



WSUU JANUARY BOARD AGENDA — 2024

Thursday, Jan 18, 2024

ZOOM Board Meeting Link

<https://zoom.us/j/94941751351?pwd=dVJzVmVUTINwNU9wWmc1dnZzT3JNUT09>

February Board Shared Folder

Board Calendar Link:

https://docs.google.com/file/d/1LwWmDTyQO2po2KnLN3Svpk-s5vUeQdVU/edit?usp=doclist_api&filetype=msexcel

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

2023/24 Board Covenant: See end of agenda

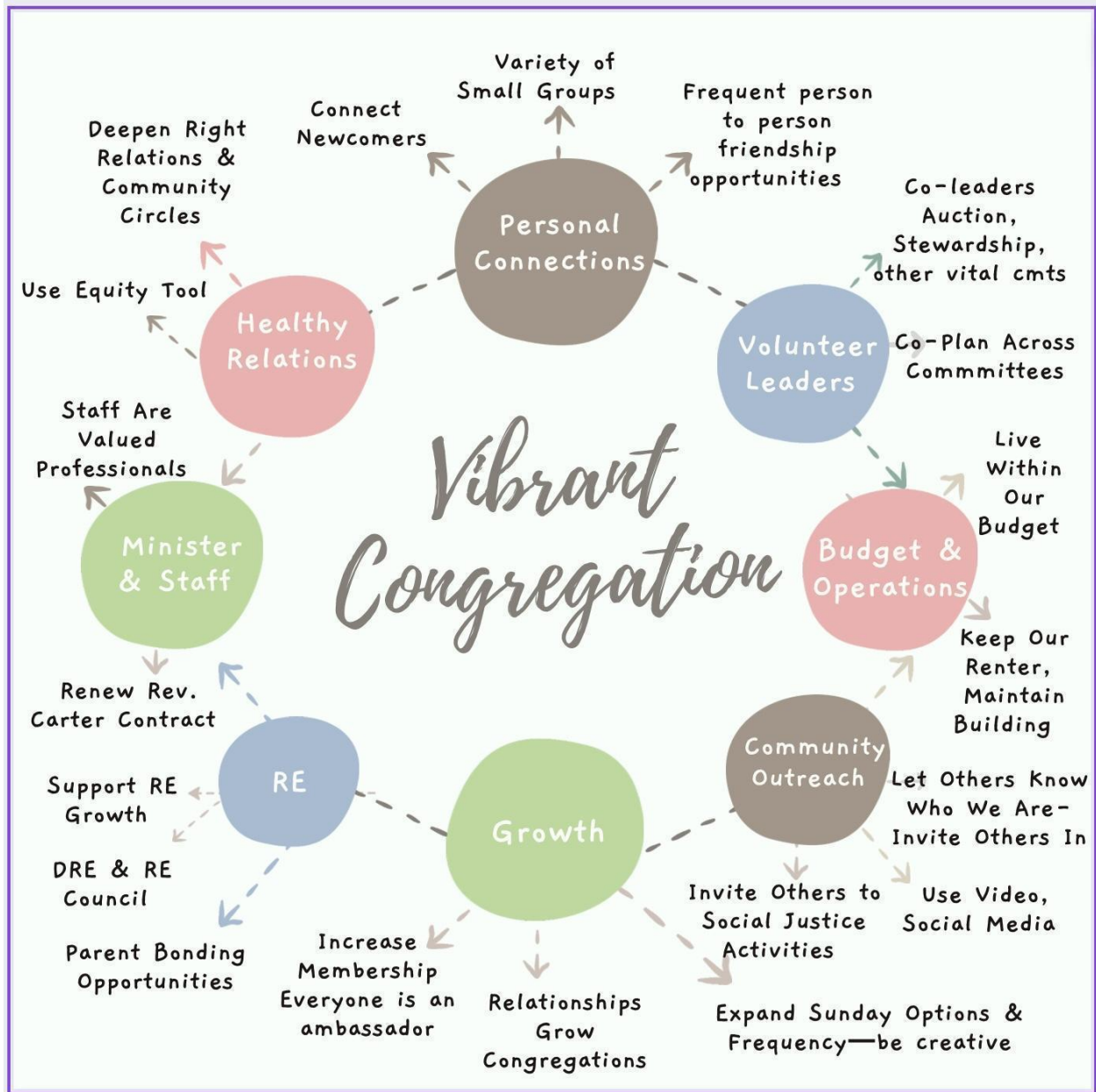
6:30pm	Welcome <i>Laura</i> Chalice Lighting, Land Acknowledgement & Check In <i>Laura</i>	<ul style="list-style-type: none"> ○ Welcome ○ Chalice Lighting ○ Land Acknowledgement & Covenant ○ Check in/Access Needs
6:40pm	Minutes	<ul style="list-style-type: none"> ○ Approve last month's Board Minutes ○
6:45pm	Monthly Staff & Committee Reports <i>Please review related reports in shared folder prior to our meeting & focus on action items as needed</i>	<ul style="list-style-type: none"> ○ Minister (Rev. Carter) <ul style="list-style-type: none"> ▪ Young Adults update ▪ March Service Schedule & Easter ○ Administrator (Shannon) <ul style="list-style-type: none"> ▪ Church Video License: https://us.cvli.com/ ○ Music (Scott) ○ RE (Jade) (Board Liaison: Laura Strand) <ul style="list-style-type: none"> ▪ DRE Plans for next year ○ Finance/Treasurer/Operations (Shelley, Jim) ○ RJCT (Tracy), Right Relations Core Team, Community Circle 1st Sunday, developing covenant of RR <ul style="list-style-type: none"> ▪ Movie
7:00pm	Guest: Leilani Davenberry GA	<ul style="list-style-type: none"> ○ 2024 GA Update ○ ○
7:15pm	Guest: Shelley Web	<ul style="list-style-type: none"> ○ Mid Year Finance Report Slides & discussion



	Finance Committee Chair	<ul style="list-style-type: none"> ○ Social Hour availability Finance Cmt
8:00pm	Priority Business (time dependent, crisis prevention, important planning, <i>see Calendar</i>)	<ul style="list-style-type: none"> ○ Mid-Year Meeting Presentation: Sunday, January 28 immediately after service DRAFT24MidYrMtg <ul style="list-style-type: none"> ▪ Review Slides, Comments, Assign Slides ▪ Friday Westside Week notice as part of Sunday's service ▪ Social Hour, should we also bring food? ○ Updates (Budget, Operations, Leadership, Staff) <ul style="list-style-type: none"> ▪ Board member plans for next year ▪ Staff Job Description Revisions Update ▪ Stewardship March Plans and upcoming events
8:15pm	Other Business (important planning, action items, <i>see Calendar & Board Vision Goals</i>)	<ul style="list-style-type: none"> ○ Personal Connections: reflection <ul style="list-style-type: none"> ▪ Potluck and Resting the Greens? ▪ 2nd Saturday Social with Carter? ○
8:25pm	Monthly Board Communication	<ul style="list-style-type: none"> ○ Feb 2nd Board Westside Week Topic & Who Writes <ul style="list-style-type: none"> ○ MidYear Reports slides ○ Staffing "What's Goin' On" Sunday Table <ul style="list-style-type: none"> ○ Sun, Jan: 28th: ○ Sun, Feb 11th:
8:25pm	Upcoming Meetings Dates/Times Board Member Schedules next month	<ul style="list-style-type: none"> ○ Sun, Jan, 28th, MidYear Board & Finance Reports ○ Next Monthly Board Meeting: Thurs, Feb 15th 6:30pm, invite Nominating Cmt report <ul style="list-style-type: none"> ▪ Choose Feb, March, April, May, June opening/closing words
8:25pm	Close of the Meeting <i>Laura</i>	<ul style="list-style-type: none"> ○ Closing Words & Extinguishing the Chalice
Post Meeting	No post meeting planned at this time	
	<p>2023-24 Board Covenant</p> <p>This covenant expresses how the Board intends to work with one another and with the congregational community. This covenant is a dynamic and living document that is updated as we find that changes are needed to continue to support</p>	<p>Our Work Together as a Board</p> <ul style="list-style-type: none"> ● Carry out our work with a spirit of joy. ● Treat one another with kindness and compassion ● Conduct our work with openness and trust. ● Honor confidentiality ● Share workload, responsibilities, joys, and sorrows. ● Focus our energy on established priorities. Maintain healthy boundaries. ● Practice active listening and encourage the expression of divergent viewpoints.



