

Westside Unitarian Universalist Congregation
Annual Meeting
June 4, 2017

1. Board of Trustees President Tracy Burrows called the meeting to order at 12:05 pm. She welcomed everyone to the annual meeting of the congregation and asked Michael Matz to light the chalice.
2. QUORUM. Sue Holly, Board Secretary, had reported just before the meeting that there was a quorum with 81 members attending. We have 228 members, of which at least 25% must be present.
3. APPROVAL OF LAST YEAR'S MINUTES. The minutes of the May 15, 2016, annual meeting had been distributed. **With a motion to approve from Shelby Greiner and a second by Peggy Abby, the minutes were approved unanimously.**
4. REPORT FROM THE PRESIDENT. Tracy Burrows offered a huge thank you to the current Board and to Rev. Alex Holt for their leadership and guidance. She offered special thanks to those who supported key goals including revitalizing small group ministry/covenant groups (Patti McCall), improving communications/new website (Rob Fenwick, Shannon Day, and Nikki Roberg, with some added tech support from Marco Deppe), membership growth (Laura White), taking care of our building (Soph Davenberry, Cliff Houlihan, Rose Sheppard), financial stewardship (Alan Mendel, John Monahan, Michael Matz), fundraising (auction team esp. Leah LaCivita and Judi Finney, garden & art fair team esp. Alice Britt), and social justice (Regina Brennan, Ann Miller). She offered apologies to those who may not have been named but made great contributions to these and other important efforts.

There will be a special thank you for the Ministerial Search Team later in the meeting. Through the search and candidating process, the congregation learned a lot about what we are looking for in a minister and how to move forward.

The Board proposed to hire Rev. Alex for a two-year term as our continuing interim (one year with mutual option to renew for one year); the contract was approved at the regular Board meeting on May 17, 2017.

Areas we need to work on in the coming year include:

- Leadership development generally; developing a next generation of leaders.
- Building accessibility and other accessibility.
- Coordination/coherence of our social justice efforts.
- Communications (can always be better).

5. COMMITTEE REPORTS. Reports were distributed in the packets. Discussion included a question about whether there are forms and brochures about planned giving (Shannon Day and Peggy Abby said yes). Marion Kee (Endowment Comm) said she had recommended last year that Endowment be folded into Planned Giving until such time as we have a larger endowment to manage.

6. BUDGET. Tracy Burrows thanked those who responded to the call for additional pledges to help fill the gap and reported that around \$5,000 additional came in. She briefly summarized the budgeting process and said that the best time to have input into the budget for discretionary spending (e.g., not the mortgage, salaries, etc.) is in January when the Finance Committee asks other committees about budget needs. Ask Tracy or Rev. Alex if you are not sure where best to plug in your talents!

Tracy reported that with this year's budget we are making progress on 'equity' issues including treating staff equitably in salary, insurance, and retirement contributions; offering a fairly competitive salary for our minister; and sustainably funding our professional accompanists. Last year's pledge-matching challenge had created a budget 'hole' because the substantial match was a one-time offer, but our stewardship team managed to fill the gap.

Finance Chair Michael Matz presented slides showing the 2016-2017 actuals compared to the budgeted amounts. On the income side, pledging was a little low but was compensated for by higher plate collections. Affinity program amount will go down next year because PCC will not allow us to participate (as a religious org). Music and RE programs had one-time transfers from named funds. On the expenses side, administrator Shannon Day saved the congregation money by negotiating a new copier contract and encouraging people to switch to direct transfer from their bank instead of using credit cards. We will exceed our budgeted expenses by around \$5K, but we are exceeding our budgeted income by a little more than that, so cash-flow positive for the year.

A question was asked about the status of the mortgage, which is with the UUA and is calculated on a 25-year term but with renewal every 5 years. Treasurer Allan Lang renewed at a lower rate recently and extended the term for 5 years, which reduced our monthly payment somewhat.

A question was asked about the money we have in reserve for accessibility work and whether there is a time limit on using it. Michael said we have a grant from the PNWD Chalice Lighter program to prime the pump for our accessibility work and there is an unspoken rule that you put the money into action within three years. Someone is making a monthly gift of \$1,000 toward an elevator. The Building Fund has gained overall 16% this year (even with some needed spending on the building) partly because of gifts. Comments from members: elevator and all accessibility concerns, including hearing assistance such as microphones, are very important.

A question was asked about what percent of members pledge. Stewardship Chair Alan Mendel said that nearly all members pledged (fewer than 10 of our 175 'pledging units' haven't pledged, some for financial challenge reasons; only a few we don't understand why). Our pledges total around 60% of our budget. Question: do we have a target for this percentage? Tracy Burrows said it would be good to move toward 75% but there is no specific target. Next year's budgeted pledge amount is 62% of total income.

Treasurer Allan Lang presented the 2017-2018 budget. It is a flat but 'good news' budget. Pledging was terrific considering we started \$24K in the hole from the loss of last year's one-time matching fund, as well as the end of Give Big matching.

A question was asked about fundraising and whether the amounts in the budget are too high (\$44K auction and \$6K garden fair) considering there are likely changes in auction format and questions about garden fair. Allan said this was discussed and that the Board will develop other fundraising as needed.

Questions were asked about the RE report showing that only 62% of children registered have parents who are members. Michael said the Finance Comm and Board discussed this and added \$500 in non-member RE contributions to the budget. Some non-members may already be pledging friends. Tracy pointed out that part of our mission is spreading the word and bringing children/parents into the congregation is part of that. May be more in keeping to integrate the families into the life of the

congregation and get them to contribute in this way, rather than charging to attend Sunday school. Board Member Michael Franzen said the biggest expense of RE is the salary of the RE Director, and that doesn't depend on the number of children attending (once the program is a certain size). Another congregant said that we need to make sure we are welcoming to young people and families with young children.

A comment was made about 'raise the paddle' at auction going from \$12K up to \$15K and how it used to be for special projects but now seems to go to shortfalls. We need to keep moving that 62% (of income) pledge amount upward.

Regarding the accessibility question, it was pointed out that our current system for people who are hard of hearing picks up the electrical hum in the building. Sound tech Nate Mesnard has said the building would need to be rewired to fix it. Building Chair Soph Davenport said they have looked into it and the cost would be \$15K or more.

Alan Mendel moved that we pass the proposed 2016-2017 budget; Shelby Greiner seconded the motion. The motion to pass the budget was approved unanimously.

7. ELECTION OF BOARD OF TRUSTEES. The Nominating Committee presented the proposed slate for the new Board of Trustees:

- President – Patti McCall
- Vice President – Jill Jackson
- Secretary – David Cycleback
- Treasurer – Allan Lang
- Trustee – Judi Finney (1 year)
- Trustee – Scott Iverson (2 years)
- Trustee – Jean Mendel (already elected, serving 2nd of 2 years)

Paula vanHaagen moved that we elect the proposed Board of Trustees and Viv Monahan seconded; the motion was approved unanimously.

8. ELECTION OF NOMINATING COMMITTEE. The Nominating Committee presented the proposed slate for the new Nominating Committee:

- Charlotte House – Chair
- Julie Forkasdi – Member
- Regina Brennan – Member

Steve Burrows moved that we elect the proposed candidates to the Nominating Committee and Eileen Duffy seconded; the motion was approved unanimously.

9. COMMENTS FROM PRESIDENT-ELECT. Patti McCall read aloud our congregation's mission statement and said it would guide the Board's decisions, actions, and priorities. She said there will soon be a Board retreat where the new Board will discuss financial stability, leadership development and support, accessibility, creating a process for working on a new strategic plan, engaging members and visitors, and looking ahead to the 2018 ministerial search process. She said the current Board set very high standards for transparency and competence, and she thanked them for their service.

10. APPRECIATION FOR MINISTERIAL SEARCH TEAM. Tracy Burrows offered words of appreciation to the Ministerial Search Team for their commitment, time, listening, and discernment. She asked the members of the team to come forward to be appreciated and the congregants offered a standing ovation. Deep thanks to our Ministerial Search Team for their year of effort:

- Chair Paula vanHaagen
- Lisa Reitzes
- Arline Borella
- Michael Germain-Mothershed
- Lorelei Amato
- Cecelia Hayes
- John Britt

11. APPRECIATION TO PAST BOARD. Jill Jackson offered words of appreciation to this year's Board of Trustees and special thanks to those who are not continuing on the Board: Michael Franzen, Sue Holly (Secretary), Tracy Burrows (President). Gratitude to those who are continuing: Jean Mendel, Judi Finney, Allan Lang (Treasurer), Jill Jackson (Vice President).

12. Tracy Burrows asked Allan Lang to release the flame and she adjourned the meeting at 1:15 pm.

Respectfully submitted by Lisa Maynard

WSUU Annual Meeting
Sunday, June 4, 2017 12:00 p.m. Sanctuary
Agenda

12:00 Welcome Tracy Burrows
Chalice Lighting

12:05 Approve/amend minutes from May 15, 2016 Annual Meeting

12:10 Report from the President Tracy Burrows
Reports from committees

New Business

12:20 Financial Summary and proposed FY 17-18 budget Tracy Burrows
Allan Lang

12:45 Nominating Committee Report
Election of Officers
*President – Patti McCall
*Vice President – Jill Jackson
*Secretary – David Cycleback
*Treasurer – Allan Lang
Election of Trustees
*Judi Finney (1 year)
*Scot Iverson (2 year)
*Jean Mendel (already elected – serving 2nd of a two-year term)
Election of Nominating Committee
*Charlotte House - Chairwoman
*Julie Forkasdi
*Regina Brennan

12:55 Report of President Elect

1:00 Appreciations

2:00 Extinguishing the chalice
Adjournment

WSUU FY2017-18 OPERATIONS BUDGET

INCOMES

	<u>FY2016-17</u> <u>(12 mo)</u>	<u>FY2017-18</u> <u>BUDGET</u>	<u>Change</u>	
<u>Assumptions:</u>				
<i>Pledge Campaign</i>	\$ 277,800	\$ 288,000	\$ 10,200	4%
<i>New Member Pledges</i>	-	7,966	7,966	100%
<i>Total Sunday Charity</i>	24,000	25,002	1,002	4%
<i>Auction Results</i>	42,000	44,000	2,000	5%
<i>Raise The Paddle</i>	12,000	15,000	3,000	25%
Pledging Totals	\$ 284,219 60%	\$ 293,734 62%	\$ 9,515	3%
Donations	44,600	45,402	802	2%
Fundraising	62,000	67,000	5,000	8%
RE Program	10,260	6,115	(4,145)	-40%
Music Program	7,195	6,136	(1,059)	-15%
Other Programs	10,613	3,524	(7,089)	-67%
Facility Rentals	52,522	52,158	(364)	-1%
TOTAL INCOMES:	\$ 471,409	\$ 474,069	\$ 2,660	1%

