



Westside  
Unitarian Universalist  
Congregation

# WSUU BOARD AGENDA

## January 22, 2026

Meeting Time: Thursday, Jan 22, 2026 at 6:30 PM PT

Place: WSUU Evergreen Room & [Zoom](#)

Reports: [Staff/Committee Reports](#)

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

6:30 PM	<b>Welcome and Chalice Lighting</b>	Jill	Welcome Land Acknowledgement Chalice Lighting Covenant
6:40 PM	<b>Check-in</b>	Everyone	Check in/Access Needs
6:50 PM	<b>Minutes</b>	Charlotte	Approve December 2025 Board Meeting Minutes
6:55 PM	<b>Minister's Report</b>	Rev. Carter	Updates Action Item: move Care checking account
7:05 PM	<b>Priority Business</b>	Jill & Shelley	Finance Update – Review of 5-year plan and projections Action Item: pledge drive goal
7:45 PM	<b>Reports</b>		Staff Reports – Administration, Music, Religious Education Committee Reports – Treasurer/Finance, RJCT, Membership Action Items: RE - Liaison for Feb meeting; Admin - Website.
7:55 PM	<b>New &amp; Continuing Business</b>	Jill & Rev. Carter	Website Personnel Update Stewardship Policy work update Nominating Committee Midyear Update - January 25th
8:15 PM	<b>Appreciations</b>	Jill	Thank you cards
8:20 PM	<b>Communications Announcements</b>	Jill Rev. Carter Shannon	Next Westside Week sharing - Feb 4 deadline Upcoming Minister and staff OOO schedules / WSUU Events Board member schedules Next Board Meeting: Tuesday, Feb 24 , 2026
8:30 PM	<b>Closing</b>	Rev. Carter	Closing Words Extinguish the Chalice



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## 2025-2026 WSUU BOARD COVENANT

As members of the Westside Unitarian Universalists Board of Trustees for 2025-2026, we commit to nurturing a culture of:

- Collaboration
- Transparency
- Gratitude
- Flexibility

We will work towards this by:

- Centering our relationships with one another and within the larger WSUU community
- Taking risks: Trying, failing, and regrouping
- Naming/bringing closure to what is not working
- Centering our policy and decision-making in our UU principles and using the equity tool to ensure our work takes into account diverse needs and impacts
- Sharing the workload, acknowledging each other's skills/expertise, and asking for help when needed
- Being reliable, attentive, and accountable to one another (and to the larger community)
- Creating clarity around our shared purpose
- Being authentic and honest in our communications
- Being kind and giving grace to each other and to the members of our community

**MEETING OF THE BOARD OF TRUSTEES OF  
WESTSIDE UNITARIAN UNIVERSALIST CONGREGATION  
January 22, 2026 6:30pm**

**BOARD ATTENDING:** In Person -- Evergreen Room

Jill Jackson, President  
Don Wahl, Vice President  
John Hornby, Treasurer  
Charlotte House, Secretary  
Cindy Jackson, Past President, Via ZOOM  
Leah LaCivita, Member At Large  
Meghan Schumacher, Member At Large (Absent)  
Rev Carter Smith (ex-officio), Via ZOOM  
Shannon Day (ex-officio)

**GUESTS:**

Shelley Webb, Finance Committee

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

We met at WSUU Evergreen Room. Jill provided a land acknowledgment. John lit the chalice and Jill shared chalice-lighting words.

Check-Ins and access needs were completed.

**MINUTES:**

It was moved and seconded that the minutes from the *December 18, 2025* meeting be approved. The Board voted to accept as submitted the *December 18, 2025* Minutes.

**MINISTER'S REPORT (Rev Carter)**

Mechanics Bank needs this Board to make a motion and pass that we are instructing Rev Cart to move the Care checking, which was a Personal Account, to a Business Account at Mechanics Bank.

MOTION: Don moved to have Rev Carter, at her discretion, decide whether the fees are appropriate for this account, and transfer the funds from Personal Checking to a Business Account at Mechanics Bank, allowing for 2 signers, Rev Carter and one Board Member. Leah seconded. Motion passed unanimously.

**PRIORITY BUSINESS**

Finance Update -- Review of 5-year plan and projections were presented.

In the 'Dedicated Fund Balances' box: note that the \$10K of life insurance gift from Sue Holly is added to the Operational reserves. The Board can decide how to allocate it at a later date.

Note: this budget includes \$37K in income from the Auction.

Discussion & Planning for the budget:

- We are running at a deficit = -\$11.5K (Operational Reserves at \$123K)

Compensation:

- Top 3 positions min of 3%.
- Note the side box in red: Congregational Admin/Director of Operations is not listed due to job role...*Health Ins costs could be significantly higher (>\$6k).*

# MEETING OF THE BOARD OF TRUSTEES OF WESTSIDE UNITARIAN UNIVERSALIST CONGREGATION

## January 22, 2026 6:30pm

- Third Sunday projection: Net = \$13.3K - \$14.1K (the larger number includes staff compensation increases)

Question was posed regarding the 5 additional hours *per week* from the Music Director = \$9.8K, when a 3<sup>rd</sup> Sunday service is added. Discussion about what the MD does to add one more Sunday service per month.

Rev Carter noted that the DRE might also have some hours to add due to a 3<sup>rd</sup> Sunday service.

We have about, on average, 150 congregational members, with about 90 members making pledges.

**Conclusion: We are doing a fabulous job of sticking to a very thin budget!** We understand that this bare bone budget does impact our ability to attract new people.

1. We may need to ask for more from the Stewardship goal. Jill thinks we need to ask for 7% from this year's Stewardship campaign, and hope we get 5%.
2. Use the \$10K gift to 'kick start' us to a 3<sup>rd</sup> Sunday. We can pay for it for ONE year, then have to raise the funds for the second year.

THE NEW 5 Year plan starts fiscal year 2026-27.

Rev Carter will put out a survey AFTER Stewardship finishes their ASK.

Third Sunday "experiment" -- Board members note that the Spark Sundays that have a big, powerful focus, like the recent MLK Sunday event, creates more buzz and more people show up.

Don -- thinks it important to highlight again to the congregation, via the Stewardship campaign, a deeper understanding of our reality, that we as a congregation made the decision to spend extra to have Rev Carter here 60% time. And this is why we are asking for a 7% increase in pledges as the target for the Stewardship campaign.

### **STAFF AND COMMITTEE REPORTS**

RJCT -- Excited that they had a dynamic Sunday, last week for MLK!

Action Items:

- RE -- the liaison for Feb mtg will be John Hornby
- Administrator's Report re: Website overhaul -- Elaine's report. The website expense is NOT budgeted, so will come out of Reserves.
- Jill moves that we fund the website development up to \$25k out of Operational Reserves. Cindy seconds this motion. Passed unanimously.

Stewardship meeting: Steve Finney does not have a lot of energy for a big event. Chris Darnell wants to do video content with interviews of Board members -- trying to generate interest in others being on the Board at the end of this fiscal year.

March is the Stewardship month. Jill is wondering if there will be an informational session -- like a Q & A -- to ask Stewardship about our money needs. Using graphics, using a catch phrase to help them get the 'why' of asking for increases. Maybe have Shelley explain that we chose to be in deficit spending, and where we are now.

Matching funds -- can we tap Cascadia Growth grant? We have to have a project, not just to cover operational expenses.

