



Westside
Unitarian Universalist
Congregation

WSUU

JUNE BOARD AGENDA — 2023

Thursday, June 22, 2023 7:00 - 9:00 PM PT Fireside Room

IN PERSON FIRESIDE ROOM

Link to June Shared Folder:

Usual [Link to Board Zoom](#)

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

Board 2022-23 Covenant: See end of Agenda

7:00pm	Welcome New Board Members! <i>Laura Pierce & Tracy Burrows</i> Chalice Lighting & Check In <i>Laura Strand</i>	<ul style="list-style-type: none"> o Welcome o Land Acknowledgement & Covenant o Chalice lighting o Check in/Access Needs
7:10pm	Minutes	<ul style="list-style-type: none"> o Approve last month's Board Minutes
7:15pm	2022/23 Board Member Wisdom Circle	<ul style="list-style-type: none"> o Sharing of an Important Insight/Reflection
7:30pm	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"> o Minister (Rev. Carter) o Administrator (Shannon) o Music (Scott) o Finance Committee/Treasurer/Operations (Shelley, Jim) o RE (Jade) (liaison Laura Strand) o RJCT (Tracy) o Other
7:50pm	Priority Business (time dependent, crisis prevention)	<ul style="list-style-type: none"> o Board Retreat Date, Place, Time, Facilitators <ul style="list-style-type: none"> o <i>Opening/Closing</i> o <i>Board Covenant</i> o <i>Vision/Priorities</i> o <i>Calendar</i> o <i>Breakfast</i> o <i>Lunch</i> o Monthly Board Meetings 3rd Thursdays 7-9pm on Zoom
8:05pm	Other Business (important planning)	<ul style="list-style-type: none"> o Board Shared Folders Preview o Masking in Sanctuary & COVID policy update o GA Delegates & GA any updates?
8:20pm	Monthly Board Communication	<ul style="list-style-type: none"> o Board Westside Week Topic & Who Writes o



8:30pm	Upcoming Meetings Dates/Times Board Member Schedules next month	<ul style="list-style-type: none">○ Board Retreat: In person, date, place○ Next Monthly Board Meeting: July 20th, 7-9pm Zoom○ Upcoming Vacation/Out of Town Schedules<ul style="list-style-type: none">▪ Rev. Carter in Pittsburgh for GA June 19-25▪ Rev. Carter in France July 10-August 17
8:35pm	Existing & New Board Reflection Circle	<ul style="list-style-type: none">○ Takeaways & Thought to Share
8:45pm	Close of the Meeting <i>Laura Strand</i>	<ul style="list-style-type: none">○ Closing Words○ Extinguishing the Chalice
Post Meeting	Celebration!	
	2022-2023 Board Covenant	<ol style="list-style-type: none">1. Share workload, responsibilities, joys, and sorrows.2. Focus our energy on established priorities.3. Right-size the board's work and maintain healthy boundaries.4. Slow down and seek consensus when possible.5. Listen to minority and marginalized voices. Use the equity decision-making tool.6. Seek additional perspectives, particularly those most impacted by decisions.7. Honor confidentiality.8. Share what we are doing. Be intentional about honest, timely communication. Be clear about the board's role.9. Work to stay in right relationship with each other. Establish a habit of reviewing how we work together.10. Support our collective decisions. The board speaks with one voice.11. Name the elephant in the room.12. Hold this covenant as a living document.13. Encourage the congregation to resolve conflicts through direct communication with affected parties

MEETING OF THE BOARD OF TRUSTEES OF WESTSIDE UNITARIAN UNIVERSALIST CONGREGATION

June 22, 2023

BOARD ATTENDING: Tracy Burrows, Laura Pierce, Laura H White, Kristina Darnell, Jim Schlough, Laura Strand, *Marco Deppe and Rev. Carter were not present due to scheduling conflicts or attendance at GA.*

STAFF Shannon Day, Administrator

GUESTS: New Board members Lisa Maynard, John Hornby and Jennifer Disotell.

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

Laura Strand began our meeting with land acknowledgement, chalice lighting words.

MINUTES *Kristina made the motion to approve the minutes as written, Jim seconded, three abstentions from new 2023-24 Board members, Lisa, John and Jennifer. The May Board Mtg minutes were approved.*

2022-23 BOARD MEMBERS WISDOM CIRCLE (summarized by Tracy Burrows and also shared to the congregation in the Westside Weekly) Laura Pierce, Laura Strand, Laura White, Tracy Burrows, Kristina Darnell and Jim Schlough shared insights and advice for the incoming Board members.

- Flexibility and creativity are important hallmarks of leadership at Westside. Especially during these times of change, be willing to adapt and explore options for moving forward.
- Take time to personally reach out to members to grow connections and to check-in on how people are feeling about issues that come up.
- The Board can't solve everything. Be clear about the role of the Board, make sure to establish healthy boundaries, and be radically transparent about what we can and can't do and why we are making a particular decision.
- Each member of the Board has strengths to share. Think about what talents or experiences you have that will benefit the Board overall and be confident that your contribution is meaningful.
- You don't have to go along with the prevailing position being expressed during a board discussion. Don't be afraid to speak up, ask questions, and provide an alternative viewpoint.
- Our work in building connection, healing and restoring relationships at Westside, will progress at the speed of trust. There are some painful experiences in the past that people may not be ready to engage with and that's okay.

- Be grateful to have Shannon as a resource. She is a fantastic administrator, leader and source of institutional memory.
- Seek out support and help during hard times.
- Celebrate and take joy in accomplishments.

MONTHLY STAFF AND COMMITTEE REPORTS

Minister (Rev. Carter)

Rev. Carter expressed gratitude for her post-ordination welcome and the congregational gift of a stole. A special thank you to Tracy Burrows for representing WSUU during her ordination. The Annual meeting was a joy to be part of, well organized and presented. The June 10th Worship Team Retreat went well and team members shared facilitating areas such as liturgy, worship themes, and worship associate roles. Some liturgical changes are being carefully considered to provide better flow and minimizing introductions and wordiness during the service. Joys and sorrows will transition from candles to stones due to environmental reasons. This will be explained to the congregation. Increased use of our LED technical capacity is also being considered. Rev. Carter expressed praise for the congregational work with Pam Orbach including harvesting the wisdom of our community and healing circles. She acknowledged there has been a need for addressing past hurts and reminds us that we can allow a spaciousness in timing with no final finish line to cross. This month has also been a transition into the pastoral care role for Rev. Carter. She is prioritizing training laypersons in the congregation to offer more emotional and practical support for our whole community to help fill the gaps in our present ad hoc support for each other. Rev. Carter thanks the GA delegates and sends well wishes to past and new Board members.