BALANCE (INCOME less EXPENSES):	\$ -
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EXPENSES

	<u>FY2016-17</u> <u>(12 mo)</u>	<u>FY2017-18</u> <u>BUDGET</u>	<u>Change</u>	
Minister	\$ 123,990	\$ 108,183	\$ (15,807)	-13%
DRE	67,444	72,944	5,500	8%
MusDir	46,369	47,162	793	100%
Admin	43,915	48,705	4,790	11%
TOTAL STAFF:	\$ 281,718 60%	\$ 276,994 58%	\$ (4,724)	-2%
RE Program	\$ 13,710	\$ 15,968	\$ 2,258	16%
Music Program	20,110	21,876	1,766	9%
Other Programs	13,497	13,011	(486)	-4%
Additional Staff	3,184	2,867	(317)	-10%
Development	9,250	9,250	-	0%
Operations	24,508	23,460	(1,048)	-4%
Dues	14,140	14,203	63	0%
Loans	48,570	48,570	-	0%
Utilities	19,004	21,160	2,156	11%
Facility	23,718	26,710	2,992	13%
Improvements	-	-	-	0%
NON-STAFF:	\$ 189,691	\$ 197,075	\$ 7,384	4%
TOTAL EXPENSES:	\$ 471,409	\$ 474,069	\$ 2,660	1%

Account #	Account Name	FY16-17 Budget	FY2017-18 BUDGET	\$ Growth	% Growth
4.100.100	Pledges - Current Year Income	\$ 280,619	\$ 282,962	\$ 2,343	0.8%
4.100.105	Pledges - New Members & Additional	-	7,966	7,966	0.0%
4.100.110	Pledges - Prior Year Income	3,600	2,806	(794)	-22.1%
4.100.135	Give Big (Non-pledge gifts and stretch dollars)	6,300	-	(6,300)	-100.0%
4.100.140	Contributions - Sunday WSUU Operations	16,000	16,664	664	4.2%
4.100.141	Contributions - Sunday WSUU Minister Discretion	-	667	667	0.0%
4.100.142	Contributions - Sunday WSUU Kitchen/Hospitality	-	334	334	0.0%
4.100.143	Contributions - Sunday WSUU Youth Programs	-	667	667	0.0%
4.100.150	Contributions Sunday Charities	8,000	6,670	(1,330)	-16.6%
4.100.155	Endowment Fund Transfers IN	-	-	-	0.0%
4.100.160	Special Gifts & Campaigns	2,300	8,400	6,100	265.2%
4.100.245	Auction Income	42,000	44,000	2,000	4.8%
4.100.247	Raise the Paddle Income	12,000	15,000	3,000	25.0%
4.100.249	Art & Garden Show Income	6,500	6,500	-	0.0%
4.100.250	Rummage & Book Sale Income	1,000	1,000	-	0.0%
4.100.257	Misc. Fundraising Income	500	500	-	0.0%
4.100.200	PCC Scrip GF Income	2,000	-	(2,000)	-100.0%
4.100.210	E Scrip GF Income	200	60	(140)	-70.0%
4.100.211	Amazon Smiles Income	2,200	2,160	(40)	-1.8%
4.100.220	Coffee Income	1,275	995	(280)	-22.0%
4.100.221	Music Fund Transfers IN	-	-	-	0.0%
4.100.222	Music Fundraising and Donations	4,500	1,500	(3,000)	-66.7%
4.100.223	Music Programs Income	2,695	4,636	1,941	72.0%
4.100.224	AV Fundraising & Donations	-	-	-	0.0%
4.100.240	Interest Income	10	9	(1)	-10.0%
4.100.241	Board Designated Fund Transfers to GF	2,495	-	(2,495)	-100.0%
4.100.242	Building Fund Transfer IN	-	-	-	0.0%
4.100.nnn	Elevator Fund Donations	12,000	12,000	-	0.0%
4.100.251	Social & Envir. Justice Fundraising	500	-	(500)	-100.0%
4.100.255	Common Quest Income	500	300	(200)	-40.0%
4.100.258	RE Fund Transfers IN	1,310	-	(1,310)	-100.0%
4.100.259	RE Fundraising & Donations	1,500	1,500	-	0.0%
4.100.bbb	RE Non-Member Fees	-	500	500	0.0%
4.100.260	OWL Registration Fees	-	1,500	1,500	0.0%
4.100.261	RE Youth Group Fund Transfers IN	-	-	-	0.0%
4.100.262	RE Youth Group Fundraising & Gifts	2,450	1,900	(550)	-22.4%
4.100.263	OWL Fund Transfers IN	4,250	715	(3,535)	-83.2%
4.100.264	RE Coming of Age Program Fees	750	-	(750)	-100.0%
4.100.265	Ministerial Intern Inc	-	-	-	0.0%
4.100.267	Minister Search Fund Txfr IN	833	-	(833)	-100.0%
4.100.268	Web Development Fund Transfer IN	600	-	(600)	-100.0%
4.100.270	Bldg Maint/Janitorial Transfer IN	-	-	-	0.0%
4.100.300	Cell Tower Rental & Elec Reimb True-up	13,656	13,656	-	0.0%
4.100.302	Cell Tower Electricity Reimb True-up	344	950	606	176.2%
4.100.305	Rental Income - Single Events	5,250	2,500	(2,750)	-52.4%
4.100.310	Leases Income- Pre School	31,272	32,832	1,560	5.0%
4.100.311	Donations- Service Groups Meeting at WSUU	2,000	2,220	220	11.0%
	TOTAL INCOMES	\$ 471,409	\$ 474,069	\$ 2,660	0.6%
5.100.100	Minister Housing Allow Exp	\$ 36,000	\$ 36,000	\$ -	0.0%
5.100.101	Minister Salary Exp	47,877	48,470	593	1.2%
5.100.105	Minister Medical Ins Exp	3,710	3,796	86	2.3%
5.100.106	Minister Group Term Life Ins	350	436	86	24.6%
5.100.107	Minister Long Term Disability Ins	707	983	276	39.0%

Account #	Account Name	FY16-17 Budget	FY2017-18 BUDGET	\$ Growth	% Growth
5.100.110	Minister Retirement Exp	8,383	8,466	83	1.0%
5.100.115	Minister-FICA Offset	3,663	4,070	407	11.1%
5.100.102	Minister Moving Expenses	6,300	-	(6,300)	-100.0%
5.100.120	Minister's Sabbatical Exp	-	-	-	0.0%
5.100.125	Minister's Professional Exp	6,500	5,962	(538)	-8.3%
5.100.128	Minister Search Expenses	10,500	-	(10,500)	-100.0%
5.100.kkk	Minister Installation	-	-	-	0.0%
5.100.eis	Minister Economic Impact Support	-	-	-	0.0%
5.100.130	Ministerial Intern Expense	-	-	-	0.0%
5.100.150	RE Director Salary Exp Bud	55,000	55,000	-	0.0%
5.100.155	RE Director Medical Ins Ex Bud	4,400	4,400	-	0.0%
5.100.hhh	RE Director Group Term Life Ins Exp	-	-	-	0.0%
5.100.iii	RE Director Long Term Disability Ins Exp	-	-	-	0.0%
5.100.158	RE Dir FICA SS Exp Bud	4,544	4,544	-	0.0%
5.100.160	RE Director Retirement Exp	-	5,500	5,500	0.0%
5.100.165	RE Director Professional Exp	3,500	3,500	-	0.0%
5.100.161	RE Lead Youth Advisor	-	333	333	0.0%
5.100.162	RE Story Time Toddler Teacher	-	-	-	0.0%
5.100.163	RE Nursery Lead Teacher	2,060	2,060	-	0.0%
5.100.164	RE Nursery Assistant	1,390	1,390	-	0.0%
5.100.168	RE Teacher Support Coordinator	3,570	3,570	-	0.0%
5.100.169	RE Summer Coordinator	-	810	810	0.0%
5.100.170	Childcare Exp	840	840	-	0.0%
5.100.151	RE Youth Leadership Development Exp	-	-	-	0.0%
5.100.166	RE Leader Training Exp	-	-	-	0.0%
5.100.167	RE Teacher Appreciation Exp	-	-	-	0.0%
5.100.152	RE OWL Leadership Development Exp	1,750	1,500	(250)	-14.3%
5.100.131	RE OWL Programs	-	715	715	0.0%
5.100.229	RE OWL Fund Transfers OUT	-	-	-	0.0%
5.100.133	RE Middle School Programs	-	-	-	0.0%
5.100.134	RE Operational Exp	2,850	2,350	(500)	-17.5%
5.100.135	RE Middle School Scholarships	-	-	-	0.0%
5.100.132	RE High School Youth Programs	750	900	150	20.0%
5.100.136	RE High School Youth Scholarships	-	1,000	1,000	0.0%
5.100.171	RE Program Support Exp	-	-	-	0.0%
5.100.172	RE Curricula Expense	500	500	-	0.0%
5.100.225	RE Fund Transfers OUT	-	-	-	0.0%
5.100.227	RE Youth Group Fund Transfers OUT	-	-	-	0.0%
5.100.185	Music Dir Sal Exp Bud	33,890	34,563	673	2.0%
5.100.186	Music Dir Medical Ins Exp	2,970	2,970	-	0.0%
5.100.fff	Music Dir Group Term Life Ins Exp	-	-	-	0.0%
5.100.ggg	Music Dir Long Term Disability Ins Exp	-	-	-	0.0%
5.100.187	Music Dir Retirement Exp	3,389	3,461	72	2.1%
5.100.188	Music Dir FICA Exp	2,820	2,868	48	1.7%
5.100.190	Music Dir Professional Exp	3,300	3,300	-	0.0%
5.100.193	Sunday Service Pianist Exp	6,865	4,875	(1,990)	-29.0%
5.100.197	Chorale Rehearsal Pianist Exp	-	1,615	1,615	0.0%
5.100.195	Music Percussionist Exp	3,030	3,030	-	0.0%
5.100.198	Music Bassist Exp	-	900	900	0.0%
5.100.199	Music Administrator Exp	-	-	-	0.0%
5.100.191	Music Purchase Exp	600	400	(200)	-33.3%
5.100.192	Music Equipment Maint Exp	400	600	200	50.0%
5.100.201	Music Equipment Purchase Exp	-	-	-	0.0%
5.100.202	Music Marketing Exp	-	-	-	0.0%

