Transfers IN	-	-	-	0%	-	
4.100.259	RE Fundraising & Donations	531.00	531.00	1,500.00	35%	-	<i>soup lunch</i>
4.100.260	OWL Registration Fees	-	-	1,200.00	0%	-	
4.100.263	OWL Fund Transfers IN	-	-	-	0%	-	
4.100.264	RE Coming of Age Program Fees	-	-	-	0%	-	
	Total RE Ministry Income	531.00	531.00	2,700.00	20%	-	
Youth Group Ministry Income							
4.100.261	RE Youth Group Fund Transfers IN	-	-	2,880.00	0%	-	
4.100.262	RE Youth Group Fundraising & Gifts	-	-	1,900.00	0%	-	

As of: **November 30, 2018**

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Account #	Account Name	Curr Mo Activity	YTD Balance	FY18-19 Budget	YTD %ofBgt	Over Budget	Notes
	Total Youth Group Ministry Income	-	-	4,780.00	0%	-	
Music Ministry Income							
4.100.221	Music Fund Transfers IN	-	-	-	0%	-	
4.100.222	Music Fundraising and Donations	515.00	515.00	1,925.00	27%	-	pie sale
4.100.223	Music Programs Income	-	-	-	0%	-	
	Total Music Ministry Income	515.00	515.00	1,925.00	27%	-	
Program and Misc Income							
4.100.220	Coffee Income	12.12	130.40	540.00	24%	-	
4.100.225	Membership Fundraising and Donations	-	-	-	0%	-	
4.100.240	Interest Income	0.03	0.08	1,020.00	0%	-	
4.100.241	Board Designated Fund Transfers to GF	7,024.00	7,024.00	7,024.00	100%	-	
4.100.242	Building Fund Transfer IN	8,141.92	8,141.92	-	0%	8,141.92	
4.100.251	Social & Envir. Justice Fundraising	200.00	200.00	-	0%	200.00	donation to help cover J Mase III
4.100.255	Common Quest Income	-	-	300.00	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 Misc Income	15,378.07	15,496.40	8,884.00	174%	8,341.92	
Rentals							
4.100.300	Cell Tower Rental & Elec Reimb	1,226.55	5,937.46	13,800.00	43%	-	
4.100.302	Cell Tower Electricity Reimb True-up	-	-	1,000.00	0%	-	
4.100.305	Rental Income - Single Events	180.00	1,205.00	1,500.00	80%	-	tai chi, recital
4.100.310	Leases Income- Pre School	2,606.00	15,993.00	33,180.00	48%	-	
4.100.311	Donations- Service Groups Meeting at WSUU	-	325.00	1,800.00	18%	-	
	Total Rental Income	4,012.55	23,460.46	51,280.00	46%	-	
	TOTAL GENERAL FUND INCOME	\$ 42,100.24	\$ 191,805.14	\$ 461,734.00	42%	\$ 8,510.10	

GENERAL FUND EXPENSES

Minister Position

5.100.100	Minister Housing Allow Exp	3,500.00	17,500.00	42,000.00	42%	-	
5.100.101	Minister Salary Exp	3,125.00	16,629.00	42,500.00	39%	-	
5.100.105	Minister Cost of Living Adj Exp	-	402.00	3,800.00	11%	-	
5.100.106	Minister Group Term Life Ins Exp	37.13	148.52	460.00	32%	-	
5.100.107	Minister Long Term Disability Ins Exp	84.00	336.00	1,020.00	33%	-	
5.100.110	Minister Retirement Exp	704.00	2,816.00	8,450.00	33%	-	
5.100.115	Minister-FICA Exp	239.00	1,321.00	3,620.00	36%	-	
5.100.125	Minister's Professional Exp	-	8,316.62	6,800.00	122%	1,516.62	
	Total Minister Compensation	7,689.13	47,469.14	108,650.00	44%	-	
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	-	5,000.00	6,500.00	77%	-	
5.100.130	Ministerial Intern Exp	-	-	-	-	-	