Administrator (Shannon)

Real Rent Duwamish was mailed a check for \$442 as our May shared offering recipient. Shannon recommended that we consider an update to our mask wearing policy. UUC and some other churches have moved to a mask optional policy. There are no changes to our stewardship pledging numbers for May. Shannon helped facilitate the May Community Circle and helped with the logistics of the healing circles as well as the Core RR team. One restorative circle is planned for June and two in July. As part of the Finance Committee, Shannon worked to finalize the proposed 2023-24 budget and thanked Shelley Webb for her amazing spreadsheets and clarity in explaining the proposed budget to our members. The Facilities Team was also thanked for power washing the building walls, stair wells and door mats. Shannon supports a transition consolidation of all our WSUU bank accounts to HomeStreet Bank as considered by the Finance Committee. Shannon has arranged to use our parking lot for a shredding event coordinated with a local realtor on July 22nd. She spent extra time this month on right relations work, budget development work, annual meeting prep (including an extensive ePacket), and onboarding Nathan Mesnard as an employee. Shannon will take a 2 week vacation August 27th-Sept 10th and will miss Ingathering this year. Membership stands at 159.

Music Director (Scott)

Scott was pleased with the May 28th and June 11th services and particularly enthusiastic about the young energy during the RE Transitions service. He appreciates the support from Jade and Rev. Carter for adding children and youth music participation in our services. Planning is ongoing for July services. He thanked Lisa Maynard and Liz Bucklew for leading the recent successful Music Pie Sale. Westside Chorale and Chalice Singers will be meeting the last Wednesday in June and July with regular rehearsals resuming in late August. Scott was grateful for being part of the recent healing circle around Bert's dismissal. He will be attending the AUUMM Conference in Baltimore as well as taking some vacation days in NYC in July. There are no action items at this time.

RE Coordinator (Jade Wilde, RE Coordinator, RE Planning Team: Faith Iverson, Jeanette Hitch, Thomas Terence, Amy Hance-Brancati and Laura Strand, board liaison) Jade expressed joy at the successful conclusion of the RE year with the Annual Rite-of Passage Transition and Bridging Ceremonies during the June 11th service. She is enthusiastic about multigenerational worship services next year in collaboration with the Worship Planning Team, Rev. Carter, Scott and others. Jade is working on recruitment and planning for next year, meeting with local DRE's, preparing an RE healing circle with Pam Orbach and engaging families in RE programming. She was able to join the Worship Team retreat in June. Jade shared several learnings for future RE planning and programming including the need for new families with small children, ways to increase engagement of youth and families and making stronger family to family bonding. She is exploring the possibility of creating a monthly parent group. The RE Planning Team put together games, face painting and a bingo activity for the June Solstice Picnic. A multiage class will be offered for summer Sundays and planning will start soon for fall RE programming.

Finance Committee/Treasurer (Shelley, Jim)

After extensive budget preparation work and two information sessions, the proposed FY 2023-24 budget was approved at the Annual Meeting June 6th. Auction income came into the treasurer report this month and expenses are progressing as expected. A large \$12k pledge will be received during the 2023-23 FY instead of 2022-23. Overall, this does not impact the budget as proposed. \$100k was moved into a 7 month CD at 4.25% at HomeStreet Bank with a remainder of the SCU account to be put into a second CD at HomeStreet in July. \$50k from Umpqua Bank will also be moved into a HomeStreet checking account. A summer finance planning gathering is planned for determining vision/goals for FY 23-24. *Action Items: Tracy will act as the 3rd signatory as requested by HomeStreet Bank. The Finance Committee is ready to support activity by Personnel or another assigned team to update staff job descriptions in keeping with the new UUA compensation rubric.*

Facility/Building

Rose Sheppard, from the Building Facilities Team, has power washed the walls, stair wells and door mats of our building. Thank you Rose!

RJCT RJCT will be taking June and July off. A Right Relations Covenant will be developed over this next year that will help us be more concrete about how we want to be in community with each other and will provide some clarity when a member of our community is out of relationship.

PRIORITY BUSINESS

-Board Retreat: Saturday, August 26th 9am-3pm, Laura White's home. Date decided so that Rev. Carter could join us. Details to be decided at the July Board meeting such as who will lead what areas of the retreat:

Opening/Closing:

Board Covenant:

Vision/Priorities:

Calendar & Tasks for the Yr:

Breakfast:

Lunch:

OTHER BUSINESS

-Board access to Google shared folders: New Board members have received a link to the Board Google Shared Drive from Shannon and will reach out individually if they have questions about access or specific document locations.

-Masking in the Sanctuary and COVID Policy Update Situation: Federal and Washington State COVID requirements have changed and the science shows there is presently a low risk of COVID infection. Most public places have moved to an optional mask wearing policy including other local UU churches such as University Unitarian Congregation. Shannon reports we are going through approximately 50 masks a month on Sundays due to people not bringing their own masks any more. Also, an increasing number of Sunday attendees are asking about changing the mask policy. People are increasingly not wearing a mask during Social Hour. Possibilities discussed were providing a separate smaller mask wearing area in the Sanctuary, offering high quality masks to the few requiring masks and individually approaching those members with higher health and safety needs with their input about a possible change in masking wearing policy. It was decided that Shannon will talk to members with higher health and safety needs individually and communicate out the change of mask optional before July 9th.

-GA delegates received 9 responses to their recent survey prior to GA.

-Updates and Revisions to our Personnel policies and Bylaws need tasks assigned to our Personnel Committee and/or an Ad Hoc team.

JUNE BOARD COMMUNICATIONS TO CONGREGATION

Tracy will write a Board update for the Friday Westside Week focusing on the Board transition and reflections at the June Board meeting. *See Wisdom Circle summary from Tracy above.*

REFLECTION CIRCLE EXISTING & NEW BOARD MEMBERS

Reflections were shared person to person during the celebratory time after the meeting.

BOARD MEETINGS

- Monthly Board meetings, generally 3rd Thursdays, 6:30-8:30pm, Zoom
 - Thursday, July 20th, 6:30-8:30pm, *please note earlier meeting time*
 - Thursday, August 17th, 6:30-8:30pm *please note earlier meeting time*
- 3rd Wednesdays in September & October due to some Board members & Staff attendance at the Non-violence Communications sessions.*
 - Wednesday, September 19th 6:30-8:30pm Zoom
 - Wednesday, October 18th, 6:30-8:30pm, Zoom
- Board Retreat: Tentatively, Saturday, August 26th, 9am-3pm, Laura White's home, need to confirm with Rev. Carter
- Board Liaisons will continue to attend their liaison related committee meetings.