Account #	Account Name	FY16-17 Budget	FY2017-18 BUDGET	\$ Growth	% Growth
5.100.194	Music Programs Expense	2,695	3,936	1,241	46.0%
5.100.174	Congr Admin Sal Exp	37,350	37,350	-	0.0%
5.100.175	Congr Admin Medical Ins Exp	-	3,960	3,960	0.0%
5.100.ccc	Admin Group Term Life Ins Exp	-	-	-	0.0%
5.100.ddd	Admin Long Term Disability Ins Exp	-	-	-	0.0%
5.100.176	Congr Admin Retirement Exp	3,735	3,735	-	0.0%
5.100.eee	Congr Admin Prof Exp	-	500	500	0.0%
5.100.177	Congr Admin FICA Exp	2,830	3,160	330	11.7%
5.100.180	Bookkeeper Sal Exp Bud	-	-	-	0.0%
5.100.183	Bookkeeper FICA Exp	-	-	-	0.0%
5.100.178	Labor & Industries Ins Exp	2,200	2,200	-	0.0%
5.100.182	Employee Assistance Prog Exp	-	-	-	0.0%
5.100.184	Part time Empl FICA SS Exp	984	667	(317)	-32.2%
5.100.200	Group Term Life Insurance	-	-	-	0.0%
5.100.205	Long-Term Disability Insurance	-	-	-	0.0%
5.100.300	Partner Church Dues Exp Bud	150	150	-	0.0%
5.100.310	UUSC Dues Exp Bud	250	250	-	0.0%
5.100.320	UUA Dues Exp Bud	9,586	9,630	44	0.5%
5.100.330	PNWD Dues Exp Bud	4,154	4,173	19	0.5%
5.100.450	Telephone/Cable/Internet	2,257	2,520	263	11.7%
5.100.460	Web Hosting Exp	210	216	6	2.9%
5.100.470	Web Maintenance Exp Bud	200	100	(100)	-50.0%
5.100.475	Technology Management	898	1,200	302	33.6%
5.100.480	Office Expenses	1,331	1,200	(131)	-9.8%
5.100.481	Postage Exp Bud	500	456	(44)	-8.8%
5.100.482	Printing / Copying	5,681	4,896	(785)	-13.8%
5.100.483	Constant Contact Email Service	-	372	372	0.0%
5.100.484	Marketing and Advertising	-	100	100	0.0%
5.100.485	Endowment Fund Transfers OUT	-	-	-	0.0%
5.100.520	Banking & Credit Card Fees e.g.Vanco	5,231	5,400	169	3.2%
5.100.550	Liability Insurance Exp Bud	8,200	7,000	(1,200)	-14.6%
5.100.742	Memorial Expenses	-	-	-	0.0%
5.100.900	Transfers to Operations Cash Reserve Fund	-	-	-	0.0%
5.100.222	Coffee and Other Kitchen Exp	1,400	1,151	(249)	-17.8%
5.100.710	Membership Exp Bud	-	500	500	0.0%
5.100.725	Worship Council Expense Budget	3,472	3,225	(247)	-7.1%
5.100.726	AV Tech Expense	6,120	6,120	-	0.0%
5.100.727	AV Equipment & Maintenance	400	300	(100)	-25.0%
5.100.755	Partner Church Program Exp	-	150	150	0.0%
5.100.756	Social Action Expense	-	-	-	0.0%
5.100.757	Sunday Morning Contributions Given to Charity	8,000	6,670	(1,330)	-16.6%
5.100.758	Minister Discretionary Fund	-	490	490	0.0%
5.100.800	All Congr Social Events	-	350	350	0.0%
5.100.829	Common Quest Exp	-	-	-	0.0%
5.100.196	Music Council Fundraising Exps	-	100	100	0.0%
5.100.819	Raise the Paddle Purchase Exp-GF	-	-	-	0.0%
5.100.820	Auction Expense	8,000	8,000	-	0.0%
5.100.821	Rummage Sale Expense	-	-	-	0.0%
5.100.822	Canvass Expense	-	-	-	0.0%
5.100.823	Misc. Fundraising Exp Bud	250	-	(250)	-100.0%
5.100.825	Art and Garden Show Expense	1,000	1,250	250	25.0%
5.100.305	Facilities Rental Exp - single events	625	475	(150)	-24.0%
5.100.452	Security Alarm System	400	450	50	12.5%
5.100.453	Electricity - SCL	8,470	10,500	2,030	24.0%

		FY16-17	FY2017-18		
Account #	Account Name	Budget	BUDGET	\$ Growth	% Growth
5.100.454	Water/Sewer - SPU	2,512	2,500	(12)	-0.5%
5.100.455	Waste/Recycling/Green	2,458	2,710	252	10.3%
5.100.456	Gas - PSE	5,164	5,000	(164)	-3.2%
5.100.650	Loan Debt Service - UUA	40,650	40,650	-	0.0%
5.100.655	Loan Debt Service - PNW Growth Foundation Exp	7,920	7,920	-	0.0%
5.100.457	Annual City/County/State Fees	2,050	2,350	300	14.6%
5.100.451	Janitorial Supplies	2,415	2,000	(415)	-17.2%
5.100.jjj	Janitorial Servies	-	7,560	7,560	0.0%
5.100.216	Janitorial/Custodian Wages Exp	4,770	-	(4,770)	-100.0%
5.100.458	Landscaping Exp	-	300	300	0.0%
5.100.459	Building Maintenance Supplies & Small Labor Vendor	2,483	2,500	17	0.7%
5.100.461	Building Capital Reserve Exp-GF	-	-	-	0.0%
5.100.mmm	Elevator Fund Reserve Expense	12,000	12,000	-	0.0%
5.100.462	Building Maintenance/Janitorial Transfers OUT	-	-	-	0.0%
5.100.sss	Project #1	-			
5.100.ttt	Project #2	-			
5.100.uuu	Project #3	-			
	TOTAL EXPENSES	\$ 471,409	\$ 474,069	\$ 2,660	0.6%
	BALANCE	\$ -	\$ -	\$ -	

FY2017-18

WSUU FY2017-18 Operations Budget v05.09.002

GIFTS & DONATIONS BUDGET

FY2017-18

Give Big Stretch:		0.0%													
Give Big Bump	\$	14,148.00													
Give Big Stretch Impact:	\$	-													
Expected Sunday Undesignated/4-week Mo.		\$ 2,000.00													
Sunday Sharing %		33.3%													
		Min Discr													
		5 Sundays													
		Youth													
		5 Sundays													
Account#	Account Description	FY16-17 BGT	FY17-18 BUDGET	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
4.100.135	Give Big (Non-pledge gifts and stretch dollars)	\$ 6,300.00	\$ -	\$ -											
4.100.140	Contributions - Sunday WSUU Operations	16,000.00	16,664.00	1,333.00	1,333.00	1,333.00	1,333.00	1,333.00	1,667.00	1,333.00	1,333.00	1,333.00	1,333.00	1,333.00	1,667.00
4.100.141	Contributions - Sunday WSUU Minister Discretion	-	667.00				667.00								
4.100.142	Contributions - Sunday WSUU Kitchen/Hospitality	-	334.00						167.00						167.00
4.100.143	Contributions - Sunday WSUU Youth Programs	-	667.00										667.00		
4.100.150	Contributions Sunday Charities	8,000.00	6,670.00	667.00	667.00	667.00	-	667.00	667.00	667.00	667.00	667.00	-	667.00	667.00
4.100.155	Endowment Fund Transfers IN	-	-												
4.100.160	Special Gifts & Campaigns *	2,300.00	8,400.00	75.00	1,575.00	75.00	1,575.00	75.00	1,575.00	75.00	1,575.00	75.00	75.00	1,575.00	75.00
4.100.nnn	Elevator Fund Donations Received	12,000.00	12,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00
Total Donations & Gifts		\$ 44,600.00	\$ 45,402.00	\$ 3,075.00	\$ 4,575.00	\$ 3,075.00	\$ 4,575.00	\$ 3,075.00	\$ 5,076.00	\$ 3,075.00	\$ 4,575.00	\$ 3,075.00	\$ 3,075.00	\$ 4,575.00	\$ 3,576.00
			1.8%												

* Includes ~\$900 Ginger Brewer Royalties gift

FUNDRAISING BUDGET

FY2017-18

Prior Year - Auction	\$ 45,110.00
Current Year Adj - Auction	-2.5%
Current FY PROJ - Auction	\$ 44,000.00

Raise The Paddle Prior Year	\$ 15,545.00
Current Year Adj - RTP	-20.0%
Current FY PROJ - RTP	\$ 12,500.00

A&G Show Revenues Prior Year	\$ 6,500.00
Current Year Adj - A&G Show	0.0%
Current FY PROJ - A&G Show	\$ 6,500.00

FUNDRAISING INCOMES

Account#	Account Description	FY16-17 BGT	FY17-18 BUDGET	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
4.100.245	Auction Income	\$ 42,000.00	\$ 44,000.00							4,400.00	39,600.00				
4.100.247	Raise the Paddle Income	12,000.00	15,000.00								15,000.00				
4.100.249	Art & Garden Show Income	6,500.00	6,500.00											6,500.00	
4.100.250	Rummage & Book Sale Income	1,000.00	1,000.00	1,000.00											
4.100.257	Misc. Fundraising Income	500.00	500.00			200.00			200.00			100.00			
Fundraising Incomes		\$ 62,000.00	\$ 67,000.00	\$ 1,000.00	\$ -	\$ 200.00	\$ -	\$ -	\$ 200.00	\$ 4,400.00	\$ 54,600.00	\$ 100.00	\$ -	\$ 6,500.00	\$ -
			8.1%												

PROGRAMS & OTHER INCOME BUDGET
FY2017-18

Account#	Account Description	FY16-17 BGT	FY17-18 BUDGET	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
RE PROGRAM INCOMES															
4.100.259	RE Fundraising & Donations	\$ 1,500	\$ 1,500	\$ -	\$ -	\$ -	\$ 500	\$ -	\$ -	\$ 500	\$ -	\$ 500	\$ -	\$ -	\$ -
4.100.bbb	RE Non-Member Fees	-	500			250	250								
4.100.264	RE Coming of Age Program Fees	750	-												
4.100.258	RE Fund Transfers IN	1,310	-												
	RE Program Incomes	\$ 3,560	\$ 2,000	\$ -	\$ -	\$ 250	\$ 750	\$ -	\$ -	\$ 500	\$ -	\$ 500	\$ -	\$ -	\$ -
OWL PROGRAM INCOMES															
4.100.260	OWL Registration Fees	\$ -	\$ 1,500			\$ 750	\$ 750								
4.100.263	OWL Fund Transfers IN	4,250	715	715											
	OWL Program Incomes	\$ 4,250	\$ 2,215	\$ 715	\$ -	\$ 750	\$ 750	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
YOUTH GROUP PROGRAM INCOMES															
4.100.262	RE Youth Group Fundraising & Gifts	\$ 2,450	\$ 1,900				\$ 450	\$ 1,000						\$ 450	
4.100.261	RE Youth Group Fund Transfers IN	-	-												
	Youth Group Program Incomes	\$ 2,450	\$ 1,900	\$ -	\$ -	\$ -	\$ 450	\$ 1,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 450	\$ -
Total RE PROGRAM Incomes		\$ 10,260.00	\$ 6,115.00	\$ 715.00	\$ -	\$ 1,000.00	\$ 1,950.00	\$ 1,000.00	\$ -	\$ 500.00	\$ -	\$ 500.00	\$ -	\$ 450.00	\$ -
			-40.4%												