	<p>healthy working relationships and work loads.</p>	<ul style="list-style-type: none">● Use the equity decision-making tool.● Take time to consider everyone's perspectives. Explore options and work toward decisions that address concerns.● Speak with a unified voice once a collective decision has been made.● Work to resolve conflicts and stay in right relationship with each other. <p>Our Work with the WSUU Community</p> <ul style="list-style-type: none">● Share what we are doing. Be intentional in providing honest, timely communication.● Seek additional perspectives, particularly those most impacted by decisions.● Listen to minority and marginalized voices.● In general, congregational concerns should be resolved by those who are closest to the issue.● Encourage the congregation to resolve conflicts through direct communication with affected parties.● Clearly communicate the board's role, including that healthy boundaries are necessary for the board to function effectively.
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MEETING OF THE BOARD OF TRUSTEES OF WESTSIDE UNITARIAN UNIVERSALIST CONGREGATION

Jan 18, 2023

BOARD ATTENDING: John Hornby, Lisa Maynard, Jim Schlough, Laura White, Tracy Burrows, Jennifer Disotell, Rev. Carter (*ex officio*).

STAFF: none.

GUESTS: Leilani Davenberry (7 pm), Finance Committee Chair Shelley Webb (7:15 pm).

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

Laura White began our meeting with chalice lighting words (...remind us of the cycles of life...) and a land acknowledgment (trying a new one developed in Syracuse).

MINUTES: *Tracy Burrows moved to approve the Dec 2023 meeting minutes as written, Jennifer Disotell seconded, and the minutes were approved.*

MONTHLY STAFF AND COMMITTEE REPORTS: Reports from minister, administrator, DRE, music director, treasurer, and finance committee are in the 1.18.24 Board folder on the Google drive.

Minister: Rev. Carter's report expressed gratitude to the congregation for allowing her time away to grow professionally (in a hospital chaplaincy program), December holiday services, proposal for a non-standard worship service on Easter (fifth Sunday), right relations/core team retreat coming up Jan 27, and questions about engaging in conversation within the congregation on the war in Palestine/Gaza. Board members raised issues around extra work for Scott and musicians, hospitality, and worship team. Rev. Carter is scheduled to be in Seattle for Easter weekend and is happy to be involved in a nontraditional service. Laura W thanks Rev. Carter for young adult outreach; sent out survey and have received some responses; feels early stages but she is curious to see what emerges (no agenda for it). War in Palestine: Tracy says there are things that could be said from the pulpit that could be powerful; acknowledgement that a lot of compassion is needed for this conversation.

Administrator: Shannon's report covered attendance, offering, membership, internet connectivity within the building, stewardship committee, building rental, right relations, and facilities (gas range replaced with electric ranges). She flagged an ACTION ITEM for the board (board approval to purchase a license for video content). Discussion around board approval for the CVLI license for video content – can't charge for admission but would donations be allowed? Buying this license would be in line with our plan for purchasing the big screen. *Jim Schlough moves that we purchase the license and Tracy Burrows seconds the motion. Motion passes to approve the purchase.*

Religious Exploration: Jade's report covers extra time required of her for holiday services, mid-year learnings, summary of new elements to RE program, looking ahead, and RE stats. She sent a separate letter to the board initiating the process of planning for a transition for the DRE role at the end of the church year, including a vision for how the transition might work, understanding that the numbers aren't there in the RE program to justify any request for an increase in hours. She has been away in Nova Scotia supporting her mother after the death of her stepfather and expect to return for in-person work on Jan 24. Jade had talked with Rev. Carter before she crafted the letter (esp about boundaries). This board should turn its attention to setting up a search team—probably there are people in the community who could be reached out to. Should have an open mind look for someone who can help us grow this nontraditional program. The position is a little less than half-time. Can RE Council take the lead on putting together a search team? Rev. C will follow up with RE Council and is also going to meet with Jade withing 24 hrs and will convey Board's gratitude to Jade. Recommend that all Board members reach out to her with appreciation also.

Music: Scott's report expressed satisfaction about the holiday music including Christmas Eve and Solstice services. He appreciates Rev. Carter's guidance and also that she provides service descriptions well in advance to support his planning. New percussionist Ronnie Bishop played for the first time at the Jan 14 worship service and seems like a great fit.

Finance Committee/Treasurer: FC report shows expenses and income as expected for this time of year. There is an expectation that the monthly variance (income minus expenses) will be negative from now until the auction (May report). FC reviewed slides prepared by Shelley for the mid-year congregational financial update on Jan 28 as well as the budget target recommendation for stewardship.

Racial Justice Change Team: No report at meeting due to time constraint.

Core Team: No report at meeting due to time constraint.

GUEST

7 pm: **Leilani Davenberry with GA 2024 update.** Leilani provides a report about her experience at GA 2023: <https://docs.google.com/document/d/1HxMImqJ5lhWlIk-kuv7ZIYm30Lkdh8oUjQxBUG2w10/edit?usp=sharing>

GA 2024 (June 21-23) is *all virtual* and registration is open now. Streaming is available for all workshops, etc.

Previous GA had almost 2,600 delegates. Voted in Rev. Sofia Betancourt as President of UUA (Leilani recommends following her public persona on Facebook); delegates voted for many things related to social justice; many excellent speakers; amendments for Article 2; some hard things such as business proposal about divestment (from young people) not passing. Leilani has participated a lot in Article 2 discussions and strongly supports the new draft. Two-thirds of delegates must approve the final. Delegate makes own decisions based on conscience although it is good that they be in tune with their congregation; some wording, etc. may happen on the fly at GA. Could Leilani and other delegates share info on Article 2 and other issues of

concern maybe in e-news (she said she has been sending to Shannon, who has been including background info). She said our delegates do stay connected throughout GA to share info.

7:15 pm: FC Chair Shelley Webb with mid-year finance report slides and discussion.

Confirmation that Jan 28 service will be 20 minutes shorter and we will ask congregants to stick around for the report (first Board, then finance). No questions in sanctuary; instead, save questions to ask the Board and finance team downstairs after the presentation. Shelley shared her slides for that presentation. She also shared a slide for just the Board with projections around pledges. The Board discussed what the pledge campaign goal should be based on what Shelley showed us about five-year projections (she emailed the info to the board) for what we need to grow to having the minister at 60% time and then minister at 75% with three services, including how much we must spend from reserves before we break even.

Message from Board to stewardship: let's ask people to stretch 10% (\$21,500 increase) – stretching feels good but we don't need to be desperate and heavy. 5% lets us keep up with inflation but 10% takes us to where we want to be. Jim will carry the message from the board to stewardship.

PRIORITY BUSINESS

Mid-year meeting presentation. Sun, Jan 28 immediately after service (during announcements portion of service). Board expresses much gratitude to Laura White for drafting this slide show.

ALL Board members: Please review the slides

(https://docs.google.com/presentation/d/1RSztCNmXFd376rHg_fwYpgmMKoinFc8NqMAjR3zBFYw/edit?usp=sharing) and especially your spoken portions (shown in the notes under the slides) before Jan 28.

Slide show order is based on Vibrant Congregation graphic:

Welcome/lay out agenda: Tracy Burrows

Introduce Board and Board Vision: Laura White

Growth: Laura White

Personal connections: Lisa Maynard

Minister and staff: John Hornby

RE: Laura Strand

Healthy relations: Tracy Burrows

Budget & operations: Jim Schlough

Growth and community outreach: Jennifer Disotell

Stewardship events and auction: Lisa Maynard

Gratitude: ALL

Introducing Shelley Webb, Finance Chair: Tracy Burrows

Rev. Carter will move the slide presentation into the announcements portion of the service. Lisa flags that someone should tell Scott so that he can alert John or else plan to play the five-fold amen himself.