Board Schedules:

- Rev. Carter on vacation July 10-August 17, out of country
- Shannon on vacation August 27th-Sept 10th, out of country, will not be here for Ingathering in September

CLOSE OF MEETING Laura Strand closed our meeting with chalice words. The meeting ended at 8:55pm.

CELEBRATORY TIME FOR 2022-23 & 2023-24 BOARDS

There was a celebratory time with beverages and conversation following the meeting with 2022-23 and 2023-24 Board Members.

Respectfully submitted,
Laura H White,
Board Secretary

As of: **Account #**

BUDGET SUMMARY				% thru Year:		92%	
	Curr Mo Activity	YTD Actuals	%	Full Year Budget	Amount Remaining		
Total Income Sources							
Pledges	\$ 17,760	\$ 201,357	86%	\$ 233,000	\$ 31,643		
Sunday Plate	1,242	19,215	128%	15,000	(4,215)		
Other Donations	637	2,631	0%	-	(2,631)		
Fund Raising	33,431	36,555	91%	40,000	3,445		
Affinity Programs	139	870	85%	1,025	155		
RE Ministry	11	2,554	0%	-	(2,554)		
Youth Group Ministry	-	-	0%	-	-		
Music Ministry	100	584	58%	1,000	416		
Program and Misc	238	2,079	208%	1,000	(1,079)		
Rentals	4,848	51,919	85%	60,818	8,899		
Total Income	\$ 58,406	\$ 317,765	90%	\$ 351,843	\$ 34,078		
Expenses							
Minister Compensation	\$ -	\$ -	0%	\$ -	\$ -		
Additional Minister	7,335	20,148	26%	76,962	56,814		
RE Director Compensation	-	-	0%	-	-		
RE Staff	-	320	16%	1,967	1,647		
RE Training	-	-	0%	-	-		
RE Youth Group	-	-	0%	417	417		
RE Operations	2,500	22,390	88%	25,400	3,010		
Music Director Compensation	3,456	25,768	94%	27,327	1,559		
Music Staff	476	5,936	95%	6,273	338		
Other Music	-	1,692	83%	2,040	348		
Administrator Compensation	5,604	60,159	91%	66,141	5,982		
Technology Support Compensation	460	5,210	44%	11,920	6,710		
Additional Employee Benefits	14	1,607	54%	2,977	1,370		
Community Impact-Internal	815	21,945	130%	16,872	(5,073)		
Community Impact-External	522	5,840	116%	5,015	(825)		
Worship	-	19,096	278%	6,875	(12,221)		
Loans, Taxes, Fees	3,692	40,944	91%	44,882	3,938		
Facility	6,323	55,758	100%	55,525	(233)		
Fundraising & Rentals	26	604	48%	1,250	646		
Reserves	-	-	0%	-	-		
Total Expenses	\$ 31,222	\$ 287,417	82%	\$ 351,843	\$ 64,426		
Cash Flow (GF):							
	\$ 27,184	\$ 30,348					
Reserves IN		\$ -					
Cash Flow (GF) Net Reserves IN		\$ 30,348					

	YTD Balance	Start of FY	YTD Change
BANK ACCOUNT BALANCES			
Umpqua Checking #7545	\$ 122,981	112,965	\$ 10,016
Sound Credit Union Money Market #6299	101,935	199,872	(97,937)
HomeStreet 7 mo CD May 2023	100,000	-	100,000
Sound Credit Union Business Savings #6290	25	25	-
Petty Cash	200	200	-
Total Account Balances	\$ 325,142	\$ 313,063	\$ 12,079
ASSETS			
Church Bldg & Land (book value)	\$ 3,109,500	\$ 2,901,200	\$ 208,300
Cash - Operations	93,881	80,231	13,651
Payroll	-	-	-
Building Fund	\$ 88,168	89,160	(992)
Accessibility Fund	22,462	22,462	-
Other Dedicated Fund Balances	21,721	22,301	(580)
Operational Reserves	98,910	98,910	-
<i>Total Fund Balances</i>	<i>\$ 231,260</i>	<i>232,832</i>	<i>(1,572)</i>
Total Assets	\$ 3,434,642	\$ 3,214,263	\$ 220,379
LIABILITIES			
Loan fm UUA	\$ 419,602	\$ 419,602	\$ -
Loan fm Cascadia Growth Fund	58,825	58,825	-
Other Current Liabilities	7,130	24,748	(17,618)
Total Liabilities	\$ 485,557	\$ 503,175	\$ (17,618)
GF Balance (Cash-Operations less Other Current Liabilities)	86,751	\$ 55,482	\$ 31,269
CONGREGATIONAL EQUITY			
	\$ 2,949,085	\$ 2,711,088	\$ 237,997

As of: Account #				% Thru Year: 92%				Notes
Account #	Account Name	Curr Mo Activity	YTD Balance	FY22-23 Budget	YTD %ofBgt	Over Budget		
GENERAL FUND INCOME								
Pledges								
4.100.100	Pledges - Current Year Income	17,760.15	192,192.24	231,000.00	<div><div></div></div> 83%	-		
4.100.110	Pledges - Prior Year Income	-	9,165.24	2,000.00	<div><div></div></div> 458%	7,165.24		
	Total Pledges	\$ 17,760	\$ 201,357	\$ 233,000	86%	\$ -		
Sunday Plate								
4.100.140	Contributions - Sunday WSUU	933.78	12,745.57	10,000.00	<div><div></div></div> 127%	2,745.57		
4.100.141	Contributions - Sunday WSUU Congr Care Fund	-	-	416.00	<div><div></div></div> 0%	-		
4.100.143	Contributions - Sunday WSUU Youth Programs	-	-	417.00	<div><div></div></div> 0%	-		
4.100.144	Contributions - Sunday WSUU Real Rent Duwamish	-	-	417.00	<div><div></div></div> 0%	-		
4.100.145	Contributions - Sunday WSUU Partner Church	-	678.05	600.00	<div><div></div></div> 113%	78.05		
4.100.150	Contributions Sunday Charities	307.90	5,791.59	3,150.00	<div><div></div></div> 184%	2,641.59		
	Total Sunday Plate Income	\$ 1,242	\$ 19,215	\$ 15,000	128%	\$ 4,215		
Other Donations								
4.100.160	Special Gifts & Campaigns	637.17	2,380.94	-	<div><div></div></div> 0%	2,380.94		
4.100.165	Cong. Care Fund Transfer In	-	250.00	-	<div><div></div></div> 0%	250.00		
4.100.244	Accessibility Fund Donations	-	-	-	<div><div></div></div> 0%	-		
	Total Other Donations	\$ 637	\$ 2,631	\$ -	0%	\$ 2,631		
Fund Raising								
4.100.245	Auction Income	16,190.16	19,314.46	25,000.00	<div><div></div></div> 77%	-		
4.100.247	Raise the Paddle Income	17,241.00	17,241.00	15,000.00	<div><div></div></div> 115%	2,241.00		
	Total Fund Raising Income	\$ 33,431	\$ 36,555	\$ 40,000	91%	\$ -		
Affinity Program Income								
4.100.210	E Scrip GF Income	-	-	-	<div><div></div></div> 0%	-		
4.100.211	Amazon Rebate Income	139.43	365.83	425.00	<div><div></div></div> 86%	-		
4.100.212	Thriftway Rebate Program	-	504.26	600.00	<div><div></div></div> 84%	-		
	Total Affinity Program Income	\$ 139	\$ 870	\$ 1,025	85%	\$ -		
RE Ministry Income								
4.100.259	RE Fundraising & Donations	-	-	-	<div><div></div></div> 0%	-		
4.100.258	RE Fund Transfers IN	-	-	-	<div><div></div></div> 0%	-		
4.100.260	OWL Registration Fees	10.61	2,553.67	-	<div><div></div></div> 0%	2,553.67		
4.100.263	OWL Fund Transfers IN	-	-	-	<div><div></div></div> 0%	-		
	Total RE Ministry Income	\$ 11	\$ 2,554	\$ -	0%	\$ 2,554		
Youth Group Ministry Income								
4.100.261	RE Youth Group Fund Transfers IN	-	-	-	<div><div></div></div> 0%	-		
	Total Youth Group Ministry Income	\$ -	\$ -	\$ -	0%	\$ -		