**MEETING OF THE BOARD OF TRUSTEES OF  
WESTSIDE UNITARIAN UNIVERSALIST CONGREGATION  
January 22, 2026 6:30pm**

Putting on an event ourselves, not done from only Stewardship Committee, to celebrate the close of pledge drive and to finish asking those who have NOT pledged yet. Board members Leah and Charlotte showed interest in making sure that event takes place.

**Shannon's Retirement:**

Jill, John and Rev Carter -- working on understanding the full scope of what Shannon's position is as we prepare for hiring someone new before Shannon's June 30<sup>th</sup> retirement. We might use multiple people to cover all the duties, but we would also accept a person who would have enough experience to perform all the duties. The fact of Shannon retiring will be announced this Sunday at the Mid-Year report. We are expecting this to be a time of big transition for the entire congregation, and of course, we will be throwing a fabulous sending-off/appreciation party for her. Those wishing to be on that party committee can sign up at any time!

**APPRECIATIONS**

Members of RJCT -- Cyndy, Tracy, Cecilia, Riley; and DRE Leilani

**ACTION ITEMS & COMMITMENTS**

- Rev Carter, John and Jill continue to work on documenting the full scope of Shannon's position in preparation for hiring new people.
- Leah & Charlotte will work on the post-Stewardship campaign party idea. The idea of having a brunch was proposed and generated some excitement.
- Chris Darnell is setting up video interviews of Board members.
- RE -- the liaison for Feb mtg will be John Hornby, and he will write the next eNews report from the Board
- Rev Carter will continue to work with Mechanics Bank to transfer the account so that it becomes a business account at that bank

**COMMUNICATIONS & ANNOUNCEMENTS**

- Next Westside Week -- Feb 4 deadline -- John will write it.
- Upcoming Minister and staff OOO schedules/WSUU Events
- Board member schedules

**CLOSING THE MEETING**

Closing words by Rev Carter. Chalice was extinguished.

**Next Board meeting:** Tuesday, Feb 24, 2026 -- In person, **bring your dinner and gather at 5:30pm**

Respectfully submitted,  
Charlotte House  
Board Secretary

BUDGET SUMMARY		% thru Year:		50%	
	Curr Mo Activity	YTD Actuals	%	Full Year Budget	Amount Remaining
<b>Total Income Sources</b>					
Pledges	\$ 48,950	\$ 149,274	65%	\$ 230,000	\$ 80,726
Sunday Plate	4,441	13,175	59%	22,500	9,325
Other Donations	300	2,106	84%	2,500	394
Fund Raising	10	563	1%	38,000	37,437
Affinity Programs	-	298	43%	700	402
RE Ministry	-	-	0%	3,400	3,400
Program and Misc	689	4,527	47%	9,570	5,043
Rentals	10,904	37,614	58%	64,658	27,044
<b>Total Income</b>	<b>\$ 65,295</b>	<b>\$ 207,559</b>	<b>56%</b>	<b>\$ 371,328</b>	<b>\$ 163,769</b>
<b>Expenses</b>					
Minister Position	\$ 6,986	\$ 43,393	51%	\$ 85,587	\$ 42,194
Children & Youth Ministry	2,692	13,480	29%	46,609	33,129
Music Ministry	3,950	20,130	47%	42,911	22,781
Admin Staff and Support	7,164	38,871	48%	81,107	42,236
Community Impact-Internal	2,958	22,147	69%	32,123	9,976
Community Impact-External	1,878	4,849	70%	6,900	2,051
Worship Expense	74	498	24%	2,100	1,602
Financial Expense	3,487	22,329	49%	45,682	23,353
Facility Expense	8,955	33,117	54%	61,271	28,154
Fundraising & Rentals	50	50	3%	1,525	1,475
<b>Total Expenses</b>	<b>\$ 38,194</b>	<b>\$ 198,864</b>	<b>49%</b>	<b>\$ 405,815</b>	<b>\$ 206,951</b>
<b>Income less Expenses</b>	<b>\$ 27,100</b>	<b>\$ 8,695</b>		<b>\$ (34,487)</b>	
Funds Transfers IN	14,835	34,609		34,488	
Funds Transfers OUT	-	-		-	
<b>Total Fund Transfers</b>	<b>\$ 14,835</b>	<b>\$ 34,609</b>		<b>\$ 34,488</b>	
<b>Difference Net Fund Transfers</b>	<b>\$ 41,935</b>	<b>\$ 43,304</b>		<b>\$ -</b>	























	YTD Balance	Start of FY	YTD Change
<b>BANK ACCOUNT BALANCES</b>			
HomeStreet Checking #1139	\$ 57,840	\$ 72,880	\$ (15,040)
HomeStreet 7 mo CD #6593	112,142	50,287	61,855
HomeStreet 7 mo CD #0757	111,266	110,064	1,202
HomeStreet Money Market #4336	50,540	109,099	(58,560)
Petty Cash	200	200	-
<b>Total Account Balances</b>	<b>\$ 331,988</b>	<b>\$ 342,531</b>	<b>\$ (10,543)</b>
<b>ASSETS</b>			
Church Bldg & Land (book value)	\$ 3,453,800	\$ 3,236,600	\$ 217,200
Cash - Operations	96,808	96,967	(159)
Building Fund	\$ 68,623	68,623	-
Accessibility Fund	19,531	22,018	(2,487)
Other Dedicated Fund Balances	23,559	47,524	(23,965)
Operational Reserves	123,466	107,399	16,067
<b>Total Fund Balances</b>	<b>\$ 235,180</b>	<b>245,564</b>	<b>(10,384)</b>
<b>Total Assets</b>	<b>\$ 3,785,788</b>	<b>\$ 3,579,131</b>	<b>\$ 206,656</b>
<b>LIABILITIES</b>			
Loan fm UUA	\$ 383,227	\$ 391,733	\$ (8,506)
Loan fm Cascadia Growth Fund	40,809	46,974	(6,165)
Other Current Liabilities	7,431	23,400	(15,969)
<b>Total Liabilities</b>	<b>\$ 431,467</b>	<b>\$ 462,108</b>	<b>\$ (30,641)</b>
<b>GF Balance (Cash-Operations less Other Current Liabilities)</b>	<b>89,377</b>	<b>\$ 73,567</b>	<b>\$ 15,810</b>
<b>CONGREGATIONAL EQUITY</b>	<b>\$ 3,354,321</b>	<b>\$ 3,117,024</b>	<b>\$ 237,297</b>