Laura White will reach out to Laura Strand to make sure she is up for presenting the RE slide on Jan 28.

Updates (budget, operations, leadership, staff). Because of time constraints, we were not able to get to the following agenda items: Board member plans for next year, staff job description revisions update, stewardship plans.

OTHER BUSINESS

Personal connections. Because of time constraints, we were not able to discuss the following agenda items about personal connections: Potluck and “Resting the Greens” on Jan 7; Second Saturday social with Rev. Carter.

Monthly Board communication. Because of time constraints, we didn’t choose a topic or writer for the Feb 2 Westside week column.

Staffing “What’s Goin’ On” table on Jan 28: Lisa and ???

Staffing “What’s Goin’ On” table on Feb 11: ???

Upcoming meetings/dates/times. Sun, Jan 28, mid-year board and finance reports

Board meeting opening/closing words schedule

Feb 15: Rev. Carter

Mar 21: Jim Schlough

Apr 18: Jennifer

May 16:

Travel/time away

Shannon away Jan 18-22 to eastern WA, potentially away Mar 22-31

Jennifer conflict next month for Feb 15 same time as board mtg (Henry’s school orientation)








Next Board Meeting: Thurs, Feb 15, 2024, 6:30 to 8:30 pm on zoom (invite Nom Comm report)

Respectfully submitted,
Lisa Maynard,
Board Secretary

As of: **Tuesday, January 2, 2024**

BUDGET SUMMARY		% thru Year:		50%	
	Curr Mo Activity	YTD Actuals	%	Full Year Budget	Amount Remaining
Total Income Sources					
Pledges	\$ 20,445	\$ 122,333	55%	\$ 221,300	\$ 98,967
Sunday Plate	2,865	11,378	54%	21,000	9,622
Other Donations	305	2,425	0%	-	(2,425)
Fund Raising	21	1,116	3%	37,000	35,884
Affinity Programs	-	302	50%	600	298
RE Ministry	-	42	3%	1,250	1,208
Youth Group Ministry	-	-	0%	-	-
Music Ministry	-	741	74%	1,000	259
Program and Misc	2,488	2,687	37%	7,240	4,553
Rentals	5,453	29,275	49%	60,176	30,901
Total Income	\$ 31,577	\$ 170,300	49%	\$ 349,566	\$ 179,266
Expenses					
Minister Compensation	\$ 5,227	\$ 33,582	50%	\$ 67,591	\$ 34,009
Additional Minister	-	-	0%	5,000	5,000
RE Director Compensation	2,272	13,652	45%	30,561	16,909
RE Staff	-	80	4%	2,098	2,018
RE Training	-	-	0%	1,200	1,200
RE Youth Group	-	280	5%	5,582	5,302
RE Operations	-	342	21%	1,600	1,258
Music Director Compensation	2,149	13,871	47%	29,523	15,652
Music Staff	634	3,166	40%	7,881	4,715
Other Music	-	787	32%	2,460	1,673
Administrator Compensation	6,652	33,938	47%	72,311	38,373
Technology Support Compensation	-	-	0%	-	-
Additional Employee Benefits	708	4,165	51%	8,090	3,925
Community Impact-Internal	4,032	13,378	52%	25,833	12,455
Community Impact-External	693	3,185	48%	6,684	3,499
Worship	-	1,508	68%	2,220	712
Loans, Taxes, Fees	3,325	21,132	47%	45,182	24,050
Facility	4,392	27,928	48%	57,755	29,827
Fundraising & Rentals	-	-	0%	1,000	1,000
Reserves	-	-	0%	-	-
Total Expenses	\$ 30,083	\$ 170,993	46%	\$ 372,571	\$ 201,578
Income less Expenses	\$ 1,494	\$ (693)		\$ (23,005)	
RE Youth Group Fund Transfers IN		5,000		5,000	
OWL Fund Transfers IN		550		550	
Social Justice Transfer IN		776		775	
Board Designated Fund Transfers to GF		16,680		16,680	
Total Fund Transfers		23,006		\$ 23,005	
Difference Net Fund Transfers		\$ 22,312		\$ -	

	YTD Balance	Start of FY	YTD Change
BANK ACCOUNT BALANCES			
Umpqua Checking #7545	\$ -	118,435	\$ (118,435)
HomeStreet Checking	94,293	-	94,293
HomeStreet 7 mo CD May 2023 #6593	102,468	100,000	2,468
Homestreet 7 mo CD Aug 2023 #0757	100,000	-	100,000
Sound Credit Union Money Market #6299	-	102,103	(102,103)
Sound Credit Union Business Savings #6290	-	25	(25)
Petty Cash	200	200	-
Total Account Balances	\$ 296,961	\$ 320,763	\$ (23,802)
ASSETS			
Church Bldg & Land (book value)	\$ 3,287,100	\$ 3,109,500	\$ 177,600
Cash - Operations	82,724	86,056	(3,332)
Payroll	-	-	-
Building Fund	\$ 74,852	88,497	(13,645)
Accessibility Fund	22,462	22,462	-
Other Dedicated Fund Balances	18,171	24,505	(6,335)
<u>Operational Reserves</u>	<u>98,752</u>	<u>99,243</u>	<u>(491)</u>
<i>Total Fund Balances</i>	<i>\$ 214,237</i>	<i>234,707</i>	<i>(20,470)</i>
Total Assets	\$ 3,584,061	\$ 3,430,263	\$ 153,798
LIABILITIES			
Loan fm UUA	\$ 399,759	\$ 419,602	\$ (19,842)
Loan fm Cascadia Growth Fund	51,975	58,825	(6,850)
Other Current Liabilities	4,509	13,464	(8,955)
Total Liabilities	\$ 456,244	\$ 491,891	\$ (35,647)
GF Balance (Cash-Operations less Other Current Liabilities)	78,215	\$ 72,592	\$ 5,623
CONGREGATIONAL EQUITY			
	\$ 3,127,817	\$ 2,938,373	\$ 189,444

As of: Tuesday, January 2, 2024				% Thru Year: 50%				
Account #	Account Name	Curr Mo Activity	YTD Balance	FY23-24 Budget	YTD %ofBgt	Over Budget		Notes
GENERAL FUND INCOME								
Pledges								
4.100.100	Pledges - Current Year Income	20,445.09	121,858.39	219,300.00	 56%	-		Still ahead at 6 months
4.100.110	Pledges - Prior Year Income	-	474.36	2,000.00	 24%	-		
	Total Pledges	\$ 20,445	\$ 122,333	\$ 221,300	55%	\$ -		
Sunday Plate								
4.100.140	Contributions - Sunday WSUU	1,952.36	7,633.76	14,000.00	 55%	-		Great Christmas Eve collection!
4.100.141	Contributions - Sunday WSUU Congr Care Fund	-	-	582.00	0%	-		
4.100.143	Contributions - Sunday WSUU Youth Programs	-	-	582.00	0%	-		
4.100.144	Contributions - Sunday WSUU Real Rent Duwamish	-	-	582.00	0%	-		
4.100.145	Contributions - Sunday WSUU Partner Church	-	-	582.00	0%	-		
4.100.150	Contributions Sunday Charities	913.01	3,744.54	4,672.00	 80%	-		
	Total Sunday Plate Income	\$ 2,865	\$ 11,378	\$ 21,000	54%	\$ -		
Other Donations								
4.100.160	Special Gifts & Campaigns	304.80	2,424.50	-	0%	2,424.50		Patronage gifts
	Total Other Donations	\$ 305	\$ 2,425	\$ -	0%	\$ 2,425		
Fund Raising								
4.100.245	Auction Income	20.91	1,116.32	20,000.00	 6%	-		event income
4.100.247	Raise the Paddle Income	-	-	17,000.00	0%	-		
	Total Fund Raising Income	\$ 21	\$ 1,116	\$ 37,000	3%	\$ -		
Affinity Program Income								
4.100.211	Amazon Rebate Income	-	-	-	0%	-		
4.100.212	Thriftway Rebate Program	-	302.01	600.00	 50%	-		
	Total Affinity Program Income	\$ -	\$ 302	\$ 600	50%	\$ -		
RE Ministry Income								
4.100.259	RE Fundraising & Donations	-	-	-	0%	-		
4.100.260	OWL Registration Fees	-	42.44	1,250.00	 3%	-		
	Total RE Ministry Income	\$ -	\$ 42	\$ 1,250	3%	\$ -		
Youth Group Ministry Income								
4.100.262	RE Youth Group Fundraising & Gifts	-	-	-	0%	-		
	Total Youth Group Ministry Income	\$ -	\$ -	\$ -	0%	\$ -		