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Account #	Account Name	Curr Mo Activity	YTD Balance	FY18-19 Budget	YTD %ofBgt	Over Budget	Notes
5.100.303	Minister Search Fund Transfers OUT	-	-	-	-	-	
	Total Additional Minister Exp	-	5,000.00	6,500.00	77%	-	
	Total Cost of Minister Exp	\$ 7,689.13	\$ 52,469.14	\$ 115,150.00	46%	\$ -	

Children and Youth RE Ministry

5.100.150	RE Director Salary Exp	5,030.00	25,070.00	60,350.00	42%	-	
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 Cost of Living Adj Exp	-	-	-	-	-	
5.100.158	RE Director FICA Exp	365.56	1,821.99	4,620.00	39%	-	
5.100.160	RE Director Retirement Exp	466.00	1,864.00	5,595.00	33%	-	
5.100.165	RE Director Professional Exp	-	2,656.42	3,500.00	76%	-	
	Total RE Director Compensation	5,861.56	31,412.41	74,065.00	42%	-	
5.100.162	RE Story Time Toddler Teacher Exp	-	-	-	-	-	
5.100.163	RE Nursery Lead Teacher Exp	160.00	860.00	2,200.00	39%	-	
5.100.164	RE Nursery Assistant Exp	84.00	656.00	1,650.00	40%	-	
5.100.168	RE Program Assistant Exp	288.00	760.00	4,100.00	19%	-	
5.100.169	RE Summer Coordinator Exp	-	1,018.00	1,200.00	85%	-	
5.100.170	Childcare Exp	196.00	355.00	800.00	44%	-	
	Total RE Staff Exp	728.00	3,649.00	9,950.00	37%	-	
5.100.151	RE Youth Leadership Development Exp	-	-	-	-	-	
5.100.152	RE OWL Leadership Development Exp	-	-	275.00	0%	-	
5.100.166	RE Leader Training Exp	-	-	-	-	-	
5.100.167	RE Teacher Appreciation Exp	-	-	-	-	-	
	Total RE Training Expense	-	-	275.00	0%	-	
5.100.161	RE Lead Youth Advisor Exp	-	-	1,280.00	0%	-	
5.100.132	RE High School Youth Programs Exp	-	95.99	3,500.00	3%	-	
5.100.136	RE High School Youth Scholarships Exp	-	-	-	-	-	
5.100.227	RE Youth Group Fund Transfers OUT	-	-	-	-	-	
	Total RE Youth Group Expense	-	95.99	4,780.00	2%	-	
5.100.131	RE OWL Programs Exp	-	125.00	400.00	31%	-	
5.100.133	RE Middle School Youth Programs Exp	-	-	-	-	-	
5.100.134	RE Operational Exp	622.22	1,175.14	3,375.00	35%	-	youth advisor stipend paid from this line
5.100.135	RE Middle School Scholarships Exp	-	-	-	-	-	
5.100.171	RE Program Support Exp	-	-	-	-	-	
5.100.172	RE Curricula Exp	100.00	100.00	-	-	100.00	
5.100.225	RE Fund Transfers OUT	-	-	-	-	-	
5.100.229	RE OWL Fund Transfers OUT	-	-	-	-	-	
	Total RE Operations Expense	722.22	1,400.14	3,775.00	37%	100.00	
	Total RE Ministry Expense	\$ 7,311.78	\$ 36,557.54	\$ 92,845.00	39%	\$ 100.00	

Music Ministry

Music Director							
5.100.185	Music Dir Salary Exp	15,698.15	25,774.15	27,800.00	93%	-	Oct, Nov, and final
5.100.186	Music Dir Cost of Living Adj Exp	-	-	-	-	-	