Account Name	Curr Mo Activity	YTD Balance	FY25-26 Budget	% Thru Year: <span style="color: blue;">50%</span>		Notes
				YTD %ofBgt	Over Budget	
<b>GENERAL FUND INCOME</b>						
4.100.100 Pledges						
4.100.200 Pledges - Current Year	48,950.07	145,549.97	228,000.00	<div style="width: 64%; background-color: #66bb6a;"></div> 64%	-	Some Nov. pledges
4.100.300 Pledges - Prior Year	-	3,724.44	2,000.00	<div style="width: 186%; background-color: #66bb6a;"></div> 186%	1,724.44	
SubTotal 4.100.100 Pledges	\$ 48,950.07	\$ 149,274.41	\$ 230,000.00	65%	\$ -	
4.200.000 Sunday Plate Revenues						
4.200.100 Contrib - Sunday Plate	2,949.70	8,724.47	15,000.00	<div style="width: 58%; background-color: #66bb6a;"></div> 58%	-	3 services
4.200.200 Plate - Congr Care Fund	-	-	624.00	0%	-	
4.200.300 Plate - Youth Programs	-	-	624.00	0%	-	
4.200.400 Plate - Real Rent Duwamish	542.33	627.93	624.00	<div style="width: 101%; background-color: #66bb6a;"></div> 101%	3.93	
4.200.500 Plate - Partner Church	-	-	624.00	0%	-	
4.200.600 Plate - Charities	949.43	3,822.94	5,004.00	<div style="width: 76%; background-color: #66bb6a;"></div> 76%	-	
SubTotal 4.200.000 Sunday Plate Revenue	\$ 4,441.46	\$ 13,175.34	\$ 22,500.00	59%	\$ -	
4.300.000 Other Donations						
4.300.100 Special Gifts & Campaigns	300.00	2,106.46	2,500.00	<div style="width: 84%; background-color: #66bb6a;"></div> 84%	-	Life Ins Gift
SubTotal 4.300.000 Other Donations	\$ 300.00	\$ 2,106.46	\$ 2,500.00	84%	\$ -	
4.400.000 Fund Raising						
4.400.100 Annual Auction	10.00	365.00	20,000.00	<div style="width: 2%; background-color: #66bb6a;"></div> 2%	-	ticket sales
4.400.200 Raise the Paddle	-	-	17,000.00	0%	-	
4.400.300 Other Fundraising & Donations	-	198.00	1,000.00	<div style="width: 20%; background-color: #66bb6a;"></div> 20%	-	
SubTotal 4.400.000 Fund Raising	\$ 10.00	\$ 563.00	\$ 38,000.00	1%	\$ -	
4.800.000 Rentals						
4.800.100 Cell Tower Rental	1,074.21	6,445.26	12,888.00	<div style="width: 50%; background-color: #66bb6a;"></div> 50%	-	
4.800.200 Elec Reimb - Cell Tower	713.08	4,342.91	8,280.00	<div style="width: 52%; background-color: #66bb6a;"></div> 52%	-	
4.800.300 Rental Income - Single Events	1,294.00	1,706.00	2,000.00	<div style="width: 85%; background-color: #66bb6a;"></div> 85%	-	balance of jan rental
4.800.400 Rental Income - Tenant Lease	7,598.00	24,595.00	40,590.00	<div style="width: 61%; background-color: #66bb6a;"></div> 61%	-	2 mo plus catch up on Fireside
4.800.500 Service Groups Meeting at WSUU	225.00	525.00	900.00	<div style="width: 58%; background-color: #66bb6a;"></div> 58%	-	nov - jan
SubTotal 4.800.000 Rentals	\$ 10,904.29	\$ 37,614.17	\$ 64,658.00	58%	\$ -	
4.500.000 Affinity Program Income						
4.500.100 Thriftway Rebate Program	-	298.41	700.00	<div style="width: 43%; background-color: #66bb6a;"></div> 43%	-	
SubTotal 4.500.000 Affinity Program Inc	\$ -	\$ 298.41	\$ 700.00	43%	\$ -	
4.600.000 RE Ministry Income						
4.600.200 OWL Registration Fees	-	-	3,400.00	0%	-	
SubTotal 4.600.000 RE Ministry Income	\$ -	\$ -	\$ 3,400.00	0%	\$ -	
4.700.000 Program & Misc Income						
4.700.100 Coffee Income	10.00	30.00	300.00	<div style="width: 10%; background-color: #66bb6a;"></div> 10%	-	
4.700.300 Interest Income	678.80	4,497.01	9,270.00	<div style="width: 49%; background-color: #66bb6a;"></div> 49%	-	
4.700.400 Accessibility Fund Donations	-	-	-	0%	-	
SubTotal 4.700.000 Program & Misc Incom	\$ 688.80	\$ 4,527.01	\$ 9,570.00	47%	\$ -	
<b>Total Revenues*</b>	<b>\$ 65,295</b>	<b>\$ 207,559</b>	<b>\$ 371,328</b>	<b>56%</b>	<b>\$ -</b>	

% Thru Year: **50%**

Account Name	Curr Mo Activity	YTD Balance	FY25-26 Budget	YTD %ofBgt	Over Budget	Notes
<b>Expenditures</b>						
<b>5.100.000 Minister Position</b>						
5.100.100 Minister Compensation						
5.100.110 Minister Housing Allowance Exp	2,900.00	17,400.00	34,800.00	<div style="width: 50%;"><div style="background-color: green; width: 50%;"></div></div> 50%	-	
5.100.120 Minister Salary Exp	2,319.63	13,917.78	27,835.00	<div style="width: 50%;"><div style="background-color: green; width: 50%;"></div></div> 50%	-	
5.100.130 Minister Medical Exp	453.83	2,722.98	5,718.00	<div style="width: 48%;"><div style="background-color: green; width: 48%;"></div></div> 48%	-	
5.100.140 Minister GTL Ins Exp	26.31	156.32	316.00	<div style="width: 49%;"><div style="background-color: green; width: 49%;"></div></div> 49%	-	
5.100.150 Minister LTD Ins Exp	40.71	241.90	489.00	<div style="width: 49%;"><div style="background-color: green; width: 49%;"></div></div> 49%	-	
5.100.160 Minister Dental Exp	31.20	187.20	374.00	<div style="width: 50%;"><div style="background-color: green; width: 50%;"></div></div> 50%	-	
5.100.170 Minister Retirement Exp	521.96	3,131.76	6,263.00	<div style="width: 50%;"><div style="background-color: green; width: 50%;"></div></div> 50%	-	
5.100.180 Minister In Lieu of FICA Exp	399.30	2,395.80	4,792.00	<div style="width: 50%;"><div style="background-color: green; width: 50%;"></div></div> 50%	-	
5.100.190 Minister Professional Exp	293.12	3,239.13	5,000.00	<div style="width: 65%;"><div style="background-color: green; width: 65%;"></div></div> 65%	-	
SubTotal 5.100.100 Minister Compensatio	\$ 6,986.06	\$ 43,392.87	\$ 85,587.00	51%	\$ -	
<b>SubTotal 5.100.000 Minister Position</b>	<b>\$ 6,986</b>	<b>\$ 43,393</b>	<b>\$ 85,587</b>	<b>51%</b>	<b>\$ -</b>	
<b>5.200.000 Children and Youth Ministry</b>						
5.200.100 RE Dir. Compensation						
5.200.110 RE Dir. Salary Exp	1,355.42	7,951.82	6,928.00	<div style="width: 115%;"><div style="background-color: green; width: 115%;"></div></div> 115%	1,023.82	
5.200.120 RE Dir. Housing Allow Exp	-	2,283.90	18,733.00	<div style="width: 12%;"><div style="background-color: green; width: 12%;"></div></div> 12%	-	
5.200.130 RE Dir. Medical Exp	189.50	758.00	2,274.00	<div style="width: 33%;"><div style="background-color: green; width: 33%;"></div></div> 33%	-	
5.200.140 RE Dir. FICA Exp	666.29	666.29	-	0%	666.29	FICA correction (was in RE Dir Salary line).
5.200.150 RE Dir. Retirement Exp	186.47	745.88	2,566.00	<div style="width: 29%;"><div style="background-color: green; width: 29%;"></div></div> 29%	-	
5.200.160 RE Dir. GTL Ins Exp	-	-	81.00	0%	-	
5.200.170 RE Dir. LTD Ins Exp	-	-	125.00	0%	-	
5.200.180 RE Dir. Professional Exp	151.96	427.25	1,500.00	<div style="width: 28%;"><div style="background-color: green; width: 28%;"></div></div> 28%	-	
5.200.190 RE Dir. In Lieu of FICA Exp	-	-	1,963.00	0%	-	
SubTotal 5.200.100 RE Dir. Compensation	\$ 2,549.64	\$ 12,833.14	\$ 34,170.00	38%	\$ -	
5.200.200 RE Supplemental Staff Expense						
5.200.210 RE Nursery Lead Teacher Exp	-	-	650.00	0%	-	
5.200.230 Childcare Exp	-	-	300.00	0%	-	
SubTotal 5.200.200 RE Supplemental Staf	\$ -	\$ -	\$ 950.00	0%	\$ -	
5.200.300 RE Training Exp						
5.200.310 RE OWL Leadership Dev Exp	-	-	2,500.00	0%	-	
SubTotal 5.200.300 RE Training Exp	\$ -	\$ -	\$ 2,500.00	0%	\$ -	
5.200.400 RE Youth Group Expense						
5.200.410 RE High School Youth Progr Exp	20.00	(89.46)	624.00	-14%	-	
5.200.420 RE Lead Youth Advisor Exp	-	-	5,727.00	0%	-	
5.200.430 RE Lead Youth Advisor FICA Exp	-	-	438.00	0%	-	
SubTotal 5.200.400 RE Youth Group Expen	\$ 20.00	\$ (89.46)	\$ 6,789.00	-1%	\$ -	
5.200.500 RE Operations Expense						
5.200.510 RE OWL Program Exp	-	-	1,200.00	0%	-	
5.200.520 RE Operational Exp	122.76	614.99	1,000.00	<div style="width: 61%;"><div style="background-color: green; width: 61%;"></div></div> 61%	-	
5.200.530 RE Misc FB Exp	-	121.30	-	0%	121.30	
SubTotal 5.200.500 RE Operations Expens	\$ 122.76	\$ 736.29	\$ 2,200.00	33%	\$ -	
<b>SubTotal 5.200.000 Children and Youth M</b>	<b>\$ 2,692</b>	<b>\$ 13,480</b>	<b>\$ 46,609</b>	<b>29%</b>	<b>\$ -</b>	