As of: Account #				% Thru Year: 92%				
Account #	Account Name	Curr Mo Activity	YTD Balance	FY22-23 Budget	YTD %ofBgt	Over Budget	Notes	
<u>Music Ministry Income</u>								
4.100.222	Music Fundraising and Donations	100.00	584.00	1,000.00	<div><div>58%</div></div>	-	sale of drum surround	
	Total Music Ministry Income	\$ 100	\$ 584	\$ 1,000	58%	\$ -		
<u>Program and Misc Income</u>								
4.100.220	Coffee Income	2.00	16.00	-	<div><div>0%</div></div>	16.00		
4.100.225	Membership Fundraising and Donations	-	-	500.00	<div><div>0%</div></div>	-		
4.100.240	Interest Income	236.10	2,062.94	500.00	<div><div>413%</div></div>	1,562.94		
4.100.255	Common Quest Income	-	-	-	<div><div>0%</div></div>	-		
	Total Program and Misc Income	\$ 238	\$ 2,079	\$ 1,000	208%	\$ 1,079		
<u>Rentals</u>								
4.100.300	Cell Tower Rental	976.55	9,765.50	11,724.00	<div><div>83%</div></div>	-		
4.100.302	Electricity Reimbursement- Cell Tower	659.32	7,535.77	9,276.00	<div><div>81%</div></div>	-		
4.100.305	Rental Income - Single Events	-	-	2,000.00	<div><div>0%</div></div>	-		
4.100.310	Rental Income - Lease (Leaps and Bounds of WA)	3,152.00	34,548.00	37,698.00	<div><div>92%</div></div>	-		
4.100.311	Donations- Service Groups Meeting at WSUU	60.00	70.00	120.00	<div><div>58%</div></div>	-		
	Total Rental Income	\$ 4,848	\$ 51,919	\$ 60,818	85%	\$ -		
<u>Carry-over</u>								
4.100.241	Board Designated Fund Transfers to GF	-	-	-	<div><div>0%</div></div>	-		
	Total Carry-over Income	\$ -	\$ -	\$ -	0%	\$ -		
TOTAL GENERAL FUND INCOME		\$ 58,406	\$ 317,765	\$ 351,843	90%	\$ -		

As of: Account #				% Thru Year: 92%					
Account #	Account Name	Curr Mo Activity	YTD Balance	FY22-23 Budget	YTD %ofBgt	Over Budget	Notes		
GENERAL FUND EXPENSE									
MINISTER POSITION									
Minister Compensation									
5.100.100	Minister Housing Allow Exp	-	-	-	0%	-			
5.100.101	Minister Salary Exp	-	-	-	0%	-			
5.100.105	Minister Medical Ins Exp	-	-	-	0%	-			
5.100.106	Minister Group Term Life Ins Exp	-	-	-	0%	-			
5.100.107	Minister Long Term Disability Ins Exp	-	-	-	0%	-			
5.100.108	Minister Dental Insurance	-	-	-	0%	-			
5.100.110	Minister Retirement Exp	-	-	-	0%	-			
5.100.115	Minister-FICA Exp	-	-	-	0%	-			
5.100.125	Minister's Professional Exp	-	-	-	0%	-			
	Total Minister Compensation	\$ -	\$ -	\$ -	0%	\$ -			
Additional Minister Exp									
5.100.129	Ministerial Services	7,334.72	20,148.28	76,962.00	26%	-	Payroll + prof exp		
5.100.126	Minister Installation Exp	-	-	-	0%	-			
5.100.102	Minister Moving Exp	-	-	-	0%	-			
5.100.128	Minister Search Exp	-	-	-	0%	-			
	Total Additional Minister Exp	\$ 7,335	\$ 20,148	\$ 76,962	26%	\$ -			
Total Minister Position Expense		\$ 7,335	\$ 20,148	\$ 76,962	26%	\$ -			

As of: Account #				% Thru Year: 92%					
Account #	Account Name	Curr Mo Activity	YTD Balance	FY22-23 Budget	YTD %ofBgt	Over Budget	Notes		
CHILDREN AND YOUTH MINISTRY									-
RE Director Compensation									-
5.100.150	RE Director Salary Exp	-	-	-	0%	-			-
5.100.155	RE Director Medical Insurance	-	-	-	0%	-			-
5.100.158	RE Director FICA Exp	-	-	-	0%	-			-
5.100.160	RE Director Retirement Exp	-	-	-	0%	-			-
5.100.165	RE Director Professional Exp	-	-	-	0%	-			-
	Total RE Director Compensation	\$ -	\$ -	\$ -	0%	\$ -			-
RE Staff Expense									-
5.100.168	RE Program Assistant Exp	-	-	-	0%	-			-
5.100.163	RE Nursery Lead Teacher Exp	-	320.00	1,300.00	25%	-			-
5.100.164	RE Nursery Assistant Exp	-	-	-	0%	-			-
5.100.170	Childcare Exp	-	-	667.00	0%	-			-
	Total RE Staff Exp	\$ -	\$ 320	\$ 1,967	16%	\$ -			-
RE Training Expense									-
5.100.152	RE OWL Leadership Development Exp	-	-	-	0%	-			-
	Total RE Training Expense	\$ -	\$ -	\$ -	0%	\$ -			-
RE Youth Group Expense									-
5.100.132	RE High School Youth Programs Exp	-	-	417.00	0%	-			-
	Total RE Youth Group Expense	\$ -	\$ -	\$ 417	0%	\$ -			-
RE Operations Expense									-
5.100.171	RE Services	2,500.00	21,760.00	25,400.00	86%	-			-
5.100.131	RE OWL Program Exp	-	629.86	-	0%	629.86			-
5.100.229	RE OWL Fund Transfers OUT	-	-	-	0%	-			-
5.100.134	RE Operational Exp	-	-	-	0%	-			-
	Total RE Operations Expense	\$ 2,500	\$ 22,390	\$ 25,400	88%	\$ -			-
Total Children & Youth Ministry Expense									-
		\$ 2,500	\$ 22,710	\$ 27,784	82%	\$ -			-