As of: Tuesday, January 2, 2024				% Thru Year: 50%					
Account #	Account Name	Curr Mo Activity	YTD Balance	FY23-24 Budget	YTD %ofBgt	Over Budget	Notes		
Music Ministry Income									
4.100.222	Music Fundraising and Donations	-	741.00	1,000.00	<div style="width: 74%;">74%</div>	-			
	Total Music Ministry Income	\$ -	\$ 741	\$ 1,000	74%	\$ -			
Program and Misc Income									
4.100.220	Coffee Income	20.00	46.00	240.00	<div style="width: 19%;">19%</div>	-	Set up text option but still hasn't been used		
4.100.225	Membership Fundraising and Donations	-	-	500.00	<div style="width: 0%;">0%</div>	-			
4.100.240	Interest Income	2,467.97	2,641.41	6,500.00	<div style="width: 41%;">41%</div>	-	interest income from first 7 mo		
4.100.255	Common Quest Income	-	-	-	<div style="width: 0%;">0%</div>	-			
	Total Program and Misc Income	\$ 2,488	\$ 2,687	\$ 7,240	37%	\$ -			
Rentals									
4.100.300	Cell Tower Rental	1,074.21	5,253.86	11,724.00	<div style="width: 45%;">45%</div>	-			
4.100.302	Electricity Reimbursement- Cell Tower	724.81	3,771.19	8,280.00	<div style="width: 46%;">46%</div>	-			
4.100.305	Rental Income - Single Events	300.00	660.00	1,000.00	<div style="width: 66%;">66%</div>	-	Cello Recital		
4.100.310	Rental Income - Lease (Leaps and Bounds of WA)	3,204.00	19,150.00	38,452.00	<div style="width: 50%;">50%</div>	-			
4.100.311	Donations- Service Groups Meeting at WSUU	150.00	440.00	720.00	<div style="width: 61%;">61%</div>	-	two months		
	Total Rental Income	\$ 5,453	\$ 29,275	\$ 60,176	49%	\$ -			
TOTAL GENERAL FUND INCOME		\$ 31,577	\$ 170,300	\$ 349,566	49%	\$ -			

As of: Tuesday, January 2, 2024				% Thru Year: 50%			
Account #	Account Name	Curr Mo Activity	YTD Balance	FY23-24 Budget	YTD %ofBgt	Over Budget	Notes
GENERAL FUND EXPENSE							
MINISTER POSITION							
Minister Compensation							
5.100.100	Minister Housing Allow Exp	1,900.00	11,400.00	22,800.00	50%	-	
5.100.101	Minister Salary Exp	2,226.65	13,359.90	26,400.00	51%	-	
5.100.105	Minister Medical Ins Exp	308.91	1,853.46	3,892.00	48%	-	
5.100.106	Minister Group Term Life Ins Exp	17.22	68.88	207.00	33%	-	
5.100.107	Minister Long Term Disability Ins Exp	26.65	106.60	320.00	33%	-	
5.100.108	Minister Dental Insurance	24.00	96.00	288.00	33%	-	
5.100.110	Minister Retirement Exp	410.00	2,460.00	4,920.00	50%	-	
5.100.115	Minister-In Lieu of FICA Exp	313.65	1,881.90	3,764.00	50%	-	
5.100.125	Minister's Professional Exp	-	2,355.13	5,000.00	47%	-	
	Total Minister Compensation	\$ 5,227	\$ 33,582	\$ 67,591	50%	\$ -	
Additional Minister Exp							
5.100.129	Ministerial Services	-	-	-	0%	-	
5.100.102	Minister Moving Exp	-	-	5,000.00	0%	-	
	Total Additional Minister Exp	\$ -	\$ -	\$ 5,000	0%	\$ -	
Total Minister Position Expense		\$ 5,227	\$ 33,582	\$ 72,591	46%	\$ -	

As of: Tuesday, January 2, 2024				% Thru Year: 50%			
Account #	Account Name	Curr Mo Activity	YTD Balance	FY23-24 Budget	YTD %ofBgt	Over Budget	Notes
CHILDREN AND YOUTH MINISTRY							-
RE Director Compensation							
5.100.150	RE Director Salary Exp	1,919.31	11,531.38	22,920.00	50%	-	
5.100.155	RE Director Medical Insurance	-	-	1,925.00	0%	-	
5.100.158	RE Director FICA Exp	146.83	882.17	1,753.00	50%	-	
5.100.160	RE Director Retirement Exp	191.00	1,146.00	2,292.00	50%	-	
5.100.153	RE Director Group Term Life Ins Exp	6.02	36.12	67.00	54%	-	
5.100.154	RE Director Long Term Disability Ins Exp	9.31	55.86	104.00	54%	-	
5.100.165	RE Director Professional Exp	-	-	1,500.00	0%	-	
Total RE Director Compensation		\$ 2,272	\$ 13,652	\$ 30,561	45%	\$ -	
RE Staff Expense							
5.100.163	RE Nursery Lead Teacher Exp	-	40.00	1,300.00	3%	-	
5.100.164	RE Nursery Assistant Exp	-	-	-	0%	-	
5.100.170	Childcare Exp	-	40.00	798.00	5%	-	
Total RE Staff Exp		\$ -	\$ 80	\$ 2,098	4%	\$ -	
RE Training Expense							
5.100.152	RE OWL Leadership Development Exp	-	-	1,200.00	0%	-	
Total RE Training Expense		\$ -	\$ -	\$ 1,200	0%	\$ -	
RE Youth Group Expense							
5.100.132	RE High School Youth Programs Exp	-	280.20	582.00	48%	-	
5.100.161	RE Lead Youth Advisor Exp	-	-	5,000.00	0%	-	
Total RE Youth Group Expense		\$ -	\$ 280	\$ 5,582	5%	\$ -	
RE Operations Expense							
5.100.171	RE Services	-	-	-	0%	-	
5.100.131	RE OWL Program Exp	-	-	600.00	0%	-	
5.100.229	RE OWL Fund Transfers OUT	-	-	-	0%	-	
5.100.134	RE Operational Exp	-	342.40	1,000.00	34%	-	
Total RE Operations Expense		\$ -	\$ 342	\$ 1,600	21%	\$ -	
Total Children & Youth Ministry Expense		\$ 2,272	\$ 14,354	\$ 41,041	35%	\$ -	