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Account #	Account Name	Curr Mo Activity	YTD Balance	FY18-19 Budget	YTD %ofBgt	Over Budget	Notes
5.100.187	Music Dir Retirement Exp	213.00	852.00	2,560.00	33%	-	
5.100.188	Music Dir FICA Exp	1,200.90	1,971.71	2,120.00	93%	-	
5.100.190	Music Dir Professional Exp	-	2,045.74	2,000.00	102%	45.74	
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		\$ 17,112.05	\$ 30,643.60	\$ 34,480.00	89%	\$ 45.74	
5.100.193	Music Sunday Service Pianist Exp	375.00	1,875.00	4,950.00	38%	-	
5.100.195	Music Percussionist Exp	300.00	1,500.00	3,750.00	40%	-	
5.100.197	Music Chorale Rehearsal Pianist Exp	255.00	425.00	1,275.00	33%	-	
5.100.198	Music Bassist Exp	200.00	400.00	1,050.00	38%	-	
5.100.199	Music Administrator Exp	-	-	-	-	-	
Total Other Music Staff		1,130.00	4,200.00	11,025.00	38%	-	
5.100.191	Music Purchase Exp	-	-	-	-	-	
5.100.192	Music Equipment Maint Exp	-	-	600.00	0%	-	
5.100.194	Music Programs Exp	-	-	-	-	-	
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		-	-	700.00	0%	-	
Total Music Ministry Exp		\$ 18,242.05	\$ 34,843.60	\$ 46,205.00	75%	\$ 45.74	
Administrative Staff Support							
5.100.173	Congr Admin Group Term Life Ins Exp	-	-	-	-	-	
5.100.174	Congr Admin Salary Exp	3,630.00	15,543.00	41,140.00	38%	-	
5.100.175	Congr Admin Cost of Living Adj Exp	-	-	-	-	-	
5.100.176	Congr Admin Retirement Exp	330.00	1,100.00	3,740.00	29%	-	
5.100.177	Congr Admin FICA Exp	277.70	1,189.05	3,150.00	38%	-	
5.100.230	Congr Admin Long Term Disability Ins Exp	-	-	-	-	-	
5.100.231	Congr Admin Professional Exp	-	-	500.00	0%	-	
Total Cost Congr Administrator		4,237.70	17,832.05	48,530.00	37%	-	
5.100.180	Bookkeeper Sal Exp Bud	-	-	-	-	-	
5.100.183	Bookkeeper FICA Exp	-	-	-	-	-	
Total Administration Staff Exp		-	-	-	-	-	
5.100.216	Janitorial/Custodian Wages Exp	-	-	-	-	-	
Total Other Support Staff		-	-	-	-	-	
Additional Employee Benefits							
5.100.178	Labor & Industries Ins Exp	-	914.20	2,200.00	42%	-	
5.100.182	Employee Assistance Prog Exp	-	-	-	-	-	
5.100.184	Part time Empl FICA SS Exp	57.84	293.38	1,032.00	28%	-	
Total Additional Employee Benefits Exp		57.84	1,207.58	3,232.00	37%	-	
UU Organizations Dues Expense							
5.100.300	Partner Church Dues Exp Bud	-	-	150.00	0%	-	
5.100.310	UUSC Dues Exp Bud	-	-	-	-	-	
5.100.320	UUA Dues Exp Bud	-	1,605.00	6,420.00	25%	-	
5.100.330	PNWD Dues Exp Bud	-	695.50	2,782.00	25%	-	