As of: Account #				% Thru Year: 92%				Notes
Account #	Account Name	Curr Mo Activity	YTD Balance	FY22-23 Budget	YTD %ofBgt	Over Budget		
MUSIC MINISTRY								-
Music Director								-
5.100.185	Music Dir Salary Exp	1,739.31	19,132.41	20,872.00	92%	-		-
5.100.186	Music Dir Medical Insurance	-	1,649.50	1,271.00	130%	378.50		-
5.100.187	Music Dir Retirement Exp	173.93	2,022.11	2,087.00	97%	-		-
5.100.188	Music Dir FICA Exp	133.06	1,463.66	1,597.00	92%	-		-
5.100.190	Music Dir Professional Exp	1,410.00	1,500.00	1,500.00	100%	-		AUUMM conf exp
Total Music Director Compensation		\$ 3,456	\$ 25,768	\$ 27,327	94%	\$ -		-
Music Staff								-
5.100.193	Music Sunday Service Pianist Exp	256.25	3,225.50	3,543.00	91%	-		-
5.100.195	Music Percussionist Exp	220.00	2,630.00	2,730.00	96%	-		-
5.100.197	Music Chorale Rehearsal Pianist Exp	-	80.00	-	0%	80.00		-
5.100.198	Music Bassist Exp	-	-	-	0%	-		-
5.100.199	Music Administrator Exp	-	-	-	0%	-		-
Total Other Music Staff Expense		\$ 476	\$ 5,936	\$ 6,273	95%	\$ -		-
Other Music Expense								-
5.100.191	Music Purchase Exp	-	286.45	765.00	37%	-		-
5.100.192	Music Equipment Maint Exp	-	190.00	400.00	48%	-		-
5.100.194	Music Programs Exp	-	1,215.92	800.00	152%	415.92		-
5.100.196	Music Council Fundraising Exp	-	-	75.00	0%	-		-
Total Other Music Expense		\$ -	\$ 1,692	\$ 2,040	83%	\$ -		-
Total Music Ministry Exp		\$ 3,933	\$ 33,396	\$ 35,640	94%	\$ -		-
ADMIN STAFF & SUPPORT								-
Congr Administrator & Bookkeeper								-
5.100.174	Congr Admin Salary Exp	4,762.97	50,011.19	54,774.00	91%	-		-
5.100.175	Congr Admin Medical Insurance	-	600.00	1,200.00	50%	-		-
5.100.176	Congr Administrator Retirement Exp	476.30	5,433.74	5,477.00	99%	-		-
5.100.177	Congr Administrator FICA Exp	364.36	3,825.80	4,190.00	91%	-		-
5.100.231	Congr Admin Professional Exp	-	288.00	500.00	58%	-		-
Total Congr Administrator & Bookkeeper Compensation		\$ 5,604	\$ 60,159	\$ 66,141	91%	\$ -		-
Additional Employee Benefits								-
5.100.178	Labor & Industries Ins Exp	-	903.80	1,875.00	48%	-		-
5.100.181	Family and Medical Leave Ins Exp	-	517.50	551.00	94%	-		-
5.100.184	Part time Empl FICA SS Exp	13.77	185.90	551.00	34%	-		-
Total Additional Employee Benefits Expense		\$ 14	\$ 1,607	\$ 2,977	54%	\$ -		-
Total Admin Staff & Support Expense		\$ 5,617	\$ 61,766	\$ 69,118	89%	\$ -		-

As of: Account #				% Thru Year: 92%			
Account #	Account Name	Curr Mo Activity	YTD Balance	FY22-23 Budget	YTD %ofBgt	Over Budget	Notes
Other OPERATIONAL AND COMMUNITY IMPACT							-
Community Impact-Internal Expense							-
5.100.320	UUA Dues Exp Bud	-	8,254.14	11,006.00	75%	-	
5.100.801	All Congr Retreats and Trainings	-	11,992.63	3,000.00	400%	8,992.63	
5.100.802	GA Delegate Exp	550.00	550.00	800.00	69%	-	reg fees
5.100.758	Congregational Care Fund Transfer OUT	-	250.00	416.00	60%	-	
5.100.710	Membership Exp Bud	-	48.46	500.00	10%	-	
5.100.759	Board Discretionary Fund	265.00	265.00	500.00	53%	-	gift
5.100.800	All Congr Social Events	-	584.74	600.00	97%	-	
5.100.819	Raise the Paddle Purchase Exp -GF	-	-	-	0%	-	
5.100.829	Common Quest Exp	-	-	50.00	0%	-	
Total Community Impact-Internal Expense		\$ 815	\$ 21,945	\$ 16,872	130%	\$ 5,073	
Community Impact-External Expense							-
5.100.757	Sunday Morning Contributions Given to Charity	468.08	5,205.93	3,150.00	165%	2,055.93	
5.100.729	Real Rent Duwamish- Sunday Plate	-	-	417.00	0%	-	
5.100.728	Real Rent Duwamish	54.00	594.00	648.00	92%	-	
5.100.754	Partner Church Program Exp	-	40.45	600.00	7%	-	
5.100.300	Partner Church Dues Exp Bud	-	-	200.00	0%	-	
Total Community Impact-External Expense		\$ 522	\$ 5,840	\$ 5,015	116%	\$ 825	
Worship Expense							-
5.100.726	AV Tech Expense	280.00	3,100.00	6,720.00	46%	-	
5.100.724	Streaming Tech Exp	180.00	2,110.00	5,200.00	41%	-	
5.100.725	Worship Council Expense Budget	-	4,671.67	6,650.00	70%	-	
5.100.727	AV Equipment & Maintenance	-	14,424.68	225.00	6411%	14,199.68	
Total Worship Expense		\$ 460	\$ 24,306	\$ 18,795	129%	\$ 5,511	
Financial Expense							-
5.100.650	Loan Debt Service - UUA	2,580.14	28,381.54	30,962.00	92%	-	
5.100.655	Loan Debt Service - Cascadia Growth Fund for UU	659.96	7,259.56	7,920.00	92%	-	
5.100.457	Annual City/County/State Fees	335.10	3,762.31	3,500.00	107%	262.31	
5.100.520	Banking & Credit Card Fees e.g.Vanco	116.38	1,540.52	2,500.00	62%	-	
Total Financial Expense		\$ 3,692	\$ 40,944	\$ 44,882	91%	\$ -	