As of: Tuesday, January 2, 2024				% Thru Year: 50%			
Account #	Account Name	Curr Mo Activity	YTD Balance	FY23-24 Budget	YTD %ofBgt	Over Budget	Notes
MUSIC MINISTRY							
Music Director							
5.100.185	Music Dir Salary Exp	1,826.28	10,957.68	21,915.00	50%	-	
5.100.186	Music Dir Medical Insurance	-	-	2,063.00	0%	-	
5.100.187	Music Dir Retirement Exp	182.63	1,095.78	2,192.00	50%	-	
5.100.188	Music Dir FICA Exp	139.71	838.26	1,677.00	50%	-	
5.100.200	Music Dir Group Term Life Insurance	-	-	69.00	0%	-	
5.100.205	Music Dir Long Term Disability Ins Exp	-	-	107.00	0%	-	
5.100.190	Music Dir Professional Exp	-	978.81	1,500.00	65%	-	
	Total Music Director Compensation	\$ 2,149	\$ 13,871	\$ 29,523	47%	\$ -	
Music Staff							
5.100.193	Music Sunday Service Pianist Exp	393.75	1,706.25	3,445.00	50%	-	double time for christmas eve
5.100.195	Music Percussionist Exp	-	660.00	2,756.00	24%	-	
5.100.197	Music Chorale Rehearsal Pianist Exp	240.00	800.00	1,680.00	48%	-	
5.100.198	Music Bassist Exp	-	-	-	0%	-	
5.100.199	Music Administrator Exp	-	-	-	0%	-	
	Total Other Music Staff Expense	\$ 634	\$ 3,166	\$ 7,881	40%	\$ -	
Other Music Expense							
5.100.191	Music Purchase Exp	-	344.82	765.00	45%	-	
5.100.192	Music Equipment Maint Exp	-	125.00	400.00	31%	-	
5.100.194	Music Programs Exp	-	317.00	1,220.00	26%	-	
5.100.196	Music Council Fundraising Exp	-	-	75.00	0%	-	
	Total Other Music Expense	\$ -	\$ 787	\$ 2,460	32%	\$ -	
	Total Music Ministry Exp	\$ 2,782	\$ 17,824	\$ 39,864	45%	\$ -	
ADMIN STAFF & SUPPORT							
Congr Administrator & Bookkeeper							
5.100.174	Congr Admin Salary Exp	5,144.01	28,292.06	59,156.00	48%	-	
5.100.175	Congr Admin Medical Insurance	600.00	600.00	1,200.00	50%	-	
5.100.176	Congr Administrator Retirement Exp	514.40	2,829.20	5,916.00	48%	-	
5.100.177	Congr Administrator FICA Exp	393.52	2,164.36	4,525.00	48%	-	
5.100.173	Congr Administrator Group Term Life Ins Exp	-	-	437.00	0%	-	
5.100.230	Congr Administrator Long Term Disability Ins Exp	-	-	577.00	0%	-	
5.100.231	Congr Admin Professional Exp	-	52.75	500.00	11%	-	
	Total Congr Administrator & Bookkeeper Compensation	\$ 6,652	\$ 33,938	\$ 72,311	47%	\$ -	
Technology Support Compensation							
5.100.724	Streaming Tech Exp	280.00	1,130.00	2,440.00	46%	-	double time for christmas eve
5.100.726	AV Tech Expense	377.40	1,733.58	3,000.00	58%	-	double time for christmas eve
	Total Additional Employee Benefits Expense	\$ 657	\$ 2,864	\$ 5,440	53%	\$ -	
Additional Employee Benefits							
5.100.178	Labor & Industries Ins Exp	-	637.18	1,250.00	51%	-	
5.100.181	Family and Medical Leave Ins Exp	-	420.46	780.00	54%	-	
5.100.184	Part time Empl FICA SS Exp	50.29	243.55	620.00	39%	-	
	Total Additional Employee Benefits Expense	\$ 50	\$ 1,301	\$ 2,650	49%	\$ -	
	Total Admin Staff & Support Expense	\$ 7,360	\$ 38,103	\$ 80,401	47%	\$ -	

As of: Tuesday, January 2, 2024				% Thru Year: 50%			
Account #	Account Name	Curr Mo Activity	YTD Balance	FY23-24 Budget	YTD %ofBgt	Over Budget	Notes
Other OPERATIONAL AND COMMUNITY IMPACT							
Community Impact-Internal Expense							
5.100.320	UUA Dues Exp Bud	2,831.50	5,663.00	11,326.00	50%	-	
5.100.801	All Congr Retreats and Trainings	1,200.00	7,645.47	10,000.00	76%	-	<i>Pam Orbach Right Relations consulting</i>
5.100.802	GA Delegate Exp	-	-	1,200.00	0%	-	
5.100.758	Congregational Care Fund Transfer OUT	-	-	582.00	0%	-	
5.100.710	Membership Exp Bud	-	-	500.00	0%	-	
5.100.759	Board Discretionary Fund	-	-	500.00	0%	-	
5.100.800	All Congr Social Events	-	69.17	750.00	9%	-	
5.100.756	Social Action Expense	-	-	775.00	0%	-	
5.100.829	Adult RE Exp	-	-	200.00	0%	-	
	Total Community Impact-Internal Expense	\$ 4,032	\$ 13,378	\$ 25,833	52%	\$ -	
Community Impact-External Expense							
5.100.757	Sunday Morning Contributions Given to Charity	692.85	2,769.85	4,672.00	59%	-	
5.100.729	Real Rent Duwamish- Sunday Plate	-	-	582.00	0%	-	
5.100.728	Real Rent Duwamish	-	270.00	648.00	42%	-	
5.100.754	Partner Church Program Exp	-	144.70	582.00	25%	-	
5.100.300	Partner Church Dues Exp Bud	-	-	200.00	0%	-	
	Total Community Impact-External Expense	\$ 693	\$ 3,185	\$ 6,684	48%	\$ -	
Worship Expense							
5.100.725	Worship Council Expense Budget	-	907.26	1,995.00	45%	-	
5.100.727	AV Equipment & Maintenance	-	600.60	225.00	267%	375.60	
	Total Worship Expense	\$ -	\$ 1,508	\$ 2,220	68%	\$ -	
Financial Expense							
5.100.650	Loan Debt Service - UUA	2,580.14	15,480.84	30,962.00	50%	-	
5.100.655	Loan Debt Service - Cascadia Growth Fund for UU	659.96	3,299.80	7,920.00	42%	-	
5.100.457	Annual City/County/State Fees	-	1,661.21	3,600.00	46%	-	
5.100.520	Banking & Credit Card Fees e.g.Vanco	85.32	690.21	2,700.00	26%	-	
	Total Financial Expense	\$ 3,325	\$ 21,132	\$ 45,182	47%	\$ -	

As of: Tuesday, January 2, 2024				% Thru Year: 50%			
Account #	Account Name	Curr Mo Activity	YTD Balance	FY23-24 Budget	YTD %ofBgt	Over Budget	Notes
Facility Expense							
5.100.450	Telephone/Cable/Internet	289.31	1,716.36	3,500.00	49%	-	
5.100.460	Web Hosting Exp	-	-	-	0%	-	
5.100.470	Web Maintenance Exp Bud	-	-	-	0%	-	
5.100.475	Technology Management	-	778.80	3,000.00	26%	-	
5.100.480	Office Expenses	-	146.87	600.00	24%	-	
5.100.481	Postage Exp Bud	-	132.00	400.00	33%	-	
5.100.482	Printing / Copying	163.27	1,076.90	2,000.00	54%	-	
5.100.483	Constant Contact Email Service	-	-	425.00	0%	-	
5.100.550	Liability Insurance Exp Bud	2,275.25	6,825.75	8,230.00	83%	-	
5.100.452	Security Alarm System	-	437.92	500.00	88%	-	
5.100.453	Electricity - SCL	-	6,713.14	14,000.00	48%	-	
5.100.454	Water/Sewer - SPU	205.77	757.15	1,500.00	50%	-	
5.100.455	Waste/Recycling/Green	178.40	1,070.40	2,200.00	49%	-	
5.100.456	Gas - PSE	561.37	1,251.73	6,500.00	19%	-	
5.100.451	Janitorial Supplies	-	258.58	1,500.00	17%	-	
5.100.458	Landscaping Exp	-	-	500.00	0%	-	
5.100.459	Building Maintenance Supplies & Small Labor Vendor	18.35	2,132.42	3,000.00	71%	-	
5.100.462	Lift Phone Monitoring	-	198.23	400.00	50%	-	
5.100.222	Coffee and Other Kitchen Exp	-	231.77	600.00	39%	-	
5.100.471	Janitorial Service	700.00	4,200.00	8,900.00	47%	-	
Total Facility Expense		\$ 4,392	\$ 27,928	\$ 57,755	48%	\$ -	
Fundraising & Rentals Expense							
5.100.305	Facilities Rental Exp - single events	-	-	250.00	0%	-	Admin covering rental events
5.100.820	Auction Expense	-	-	500.00	0%	-	
5.100.822	Canvass Expense	-	-	250.00	0%	-	
Total Fundraising & Rentals Expense		\$ -	\$ -	\$ 1,000	0%	\$ -	
Reserves Expense							
5.100.461	Building Capital Reserve Exp-GF	-	-	-	0%	-	
5.100.760	Operational Reserves FB Exp	-	-	-	0%	-	
Total Reserves		\$ -	\$ -	\$ -	0%	\$ -	
Total Other Operational & Community Impact Expense		\$ 12,441	\$ 67,130	\$ 138,674	48%	\$ -	
TOTAL GENERAL FUND EXPENSE		\$ 30,083	\$ 170,993	\$ 372,571	46%	\$ -	
General Fund Income less Expense		\$ 1,494	\$ (693)	(23,005)			
Fund Transfers							
4.100.261	RE Youth Group Fund Transfers IN	-	5,000.00	5,000.00	100%	-	
4.100.263	OWL Fund Transfers IN	-	550.00	550.00	100%	-	
4.100.226	Social Justice Transfer IN	-	775.54	775.00	100%	0.54	
4.100.241	Board Designated Fund Transfers to GF	-	16,680.00	16,680.00	100%	-	
Total Fund Transfers		\$ -	\$ 23,006	\$ 23,005	100%	\$ 1	
DIFFERENCE NET FUND TRANSFERS		\$ 1,494	\$ 22,312	\$ -			