PROGRAMS & OTHER INCOME BUDGET
FY2017-18

MUSIC PROGRAM INCOMES															
Account#	Account Description	FY16-17 BGT	FY17-18 BUDGET	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
4.100.222	Music Fundraising & Donations	\$ 4,500.00	1,500.00				500.00			500.00			500.00		
4.100.223	Music Programs Income	2,695.00	4,636.00				3,936.00							700.00	
4.100.221	Music Fund Transfers IN	-	-												
4.100.224	AV Fundraising & Donations	-	-												
Total MUSIC Incomes		\$ 7,195.00	\$ 6,136.00	\$ -	\$ -	\$ -	\$ 4,436.00	\$ -	\$ -	\$ 500.00	\$ -	\$ -	\$ 500.00	\$ 700.00	\$ -
			-14.7%												

PROGRAMS & OTHER INCOME BUDGET

FY2017-18

PROGRAM INCOMES

Account#	Account Description	FY16-17 BGT	FY17-18 BUDGET	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
Affinity Programs															
4.100.200	PCC Scrip GF Income	\$ 2,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
4.100.210	E Scrip GF Income	200.00	60.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00	5.00
4.100.211	Amazon Smiles Income	2,200.00	2,160.00	180.00	180.00	180.00	180.00	180.00	180.00	180.00	180.00	180.00	180.00	180.00	180.00
	AFFINITY Inc	\$ 4,400.00	\$ 2,220.00	\$ 185.00	\$ 185.00	\$ 185.00	\$ 185.00	\$ 185.00	\$ 185.00	\$ 185.00	\$ 185.00	\$ 185.00	\$ 185.00	\$ 185.00	\$ 185.00
Congregational Activities															
4.100.220	Coffee Income	\$ 1,275.00	\$ 995.00	\$ 45.00	\$ 45.00	\$ 45.00	\$ 500.00	\$ 45.00	\$ 45.00	\$ 45.00	\$ 45.00	\$ 45.00	\$ 45.00	\$ 45.00	\$ 45.00
4.100.240	Interest Income	10.00	9.00	0.75	0.75	0.75	0.75	0.75	0.75	0.75	0.75	0.75	0.75	0.75	0.75
4.100.251	Social & Envir. Justice Fundraising	500.00	-												
4.100.255	Common Quest Income	500.00	300.00				100.00			100.00			100.00		
	ACTIVITY Inc	\$ 2,285.00	\$ 1,304.00	\$ 45.75	\$ 45.75	\$ 45.75	\$ 600.75	\$ 45.75	\$ 45.75	\$ 145.75	\$ 45.75	\$ 45.75	\$ 145.75	\$ 45.75	\$ 45.75
Other Incomes															
4.100.241	Board Designated Fund Txfrs to GF	2,495.00	-												
4.100.265	Ministerial Intern Inc	-	-												
4.100.267	Minister Search Fund Txfr IN	833.00	-												
4.100.268	Web Development Fund Transfer IN	600.00	-												
4.100.242	Building Fund Transfer IN	-	-												
4.100.270	Bldg Maint/Janitorial Transfer IN	\$ -	\$ -												
	OTHER Inc	\$ 3,928.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Total PROGRAMS Inc	\$ 10,613.00	\$ 3,524.00	\$ 230.75	\$ 230.75	\$ 230.75	\$ 785.75	\$ 230.75	\$ 230.75	\$ 330.75	\$ 230.75	\$ 230.75	\$ 330.75	\$ 230.75	\$ 230.75
			-66.8%												

RENTAL INCOMES

FY2017-18

Prior Year Cell Tower Rate/Mo.	\$	1,137.78
Current FY Growth - Cell Tower		0.0%
Current FY PROJ - Cell Tower	\$	1,138.00

Cell Electricity Reimb	\$	950.00
Current FY Growth - Cell Elect		0.0%
Current FY Proj - Cell Elect	\$	950.00

SweetPea Rental Rate	\$	2,606.00
Current FY Growth - SweetPea		0.0%
Current FY PROJ - Sweet Pea	\$	2,606.00

RENTAL INCOMES															
Account#	Account Description	FY16-17 BGT	FY17-18 BUDGET	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
4.100.300	Cell Tower Rental & Elec Reimb True-up	13,656.00	13,656.00	1,138.00	1,138.00	1,138.00	1,138.00	1,138.00	1,138.00	1,138.00	1,138.00	1,138.00	1,138.00	1,138.00	1,138.00
4.100.302	Cell Tower Electricity Reimb True-up	344.00	950.00									950.00			
4.100.305	Rental Income - Single Events	5,250.00	2,500.00	-	500.00	500.00	-	-	-	500.00	-	-	500.00	-	500.00
4.100.310	Leases Income- Pre School	31,272.00	32,832.00	2,736.00	2,736.00	2,736.00	2,736.00	2,736.00	2,736.00	2,736.00	2,736.00	2,736.00	2,736.00	2,736.00	2,736.00
4.100.311	Donations- Service Groups Meeting at WSUU	2,000.00	2,220.00	185.00	185.00	185.00	185.00	185.00	185.00	185.00	185.00	185.00	185.00	185.00	185.00
RENTALS Incomes		\$ 52,522.00	\$ 52,158.00	\$ 4,059.00	\$ 4,559.00	\$ 4,559.00	\$ 4,059.00	\$ 4,059.00	\$ 4,059.00	\$ 4,559.00	\$ 4,059.00	\$ 5,009.00	\$ 4,559.00	\$ 4,059.00	\$ 4,559.00
			-0.7%												

**MINISTER BUDGET
FY2017-18**

UUA Regional Index	5		
Position/Title per UUA Index	Lead Minister		
Range Level	Midsize I		
Experience Level	Mid		
	<u>Current</u>	<u>Proposed</u>	<u>per Mo</u>
Hours Per Week	40	40	
FY17-18 Increase %		0.6%	
Minister Salary Rate	84,000	\$ 84,500	7,041.67
Minister Hourly Equivalent	84,000	84,500	7,041.67
Minister Housing Allowance	36,000	36,000	3,000.00
Minister Salary	48,000	48,500	4,041.67
8,100 Addl Salary (Medical Ins)	3,710	3,800	316.67
93,100 Minister Compensation	\$ 87,710	\$ 88,300	\$ 7,358.33
8,500 Retirement	8,400	8,450	704.17
- Minister Medical Ins Exp (UUA)	-	-	-
700 Minister Group Term Life	350	446	37.13
1,000 Minister Long Term Disability Ins	707	1,008	84.00
8,000 Professional Expenses	6,500	6,500	541.67
1,000 Contribution to Sabbatical	-	-	-
4,334 Minister FICA Expenses	3,956	4,078	339.84
8,500 Minister Moving Expenses	6,300	-	-
125,134	\$ 113,923	\$ 108,782	9,065.14

Midsize I			Midsize II		
Min	Mid	Max	Min	Mid	Max
65,900	84,050	102,050	73,750	96,000	118,100

Preparation for New Minister				
Description	1st Year	2nd Year	3rd Year	Total
Minister Search Team	\$ -	\$ 10,500	\$ -	\$ 10,500
Minister Moving Exp	-	-	12,000	12,000
Minister Installation	-	-	3,000	3,000
Economic Impact Support	-	-	15,000	15,000
Total Minister Prep	\$ -	\$ 10,500	\$ 30,000	\$ 40,500

Account#	Account Description	FY16-17 BGT	FY17-18 BUDGET	Current Jul-16	New Contract ----> Aug-16	Sep-16	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17
MINISTRY EXPENSES															
5.100.100	Minister Housing Allow Exp	36,000.00	36,000.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00	3,000.00
5.100.101	Minister Salary Exp	47,877.00	48,470.00	4,004.00	4,043.00	4,042.00	4,042.00	4,043.00	4,042.00	4,042.00	4,043.00	4,042.00	4,042.00	4,043.00	4,042.00
	Salary Expenses	\$ 83,877.00	\$ 84,470.00	\$ 7,004.00	\$ 7,043.00	\$ 7,042.00	\$ 7,042.00	\$ 7,043.00	\$ 7,042.00	\$ 7,042.00	\$ 7,043.00	\$ 7,042.00	\$ 7,042.00	\$ 7,043.00	\$ 7,042.00
5.100.105	Minister Medical Ins Exp	3,710.00	3,796.00	309.00	317.00	317.00	317.00	317.00	317.00	317.00	317.00	317.00	317.00	317.00	317.00
5.100.106	Minister Group Term Life	350.00	436.00	29.00	37.00	37.00	37.00	37.00	37.00	37.00	37.00	37.00	37.00	37.00	37.00
5.100.107	Minister Long Term Disability Ins	707.00	983.00	59.00	84.00	84.00	84.00	84.00	84.00	84.00	84.00	84.00	84.00	84.00	84.00
5.100.115	Minister-FICA Offset	3,663.00	4,070.00	330.00	340.00	340.00	340.00	340.00	340.00	340.00	340.00	340.00	340.00	340.00	340.00
5.100.110	Minister Retirement Exp	8,383.00	8,466.00	700.00	706.00	706.00	706.00	706.00	706.00	706.00	706.00	706.00	706.00	706.00	706.00
5.100.102	Minister Moving Expenses	6,300.00	-	-	-	-	-	-	-	-	-	-	-	-	-
5.100.120	Minister's Sabbatical Exp	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Benefits Expenses	\$ 23,113.00	\$ 17,751.00	\$ 1,427.00	\$ 1,484.00	\$ 1,484.00	\$ 1,484.00	\$ 1,484.00	\$ 1,484.00	\$ 1,484.00	\$ 1,484.00	\$ 1,484.00	\$ 1,484.00	\$ 1,484.00	\$ 1,484.00
5.100.125	Minister's Professional Exp	6,500.00	5,962.00	-	542.00	542.00	542.00	542.00	542.00	542.00	542.00	542.00	542.00	542.00	542.00
	Professional Expenses	\$ 6,500.00	\$ 5,962.00	\$ -	\$ 542.00	\$ 542.00	\$ 542.00	\$ 542.00	\$ 542.00	\$ 542.00	\$ 542.00	\$ 542.00	\$ 542.00	\$ 542.00	\$ 542.00
5.100.128	Minister Search Expenses	10,500.00	-	-	-	-	-	-	-	-	-	-	-	-	-
5.100.kkk	Minister Installation	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5.100.eis	Minister Economic Impact Support	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5.100.130	Ministerial Intern Expenses	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Additional Expenses	\$ 10,500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	Total Minister Expenses	\$ 123,990.00	\$ 108,183.00	\$ 8,431.00	\$ 9,069.00	\$ 9,068.00	\$ 9,068.00	\$ 9,069.00	\$ 9,068.00	\$ 9,068.00	\$ 9,069.00	\$ 9,068.00	\$ 9,068.00	\$ 9,069.00	\$ 9,068.00