As of: Account #				% Thru Year: 92%			
Account #	Account Name	Curr Mo Activity	YTD Balance	FY22-23 Budget	YTD %ofBgt	Over Budget	Notes
Facility Expense							
5.100.450	Telephone/Cable/Internet	271.57	2,938.46	4,200.00	70%	-	
5.100.460	Web Hosting Exp	-	-	-	0%	-	
5.100.470	Web Maintenance Exp Bud	-	-	-	0%	-	
5.100.475	Technology Management	619.36	3,542.89	3,400.00	104%	142.89	
5.100.480	Office Expenses	46.28	525.94	500.00	105%	25.94	
5.100.481	Postage Exp Bud	-	249.88	400.00	62%	-	
5.100.482	Printing / Copying	155.10	1,653.95	2,400.00	69%	-	
5.100.483	Constant Contact Email Service	-	-	425.00	0%	-	
5.100.550	Liability Insurance Exp Bud	-	7,669.00	8,000.00	96%	-	
5.100.452	Security Alarm System	250.00	686.69	600.00	114%	86.69	
5.100.453	Electricity - SCL	2,420.42	14,322.51	13,000.00	110%	1,322.51	
5.100.454	Water/Sewer - SPU	-	1,210.50	2,000.00	61%	-	
5.100.455	Waste/Recycling/Green	178.40	1,949.45	2,500.00	78%	-	
5.100.456	Gas - PSE	771.05	6,611.51	5,000.00	132%	1,611.51	
5.100.451	Janitorial Supplies	110.12	856.15	1,500.00	57%	-	
5.100.458	Landscaping Exp	-	-	500.00	0%	-	
5.100.459	Building Maintenance Supplies & Small Labor Vendor	558.06	3,931.76	2,500.00	157%	1,431.76	
5.100.462	Lift Phone Monitoring	-	297.46	400.00	74%	-	
5.100.222	Coffee and Other Kitchen Exp	242.24	2,241.84	-	0%	2,241.84	
5.100.471	Janitorial Service	700.00	7,070.00	8,200.00	86%	-	
Total Facility Expense		\$ 6,323	\$ 55,758	\$ 55,525	100%	\$ 233	
Fundraising & Rentals Expense							
5.100.305	Facilities Rental Exp - single events	-	-	500.00	0%	-	
5.100.820	Auction Expense	25.98	603.52	500.00	121%	103.52	
5.100.822	Canvass Expense	-	-	250.00	0%	-	
Total Fundraising & Rentals Expense		\$ 26	\$ 604	\$ 1,250	48%	\$ -	
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		\$ 11,837	\$ 149,397	\$ 142,339	105%	\$ 7,058	
TOTAL GENERAL FUND EXPENSE							
		\$ 31,222	\$ 287,417	\$ 351,843	82%	\$ -	
Income less Expense		\$ 27,184	\$ 30,348	-			

<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	88,167.56	-		89,159.81	(992.25)	Finance Committee
3.201.100	Accessibility Fund Balance	22,461.68	-		22,461.68	-	Board of Trustees + Building Planning Committ
3.202.100	Building Maintenance/Janitorial Fund Balance	329.42	-		329.42	-	Congregational Administrator
3.302.100	Congregational Care Fund Balance	-	-		-	-	Minister
3.303.100	Minister Search Fund Balance	142.88	-		142.88	-	Board of Trustees
3.304.100	To be Designated by Board Fund Balance	190.00	-		190.00	-	Board of Trustees
3.305.100	Operational Reserves	98,910.04	-		98,910.04	-	Finance Committee
3.307.100	PPP Loan/Grant Fund Balance	-	-		-	-	Congregational Administrator
3.310.100	Conference Scholarship Fund Balance	171.21	-		171.21	-	Board of Trustees
3.321.100	Miscellaneous Grants Fund Balance	-	-		-	-	Social Justice Chair
3.345.100	Hymnals Fund Balance	98.71	-		98.71	-	Congregational Administrator
3.350.100	Music Fund Balance	290.53	-		290.53	-	Music Director
3.355.100	WSUU Sponsored Events Fund Balance	1,705.37	-		1,705.37	-	Membership
3.360.100	Youth Group Fund Balance	6,457.23	(79.78)	Youth Pizza party	6,537.01	(79.78)	DRE
3.370.100	OWL Fund Balance	4,826.04	-		4,826.04	-	DRE
3.380.100	Religious Ed Misc Fund Balance	2,041.84	-		2,041.84	-	DRE
3.385.100	Raise the Paddle Fund Balance	-	-		-	-	Board of Trustees
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	1,297.77	-		1,797.77	(500.00)	Partner Church Chair
3.835.100	Community Meal Trust Fund Balance	369.87	-		369.87	-	Membership
Total Dedicated Funds		\$ 231,260.19	(79.78)		\$ 232,832.22	\$ (1,572.03)	

June 2023 Minister Report written at GA

I am grateful to Westside UU for giving me such a beautiful post-ordination welcome. I was especially touched by the stole presented to me by this board—very astute choice of forest green, it's a real favorite of mine these days. I am continually awed and warmed by the love that folks here have given me. Nearly every Westsider I have interacted with in every kind of setting has made sure to take time to offer congratulations and well wishes. This is a very dynamic and exciting time at WSUU. Below is an attempt at a summary, but no doubt, there will be things left out.

Annual Meeting: This meeting was such a joy to be a part of. All of the presentations beautifully displayed that our board is clear, concise, and competent. It is apparent to me that our congregants have trust in this leadership team. I hope we have all taken deep breaths afterward, knowing how smoothly it went.

Worship: Our worship life this past month has highlighted the robust offerings of our congregation, and possibilities of using less traditional service formats. I especially enjoyed working with Jade on the RE Celebration Sunday. Our collaboration led to much creativity and the birth of our shared sculpture celebrating the gifts within our congregation. The Worship Team retreat on June 10 was also great fun. We took turns facilitating shorter workshops on liturgy, worship themes, and how we can make the role of worship associate deeper and more enriching. I am in the process of collecting notes from this retreat and using them to plan the worship program for next year.