<u>Fund Acct</u>	<u>Fund Balances</u>	<u>Curr Balance</u>	<u>Mo. Change</u>	<u>Notes/Explanation</u>	<u>Prior Year Balance</u>	<u>Ann. Change</u>	<u>Fund Balance Steward</u>
3.200.100	Building Fund Balance	74,852.13	(3,346.07)	furnace repair & ranges purchased	88,496.98	(13,644.85)	Finance Committee
3.201.100	Accessibility Fund Balance	22,461.68	-		22,461.68	-	Board of Trustees + Building Planning Committ
3.305.100	Operational Reserves	98,752.11	-		99,242.92	(490.81)	Finance Committee
3.310.100	Conference Scholarship Fund Balance	171.21	-		171.21	-	Board of Trustees
3.350.100	Music Fund Balance	389.24	-		389.24	-	Music Director
3.355.100	WSUU Sponsored Events Fund Balance	2,075.24	-		2,075.24	-	Membership
3.360.100	Youth Group Fund Balance	2,291.47	-		7,291.47	(5,000.00)	DRE
3.370.100	OWL Fund Balance	6,210.46	-		6,760.46	(550.00)	DRE
3.380.100	Religious Ed Misc Fund Balance	2,041.84	-		2,041.84	-	DRE
3.390.100	Art and Aesthetics Fund Balance	2,929.50	-		2,929.50	-	Ginger Brewer
3.391.100	Social Justice Fund Balance	-	-		775.54	(775.54)	Social Justice Chair
3.400.100	Endowment Fund Balance	55.00	-		55.00	-	Endowment Fund Chair
3.405.100	Little Free Library Balance	40.00	-		40.00	-	LFL Coordinator
3.815.100	Partner Church Fund Balance	1,975.82	-		1,975.82	-	Partner Church Chair
	Total Dedicated Funds	\$ 214,245.70	(3,346.07)		\$ 234,706.90	\$ (20,461.20)	

MINISTER'S MONTHLY REPORT

January 2024

Introduction

To begin, I am grateful to Westside for allotting me generous time away in my contract to continue to care for myself and grow professionally. I am writing this after a very full week immersed in the beginning of my CPE (Clinical Pastoral Education AKA hospital chaplaincy) unit. From now until the middle of May, this is an opportunity to serve my community in Portland while continuing to get supervision and feedback on my pastoral care. While I have done this program in the past, I have already learned so much from my new supervisor and incredibly multicultural peer group, as well as noting the ways the hospital system is making changes to offer more holistic and integrative services to its patients and families. As a leader in *this* church institution, I am curious about the new insight I might gain into how systems change, and the centrality of positive and affirming relationships in that change.

I could go on. The joy is in having full time ministry with different settings and diverse people to learn with and from. And, miraculously, five part-time pastors and part-time chaplains were able to divvy up the schedules we're responsible for without interfering with anyone's duties to their parishioners!

It has been an unusually long break from Seattle for me, and I look forward to joining you all in person again next week.

Updates:

Holiday Services

December was focused on celebrating the holidays with Westside. Honoring the multiplicity of traditions around this time of year in my service on December 12, a more experimental service on the Solstice, and a very full and lively Christmas Eve service, and reflecting in my blog on Advent. While there were important learnings and takeaways from this season (non-standard services take much more time to plan and need more attention to detail, gas fires are more accessible than wood fires, etc.), I can say that it was mostly a delight! So many Westsiders put their time, energy, and heart into sharing this beautiful time together. I know that after years of holiday celebrations disrupted by the pandemic, it felt cathartic to be able to have such a big in-person celebration. I am especially grateful to all of the extra effort all of the staff put into making these services happen, with beautiful music, multi-age engagement, and behind-the-scenes tech work.

Easter Planning

After last month's board conversation about Easter at the board meeting, I brought the proposal (shift our usual 4th Sunday service to the 5th Sunday to have a service on Easter Sunday) to the worship team, which generated much conversation. People spoke of not feeling comfortable singling out and prioritizing the Christian liturgical calendar in our schedule when we don't do that for other faith traditions. Worship leaders spoke of having the energy and drive to take on extra work so as to not lose our normal 4th Sunday service. Perhaps on Easter we have a non-standard worship service (such as we did with Solstice) followed by a community meal?

Personally, I really like this proposal, as it ensures more Christian-identified members of our congregation are welcomed on Easter, and we still have a chance to invite in newcomers on that key date. Ultimately, this is a shared ministry, and I want to move forward with a plan that most people feel good about. If we decide we will take on this extra Sunday, we would need to decide which Sunday I (and Scott, too) prioritize being present for, and who will be responsible for the other week. I am confident we can work out those details once the calendar is finalized.

Right Relations

After a big, intensive year, our Right Relations leaders are at a crossroads. The contract with Pam Orbach is wrapping up; some leaders have moved off the core team, others have leaned in; we are actively moving toward a more concrete covenant process as a congregation. Folks are feeling tired, yet fulfilled by the work, and the pace feels fast.

On January 27th, the core team and I will spend the afternoon in retreat as an effort at spending quality time together in a less action-oriented way. It will be a time for debrief of recent work and synching up as much as possible for the coming months. I expect this time to be rich, and that some more clarity about our hopes for the covenant process to emerge. There is a deep commitment to a process that is co-created and radically inclusive, and this retreat may be a time to figure out how to concretely move toward that.

War in Palestine

As conflict continues to unfold in the Middle East, I have spoken from and heard from many people who are hurting and unsure how to engage. Some wish that we would take more of a prophetic stand in worship and public communications; some wish that we would present more opportunities for our

community to get educated on the issues involved; some wish that our community was taking more collective action they could join into. I don't know the best way forward, and worry that a congregation-wide grappling with this war would be taxing when our system is already putting so much work into this covenant process. And, I feel tugged to action, to contribute anything at all to this peace movement of our generation, because it is urgent, and all of us living in the US are implicated.

In my life in Portland, I have made contact with a Palestinian woman whose professional life is dedicated to protecting and supporting children in war zones. She was excited to learn I am a minister, and has ideas for ways that her projects could use volunteers from a church (the projects are not ongoing, they are currently awaiting grant money). This could be one avenue to explore further.