% Thru Year: **50%**

Account Name	Curr Mo Activity	YTD Balance	FY25-26 Budget	YTD %ofBgt	Over Budget	Notes
<b>5.300.000 Music Ministry</b>						
5.300.100 Music Director Compensation						
5.300.110 Music Dir Salary Exp	1,937.43	11,624.58	23,249.00	 50%	-	
5.300.120 Music Dir Medical Exp	189.50	1,137.00	2,274.00	 50%	-	
5.300.130 Music Dir Retirement Exp	193.74	1,162.44	2,325.00	 50%	-	
5.300.140 Music Dir FICA Exp	162.71	976.26	1,779.00	 55%	-	
5.300.170 Music Dir Professional Exp	-	646.18	1,500.00	 43%	-	
SubTotal 5.300.100 Music Director Compe	\$ 2,483.38	\$ 15,546.46	\$ 31,127.00	50%	\$ -	
5.300.200 Music Contractors						
5.300.210 Music Sunday Svcs Pianist Exp	433.86	1,880.04	3,760.00	 50%	-	
5.300.220 Music Percussionist Exp	347.10	694.20	3,008.00	 23%	-	
5.300.230 Music Rehearsal Pianist Exp	254.61	1,018.44	2,631.00	 39%	-	
SubTotal 5.300.200 Music Contractors	\$ 1,035.57	\$ 3,592.68	\$ 9,399.00	38%	\$ -	
5.300.300 Other Music Expense						
5.300.310 Music Purchase Exp	430.58	649.07	765.00	 85%	-	
5.300.320 Music Equipment Maint Exp	-	-	400.00	0%	-	
5.300.330 Music Licenses & Software Exp	-	342.00	1,220.00	 28%	-	
SubTotal 5.300.300 Other Music Expense	\$ 430.58	\$ 991.07	\$ 2,385.00	42%	\$ -	
<b>SubTotal 5.300.000 Music Ministry</b>						
	<b>\$ 3,950</b>	<b>\$ 20,130</b>	<b>\$ 42,911</b>	<b>47%</b>	<b>\$ -</b>	
<b>5.400.000 Admin Staff and Support</b>						
5.400.100 Congr Admin Compensation						
5.400.110 Cong Admin Salary Exp	5,133.36	27,948.30	58,748.00	 48%	-	
5.400.120 Cong Admin Medical Exp	100.00	600.00	1,200.00	 50%	-	
5.400.130 Congr Admin Retirement Exp	513.34	2,794.84	5,875.00	 48%	-	
5.400.140 Congr Admin FICA Exp	400.35	2,183.94	4,494.00	 49%	-	
5.400.170 Congr Admin Professional Exp	51.84	74.42	500.00	 15%	-	
SubTotal 5.400.100 Congr Admin Compensa	\$ 6,198.89	\$ 33,601.50	\$ 70,817.00	47%	\$ -	
5.400.200 Tech Support Compensation						
5.400.210 Streaming Tech Exp	391.68	1,610.14	3,013.00	 53%	-	
5.400.220 Streaming Tech FICA	-	30.01	231.00	 13%	-	
5.400.230 Audio Tech Exp	471.00	1,766.25	3,415.00	 52%	-	
5.400.240 Audio Tech FICA Exp	36.03	135.09	261.00	 52%	-	
SubTotal 5.400.200 Tech Support Compens	\$ 898.71	\$ 3,541.49	\$ 6,920.00	51%	\$ -	
5.400.300 Additional Employee Benefits						
5.400.310 Labor & Industries Ins Exp	-	810.32	1,700.00	 48%	-	
5.400.320 Family & Medical Leave Ins Exp	-	608.97	900.00	 68%	-	
5.400.330 QSEHRA Administration Exp	66.21	308.98	720.00	 43%	-	
5.400.340 Part-time Employee FICA Exp	-	-	50.00	0%	-	
SubTotal 5.400.300 Additional Employee	\$ 66.21	\$ 1,728.27	\$ 3,370.00	51%	\$ -	
<b>SubTotal 5.400.000 Admin Staff and Supp</b>						
	<b>\$ 7,164</b>	<b>\$ 38,871</b>	<b>\$ 81,107</b>	<b>48%</b>	<b>\$ -</b>	