Some liturgical changes are on the horizon, which we will be incrementally and intentionally implementing throughout the coming months:

- We will be making the "Opening Sequence" of our services to allow for more flow and minimized introductions and wordiness.

- In the fall, we would like to transition our joys and sorrows ritual to one involving stones instead of candles, while retaining candle-lighting for occasional special services. We plan to invite congregants to offer stones for this ritual that we can bless and celebrate to honor this big change. We also plan to share information highlighting the environmental benefits of this change with the congregation.

- Throughout our services, we are working to simplify elements that feel clunky, and take more full advantage of the technical capabilities offered by our LED screen.

Right Relations Work: I want to add my voice to those singing the praises of this work in our congregation. As we move toward a summer break, I am glad that Pam has been teaching us the importance of "harvesting the wisdom" of our community and healing circles. It will be valuable going into next year to share learnings from this season widely in the congregation and keep inviting folks in. Inviting into sharing, into learning, into leadership, and into being held and possibly healed by this work. There is a temptation to feel that we must address all the past hurts in the congregation, and soon, as there has been a yearning for this work for so long. I hope we can feel a sense of spaciousness with this, understanding that there is no particular

finish line we are trying to cross, and what we are able to do now will have deep and meaningful impact, even if it is not all we dream to do.

Pastoral Care: June has been a month where I have been more fully moving into a pastoral role at Westside. It is humbling to be invited into peoples' lives and struggles, and to learn what is important to people. While this has been incredibly meaningful and fulfilling, I am becoming acutely aware that our congregational leadership is not currently capable of robustly meeting all of the pastoral needs of this community all of the time. Luckily, many people are good at caring for one another on one-off, ad hoc ways which do fill many gaps. While this speaks to the commitment and generosity of people, it is not an effective way to meet the needs of every one, especially those who have chronic and ongoing challenges, or who are newer to this community and less embedded in its social life. It is a priority of mine in the coming year to gather and train laypeople who can offer more emotional and practical support for our whole community.

General Assembly: Our enthusiastic and committed delegate team has been putting in a lot of time gathering input on business items and discerning their own conscience as they look ahead to the important issues on the GA agenda. We look forward to sharing our learnings from this year, and helping WSUU to be a part of important conversations happening in our faith community at a national level.

In closing, I want to especially send my well wishes to those board members who are cycling out of leadership. Kristina, Laura, Marco: may you find ways to rest, and close this chapter of your leadership with pride and satisfaction. I look forward to seeing what other parts of congregational life (and life in general) you will make space for as you move off of the board!

And to new board members, welcome! Jennifer, John, and Lisa, thank you for the gift of your service. I look forward to sharing in this ministry with each of you.

In faith,
Rev. Carter Smith

WSUU Finance Committee Report May 2023

Action Items for the Board:

- The Finance Committee is available to support any activity related to updating the job descriptions and crosswalks to the new UUA compensation rubric. Let us know when a good time is to start this work and with whom. Thank you!
- We need a third signatory on the HomeStreet Checking Account (more notes, below).

Financial Highlights for May 2023 (92% of the year):

Highlights	Actuals	Actuals – YTD	YTD % of Budget	Budget
Total Income	\$ 58,406	\$ 317,765	%90	\$ 351,843
Pledges	\$ 17,760	\$ 201,357	86%	\$ 233,000
Total Expenses	\$ 31,222	\$ 287,417	82%	\$ 351,843
Net Income/Expenses	\$ 27,184	\$ 30,348		

Financial Status:

- Auction income came in to the Treasurer report this month. Yay!
- Expenses are progressing as expected for this time in the year.

Unanticipated Variance(s) to Budget:

- We received notice that a large pledge (\$12k) will not be received until the next FY. This means we will have less than the \$19k anticipated carryover, but in the next FY we will have a large amount of prior year pledges. Overall, no real impact, but the reporting will look different than planned.

Banking Items:

- \$100k was put into a 7 mo CD at HomeStreet Bank at 4.25% annual interest.
- The remainder of the SCU account (~\$100k) will be put into second 7 mo CD at HomeStreet Bank in July, at likely 4.5% interest (rates have gone up).
- Shannon will move \$50k from Umpqua into a HomeStreet Checking account, and will potentially close out Umpqua. Will target October payroll from the HomeStreet account.

Other Notes:

- Shelley presented the budget at the Annual Meeting and it was approved!
- Finance Committee did a brief retrospective of the budget process and took notes for last year.
- Finance Committee discussed an in-person Finance Gathering (include Rev Carter and Stewardship) over the summer to determine vision/goals for FY23-24. Tentative date 7/5 (Shelley to reach out Rev Carter about availability).
- Shannon will be setting up the new budget in Church Windows this month.

Submitted by Shelley Webb 6/12/2023

RE Update for the Board

June 16, 2023

Jade Wilde, contracted RE Coordinator

RE Planning Team: Faith Iverson, Jeanette Hitch, Thomas Terence, Amy Hance-Brancati, and Laura Strand (board liaison)

I have so much gratitude for our staff and volunteers! There is a welcomed level of care and support we share, that will make much possible for the coming year!

Closing of the Church Year

With our RE Celebration service held on June 11th, it feels like our RE church year is complete. It was a heart-warming experience, featuring our annual rite-of-passage transition and bridging ceremonies, a beautiful homily from Rev. Carter, a community sculpture, inspirational multi-age music organized by Scott, and gratitude for our RE volunteers. It was an amazing experience to have so much good spirit in collaborating with the entire staff and our RE Planning Team to create this service with its many moving parts. The service was well attended, and we had between 25 and 30 children and youth present, and also some of our young adults who have bridged with us in recent years. Through this collaboration, I learned the current process for service development with the use of CODA, and the systems the worship team has put in place. I believe we have an opportunity to create powerful multigenerational worship services next year, with the openness our team and worship associates have for working together.

In the past month I have been working on recruitment and planning for next year, meeting with local DRE's to share ideas, preparing for an RE Healing Circle with Pam Orbach, and beginning to engage with individual families to learn their needs and desires related to RE programming. I also had the privilege of joining the Worship Team retreat, which was a pleasure.

Learnings

Some learnings that stand out and that are informing our planning for future programming, include:

- We are not experiencing the kind of family-to-family bonding and commitment that the community has benefited from in the past. Without an infusion of new families with small children who feel committed to engaging with our community, the RE program will suffer and our congregation will feel the void. This continues to inform our focus on connections with families.
- To get higher levels of engagement of youth and families, requires a significant level of outreach and persistence with individual invitations and follow-up. I am exploring other ways to create the "stickiness" that fosters engagement, and to create pathways for strong communication patterns.
- I will put in extra time and effort this summer to connect with families, to learn what will best serve parents, and what parents and youth most desire in their connection with our community. Through this process, I hope to foster greater interest and commitment to engaging in RE activities, and in congregational life. Also, once I have a better sense of

the level of engagement we can expect, I can determine if it's wise to bring in the number of RE teachers that would be required to create a more full offering for our different age groups.