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	Total UU Organizations Dues Exp	-	2,300.50	9,352.00	25%	-	
Operational Expenses							
5.100.450	Telephone/Cable/Internet	-	1,125.61	2,700.00	42%	-	
5.100.460	Web Hosting Exp	103.39	103.39	250.00	41%	-	
5.100.470	Web Maintenance Exp Bud	-	-	100.00	0%	-	
5.100.475	Technology Management	-	110.09	1,500.00	7%	-	
5.100.480	Office Expenses	29.17	181.52	1,200.00	15%	-	
5.100.481	Postage Exp Bud	-	215.65	500.00	43%	-	
5.100.482	Printing / Copying	418.81	2,135.92	5,300.00	40%	-	
5.100.483	Constant Contact Email Service	-	416.16	400.00	104%	16.16	
5.100.484	Marketing and Advertising	-	-	-	-	-	
5.100.485	Endowment Fund Transfers OUT	-	-	-	-	-	
5.100.520	Banking & Credit Card Fees e.g.Vanco	290.19	1,231.71	5,400.00	23%	-	
5.100.550	Liability Insurance Exp Bud	-	3,702.00	6,500.00	57%	-	
5.100.742	Memorial Expenses	-	-	-	-	-	
5.100.900	Txf's to Operations Reserve Fund	-	-	-	-	-	
	Total Operational Exp	841.56	9,222.05	23,850.00	39%	16.16	
Committees Expenses							
5.100.222	Coffee and Other Kitchen Exp	197.20	478.90	1,157.00	41%	-	
5.100.710	Membership Exp Bud	-	72.00	500.00	14%	-	
5.100.725	Worship Council Expense Budget	-	800.00	3,475.00	23%	-	
5.100.726	AV Tech Expense	480.00	2,400.00	5,960.00	40%	-	
5.100.727	AV Equipment & Maintenance	-	-	300.00	0%	-	
5.100.754	Partner Church Program Exp	-	-	150.00	0%	-	
5.100.755	Orion Expense	-	-	-	-	-	
5.100.756	Social Action Expense	11.17	361.17	250.00	144%	111.17	
5.100.757	Sunday Morning Contrib to Charity	1,319.62	2,445.23	7,500.00	33%	-	
5.100.758	Minister Discretionary Fund	-	570.87	567.00	101%	3.87	
5.100.759	Board Discretionary Fund	-	-	100.00	0%	-	
5.100.800	All Congr Social Events	106.60	221.54	500.00	44%	-	wine for ingathering, members connect food exp
5.100.801	All Congr Retreats and Trainings	(330.00)	(631.54)	2,200.00	-29%	-	beloved conv. Fees added as income here
5.100.829	Common Quest Exp	-	-	150.00	0%	-	
	Total Committees Exp	1,784.59	6,718.17	22,809.00	29%	115.04	
Fundraising Expenses							
5.100.818	Other Major Fundraising Event Exp	-	-	-	-	-	
5.100.819	Raise the Paddle Purchase Exp-GF	-	-	-	-	-	
5.100.820	Auction Expense	1,176.65	2,236.65	8,500.00	26%	-	software, decorations
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	1,176.65	2,236.65	8,500.00	26%	-	
Rentals Expenses							
5.100.305	Facilities Rental Exp - single events	-	157.50	900.00	18%	-	

As of: **November 30, 2018**

% Thru Year:	42%
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Account #	Account Name	Curr Mo Activity	YTD Balance	FY18-19 Budget	YTD %ofBgt	Over Budget	Notes
	Total Rentals Exp	-	157.50	900.00	18%	-	
Facility Expenses							
5.100.452	Security Alarm System	-	287.00	500.00	57%	-	
5.100.453	Electricity - SCL	1,442.94	4,232.82	10,500.00	40%	-	
5.100.454	Water/Sewer - SPU	-	604.81	2,500.00	24%	-	
5.100.455	Waste/Recycling/Green	246.22	1,227.89	2,710.00	45%	-	
5.100.456	Gas - PSE	209.38	614.14	5,400.00	11%	-	
	Total Utility Expenses	1,898.54	6,966.66	21,610.00	32%	-	
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	-	1,367.94	2,575.00	53%	-	
	Total City/County Fees	-	1,367.94	2,575.00	53%	-	
5.100.451	Janitorial Supplies	130.99	425.44	2,000.00	21%	-	<i>paper towels</i>
5.100.458	Landscaping Exp	-	27.67	300.00	9%	-	
5.100.459	Building Maint Supplies & Small Labor	89.87	699.26	2,500.00	28%	-	<i>light bulbs</i>
5.100.461	Building Capital Reserve Exp-GF	-	-	-	-	-	
5.100.462	Building Maint/Janitorial Txfs OUT	-	-	-	-	-	
5.100.463	Elevator Fund Reserve Exp	-	-	6,000.00	0%	-	
5.100.471	Janitorial Service	630.00	3,150.00	8,000.00	39%	-	
	Total Repair and Maintenance	850.86	4,302.37	18,800.00	23%	-	
	Total Facility Exp	\$ 6,697.02	\$ 32,532.57	\$ 91,261.00	36%	\$ -	
<hr/>							
	TOTAL GENERAL FUND EXPENSES	\$ 48,038.32	\$ 195,919.85	\$ 461,734.00	42%	\$ 276.94	
	Income less Expenses	\$ (5,938.08)	\$ (4,114.71)	\$ -		\$ 8,233.16	