						% Thru Year: 50%		
Account Name	Curr Mo Activity	YTD Balance	FY25-26 Budget	YTD %ofBgt	Over Budget	Notes		
<b>Other Operational &amp; Community Impact</b>								
5.500.100 Community Impact -Internal Exp								
5.500.110 UUA Dues Exp	2,293.50	4,587.00	9,174.00	<div style="width: 50%;"><div style="background-color: #28a745; height: 10px;"></div></div> 50%	-	-		
5.500.130 GA Delegate Exp	-	-	1,230.00	<div style="width: 0%;"><div style="background-color: #28a745; height: 10px;"></div></div> 0%	-	-		
5.500.140 Congr. Care Fund Transfer OUT	-	-	624.00	<div style="width: 0%;"><div style="background-color: #28a745; height: 10px;"></div></div> 0%	-	-		
5.500.150 Membership Team Exp	71.72	71.72	-	<div style="width: 0%;"><div style="background-color: #28a745; height: 10px;"></div></div> 0%	71.72	postcards		
5.500.160 Board Discretionary Fund Exp	-	178.01	400.00	<div style="width: 45%;"><div style="background-color: #28a745; height: 10px;"></div></div> 45%	-	-		
5.500.170 All Congr Social Events Exp	-	-	400.00	<div style="width: 0%;"><div style="background-color: #28a745; height: 10px;"></div></div> 0%	-	-		
5.500.190 Adult RE Exp	-	224.95	360.00	<div style="width: 62%;"><div style="background-color: #28a745; height: 10px;"></div></div> 62%	-	-		
5.500.192 SOUL Team Exp	65.50	65.50	350.00	<div style="width: 19%;"><div style="background-color: #28a745; height: 10px;"></div></div> 19%	-	postcards		
5.500.195 Raise the Paddle Purchase Exp	527.14	16,153.38	19,585.00	<div style="width: 82%;"><div style="background-color: #28a745; height: 10px;"></div></div> 82%	-	name tag system items & entry items		
5.500.196 Accessibility Expenses	-	866.21	-	<div style="width: 0%;"><div style="background-color: #28a745; height: 10px;"></div></div> 0%	866.21			
<b>SubTotal 5.500.100 Community Impact -In</b>	<b>\$ 2,957.86</b>	<b>\$ 22,146.77</b>	<b>\$ 32,123.00</b>	<b>69%</b>	<b>\$ -</b>			
5.500.200 Community Impact - Ext Exp								
5.500.210 Plate Contrib Given to Charity	1,250.36	3,832.66	5,004.00	<div style="width: 77%;"><div style="background-color: #28a745; height: 10px;"></div></div> 77%	-	-		
5.500.220 Real Rent Duwamish - Plate	627.93	627.93	624.00	<div style="width: 101%;"><div style="background-color: #28a745; height: 10px;"></div></div> 101%	3.93			
5.500.230 Real Rent Duwamish	-	270.00	648.00	<div style="width: 42%;"><div style="background-color: #28a745; height: 10px;"></div></div> 42%	-	not sure why Dec. auto pay not on stmt		
5.500.240 Partner Church Ministry Exp	-	118.15	624.00	<div style="width: 19%;"><div style="background-color: #28a745; height: 10px;"></div></div> 19%	-	-		
<b>SubTotal 5.500.200 Community Impact - E</b>	<b>\$ 1,878.29</b>	<b>\$ 4,848.74</b>	<b>\$ 6,900.00</b>	<b>70%</b>	<b>\$ -</b>			
5.500.300 Worship Expense								
5.500.310 Worship Team Exp	74.24	452.65	1,875.00	<div style="width: 24%;"><div style="background-color: #28a745; height: 10px;"></div></div> 24%	-	solstice supplies, sanct. Décor, han. Candles		
5.500.320 AV Equipment & Maintenance	-	45.22	225.00	<div style="width: 20%;"><div style="background-color: #28a745; height: 10px;"></div></div> 20%	-	-		
<b>SubTotal 5.500.300 Worship Expense</b>	<b>\$ 74.24</b>	<b>\$ 497.87</b>	<b>\$ 2,100.00</b>	<b>24%</b>	<b>\$ -</b>			
5.500.400 Financial Expense								
5.500.410 Loan Debt Svc - UUA	2,580.14	15,480.84	30,962.00	<div style="width: 50%;"><div style="background-color: #28a745; height: 10px;"></div></div> 50%	-	-		
5.500.420 Loan Debt Svc - Cascadia GF	659.96	3,959.76	7,920.00	<div style="width: 50%;"><div style="background-color: #28a745; height: 10px;"></div></div> 50%	-	-		
5.500.430 Annual City/County/State Fees	-	1,927.74	4,000.00	<div style="width: 48%;"><div style="background-color: #28a745; height: 10px;"></div></div> 48%	-	-		
5.500.440 Banking & Credit Card Fees	246.53	961.11	2,800.00	<div style="width: 34%;"><div style="background-color: #28a745; height: 10px;"></div></div> 34%	-	-		
<b>SubTotal 5.500.400 Financial Expense</b>	<b>\$ 3,486.63</b>	<b>\$ 22,329.45</b>	<b>\$ 45,682.00</b>	<b>49%</b>	<b>\$ -</b>			

Account Name	Curr Mo Activity	YTD Balance	FY25-26 Budget	% Thru Year: <span style="border: 1px solid black; padding: 2px;">50%</span>		Notes
				YTD %ofBgt	Over Budget	
5.500.500 Facility Expense						
5.500.505 Telephone/Internet	244.84	1,414.47	2,600.00	<div style="width: 54%;"></div> 54%	-	
5.500.510 Technology Management	942.93	3,319.31	3,000.00	<div style="width: 111%;"></div> 111%	319.31	constant contact \$900! Inc. 30%
5.500.515 Office Exp	70.59	197.43	600.00	<div style="width: 33%;"></div> 33%	-	
5.500.520 Postage Exp	-	-	400.00	<div style="width: 0%;"></div> 0%	-	
5.500.525 Printing/Copying Exp	167.76	1,464.34	2,400.00	<div style="width: 61%;"></div> 61%	-	
5.500.530 Bulk Email Service Exp	-	-	840.00	<div style="width: 0%;"></div> 0%	-	
5.500.535 Liability Insurance Exp	1,954.50	7,649.50	11,700.00	<div style="width: 65%;"></div> 65%	-	
5.500.540 Security Alarm System Exp	-	568.79	800.00	<div style="width: 71%;"></div> 71%	-	
5.500.545 Electricity Exp	2,268.37	6,812.67	14,500.00	<div style="width: 47%;"></div> 47%	-	
5.500.550 Water/Sewer Exp	250.02	1,172.80	1,600.00	<div style="width: 73%;"></div> 73%	-	
5.500.555 Waste/Recycling/Green Exp	187.68	1,126.08	2,200.00	<div style="width: 51%;"></div> 51%	-	
5.500.560 Gas - PSE	589.71	1,034.17	4,000.00	<div style="width: 26%;"></div> 26%	-	
5.500.565 Janitorial Supplies Exp	68.92	440.57	1,000.00	<div style="width: 44%;"></div> 44%	-	
5.500.570 Landscaping Exp	-	40.00	500.00	<div style="width: 8%;"></div> 8%	-	
5.500.575 Bldg Maint Non-capital	414.42	1,620.63	3,000.00	<div style="width: 54%;"></div> 54%	-	mostly LED bulbs
5.500.580 Lift Maint & Monitoring Exp	99.32	1,513.52	2,200.00	<div style="width: 69%;"></div> 69%	-	monitoring
5.500.585 Coffee & Other Kitchen Exp	146.37	332.64	851.00	<div style="width: 39%;"></div> 39%	-	coffee
5.500.590 Janitorial Service Exp	1,550.00	4,410.00	9,080.00	<div style="width: 49%;"></div> 49%	-	
<b>SubTotal 5.500.500 Facility Expense</b>	<b>\$ 8,955.43</b>	<b>\$ 33,116.92</b>	<b>\$ 61,271.00</b>	<b>54%</b>	<b>\$ -</b>	
5.500.600 Fundraising & Rentals Expense						
5.500.610 Facilities Rental Exp	50.00	50.00	400.00	<div style="width: 13%;"></div> 13%	-	replaced stolen blankets for L&B
5.500.620 Auction Exp	-	-	750.00	<div style="width: 0%;"></div> 0%	-	
5.500.630 Stewardship Expense	-	-	300.00	<div style="width: 0%;"></div> 0%	-	
5.500.640 Other Misc. Fundraising Exp	-	-	75.00	<div style="width: 0%;"></div> 0%	-	
<b>SubTotal 5.500.600 Fundraising &amp; Rental</b>	<b>\$ 50.00</b>	<b>\$ 50.00</b>	<b>\$ 1,525.00</b>	<b>3%</b>	<b>\$ -</b>	
<b>SubTotal Other Operational &amp; Community</b>	<b>\$ 17,402</b>	<b>\$ 82,990</b>	<b>\$ 149,601</b>	<b>55%</b>	<b>\$ -</b>	
<b>Total Expenditures</b>	<b>\$ 38,194</b>	<b>\$ 198,864</b>	<b>\$ 405,815</b>	<b>49%</b>	<b>\$ -</b>	
<b>General Fund Income less Expense</b>	<b>\$ 27,100</b>	<b>\$ 8,695</b>	<b>\$ (34,487)</b>			
<b>Other Financial Sources-Uses</b>						
Transfers In						
4.950.200 OWL Fund Transfers IN	-	300.00	300.00	<div style="width: 100%;"></div> 100%	-	
4.950.300 Board Des. Transfers to GF	14,834.50	34,188.00	34,188.00	<div style="width: 100%;"></div> 100%	-	
4.950.500 RE Misc Fund Transfers IN	-	121.30	-	<div style="width: 0%;"></div> 0%	121.30	
<b>SubTotal Transfers In</b>	<b>\$ 14,834.50</b>	<b>\$ 34,609.30</b>	<b>\$ 34,488.00</b>	<b>100%</b>	<b>\$ 121.30</b>	
Transfers Out	-	-	-	<div style="width: 0%;"></div> 0%	-	
<b>Difference Net Fund Transfers</b>	<b>\$ 41,935</b>	<b>\$ 43,304</b>	<b>\$ 1</b>			