Mostly, I bring this to the board to name the importance of this ongoing issue, and to invite conversation into how our congregation could productively engage.

Upcoming Residency Schedule:

- January 24-28
- February 7-11
- February 21-25

**WSUU Finance Committee Report
December 2023**

Action Items for the Board:

- Shelley is confirmed to attend the board meeting on 1/18 at 7:15pm.

Financial Highlights for December 2023 (50% of the year):

Highlights	Actuals	Actuals – YTD	YTD % of Budget	Budget
Total Income	\$ 31,577	\$ 170,300	49%	\$ 349,566
Pledges	\$ 20,445	\$ 122,333	55%	\$ 221,300
Total Expenses	\$ 30,083	\$ 170,993	46%	\$ 372,571
Net Income/Expenses	\$ 1,494	- \$ 693		
Net Fund Transfers		+ \$ 22,312		

Financial Status:

- Expenses are progressing as expected for this time in the year.
- Income is progressing as expected for this time in the year.
- Expectation is that the monthly variance (Income minus Expense) will be negative from now until May (the auction).
- Pledges in hand is \$214,292 vs budget of \$221,300, or \$7,000 short.

Unanticipated Variance(s) to Budget:

- None

Notes

- The Finance Committee reviewed slides prepared by Shelley for the mid-year congregational financial update and the budget target recommendation for Stewardship.
- FC discussed where to record fees for licensing for showing copy-written content. Decided to group licensing fees together for the future under Community Impact – Internal.
- Shannon shared research on going market rate for musicians.
- Other items discussed: lift maintenance, cell tower renewal date, new job titles, finance policy on building committee expense approval limits, HomeStreet Bank advertising opportunity, when to book interest from CDs.

Submitted by Shelley Webb 1/11/2024

RE Monthly Report to the Board

January 15, 2024

Our full fall season culminated with the richness of our two holiday services, for Solstice and Christmas Eve. Engaging children and particularly youth in both was a joy! A little extra time was required to collaborate in the planning of these services, and it was worth it. We also learned some things to help us navigate next year even more smoothly.

Mid-Year Learnings

At this mid-point in our year, I have been reflecting on what it takes to build---and rebuild---beloved community. We've long learned lessons around the idea of "build it and they will come." This fall our RE volunteers built a dynamic program that they're offering with joy and creativity, and we have much to celebrate in what seems to be working well. Our participant numbers, however, leave us curious about where to best put our energies to invite fulfilling engagement with families that results in growing attendance numbers.

Many families speak of the value of this community for their children and youth, and the needs it meets. They also describe many competing needs present with children and youth at all stages, including the additional competing need to slow down and make more space – a gem that came from the pandemic experience. Reaching out to families and to youth individually makes a difference in engagement, though it's not possible to consistently extend that level of personal connection – unless families are offering it to each other.

I am reminded that relationships (and our desired community connections) move at the speed of trust. And as trust grows, so will the commitment of our families and youth to lean in to engage and contribute to a community they experience as beloved.

Some curiosities to be explored at this mid-point include:

- How do we best foster relationship growth between families that stretches beyond meeting intermittently on some Sunday mornings, to potentially create a significant positive difference in their lives?
- Now that we have a fluid, inclusive, neuro-divergent, accessible RE program in play, how do we resourcefully bring an experience of deeper meaning for our different age groups --in particular, for our middle and high school youth-- so they will want to show up more regularly?
- How do we weave in more of the sacred elements that are core to us as a UU community, while remaining multi-age (so we can benefit from the energy of larger numbers) and curriculum-light (so we can continue to have relationship, belonging and fun as our primary focus)?
- What will be most inviting to our families and youth to engage in some of the dynamic right relations work happening in our community?

Summary of New Elements to RE and What We're Learning

Our RE program has experimented with some new elements this fall, in an effort to respond to what we've been learning about the needs of our families, and also to provide a maximally inclusive opportunity for engagement at all levels while we grow. In last month's report, I included some summary points about the creative and unique ways we've shaped our RE program this year, and some of our learnings so far. (Also below for reference.)

Looking Ahead

Nursery –

- We now have two families with babies under one year old who are beginning to come to services and parent group! So far, they are preferring to keep their babies with them in the Quiet Room, and in RE class and parent group. Both are aware of the Nursery space and offering, and we will open it as soon as they're ready.

Connect and Explore All Ages RE Program for Sunday Mornings –

- We'll hold a mid-year meeting for our entire teaching team in February to discuss our learnings and curiosities, and to plan for changes and growth in our programming.
- Our fourth class in January (28th) and the second class in February (11th) will have a special focus on the Chinese New Year with multi-sensory activities, growing our appreciation for fresh starts, and themed snacks.

Youth Group –

- We have established that youth group will happen on the 2nd and 4th Saturdays of the month from 4-6pm, a time when the church is almost always empty, which will allow us to take full advantage of the space.
- February 10th will be our first overnight of the year for our youth at the church, and two local Youth Cons will be offered in early March and late April.
- We have decided not to offer a Coming of Age program this year. We have the good fortune that next year, all of our current youth will still be able to participate. We don't have volunteer capacity or youth capacity to make this program happen this year, while we are focusing on rebuilding the youth group itself.

Parent Group –

- Leilani and Noella and I have planned for sessions (with Leilani's leadership) through March, covering the topics of teaching and modeling values, answering hard questions, and navigating care of little and elders at the same time.
- Leilani and Noella are growing a "connections board" to encourage parent connections outside of Westside and to create pathways for families to support each other through naming needs and offering supports.

RE Council –

- We continue to meet monthly on the first Thursdays. In our January meeting, we discussed needs and desires for our winter/spring semester, and also for next year. We will carry these out through our teacher meeting in February, and the RE Council is ready to be of assistance as needed in support of plans for next year.

RE Stats:

Attendance of children and youth (all ages) on Sunday mornings --

- Dec 24 – approx. 24 children and 10 youth attended the Christmas Eve service -- 34
- Jan 7 -- 3
- Jan 14 – 6

Youth Group Attendance –

- Dec 21 – 3 youth attended the Solstice service, and 2 had a role in the service
- Dec 24 – 10 youth attended the Christmas Eve service, and 4 had a role in the service
- Jan 13 – 2 (several wrote that they were away for the long MLK weekend, and one was sick)

Jade Wilde, Director of Religious Exploration

January 2024 RE Report to the Board

Summary of New RE Program Elements and Learnings from December RE Report to the Board:

Connect and Explore All Ages RE Program –

- Our RE Council is providing leadership and support on many levels for this program. Every member is also an RE teacher. I am grateful for the ongoing dedication of these volunteers – Faith Iverson, Amy Hance-Brancati, Thomas Terence, Jeanette Hitch and Leilani Davenberry who continues to offer creative and collaborative leadership and support for RE classes, for our parent group, and for storytelling.
- We have four-member teaching teams planning, preparing wonderful activities, and offering a radically inclusive container for children, youth, young adults, and parents for four Sundays every month. Attendance continues to be higher for the 2nd and 4th Sundays, as expected.
- Our environment seems to be appealing to some adults who have wanted the opportunity to engage in more interactive connection in this welcoming format with hands-on activities. We have also had the opportunity to include two adults with developmental disabilities in ways that seem to be appealing to them, while honoring them as adults.
- Our container and activities allow humans with neuro diverse experiences to flourish! This is an essential key to creating the sense of belonging that is one of our primary goals.
- Some learnings from this type of programming so far:
 - The multi-age format is a bonus for creating more energy in the space with increased numbers of people, and intergenerational relationship building. Our middle schoolers in particular, would be more reticent to participate if they were in a group of one or two with the adult teachers.
 - A drawback of the multi-age format is that it is more challenging to create truly engaging projects that older children and youth are excited about, and that invite their deeper curiosity and creativity. It's time to examine possibilities for creating a break-off project for our youth for Sunday morning time, though our limited capacity with my time and volunteer energy may prevent us from taking this next step at this moment.
 - We are learning how we need to strengthen the boundaries of our container to allow children and youth to be autonomous in their choices, and also to ensure emotional and physical safety in a less structured environment.
 - We are implementing a new sign-out procedure for 2nd and 4th Sundays to have clarity about when RE volunteers are responsible for children and youth, and when parents take back that responsibility. We want to have this be very clear for liability purposes, while also allowing our children and youth to continue to engage with games and crafts through coffee hour.
 - Extending games and crafts, costumes, movement opportunities, and our quiet station through coffee hour seems to be a win in inspiring children and youth to want to stay while parents visit, and to foster broader intergenerational connections.
 - With the foundation pieces in place, we are seeing the opening and need for bringing in more sacred UU rituals and elements, and the opportunity for integrating more teaching related to our UU values and actions for justice.
 - There has not been a need from any families with babies, for us to open our nursery. We have accommodated some preschoolers in our Connect and Explore all ages RE program, and that has worked beautifully.