As of: November 30, 2018				
Fund Acct	Fund Balances	Curr Balance	Mo. Change	Notes/Explanation
3.202.100	Building Maint./Janitorial Fund Balance	329.42	-	
3.301.100	Minister's Sabbatical FB	-	-	
3.302.100	Minister's Discretion FB	807.77	(300.00)	
3.303.100	Minister Search Fund Balance	3,946.58	-	
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	-	(7,024.00)	
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	262.53	(28.00)	
3.355.100	WSUU Sponsored Events Balance	314.24	-	
3.360.100	Youth Group FB	4,904.24	-	
3.370.100	OWL Fund Balance	940.10	-	
3.380.100	Religious Ed Misc FB	1,883.46	-	
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	620.00	-	
3.835.100	Community Meal Trust Fund Balance	369.87	-	
Total Dedicated Funds		\$ 19,535.57	\$ (7,352.00)	

SCU MONEY MARKET	
Opening Bal - Building Fund	\$ 87,391.76
Opening Bal - Elevator Fund	57,907.35
Opening Bal - Operations	41,393.65
Total Opening Balance	\$ 186,692.76
Inflows - Building Fund	-
Outflows - Building Fund	(8,141.92)
Inflows - Elevator Fund	-
Outflows - Elevator Fund	-
Inflows - Operations	-
Outflows - Operations	(21,858.08)
Interest Earned YTD - Bldg	389.47
Interest Earned YTD - Elev	-
Interest Earned YTD - Oper	-
SCU Money Market Total:	157,082.23
Building Fund (SCU)	79,639.31
Elevator Fund (SCU)	57,907.35
Total Building Funds	137,546.66
Operations Funds (SCU)	19,535.57
- Dedicated Funds	(19,535.57)
= Operations Savings	-

INTERIM MINISTER'S REPORT TO BOARD OF TRUSTEES

November 17, 2018

1. Right Relations:

The Finney's, Moreah Vistan, and Liz Berggren are the projected members of the new right relations team. I know the bylaws say it has to be Congregational Concerns Committee but I'd like to see if we can change it to what it really means. I'm going to work with Jennifer Disotell to see what basic training can happen and then ask the region to do more advanced training. I'm also putting together a check list and booklet for how to do right relations work.

2. Pastoral Care:

Working with pastoral team as well as expanding my circles of folks I see regularly in the congregation.

3. Worship:

Things are in flux. We will see how Sunday goes. Music will be Ok, I think. All the service leaders seem to be still on board.

4. Etc: Thanksgiving dinner here Thursday at 2. I think I have 18 adults and 6 children and likely a few more will come by.

5. I'd like to ask if we can discuss a Interim Music Conductor (or Director) search committee of 3-5 folks including me. It will need to be formed quickly. I'm working on a very simplified job description that I'll be sending to Lisa Maynard, Marion Kee, and Michael Matz for review, then it needs to go to you of the board.

November 13, 2018

To: WSUU Board Members

From: Cynthia Westby, DRE

Happy Thanksgiving everyone! I hope you have a lovely holiday whatever you end up doing. Here is my Board Report for November 2018.

Nursery: Ivy Ficarro and Julie Vance have been acting as our main nursery teachers with Evan Whitmore and Claire Bucklew rotating in as youth nursery teachers and that has been working beautifully.

RE 2018-19 Classes went through November 4th for 2018. All classes went wonderfully. For three weeks (October 21, 28 and November 4th) Sarah and Tim Deppe (children) taught the 2nd-5th grade class (with adult supervision). They offered the Plant for the Planet curriculum which was a big success. The “Simpsons” curriculum has been a hit with the Middle Schoolers which has been wonderful. The K-1 class has been using the Spirit Play curriculum and that too has been going well. For the remainder of the calendar year we will be holding Chalice Chapels because these remaining Sundays are holidays and school breaks which always means that attendance drops.