<b>Fund Balances</b>	<b>Curr Balance</b>	<b>Mo. Change</b>	<b>Notes/Explanation</b>	<b>Prior Year Balance</b>	<b>Ann. Change</b>
Building Fund	68,622.96	-		68,622.96	-
Accessibility Fund	19,531.31	50.75		22,017.91	(2,486.60)
Operational Reserves Fund	123,466.21	(4,834.50)	Moved into General Fund, per budget.	107,399.11	16,067.10
Minister Moving Fund	5,000.00	-		5,000.00	-
Refugee Support	-	-		3,816.93	(3,816.93)
Miscellaneous Grants Fund	3,050.00	-		3,050.00	-
Conference Scholarship Fund	51.21	-		51.21	-
Music Fund	389.24	-		389.24	-
Membership Fund	1,002.03	-		1,002.03	-
Youth Group Fund	691.47	-		691.47	-
OWL Fund	6,258.90	-		6,558.90	(300.00)
RE Misc Fund	1,920.54	-		2,041.84	(121.30)
Raise the Paddle Project Fund	-	-		19,353.50	(19,353.50)
Art & Aesthetics Fund	2,929.50	-		2,929.50	-
Social Justice Fund	175.54	-		175.54	-
Endowment Fund	55.00	-		55.00	-
Meaningful Movies Fund	-	-		373.07	(373.07)
Little Free Library Fund	40.00	-		40.00	-
Partner Church Fund	1,995.82	-		1,995.82	-
<b>Total Dedicated Funds</b>	<b>\$ 235,179.73</b>	<b>(4,783.75)</b>		<b>\$ 238,611.51</b>	<b>\$ 6,952.52</b>

**Fund Balance Steward**

- Finance Committee
- Board of Trustees + Building Planning Committee
- Finance Committee
- Board of Trustees
- Social Justice Chair
- Social Justice Chair
- Board of Trustees
- Music Director
- Membership Leadership
- RE Leadership
- RE Leadership
- RE Leadership
- Director of Operations
- Ginger Brewer
- Social Justice Chair
- Endowment Fund Chair
- Meaningful Movies Coordinator
- LFL Coordinator
- Partner Church Leadership

## WSUU Finance Committee Report December 2025

**Action Items for the Board:** Time to talk Budget! And Mid-year meeting update. Shelley to attend Jan 22 Board meeting.

### Financial Highlights for December 2025 (50% of the year):

Highlights	Actuals	Actuals – YTD	YTD % of Budget	Budget
<b>Total Income</b>	<b>\$ 65,295</b>	<b>\$ 207,559</b>	<b>56%</b>	<b>\$ 371,328</b>
Pledges	\$ 48,950	\$ 149,274	65%	\$ 230,000
<b>Total Expenses</b>	<b>\$ 38,194</b>	<b>\$ 198,864</b>	<b>49%</b>	<b>\$ 405,815</b>
<b>Net Income/Expenses</b>	<b>+ \$ 27,100</b>	<b>+ \$ 8,695</b>		
<b>Net Fund Transfers IN*</b>	<b>+ \$ 41,935</b>	<b>+ \$ 43,304</b>		

\*Transferred in the remaining budgeted funds (to cover 60% minister time, etc.)

### Financial Status:

- Shannon & Shelley adjusted the forecast to include hiring the youth advisor position, so anticipated surplus is small.

### Unanticipated Variance(s) to Budget:

- Life Insurance gift! - \$10,000 – going into Operational Reserves, so did not include it in the General Fund numbers, above.
- Leaps & Bounds paid December & January – temporary positive variance (\$3,400)
- Leaps & Bounds Fireside Room rental (\$1,000)
- Email service had 30% increase (-\$300)

### Life Insurance Gift

FC Committee discussed the following options to record the life insurance gift:

1. Put in General Fund and include the variance in the mid-year meeting
  - a. Benefits:
    - i. Could inspire others to include WSUU in their will
    - ii. Uber-transparent (announcing it at a mid-year meeting) (note that regardless of which option is chosen, it will be recorded in the Treasurer Report)
  - b. Cons:
    - i. Perception that we could use it for things like more hours for music or RE programs, but those are recurring needs, and this is a one-time gift
    - ii. Perception that we have a big cushion on the income side which is not necessarily the case (if we decide to allocate it to a fund)
2. Put in a Dedicated Fund and *not* include the variance in the mid-year meeting
  - a. Options (or some mix of the below)
    - i. Accessibility fund (keeping in mind the donor)
    - ii. Building fund is in need
    - iii. Operational fund
    - iv. A new fund (TBD)

**Notes**

- FC Committee discussed where to record the life insurance gift.
- FC reviewed a first draft of the Mid Year Meeting financial status slides.
- FC discussed pledge target needs – due to upcoming known departures (people moving), we will need an additional \$5k just to break even.

Submitted by Shelley Webb     1/15/26

# MINISTER'S MONTHLY REPORT

January 2026

## Introduction

I enter this new year at Westside full of gratitude and also pride for the momentum and connection that it feels like we are growing in this community. I offer deepest gratitude to Laura White and the rest of the membership team for such a heartfelt welcome of our new members this past Sunday. These folks have been a delight to get to know and I look forward with curiosity to see our community benefitting from their presence in the years to come. Similarly, I was heartened by the success of our Solstice and Christmas services this year, with high attendance and positive feedback from attendees. We hear loud and clear that West Seattle & surrounding neighborhoods are hungry for earth-centered, family-friendly community worship spaces! This information will guide our worship program (and how we promote it) in the coming months. Amidst a challenging and tumultuous start to the new year in our nation and wider world, I am grateful to be in a position to witness some of the best of humanity every day. At Westside and in my chaplaincy role, people show up for one another, guided by Love, justice, and generosity, even on very difficult days. I offer thanks to all in this community who are part of sustaining my faith in humanity.