-13%

**DIRECTOR OF RELIGIOUS EXPLORATION BUDGET
FY2017-18**

UUA Regional Index	5			Midsize I			Midsize II									
Position/Title per UUA Index	Cred + MA			Min	Mid	Max	Min	Mid	Max							
Range Level	Midsize II		Cred + MA	46,850	53,800	60,750	56,550	62,400	67,950							
Experience Level	Mid		Cred	44,150	50,700	57,250	53,400	58,850	64,100							
			Director	39,600	46,650	53,600	45,350	53,250	61,050							
	Current	Proposed	per Mo													
Hours Per Week	40	40														
FY17-18 Increase %		0.0%														
DRE Salary Rate	\$ 55,000	\$ 55,000	\$ 4,583.33													
DRE Hourly Equivalent	55,000	55,000	4,583.33													
Addl Salary (Medical Ins)	4,400	4,400	366.67													
DRE Compensation	\$ 59,400	\$ 59,400	\$ 4,950.00													
Retirement	-	5,500	458.33													
RE Dir Medical Ins Exp (UUA)	-	-	-													
453 DRE Group Term Life	-	-	-													
667 DRE Long Term Disability Ins	-	-	-													
DRE FICA Offset Expense	4,544	4,544	378.67													
3500 Professional Expenses	3,500	3,500	291.67													
	\$ 67,444	\$ 72,944	\$ 6,078.67													
		108%														
New Contract ---->																
Account#	Account Description	FY16-17 BGT	FY17-18 BUDGET	Jul-16	Aug-16	Sep-16	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17	
DRE EXPENSE																
5.100.150	RE Director Salary Exp Bud	55,000.00	55,000.00	4,584.00	4,583.00	4,583.00	4,584.00	4,583.00	4,583.00	4,584.00	4,583.00	4,583.00	4,584.00	4,583.00	4,583.00	
	DRE Salary Expenses	\$ 55,000.00	\$ 55,000.00	\$ 4,584.00	\$ 4,583.00	\$ 4,583.00	\$ 4,584.00	\$ 4,583.00	\$ 4,583.00	\$ 4,584.00	\$ 4,583.00	\$ 4,583.00	\$ 4,584.00	\$ 4,583.00	\$ 4,583.00	
5.100.155	RE Dir Medical Ins Exp	4,400.00	4,400.00	366.00	367.00	367.00	366.00	367.00	367.00	366.00	367.00	367.00	366.00	367.00	367.00	
5.100.hhh	RE Dir Group Term Life Ins Exp	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
5.100.iii	RE Dir Long Term Disability Ins Exp	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
5.100.158	RE Dir FICA SS Exp	4,544.00	4,544.00	378.00	379.00	379.00	378.00	379.00	379.00	378.00	379.00	379.00	378.00	379.00	379.00	
5.100.160	RE Dir Retirement Exp	-	5,500.00	459.00	458.00	458.00	459.00	458.00	458.00	459.00	458.00	458.00	459.00	458.00	458.00	
5.100.165	RE Dir Professional Exp	3,500.00	3,500.00	291.00	292.00	292.00	291.00	292.00	292.00	291.00	292.00	292.00	291.00	292.00	292.00	
	DRE Benefits Expenses	\$ 12,444.00	\$ 17,944.00	\$ 1,494.00	\$ 1,496.00	\$ 1,496.00	\$ 1,494.00	\$ 1,496.00	\$ 1,496.00	\$ 1,494.00	\$ 1,496.00	\$ 1,496.00	\$ 1,494.00	\$ 1,496.00	\$ 1,496.00	
	Total DRE Expenses	\$ 67,444.00	\$ 72,944.00	\$ 6,078.00	\$ 6,079.00	\$ 6,079.00	\$ 6,078.00	\$ 6,079.00	\$ 6,079.00	\$ 6,078.00	\$ 6,079.00	\$ 6,079.00	\$ 6,078.00	\$ 6,079.00	\$ 6,079.00	
			8%													

MUSIC DIRECTOR BUDGET

FY2017-18

UUA Regional Index	5		
Position/Title per UUA Index	Certified		
Range Level	Midsized I		
Experience Level	Mid		
	Current	Proposed	Per Mo
Hours Per Week	27	27	
FY17-18 Increase %		2.0%	
MusDir Salary Rate	\$ 50,200	\$ 51,204	\$ 4,267.00
MusDir Hourly Equivalent	33,885	34,563	2,880.25
Add'l Salary (Medical Ins)	2,970	2,970	247.50
MusDir Compensation	\$ 36,855	\$ 37,533	\$ 3,127.75
Retirement	3,389	3,456	288.03
MusDir Medical Ins Exp (UUA)	-	-	-
291 MusDir Group Term Life	-	-	-
428 MusDir Long Term Disability Ins	-	-	-
MusDir FICA Offset Exp	2,819	2,871	239.25
3300 Professional Expenses	3,300	3,300	275.00
	46,363	47,160	3,930.03
		102%	

Account#	Account Description	FY16-17 BGT	FY17-18 BUDGET	New Contract ---->											
				Jul-16	Aug-16	Sep-16	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17
MUSIC DIRECTOR SALARY EXPENSES															
5.100.185	Music Dir Sal Exp Bud	33,890.00	34,563.00	2,881.00	2,880.00	2,880.00	2,881.00	2,880.00	2,880.00	2,881.00	2,880.00	2,880.00	2,880.00	2,880.00	2,880.00
	MusDir Salary Expenses	\$ 33,890.00	\$ 34,563.00	\$ 2,881.00	\$ 2,880.00	\$ 2,880.00	\$ 2,881.00	\$ 2,880.00	\$ 2,880.00	\$ 2,881.00	\$ 2,880.00	\$ 2,880.00	\$ 2,880.00	\$ 2,880.00	\$ 2,880.00
5.100.186	Music Dir Medical Exp	2,970.00	2,970.00	246.00	248.00	248.00	246.00	248.00	248.00	246.00	248.00	248.00	248.00	248.00	248.00
5.100.fff	MusDir Group Term Life Ins Exp	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5.100.ggg	MusDir Long Term Disability Ins Exp	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5.100.188	MusDir FICA Exp	2,820.00	2,868.00	239.00	239.00	239.00	239.00	239.00	239.00	239.00	239.00	239.00	239.00	239.00	239.00
5.100.187	MusDir Retirement Exp	3,389.00	3,461.00	290.00	288.00	288.00	289.00	288.00	288.00	289.00	288.00	288.00	289.00	288.00	288.00
5.100.190	MusDir Professional Exp	3,300.00	3,300.00	275.00	275.00	275.00	275.00	275.00	275.00	275.00	275.00	275.00	275.00	275.00	275.00
	MusDir Benefits Expenses	\$ 12,479.00	\$ 12,599.00	\$ 1,050.00	\$ 1,050.00	\$ 1,050.00	\$ 1,049.00	\$ 1,050.00	\$ 1,050.00	\$ 1,049.00	\$ 1,050.00	\$ 1,050.00	\$ 1,051.00	\$ 1,050.00	\$ 1,050.00
	Total MusDir Expenses	\$ 46,369.00	\$ 47,162.00	\$ 3,931.00	\$ 3,930.00	\$ 3,930.00	\$ 3,930.00	\$ 3,930.00	\$ 3,930.00	\$ 3,930.00	\$ 3,930.00	\$ 3,930.00	\$ 3,931.00	\$ 3,930.00	\$ 3,930.00
			2%												

CHURCH ADMINISTRATOR BUDGET
FY2017-18

UUA Regional Index	5				Midsize I										
Position/Title per UUA Index	Certified				Min	Mid	Max								
Range Level	Midsize I		Cong Admin		41,450	48,750	55,950								
Experience Level	Mid		Admin		33,050	38,850	44,750								
	Current	Proposed	Per Mo												
Hours Per Week	36	36													
FY17-18 Increase %		0.0%													
Admin Salary Rate	41,500	\$ 41,500	3,458.33												
Admin Hourly Equivalent	37,350	37,350	3,112.50												
Admin Add'l Salary (Medical Ins)	-	3,960	330.00												
Admin Compensation	\$ 37,350	\$ 41,310	\$ 3,442.50												
Admin Retirement	3,735	3,735	311.25												
323 Admin Group Term Life	-	-	-												
475 Admin Long Term Disability Ins	-	-	-												
Congr Admin FICA Exp	2,857	3,160	263.33												
1000 Admin Professional Expenses	-	500	41.67												
	\$ 43,942	\$ 48,705	\$ 4,058.75												
		111%													
				New Contract ---->											
Account#	Account Description	FY16-17 BGT	FY17-18 BUDGET	Jul-16	Aug-16	Sep-16	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17
ADMINISTRATOR SALARY EXPENSES															
5.100.174	Congr Administrator Sal Exp	37,350.00	37,350.00	3,111.00	3,113.00	3,113.00	3,111.00	3,113.00	3,113.00	3,111.00	3,113.00	3,113.00	3,113.00	3,113.00	3,113.00
	Admin Salary Expenses	\$ 37,350.00	\$ 37,350.00	\$ 3,111.00	\$ 3,113.00	\$ 3,113.00	\$ 3,111.00	\$ 3,113.00	\$ 3,113.00	\$ 3,111.00	\$ 3,113.00	\$ 3,113.00	\$ 3,113.00	\$ 3,113.00	\$ 3,113.00
5.100.175	Congr Admin Medical Ins Exp	-	3,960.00	330.00	330.00	330.00	330.00	330.00	330.00	330.00	330.00	330.00	330.00	330.00	330.00
5.100.ccc	Congr Admin Group Term Life Ins Exp	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5.100.ddd	Congr Admin LT Disability Ins Exp	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5.100.177	Congr Admin FICA Exp	2,830.00	3,160.00	264.00	263.00	263.00	264.00	263.00	263.00	264.00	263.00	263.00	264.00	263.00	263.00
5.100.176	Congr Admin Retirement Exp	3,735.00	3,735.00	312.00	311.00	311.00	312.00	311.00	311.00	312.00	311.00	311.00	311.00	311.00	311.00
5.100.eee	Cong Admin Prof Exp	-	500.00	41.00	42.00	42.00	41.00	42.00	42.00	41.00	42.00	42.00	41.00	42.00	42.00
	DRE Benefits Expenses	\$ 6,565.00	\$ 11,355.00	\$ 947.00	\$ 946.00	\$ 946.00	\$ 947.00	\$ 946.00	\$ 946.00	\$ 947.00	\$ 946.00	\$ 946.00	\$ 946.00	\$ 946.00	\$ 946.00
	Total Admin Expenses	\$ 43,915.00	\$ 48,705.00	\$ 4,058.00	\$ 4,059.00	\$ 4,059.00	\$ 4,058.00	\$ 4,059.00	\$ 4,059.00	\$ 4,058.00	\$ 4,059.00	\$ 4,059.00	\$ 4,059.00	\$ 4,059.00	\$ 4,059.00
			11%												