- I am exploring with parents and other DRE's, the possibility of creating a parent group that meets monthly. Parents are the first faith development educators for their children, and they also speak of the value of deeper connections and exchanges with other parents.
- One approach I am considering for next year to keep our RE program quality high with limited hours, is to help our teaching teams to take greater ownership of their own teamwork, and of their relationships and communications with families. I can provide scaffolding and support, which will be less demanding of my time than if I am owning the primary responsibility for those communications.

Looking ahead

- Our upcoming Annual Solstice Picnic is our kick-off to a summer of building engagement with and between families. The RE Planning Team is putting together yard games, face and rock painting, crafts, a bingo activity to help to connect families, and ways to schedule playdates and meet-ups.
- We will offer one multi-age class for our summer Sundays, led by a guest teacher and one of our RE volunteers.
- I am slowly building meaningful relationships with some local DRE's and youth advisors to cultivate the kind of exchange and sharing that enriches our programming. However, I am feeling reluctant to re-engage with the regional LREDA group or national LREDA activities, because it will require time and expenses that aren't my first priority.
- There is already quite a bit of conversation around planning for the fall. September will be full! Some considerations include:
 - Ingathering as a multigenerational service
 - Training for RE teachers and volunteers
 - Training that a few of us DRE's will offer for youth advisors across the PNW region
 - Planning for a regional youth con in October

MUSIC DIRECTOR MONTHLY REPORT

June, 2023

This will be a shorter report. It feels like I just finished my last one!

ACTION ITEMS: No action items at this time

1. Past Services: Our service on May 28th had musical contributions from John Britt and myself, along with our regular pieces. The June 11th RE Transitions service had many musical elements, and it was gratifying to be able to enlist so much young energy to help with the musical elements. I'm happy to be encouraging children and youth to participate in worship, and encouraged that both Jade and Rev. Carter are enthusiastically supportive of that idea.
2. Upcoming services: I'm working on our July 9th service, and am hoping for a version of Rainier Reunion (Lisa Maynard will be out of town) for the July 23rd service which I will be on vacation for. I'm already looking at music for the September Ingathering Service, which will feature the Westside Chorale.
3. Pie Sale: Lisa Maynard and Liz Bucklew headed up a team of folx for the Music Ministry pie sale on June 11th, which went very well. I'm very grateful for their leadership and service.
4. The Westside Chorale and Chalice Singers: We are planning on meeting the last Wednesdays in June and July for fellowship and some rehearsal, then start up with regular rehearsals the last two weeks of August in preparation for Ingathering.
5. Circles with Pam: I was grateful to have been included in a circle dealing with remaining energy around Bert's transition out of Westside. I have felt very uncomfortable talking about this, and there seemed to be so much secrecy. I feel much better about the beginning of healing of this energy that I've been in the middle of since being hired as Bert's replacement.
6. AUUMM Conference and vacation: I'll be in Baltimore July 11-17 for the conference, which I'm very excited about, then going to the Big Apple for a few days afterward on vacation to see a bunch of Broadway shows. It's been over 4 years since I've been, and Manhattan is a recharge place for me. I'm truly looking forward to this time.

In Harmony,

Scott Farrell

Administrator Report to Board June 2023

Date	Speaker/Special Circumstances	Attendance
		In-person/Views while streaming/ views since published/total views
4/23/23	Rev. Carter -Earth Day	74/8/49/131
5/14/23	Sarah Schurr -remote Article II	60/13/23/96
5/28/23	Poetry Service – Lisa Reitzes	54/9/15/78
6/11/23	RE Celebration Sunday	97/9/21/127

Offering Collection for May: For the month of May, our shared offering recipient was Real Rent Duwamish. We mailed a check for \$442 to them. WSUU portion of the offering for May was \$938.91. The total offering received \$1380.91. This is \$26 less than April.

Membership/New Interest: Current membership stands at 159.

New Members: 0

Membership Resignations: 0

Welcome Forms Received: 0

New Subscribers to email list: 6

Unsubscribed from email list: 5

Covid Policy Update? – as mentioned in a recent email to the board and staff, University Unitarian Church in No. Seattle has moved to masking optional policy for all of their spaces. I'm finding that many people arrive on Sunday mornings without masks as they are not wearing them other places at this point. We need to supply many people with masks each worship Sunday. I recommend that we begin to consider a change in our masking policy after some conversations with our more vulnerable members around impacts and strategies to support them.

Stewardship: No real changes in stewardship numbers for May. I'm still sending communications to those who have not pledged for the 2023-24 fiscal year. If I don't get a response, I will work with the membership team regarding communications around membership desire. Pledge statements were sent in late May to those with outstanding pledge payments but do not have auto-payments set up. k

Right Relations: Right relations work continues to be very full. I helped facilitate the May community circle and a wellbeing group meeting. There is a lot of time and intention going into forming restorative circles. We have one restorative circle planned for June and two in July.

Finance Work: During May the finance team worked to finalize the proposed budget for 2023-24. Huge kudos to Shelley Webb for her amazing spreadsheets and ability to craft stories to

make them understandable to the average human. I spent time both on finalizing 23-24 line item amounts and the reforecast of 2022-23 for use in determining if carry-over was expected.

Facilities Issues and Updates:

Water Incursion: We had a brief scare in May. Preschool staff reached out early on a Monday morning to report puddles of water in the kitchen. It turns out that Rose Sheppard had been power washing the north side of the building that weekend and water snuck in the same way it does when we don't keep our downspouts clear.

Gratitude: I feel so much gratitude to the facilities team for helping with responses to building maintenance or emergency requests. The building is looking great with freshly power-washed walls and stair wells and new walk off mats.

Banking Switch Anticipated: The finance committee has approved moving of all of our accounts to HomeStreet Bank. This will take place over a few months beginning in June. It will be nice to have our funds with one institution and HomeStreet offers CDs, Money Market accounts and Payroll ACH tools that will meet our needs over the next few years.

Items taking extra time in May: right relations work, budget development work, annual meeting preparation (ePacket), onboarding Nathan Mesnard as an employee (job description, payroll set up, etc.)

Upcoming Time Away: I am planning a few long weekends away during summer and a 2-week vacation from August 27 – Sept. 10. Sadly, I will miss Ingathering.

In loving community,
Shannon