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## Updates

### **Worship Team**

We have fully onboarded the 4 new Worship Associates who joined in 2025, and feel enlivened by their energy. As mentioned in last week's sermon, this team is planning a targeted survey of the congregation in the spring to get some data about how our worship program is landing for participants. This survey will focus on congregants' spiritual identities, the variety of topics and styles of worship we offer, and peoples' feelings about particular service elements. We will wait until after Stewardship season has wrapped up, because the Stewardship team is likely planning their own congregant survey.

### **SOUL Team**

This team continues to develop norms and best practices while getting settled into its role in the congregation. They are working together to balance their strong passion for offering caring presence with the reality of abundant logistical needs in the community. Members are discovering the nuances of having multiple roles in the congregation, and are earnestly working together to figure out capacity and boundaries.

### **Heart Space Event**

On the evening of December 22, about 15 congregants (including a couple of newcomers) attended this worshipful small group gathering in the Fireside Room. We shared tea and snacks, participated in some contemplative spiritual practice, and discussed what "Rest and Renewal" means for each of us this winter

season. People shared from the heart about their own experiences, and there was a lively discussion at the end about strategies and techniques people employ for offering care to their nervous systems. I would like to find ways to use this format periodically in the future as a low-pressure space for connection.

### **Committee on Ministry**

This winter, the Committee on Ministry is supporting a review of the Personal and Professional Development Plan I submitted to the UUA's Ministerial Fellowshiping Committee for my credentialing renewal last year. In consultation with them, and my UUMA mentor, I will be developing a new plan with a new set of professional development goals, to be submitted in June. We welcome input into our processes from this Board.

### **Young Adult Group**

I am inviting Young Adult members and friends of our congregation to join a monthly small group gathering after services on the Second Sunday of each month, beginning on February 8. The membership team has gracefully offered to sponsor light refreshments for this gathering, and Leilani is prepared to lend her support should this group grow into a more robust Lifespan RE program.

### **Adult RE Budget Item: UU Wellspring**

This year, I am proposing an increase of \$300 to pay for a congregational subscription to the Spiritual Deepening curriculum materials of [UU Wellspring](#). This cost is based on the size of our congregation and gives us access to all the courses they offer, as well as support for facilitators. In 2021 & 2022 I was the facilitator for their Sources class and found it to be a valuable deep dive into Unitarian Universalism and exploring one's own spiritual journey. I would like to lead one cohort of this first level next year. If there is a huge amount of interest, I plan to enlist a seasoned facilitator to lead a second cohort in the same term. Let me know if you have any questions. If this is approved for this year's budget, I will provide more informational materials when promoting sign-ups in the late summer and early fall.

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## Action Items

### **Community Care Fund**

This month, I learned that when we set up the Community Care Fund (also known as the Minister's Discretionary Fund), we made an error in how it was created. It is currently set up as a personal checking account under my name (with past Treasurer Jim Schlough as the backup signatory), not under Westside's banking umbrella.

I am requesting that this Board approve the opening of a new account within WSUU's portfolio at Mechanics Bank that myself and one other member will have exclusive and full access to. After this action is taken, I will transfer the funds from the former account in full and close that account.

---

## Schedule

## **Upcoming Schedule**

In Residence Saturday, January 24 to Monday, January 26 (fourth Sunday)

Hosting memorial for local family January 24

Question Box service, followed by Mid-Year Report and Storytelling Workshop

*Attending UU Institute for the Learning Ministry in Albuquerque, NM, January 27-30*

In Residence Saturday, February 7 to Wednesday, February 11

Love for the Win Auction and Second Sunday Service

In Residence Saturday, February 21 to Wednesday, February 26

*Baptiste and I will be traveling to visit my family in North Carolina February 26-March 2*

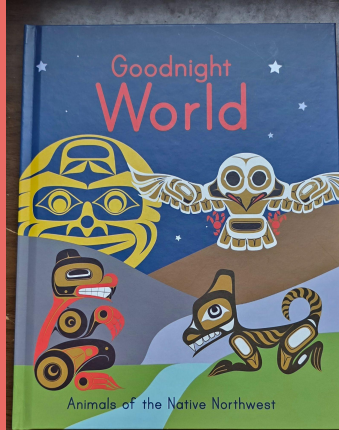
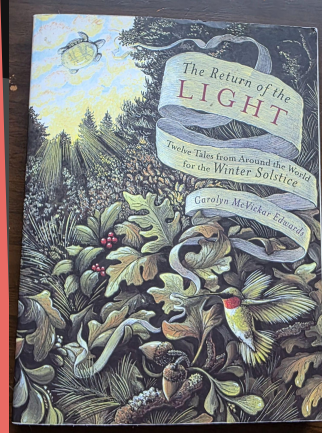
In Residence Saturday, March 7 to Wednesday, March 11

In Residence Saturday, March 21 to Wednesday, March 26

# January DRE Report

In RE this month, we have

- We created sacred circles, practicing our UU rituals of chalice lighting and chalice lighting words.
- We held a space of creativity, fun and belonging with our children because they're all our children.
- We have followed instructions and learned to finger knit.
- We built paper airplanes, testing them and comparing various designs.
- We had two beautiful multi gen services - testing out our new children's' order of service and a crafting activity station in the sanctuary.
- We had a joyful All Ages Game Night for all of Westside but especially families.
- We welcomed families as new members after our new member ceremony in group and one-on-one discussions.
- We made meaningful connections in conversations and collaborative planning and play.



After learning from other DREs, discussion with Carter and the RE planning committee, I have decided to work on hiring a youth advisor/RE teacher. This will replace the previous Youth Advisor Lead position.

I recently met with Carter and Shannon to discuss the budget around this change and am requesting it be year round. Year round because that way they could attend one of the weekend long Youth overnight Cons with our teens, take continuing education for Youth Ministry and help with us plans for the next year's RE program.

This staff position would be someone who would both work with our teens and work a couple Sundays a month in RE. They would be supervised by the DRE. This staff position would be 20 hours a month. As our program grows, this might allow us to run our nursery with staff plus one volunteer or have a more enriching program for our middle schoolers.

I feel strongly that having more people/RE staff at this time will benefit our RE program now and help it immediately be more sustainable. While it's true, I would love to see my DRE position grow to hours to half time some day, so I could do community outreach, have drop in office hours, serve more programming for teens and tweens, and enrich our family ministry, I feel hiring for this position late winter is the right next step for our RE program.

I would really appreciate a board member to help Carter and I do interviews when we get to that part of the search process.

Thank you so much,  
Leilani



## RE Staffing Update:

### ***New Position:***

### ***Youth Advisor/RE Teacher***

“

We are still looking for RE volunteers, please let me know if you know anyone who might be interested.



# RE New & Exciting

## 01. **First Saturdays Family Nights**

I'm so grateful to our RE volunteer team and they really create a fun space for First Saturdays Family events! January was All Ages Game Night and Potluck. We played games, worked on a couple puzzles, and the children also had free creative play time. The potlucks have been terrific but even better has been the families connecting with one and another.

## 02. **DRE meetings**

There are several kinds of DRE meetings (national, regional, cluster, con planning related, etc, conferences and retreats. I've been especially enjoying and benefiting from learning a lot from our local groups of DREs, we're meeting in person monthly moving from location to location. It was fabulous to talk to the DRE who has one of Westside's children in their OWL program and have this friendly relationship with them that they could tell the child about knowing "Miss Leilani".