**WSUU RE PROGRAM BUDGET
FY2017-18**

Youth

Account#	Account Description	FY16-17 BGT	FY17-18 BUDGET	Jul-16	Aug-16	Sep-16	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17
RE PROGRAM EXPENSES															
5.100.168	RE Teacher Support Coordinator	3,570.00	3,570.00	-	179.00	357.00	357.00	357.00	357.00	357.00	357.00	357.00	357.00	357.00	178.00
5.100.169	RE Summer Coordinator	-	810.00	450.00	360.00	-	-	-	-	-	-	-	-	-	-
5.100.163	RE Nursery Lead Teacher	2,060.00	2,060.00	171.00	172.00	172.00	171.00	172.00	172.00	171.00	172.00	172.00	171.00	172.00	172.00
5.100.164	RE Nursery Assistant	1,390.00	1,390.00	115.00	116.00	116.00	116.00	116.00	116.00	115.00	116.00	116.00	116.00	116.00	116.00
5.100.162	RE Story Time Toddler Teacher	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5.100.170	Childcare Exp	840.00	840.00	70.00	70.00	70.00	70.00	70.00	70.00	70.00	70.00	70.00	70.00	70.00	70.00
5.100.161	RE Lead Youth Advisor	-	333.00	-	-	250.00	-	250.00	-	250.00	-	250.00	(667.00)	-	-
5.100.151	RE Youth Leadership Devel Exp	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Sub-Total RE Staff:	\$ 7,860.00	\$ 9,003.00	\$ 806.00	\$ 897.00	\$ 965.00	\$ 714.00	\$ 965.00	\$ 715.00	\$ 963.00	\$ 715.00	\$ 965.00	\$ 47.00	\$ 715.00	\$ 536.00
5.100.166	RE Leader Training Exp	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Sub-Total RE Training:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5.100.134	RE Operational Exp	2,850.00	2,350.00	-	235.00	235.00	235.00	235.00	235.00	235.00	235.00	235.00	235.00	235.00	-
5.100.172	RE Curricula Expense	500.00	500.00	-	200.00	100.00	-	-	-	200.00	-	-	-	-	-
5.100.171	RE Program Support Exp	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5.100.133	RE Middle School Youth Programs	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5.100.135	RE Middle School Scholarships	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5.100.225	RE Fund Transfers OUT	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Sub-Total RE Operations:	\$ 3,350.00	\$ 2,850.00	\$ -	\$ 435.00	\$ 335.00	\$ 235.00	\$ 235.00	\$ 235.00	\$ 435.00	\$ 235.00	\$ 235.00	\$ 235.00	\$ 235.00	\$ -
	Total RE Expenses	\$ 11,210.00	\$ 11,853.00	\$ 806.00	\$ 1,332.00	\$ 1,300.00	\$ 949.00	\$ 1,200.00	\$ 950.00	\$ 1,398.00	\$ 950.00	\$ 1,200.00	\$ 282.00	\$ 950.00	\$ 536.00
			6%												
OWL PROGRAM EXPENSES															
5.100.152	OWL Leadership Devel Exp	-	1,500.00	1,500.00	-	-	-	-	-	-	-	-	-	-	-
5.100.131	OWL Programs	-	715.00	-	-	-	715.00	-	-	-	-	-	-	-	-
5.100.229	OWL Fund Transfers OUT	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Total OWL Program Expenses:	\$ -	\$ 2,215.00	\$ 1,500.00	\$ -	\$ -	\$ 715.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
YOUTH GROUP EXPENSES															
5.100.132	RE High School Youth Programs	750.00	900.00	-	-	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	-
5.100.136	RE High School Youth Scholarships	-	1,000.00	-	-	-	-	-	-	-	-	-	1,000.00	-	-
5.100.227	RE Youth Group Fund Transfers OUT	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Total Youth Group Expenses:	\$ 750.00	\$ 1,900.00	\$ -	\$ -	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 100.00	\$ 1,100.00	\$ 100.00	\$ -
RE FUNDS															
	Begin Bal		FY2017-18 BGT	Ending Bal											
3.380.100	Religious Exploration Fund	-	-	-	-	-	-	-	-	-	-	-	-	-	-
3.370.100	OWL Fund	715.10	(715.00)	0.10	-	-	-	-	-	-	-	-	-	-	-
3.360.100	RE Youth Group Fund	2,518.11	-	2,518.11	-	-	-	-	-	-	-	-	-	-	-
3.381.100	DRE Search Fund	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Total RE Funds	\$ 3,233.21	\$ (715.00)	\$ 2,518.21											
RE Program Summary															
	FY16-17 BGT		FY2017-18 BGT												
	RE Operations Incomes	3,560	2,000												
	RE Operations Expenses	11,210	11,853												
	Total RE	\$ (7,650)	\$ (9,853)												
	OWL Incomes	4,250	2,215												
	OWL Expenses	1,750	2,215												
	Total OWL	\$ 2,500	\$ -												
	Youth Group Incomes	2,450	1,900												
	Youth Group Expenses	750	1,900												
	Total Youth Group	\$ 1,700	\$ -												
	Incomes	10,260	6,115												
	Expenses	13,710	15,968												
	RE Program Impact	\$ (3,450)	\$ (9,853)												
			186%												

**WSUU Music Program Budget
FY2017-18**

GL Account	Line Item Description	FY16-17 BGT	FY17-18 BUDGET	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17
MUSIC EXPENSES															
5.100.193	Sunday Service Pianist Exp	6,865.00	4,875.00	375.00	375.00	375.00	375.00	375.00	750.00	375.00	375.00	375.00	375.00	375.00	375.00
5.100.197	Chorale Rehearsal Pianist Exp	-	1,615.00	-	-	170.00	170.00	255.00	170.00	170.00	170.00	170.00	170.00	170.00	-
5.100.195	Music Percussionist Exp	3,030.00	3,030.00	180.00	180.00	270.00	270.00	270.00	420.00	270.00	270.00	270.00	270.00	180.00	180.00
5.100.198	Music Bassist Exp	-	900.00	-	-	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	-
5.100.199	Music Program Administrator	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Sub-Total Music Staff Exp:		\$ 9,895.00	\$ 10,420.00	\$ 555.00	\$ 555.00	\$ 915.00	\$ 915.00	\$ 1,000.00	\$ 1,440.00	\$ 915.00	\$ 915.00	\$ 915.00	\$ 915.00	\$ 825.00	\$ 555.00
5.100.192	Music Equipment Maint Exp	400.00	600.00	-	-	200.00	-	-	200.00	-	-	200.00	-	-	-
5.100.191	Music Purchase Exp	600.00	400.00	30.00	85.00	75.00	60.00	80.00			70.00	-		-	
5.100.201	Music Instrument Purchase Exp	-	-												
5.100.202	Music Marketing Exp	-	-												
5.100.194	Music Programs Expense	2,695.00	3,936.00				3,936.00								
5.100.196	Music Council Fundraising Exps	-	100.00				50.00					50.00			
4.100.221	Music Fund Transfers OUT	-	-	-	-	-		-	-	-					
Sub-Total Music Operations:		\$ 3,695.00	\$ 5,036.00	\$ 30.00	\$ 85.00	\$ 275.00	\$ 4,046.00	\$ 80.00	\$ 200.00	\$ -	\$ 70.00	\$ 250.00	\$ -	\$ -	\$ -
Total Music Expenses		\$ 13,590.00	\$ 15,456.00	\$ 585.00	\$ 640.00	\$ 1,190.00	\$ 4,961.00	\$ 1,080.00	\$ 1,640.00	\$ 915.00	\$ 985.00	\$ 1,165.00	\$ 915.00	\$ 825.00	\$ 555.00
			14%												
AUDIO-VISUAL EXPENSES															
5.100.726	AV Tech Expense	6,120.00	6,120.00	480.00	480.00	480.00	600.00	480.00	600.00	480.00	480.00	480.00	600.00	480.00	480.00
5.100.727	AV Equipment & Maintenance	400.00	300.00	-	-	-	150.00	-	150.00	-	-	-	-	-	-
Total AV Expenses:		\$ 6,520.00	\$ 6,420.00	\$ 480.00	\$ 480.00	\$ 480.00	\$ 750.00	\$ 480.00	\$ 750.00	\$ 480.00	\$ 480.00	\$ 480.00	\$ 600.00	\$ 480.00	\$ 480.00
MUSIC FUNDS															
		Begin Bal	FY2017-18 BGT	Ending Bal											
3.350.100	Music Fund	-	-	-											
Total Music Funds		\$ -	\$ -	\$ -											
Music Program Summary															
		FY16-17 BGT	FY2017-18 BGT												
Music Operations Incomes		7,195	6,136												
Music Operations Expenses		13,590	15,456												
Total Music Operations		\$ (6,395)	\$ (9,320)												
Audio-Visual Incomes		-	-												
Audio-Visual Expenses		6,520	6,420												
Total AV		\$ (6,520)	\$ (6,420)												
Incomes		7,195	6,136												
Expenses		20,110	21,876												
Music Program Impact		\$ (12,915)	\$ (15,740)												
			22%												