- The RE Council will likely bring the full teaching team together in January or February for a mid-year opportunity to go deeper in our learning, and to grow and strengthen our Connect and Explore program.

Youth Ministry –

- Our youth group is becoming more solid, and relationships are beginning to grow! We have between three and seven participants showing up regularly. We learned in the youth advisor training in October, that this is quite a success. Even congregations much larger than ours are experiencing a drought of youth group interest and attendance.
- Faith Iverson’s support as our new youth group coordinator has been enormously helpful. She is sending communication reminders to youth about events, stewarding the building and pizza during youth group, and also meeting with me weekly to plan and problem-solve.
- We held a deeper dive youth advisor meeting on December 7th, to grow the connections between our three young adult advisors, Neve Mazique-Bianco, Eli Breidford, and Alicia Finney. We agreed to offer an ongoing youth group session on the 2nd and 4th Saturdays from 4—6pm. We are hoping we can engage Rev Carter periodically as well. She has already attended full youth group sessions, and our advisor meeting, which was fruitful in both cases!
- As with our Connect and Explore program, as we establish more of a sense of belonging and connection, the doors are opening for us to engage in more sacred rituals and deeper conversations.
- We are working with Rev Carter and Scott to continue to find opportunities for our youth to be involved in music and in worship. This is slowly growing, and we have youth taking a lead role in one aspect of our Christmas Eve service.
- I recently turned down an opportunity to collaborate with local congregations on an offering of high school OWL this spring, as we don’t have the capacity with volunteers, or among our youth.
- It is also unclear if we can offer anything related to Coming of Age this year or not. We have not successfully engaged the volunteer or paid leadership we need to develop an adapted version of a relevant and workable program for all high school grades, and it appears that the youth are also over-extended already.

Parent Group –

- Leilani Davenport and Noella Natalino have offered a parent group meeting each month from October through December on the 3rd Sundays, from 10:30—11:45am. They worked with the parents to create a covenant and a sacred space, to identify topics of priority interest, and to develop a connections board.
- We’ve had between four and seven parent participants, plus Leilani and Noella, who continue to express their appreciation and gratitude for this offering.

MUSIC DIRECTOR MONTHLY REPORT
December, 2023

Happy New Year! Still glowing (and recuperating!) from our holiday season at church. What a rewarding time on so many levels! It's so wonderful having the steady, inspirational presence of Rev. Carter guiding us as we explore new possibilities here.

ACTION ITEMS: No action items at this time

1. Past Services: Our Solstice experiment was a huge success I think! It was so lovely to experience the congregation in a worship setting in a semi-in-the-round configuration in our fellowship hall instead of the risers in the sanctuary. It took extra meetings for this first-time event, but I think it was worth it, and worth repeating for sure! I also thought the Christmas Eve service was beautiful, and was happy to be able to coordinate the musical elements, including writing an arrangement and holding separate rehearsals for the Darnell family on O Holy Night. The RJCT led service on Jan 14th was powerful as well, and I feel the hymns and the music really supported the theme. It was so wonderful to have Cecilia Hayes back singing with us for the first time since I've been here, and the "Just Us Singers" did a wonderful job on Mike Wold's song.
2. Upcoming services: On January 8th the sermon title is "Bread and Roses", and the Chorale is planning on singing two songs for this that we've been rehearsing. February 11th is still in the works, but I must say that it is so helpful to have Reverend Carter providing service descriptions well in advance to facilitate planning.
3. The Westside Chorale and Chalice Singers: We have a couple of new members, which is great, and our time rehearsing together has really given us the opportunity to work on more than just getting songs ready for the next service. I'm really enjoying having Mark there for rehearsals!
4. Drummer vacancy: I'm happy to announce that the drummer vacancy has been filled! The very talented Ronnie Bishop has agreed to be our regular Sunday drummer, and judging from this past Sunday, he's a wonderful fit and I look forward to more in the future

In Harmony,

Scott Farrell

Administrator Report to Board January 2024

Happy New Year to you all! I hope you found some restoration and rejuvenation in your holiday time.

***I have one action item below about purchasing a church video license that would enable us to show film media in our sanctuary during worship services and other events (movie events).**

Also, I will not be available to join you for this month's board meeting so please send along any specific requests by email and I'll read the minutes to catch up in general.

	Speaker/Special Circumstances	Attendance In-person/Views while streaming/ views since published/total views
12/10/23	Rev. Carter – New Member Welcome	79/7/32/118
12/21/23	Solstice Celebration	60 (not streamed)
12/24/23	Christmas Eve Service	165/8/29/202
1/14/23	MLK Service/Cydney Moore	61/15/9/85

Offering Collection for December: For the month of December, our shared offering recipient was **YouthCare Orion Center**. We collected \$871.34 for them! The collection on Christmas eve was quite large! WSUU portion of the offering for December was \$1952.36. The total offering received \$2823.70. This is \$714.78 more than November.

Membership/New Interest: Current membership 149.

No changes to membership in December.

Welcome Forms Received: 7

New Subscribers to email list: 5

Unsubscribed from email list: 3

***License for Video Content:** the RJCT is planning a movie event for the sanctuary for February (Black History Month) and this led to discussion about licensing requirements to show media at church. After some research I determined that we do need a license of our own. We can not use the exemption offered to educational institutions. One option is to purchase a Church Video License from [CVLI](#) for about \$300 annually. It covers content from every major Hollywood film studio and many others. I'm seeking board approval to purchase this for the current year and to consider budgeting for it annually to make the most of our new LED screen. Note* the license does not permit us to charge for entry. All events must be free to view.

Internet-Connectivity in Building: Lane is still working on this. With the help of Jim Schlough, he created a wired connection in the Fireside Room and installed a new access point in the room so the connection for viewing videos etc. is very good now. Lane will continue to document what he finds in terms of connection points and replace out-of-date hardware.

Stewardship – The team met in the week between the holidays and made plans for our small group gatherings. Potential hosts will be contacted. The goal is to have 6 gatherings at various times of day with two of the meetings happening at church to ensure easy access. The team officially consists of Jill Jackson, John Hornby, Steve Bennett, Sheree Porter and myself.

Building Rental: We hosted a cello recital and rehearsal in mid-December. It went well and I hope that our contact will spread the word about our venue to her music teacher community. I acted as the building manager for the event. If the number of rentals increases, I will need to get some people trained to act as building manager and pay them. At present, I am charging for the staffing in the rental contracts but building the time into my schedule.

Right Relations: Tuesday evening meetings of the Core Team and Wellbeing teams continue. I have been doing some coordination of various circles. The work is still very present and very rich.

Facilities Issues and Updates:

Gas Range Replacement: As you are all aware, we have now successfully completed this project. Installation happened on December 26th.

Items taking extra time in November: Range replacement project – particularly dealing with the electricians, solstice service and extra prep for Christmas Eve worship, Right Relations work, auction team support (meetings and website set up)

Upcoming Time Away: January 18-22 away to Eastern WA, March 22-31 potential travel with family, not confirmed yet.

In loving community,
Shannon