RE Attendance: Attendance figures for September-November 11th are:

Class	Sept			Oct				Nov			
First	16	23	30	7	14	21	28	4	11	18	25
Nursery	1	2	1	1	1	3	2	2	5		
K-1	-	-	4	4	2	6	5	5	-	-	-
2-5	-	-	10	10	4	12	6	5	-	-	-
6-8	-	-	-	3	2	5	5	6	-	-	-
Youth Group	-	-	8	-	5	-	-	4	9		
Chalice Chapel	13	9							11		
Daily Total	14	11	23	18	14	26	18	22	25		

Middle School: The Middle Schoolers have been enjoying “The Simpson’s” curriculum focused on social justice and will be holding a party to watch “The Simpson’s” movie one evening (at the request of the children!) coming up (to be scheduled at a parent’s home). We have a large group of Middle Schoolers this year – 19 kids!

Youth Group led by lead youth advisor, Simon Knaphus and youth advisors Amy Hance-Brancati, Julie Forkasdi, Laura Strand, and Mateo Chavez are meeting most Sunday evenings. We have a large youth group – 21 kids! - which is extremely exciting.

Youth Group meets most Sundays from 7-8:30 pm. They attended the Youth Speaks Open Mic on November 4th with one of our youth participating in the open mike that night. They had their annual etiquette dinner under the direction of Cherie Tucker at a member's home and it was well attended and delicious!

Chalice Chapels: We will hold three Chalice Chapels in November – all of our Chalice Chapels are focused on Spiritual Practices and are for children ages 6-12 years old. Younger children attend the nursery class which is geared especially for a broader age range on these Sundays. Amy Youngblood led the Chalice Chapel on the spiritual practice of Storytelling on November 11th which was a huge success and was well attended. On Sunday, November 18th, Jim Angell will lead the Chalice Chapel on the spiritual practice of Music. On Sunday, November 25th Sally Jo Gilbert de Vargas will lead the Chalice Chapel focused on Islamic Practices. She has studied and practiced Islamic Sufism under Imam Jamal Rahman from Bangladesh for over twelve years. She has been ordained as a Cherag (Universal Worship leader) with Sufi Order International. Sally Jo has been a public-school teacher for over 30 years. She actively promotes interfaith understanding and social justice issues through various activities at the Interfaith Community Sanctuary in Ballard, where she is an associate minister and treasurer. **She will also attend the social hour after service and I encourage you all to meet and talk with her.**

RE Council: We have held our October 14th and November 11th RE Council meetings since the October board meeting. Congregant (and new WSUU member!) Mike Fox has joined the RE Council! We're thrilled to have him on board. The RE Council's first soup lunch was held Sunday, November 11th and the RE Council raised a record \$531 under the awesome direction of Nola Balch and Amy Hance-Brancati as well as the day-of incredible efforts of all the soup makers, dish washers, and everyone else whose helping hands made this event run so smoothly! There was a large crew of children helping which made that morning's soup lunch particularly heart-warming. The next RE Council meeting will be Sunday, December 2nd from 12:30-2:30 pm. The next soup lunch will be Sunday, December 9th.

Stories for All Ages: I'm very 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 January 20th.

Administrator Report to Board November 2018

NO ACTION ITEMS THIS MONTH

Sunday Morning Attendance

Date	Speaker	Attendance
10/14/18	Praise Team	76
10/21/18	Alex	87
10/28/18	Alex	85
11/4/18	J Mase III	109
11/11/18	Alex	91

Membership: The amazing membership team has completed another new member class series and will welcome Cynthia Gorsuch, Maria Van Doren, Mateo Chavez, Michael and Anne Fox and Linda Kessler in a New Member ceremony on Dec. 2nd. Membership now stands at 210.

Parking Lot Gate and Fence- Now in the hands of the building committee I have not heard an update on their plans. The gate has been repaired and improved in a fashion that prevents it from coming off the track and falling over.

Prior Year Pledges – Letters to those with unpaid pledges from last fiscal year resulted in \$1030 income to line 4.100.110 in October.

Sanctuary Décor – I would love to see a group formed that takes responsibility for aesthetics in the Sanctuary including the decorations for the holiday season. This may need to wait for more volunteer energy to materialize but I want to put it out there. At this point I coordinate these efforts.

In loving community,

Shannon