ADDITIONAL STAFF EXPENSES
FY2017-18

Account#	Account Description	FY16-17 BGT	FY17-18 BUDGET	Jul-16	Aug-16	Sep-16	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17
ADDL STAFF EXPENSES															
5.100.180	Bookkeeper Sal Exp Bud	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5.100.183	Bookkeeper FICA Exp	-	-	-	-	-	-	-	-	-	-	-	-	-	-
	Bookkeeper Expense	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
5.100.182	Employee Assistance Prog Exp	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5.100.200	Group Term Life Insurance	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5.100.205	Long-Term Disability Insurance	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5.100.178	Labor & Industries Ins Exp	2,200.00	2,200.00	550.00			550.00			550.00			550.00		
	Staff Benefits	\$ 2,200.00	\$ 2,200.00	\$ 550.00	\$ -	\$ -	\$ 550.00	\$ -	\$ -	\$ 550.00	\$ -	\$ -	\$ 550.00	\$ -	\$ -
	PT Emp FICA SS Exp - RE Coord		273.11	-	13.69	27.31	27.31	27.31	27.31	27.31	27.31	27.31	27.31	27.31	13.62
	PT Emp FICA SS Exp - RE Summer		61.97	34.43	27.54	-	-	-	-	-	-	-	-	-	-
	PT Emp FICA SS Exp - RE Nurs Lead		157.59	13.08	13.16	13.16	13.08	13.16	13.16	13.08	13.16	13.16	13.08	13.16	13.16
	PT Emp FICA SS Exp - RE Nurs Asst		106.34	8.80	8.87	8.87	8.87	8.87	8.87	8.80	8.87	8.87	8.87	8.87	8.87
	PT Emp FICA SS Exp - RE Storytime		-	-	-	-	-	-	-	-	-	-	-	-	-
	PT Emp FICA SS Exp - RE Childcare		64.26	5.36	5.36	5.36	5.36	5.36	5.36	5.36	5.36	5.36	5.36	5.36	5.36
	PT Emp FICA SS Exp - RE Youth Adv		-	-	-	-	-	-	-	-	-	-	-	-	-
	PT Emp FICA SS Exp - Music Admin		-	-	-	-	-	-	-	-	-	-	-	-	-
	PT Emp FICA SS Exp - Janitor		-	-	-	-	-	-	-	-	-	-	-	-	-
	PT Emp FICA SS Exp - Custodian		-	-	-	-	-	-	-	-	-	-	-	-	-
5.100.184	Part time Empl FICA SS Exp	\$ 984.00	\$ 667.00	\$ 62.00	\$ 69.00	\$ 55.00	\$ 55.00	\$ 55.00	\$ 55.00	\$ 55.00	\$ 55.00	\$ 55.00	\$ 55.00	\$ 55.00	\$ 41.00
	Total ADDL STAFF Exp	\$ 3,184.00	\$ 2,867.00	\$ 612.00	\$ 69.00	\$ 55.00	\$ 605.00	\$ 55.00	\$ 55.00	\$ 605.00	\$ 55.00	\$ 55.00	\$ 605.00	\$ 55.00	\$ 41.00

CONGREGATIONAL PROGRAMS EXPENSE

FY2017-18

		5 Sundays												5 Sundays	
Account#	Account Description	FY16-17 BGT	FY17-18 BUDGET	Jul-16	Aug-16	Sep-16	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17
CONGREGATIONAL PROGRAM EXPENSES															
5.100.222	Coffee and Other Kitchen Exp	\$ 1,400.00	\$ 1,151.00	75.00	75.00	80.00	90.00	90.00	(77.00)	90.00	90.00	90.00	565.00	75.00	(92.00)
5.100.710	Membership Exp Bud	-	500.00				250.00					250.00			
5.100.725	Worship Council Expense Budget	3,472.00	3,225.00	1,125.00	250.00	350.00	250.00	250.00	250.00	-	250.00	-	250.00	-	250.00
5.100.755	Partner Church Program Exp	-	150.00			150.00									
5.100.756	Social Action Expense	-	-												
5.100.757	Sunday Morning Given to Charity	8,000.00	6,670.00	667.00	667.00	667.00	-	667.00	667.00	667.00	667.00	667.00	-	667.00	667.00
5.100.758	Minister Discretionary Fund	-	490.00				490.00								
5.100.800	All Congr Social Events	-	350.00				350.00								
5.100.829	Common Quest Exp	-	-												
5.100.305	Facilities Rental Exp - single events	\$ 625.00	\$ 475.00	-	95.00	95.00	-	-	-	95.00	-	-	95.00	-	95.00
Total CONG PROGRAM Exp		\$ 13,497.00	\$ 13,011.00	\$ 1,867.00	\$ 1,087.00	\$ 1,342.00	\$ 1,430.00	\$ 1,007.00	\$ 840.00	\$ 852.00	\$ 1,007.00	\$ 1,007.00	\$ 910.00	\$ 742.00	\$ 920.00

DEVELOPMENT EXPENSE BUDGET

FY2017-18

Account#	Account Description	FY16-17 BGT	FY17-18 BUDGET	Jul-16	Aug-16	Sep-16	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17
FUNDRAISING & DEVELOPMENT EXPENSES															
5.100.819	Raise the Paddle Project Exp	\$ -	\$ -												
5.100.820	Auction Expense	8,000.00	8,000.00		1,000.00			250.00		500.00	6,000.00	250.00			
5.100.821	Rummage Sale Expense	-	-												
5.100.822	Canvass Expense	-	-												
5.100.823	Misc. Fundraising Expenses	250.00	-												
5.100.825	Art and Garden Show Expense	1,000.00	1,250.00										250.00	1,000.00	
Total DEVELOPMENT Exp		\$ 9,250.00	\$ 9,250.00	\$ -	\$ 1,000.00	\$ -	\$ -	\$ 250.00	\$ -	\$ 500.00	\$ 6,000.00	\$ 250.00	\$ 250.00	\$ 1,000.00	\$ -

OPERATIONS EXPENSES
FY2017-18

Account#	Account Description	FY16-17 BGT	FY17-18 BUDGET	Jul-16	Aug-16	Sep-16	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17
OPERATIONS EXPENSES															
5.100.450	Telephone/Cable/Internet	2,257.00	2,520.00	210.00	210.00	210.00	210.00	210.00	210.00	210.00	210.00	210.00	210.00	210.00	210.00
5.100.460	Web Hosting Exp	210.00	216.00	18.00	18.00	18.00	18.00	18.00	18.00	18.00	18.00	18.00	18.00	18.00	18.00
5.100.470	Web Maintenance Exp Bud	200.00	100.00	9.00	8.00	8.00	9.00	8.00	8.00	9.00	8.00	8.00	9.00	8.00	8.00
5.100.475	Technology Management	898.00	1,200.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00
5.100.480	Office Expenses	1,331.00	1,200.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00	100.00
5.100.481	Postage Exp Bud	500.00	456.00	38.00	38.00	38.00	38.00	38.00	38.00	38.00	38.00	38.00	38.00	38.00	38.00
5.100.482	Printing / Copying	5,681.00	4,896.00	408.00	408.00	408.00	408.00	408.00	408.00	408.00	408.00	408.00	408.00	408.00	408.00
5.100.483	Constant Contact Email Service	-	372.00	31.00	31.00	31.00	31.00	31.00	31.00	31.00	31.00	31.00	31.00	31.00	31.00
5.100.484	Marketing and Advertising	-	100.00	9.00	8.00	8.00	9.00	8.00	8.00	9.00	8.00	8.00	9.00	8.00	8.00
5.100.485	Endowment Fund Transfers OUT	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5.100.520	Banking & Credit Card Fees e.g.Vanco	5,231.00	5,400.00	450.00	450.00	450.00	450.00	450.00	450.00	450.00	450.00	450.00	450.00	450.00	450.00
5.100.550	Liability Insurance Exp Bud	8,200.00	7,000.00	584.00	583.00	583.00	584.00	583.00	583.00	584.00	583.00	583.00	584.00	583.00	583.00
5.100.742	Memorial Expenses	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5.100.900	Transfers to Cash Reserve Fund	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total OPERATIONS Exp		\$ 24,508.00	\$ 23,460.00	\$ 1,957.00	\$ 1,954.00	\$ 1,954.00	\$ 1,957.00	\$ 1,954.00	\$ 1,954.00	\$ 1,957.00	\$ 1,954.00	\$ 1,954.00	\$ 1,957.00	\$ 1,954.00	\$ 1,954.00

DUES EXPENSES
FY2017-18

	<u>FY16-17</u>	<u>FY17-18</u>
Members	214	214
UUA Fee/Member	\$ 60.00	\$ 60.00
UUA Dues	\$ 12,840.00	\$ 12,840.00
PNWD Fee/Member	\$ 26.00	\$ 26.00
PNWD Dues	\$ 5,564.00	\$ 5,564.00

Account#	Account Description	FY16-17 BGT	FY17-18 BUDGET	Jul-16	Aug-16	Sep-16	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17
DUES EXPENSES															
5.100.300	Partner Church Dues Exp Bud	150.00	150.00	-	-	150.00	-	-	-	-	-	-	-	-	-
5.100.310	UUSC Dues Exp Bud	250.00	250.00			250.00									
5.100.320	UUA Dues Exp Bud	9,586.00	9,630.00	3,210.00	-	-	3,210.00	-	-	3,210.00	-	-	-	-	-
5.100.330	PNWD Dues Exp Bud	4,154.00	4,173.00			1,391.00			1,391.00			1,391.00	-	-	-
Total DUES Exp		\$ 14,140.00	\$ 14,203.00	\$ 3,210.00	\$ -	\$ 1,791.00	\$ 3,210.00	\$ -	\$ 1,391.00	\$ 3,210.00	\$ -	\$ 1,391.00	\$ -	\$ -	\$ -

LOAN EXPENSE BUDGET

FY2017-18

Account#	Account Description	FY16-17 BGT	FY17-18 BUDGET	Jul-16	Aug-16	Sep-16	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17
LOAN EXPENSES															
5.100.650	Loan Debt Service - UUA	40,650.00	40,650.00	3,387.00	3,388.00	3,387.00	3,388.00	3,387.00	3,388.00	3,387.00	3,388.00	3,387.00	3,388.00	3,387.00	3,388.00
5.100.655	Loan Debt Service - PNW Growth Fdtn	7,920.00	7,920.00	660.00	660.00	660.00	660.00	660.00	660.00	660.00	660.00	660.00	660.00	660.00	660.00
Sub-Total LOANS		\$ 48,570.00	\$ 48,570.00	\$ 4,047.00	\$ 4,048.00	\$ 4,047.00	\$ 4,048.00	\$ 4,047.00	\$ 4,048.00	\$ 4,047.00	\$ 4,048.00	\$ 4,047.00	\$ 4,048.00	\$ 4,047.00	\$ 4,048.00
Total LOAN Exp		\$ 48,570.00	\$ 48,570.00	\$ 4,047.00	\$ 4,048.00	\$ 4,047.00	\$ 4,048.00	\$ 4,047.00	\$ 4,048.00	\$ 4,047.00	\$ 4,048.00	\$ 4,047.00	\$ 4,048.00	\$ 4,047.00	\$ 4,048.00
			100%												