## 03. **Chalice Child**

We're bringing back children lighting our Chalice occasionally during services. I'll be working with Liz for scheduling. Children ages 7 and older can be chalice lighters at the beginning of services at Westside. We are looking forward to supporting children & youth in this important community connection and spiritual practice.

# January NUMBERS

- Jan 3rd All Ages Game Night
- Children 5
- Adults 7
- Volunteers 2 + DRE



## MultiGen Services

Children's order of service and craft table in sanctuary for both services:

Solstice Service: 10 children, 4 teens

Xmas Eve: 20some children/youth

## RE Planning meeting

Jan 6th 3 volunteers, DRE & board liaison

## Dec 14 Finger knitting

- Children 7
- Volunteers 2 + DRE

## Youth Group

Dec 13 Holiday Party

Youth: 3

Adults: 3

Jan 10

Youth: 5

Adults: 2

(3) Youth for Winter Con Feb 6-8

## Inside RE Newsletter

97 subscribers now! Zero unsubscribes with 67-72% opens !!

Dec 12th IRE Newsletter [link](#)

Dec 19th IRE Newsletter [link](#)

Dec 26th IRE Newsletter [link](#)

Jan 2nd IRE Newsletter [link](#)

Jan 9th IRE Newsletter [link](#)

## Jan 4

Children 0  
Volunteers 2

## Jan 11

Children 7  
Volunteers 1 + DRE

# Other Details

## RE Planning Team

Thank you Board for an alternating liaison attending last month's RE planning meeting! Your presence at our meetings feels so supportive! Thank you!!!

Our next meeting is first week of Feb. We're working on a meeting date poll to pick a day/time. Please email to confirm dre@wsuu.org  
Day tba, Feb 20206  
Zoom ID 955 1444 3362

[Zoom Meeting Link](#)

## Longer Range Goals

I've started drafting small pieces of Safety Policy items - starting with the parts we need more immediately.

I've also been in discussions with experienced RE volunteers and other DREs on how to bring OWL to Westside.

## RE Education Goals

I'm a third of the way through my 2nd RE Educational Goal for this church year - the Settling in DRE course and registered for the DRE Orientation series over multiple days that started in January.

## Westside UU Worship

Ring of the bowl		Offering	
Singing Together		Singing Together	
Welcome		Joys & Sorrows	
Opening Words		Meditation	
Chalice Lighting		Sermon or Ritual	
Greeting our Neighbors		Singing Together	
Singing Together		Chalice Extinction	
Time for All Ages		Education	
Singing Together			

## Children's Order of service

Collaborating with other DREs in a DRE discussion group, we each adapted this order of service to our own congregation, a reusable [children's order of service](#) pictured above to teach children about the elements of our multi gen services so they can follow along. We used this for both Solstice & Xmas eve. This is also a tool of inclusion as well as for learning and faith formation. These are laminated for reuse.

## MUSIC DIRECTOR MONTHLY REPORT

January 2026

It was wonderful to experience such a large number of people becoming new members on Sunday, and I was particularly pleased that so many of them were involved in the Chorale! I know that music speaks to people's hearts and joins us all together.

**ACTION ITEMS:** No action items at this time.

1. **Past Services:** It was a very, very full month of music and preparation for December services. Rainier Reunion did a wonderful job on our "Lay Voices" service December 14th. I loved having the Westside Winds, the Chorale and new Westside member Tom Olinger share music for our December 21st service, and was thrilled that the sanctuary was so filled with music, inspiration and people! It was a particular joy to have the Chorale share two new pieces for our Christmas Eve service. Our service on January 11th was very meaningful for me, and I was humbled by the powerful response I received from people after sharing a bit of my own faith journey.
2. **Upcoming services:** On January 25th, Riley Orzano will be singing two beautiful songs with us, with Lisa Reitzes and Lisa Maynard performing with him. The Chorale will be offering two gospel songs for our Black History Month service on February 8th.
3. **Westside Chorale:** We have another couple of new members, and I'm so enjoying working with this expanding version of the choir. People are really dedicated to learning their parts outside of rehearsal, so we are able to focus more on refining the sound and presentation of our songs. I'm particularly happy to see that some members meet socially outside of rehearsals, and that there is a real bond occurring between them.
4. **New Percussionist:** I'm very happy working with our new percussionist Clif Swiggett. He's a consummate musician, and just fits in easily and seamlessly with the music. I look forward to exploring the use of more instruments to give exciting variety to our musical presentations. He also plays trombone and electric bass guitar, so there may be opportunities to use those talents as well. Welcome Clif!

In Community,

Scott Farrell

# Administrator Report to Board January 2026

Happy New Year! December feels a long way back already. January is a very full time.

See one action item for board vote below regarding the website redesign.

## Sunday Event Attendance:

	Speaker/Special Circumstances	Attendance In-person/Views while streaming/ views since published/total views
12/14/25	Rev. Carter & Lay Voices	93/5/7/105
12/21/25	Rev. Carter – Solstice Service	120/13/31/164
12/24/25	Christmas Eve 5:00	143/7/32/182
1/4/26	Spark Sunday	30
1/11/26	Rev. Carter New Member Welcoming	81/17/11/109

[Click here for Worship Attendance tracking doc 2020-present](#)

**Offering Collection for December 14 & 21:** our shared offering recipient was YouthCare Orion Center. We collected \$674.27 for the charity. . Christmas Eve recipient was Westside Neighbor Shelter. We collected \$576.09 for WNS.

## Membership/New Interest:

**Members: 155 (up by 2) New members:** Donna Taylor, Dawn Uza, Sophia Winkler. **Resigned: 1 member** – Emily Gade (moved from area)

**Welcome Forms Received: 2**

**New Subscribers to email list: 2**

**Unsubscribed from email list: 7**

## Action Item: Website Redesign

After conversations with 2 developers (the 3<sup>rd</sup> never responded to our inquiry) Rev. Carter and I are seeking your approval to move forward based on the proposal offered by Elaine Mezaros. Please find the proposal [here](#) in the Google Drive for this board meeting. She is estimating the job to be 29-36 hours of labor and \$1740-2160. We were impressed with her knowledge, experience, site samples and her communication skills.

**Facilities Updates** – The storms that December brought kept our Facilities team members busy up on the roof making sure that needles and other debris were not clogging the drainage. We are grateful to Dan Day and Steve Finney for doing this work on a regular basis and responding during stormy times. Dan continues to clean out the furnace room. We have invested in a new cordless drill and drivers, taking advantage of black Friday prices. We responded to two plumbing issues reported by our tenant. Steve continues work replacing burnt out fluorescent lights with new LED bulbs.

**Stewardship:** It's early days for this year's stewardship team. In the lead there is Steve Finney with Lisa Reitzes and Chris Darnell also serving on the team. They are considering the theme "Investing in our Future" and have not yet decided whether there will be a community wide event. Having a clear goal from the board around budget amounts will be very helpful to them.

**Rentals:** John Hornby is planning to rent the social hall for the non-profit Result's conference this winter. We are grateful! We also have a memorial rental in January and one in March. No music recital rentals this year. The cello teacher that has been renting in recent years had a baby last year so may not be teaching for a while.

**Items taking time and attention:** 3 services in December, auction activities, learning about Icon reporting for taxes in January.

**Upcoming Time Away:** I will be OOO Thursday January 29<sup>th</sup> – Wednesday, February 4<sup>th</sup> and back in time for the auction finale party.

In loving community,  
Shannon