UTILITY EXPENSE BUDGET

FY2017-18

Account#	Account Description	FY16-17 BGT	FY17-18 BUDGET	Jul-16	Aug-16	Sep-16	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17
UTILITY EXPENSES															
5.100.452	Security Alarm System	400.00	450.00	-	-	-	450.00	-	-	-	-	-	-	-	-
5.100.453	Electricity - SCL	8,470.00	10,500.00	1,750.00	-	1,750.00	-	1,750.00	-	1,750.00	-	1,750.00	-	1,750.00	-
5.100.454	Water/Sewer - SPU	2,512.00	2,500.00	-	420.00	-	420.00	-	420.00	-	420.00	-	410.00	-	410.00
5.100.455	Waste/Recycling/Green	2,458.00	2,710.00	225.00	226.00	226.00	226.00	226.00	226.00	225.00	226.00	226.00	226.00	226.00	226.00
5.100.456	Gas - PSE	5,164.00	5,000.00	416.00	417.00	417.00	416.00	417.00	417.00	416.00	417.00	417.00	416.00	417.00	417.00
Total UTILITY Exp		\$ 19,004.00	\$ 21,160.00	\$ 2,391.00	\$ 1,063.00	\$ 2,393.00	\$ 1,512.00	\$ 2,393.00	\$ 1,063.00	\$ 2,391.00	\$ 1,063.00	\$ 2,393.00	\$ 1,052.00	\$ 2,393.00	\$ 1,053.00
			111%												

FACILITY EXPENSE & MAINTENANCE BUDGET
FY2017-18

Account#	Account Description	FY16-17 BGT	FY17-18 BUDGET	Jul-16	Aug-16	Sep-16	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17
<u>FACILITY & MAINTENANCE EXPENSES</u>															
5.100.457	Annual City/County/State Fees	2,050.00	2,350.00	-	-	-	1,175.00	-	-	-	-	-	1,175.00	-	-
5.100.451	Janitorial Supplies	2,415.00	2,000.00	166.00	167.00	167.00	166.00	167.00	167.00	166.00	167.00	167.00	166.00	167.00	167.00
5.100.jjj	Janitorial Services	-	7,560.00	630.00	630.00	630.00	630.00	630.00	630.00	630.00	630.00	630.00	630.00	630.00	630.00
5.100.216	Janitorial/Custodian Wages Exp	4,770.00	-												
5.100.458	Landscaping Exp	-	300.00	200.00	-	-	-	-	-	-	-	100.00	-	-	-
5.100.459	Building Maint Supplies & Small Labor Vendor	2,483.00	2,500.00	207.00	209.00	209.00	207.00	209.00	209.00	207.00	209.00	209.00	207.00	209.00	209.00
5.100.461	Building Capital Reserve Fund	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5.100.462	Building Maintenance/Janitorial Transfers OUT	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5.100.mmm	Elevator Fund Reserve Expense	12,000.00	12,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00	1,000.00
5.100.900	Transfers to Cash Reserve Fund	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Sub-Total BLDG MAINT & REPAIRS		\$ 23,718.00	\$ 26,710.00	\$ 2,203.00	\$ 2,006.00	\$ 2,006.00	\$ 3,178.00	\$ 2,006.00	\$ 2,006.00	\$ 2,003.00	\$ 2,006.00	\$ 2,106.00	\$ 3,178.00	\$ 2,006.00	\$ 2,006.00
Total FACILITY Exp		\$ 23,718.00	\$ 26,710.00	\$ 2,203.00	\$ 2,006.00	\$ 2,006.00	\$ 3,178.00	\$ 2,006.00	\$ 2,006.00	\$ 2,003.00	\$ 2,006.00	\$ 2,106.00	\$ 3,178.00	\$ 2,006.00	\$ 2,006.00
			113%												

FACILITY IMPROVEMENTS BUDGET
FY2017-18

Account#	Account Description	FY16-17 BGT	FY17-18 BUDGET	Jul-16	Aug-16	Sep-16	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Apr-17	May-17	Jun-17
FACILITY IMPROVEMENT EXPENSES															
5.100.sss	Building Improvement Project #1	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5.100.ttt	Building Improvement Project #2	-	-	-	-	-	-	-	-	-	-	-	-	-	-
5.100.uuu	Building Improvement Project #3	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Sub-Total BLDG IMPROVEMENT		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total IMPROVEMENT Exp		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
#DIV/0!															

**Westside UU Congregation Annual Committee Reports
for the period June 2016 – June 2017**

(click the committee name below to jump to that report)

[Adult Exploration Program \(Common Quest\)](#)

[Building Committee](#)

[Christian Fellowship Group](#)

[Covenant Groups](#)

[Finance Committee](#)

[Landscape Committee](#)

[Membership Committee](#)

[Religious Exploration Council](#)

[Social Justice Committee](#)

ADULT EXPLORATION COMMITTEE (COMMON QUEST)

Annual report to WSUU Board of Trustees and congregation

Submitted by Dr. Theresa McCormick, Coordinator of Common Quest

Activities and Accomplishments from June 2016– May 2017

FALL 2016--Produced a brochure with a number of offerings

- Seven new offerings: Buddhist Meditation, How to Negotiate for What You Want in a Relationship, Civil Rights History—Illustrated Talk and Discussion, Sing Like Pete Seeger Liked, Writing Your Spiritual Legacy, The Bible is History According to Ginger, BeSmart: A Conversation About Kids, Guns and Safety.
- Listing of On going Programs (e.g., Circle Suppers, Family Circle Suppers, Covenant Groups, Newcomer Congregational Orientations).

SPRING 2017--Produced another brochure of new classes

- Eight new offerings: Mindful Eating, Jesus Reconsidered, Vision Board Workshop, Healthy Body—Healthy Spirit, White Privilege, ... And Yet They Learned—Education of Jewish Children in Nazi Occupied Areas Between 1933-1945.

Goals for next year

- Produce a fall and winter-spring Common Quest brochure, each with new classes.
- Produce an adult exploration program that supports the WSUU focus on racial justice and environmental justice and that reflect our UU principles, as well as the interests of our membership.
- Include offerings that are led, facilitated, organized, or taught by WSUU members and the minister, as well as by outside guest presenters.

Issues

- A goal to have registration for Common Quest Classes on-line is now available.
- The decision last year to list a “Suggested Donation \$0 - \$10 per class” in each brochure is working well, versus the previous listing: “Suggested Donation \$5 per class,” which was problematic for some members.

BUILDING COMMITTEE

Annual report to WSUU Board of Trustees and congregation

Submitted by Soph Davenberry

1. The Building Committee does not oversee an annual budget, per se. Building maintenance and repairs are allotted about \$2500 annually. This past year that amount was spent on the furnace fan starter repair alone. From Soph's classes in facility management, recommended annual budgets for maintenance and repairs are 2-4% of the value of the property.
2. The Building Committee charter was drafted and approved by the Board. It gives guidance for budget decisions, with costs <\$500 no process required, >\$500 and <\$2500 via approval by the Building Committee, and \$2500 and above with approval of the Board. Aside from the furnace repair, an "interior gutter" for the Narthex was ordered and installed; glazing repairs were done for one broken window and multiple leaky panes at and above the Narthex; and most recently approval was given for the parking lots to get re-stripped. For future annual reports, the Chair might ask for a current copy of the Building Committee expenditures ahead of the deadline for the annual report.
3. Shannon Day and Cliff Houlihan act as first-responders for most building issues, with Soph Davenberry assisting to act on or delegate volunteer efforts. Details of the most significant activities have been documented in previous reports to the Leadership Assembly, and summaries for eNews.
4. Files and spreadsheets have been uploaded to OneDrive, which is managed by Shannon Day. Both Cliff and Soph have been making efforts to document all work done for the building, especially for volunteer hours and in-kind donations for parts, even when they are not submitted for reimbursement.
5. From the meetings with the ministerial candidate, it is clear that many issues for the building must move forward even without a permanent minister. Soph's final project this quarter will be for an energy efficiency plan, and will hopefully include other aspects of building assessment such as safety and accessibility.
6. For long term planning, a full discernment for how much to invest in the building, vs. significant remodel, replace, or find another location will have to be figured out. Short term it is clear that some intermediate resolution for access between the Social Hall and Sanctuary is a high priority.

CHRISTIAN FELLOWSHIP GROUP

Annual report to WSUU Board of Trustees and congregation

Submitted by Patti McCall, Chair

Nearing the end of our first year of a resurrected Covenant Group Program and I'm happy to report we still have four Covenant Group as well as the Humanist Affinity/Covenant Group. Here is what I've learned is necessary to have a successful program:

1. Recruit facilitators in July/August and train them in September. I have learned, having two co-facilitators for each group is paramount to our program's success. Not only do the two support each other, but Covenant Group is never cancelled due to illness.
2. Start promoting Small Group Ministry (eNews, table during social hour, OOS inserts, mentions from the pulpit) and recruiting members for Covenant Groups in August and September
3. Start Covenant Groups the second week of October to begin a 'normal' schedule of meeting the 2nd and 4th weeks of the months
4. This past year we had some illness and attrition from the Tuesday evening group. I took over facilitation and, with the groups support, we turned that CG into a drop-in meeting so new members/visitors could attend a meeting and see if Covenant Group would be a good fit. This has been very successful and we will continue this next year. Covenant Groups provide an important path into close relationships and with so many people visiting/joining WSUU, a drop-in group is an easy way to embrace them.
5. I have been actively looking for a way to get all members of the Covenant Groups to get together – enlarge our circles. One of our service projects this year was to gather on two Saturdays – first to decorate the church for the holidays; then to undecorate. A soup lunch was provided at the longer, first meeting and everyone had a lot of fun. We are hoping to have a gathering Thursday, June 29th for a potluck in the social for all the Covenant Group members to officially end our CG year.
6. Probably the most important change this year has been the Covenant Group for the Facilitators. We met once a month from September through December and then every 6-8 weeks beginning in January. This was the best way to offer support and further training and everyone really appreciated this time together.

COVENANT GROUPS

Annual report to WSUU Board of Trustees and congregation

Submitted by Patti McCall, Chair

- Group began meeting in January 2017 after promoting the group during December.

- Meeting once/month on the 3rd Thursday evening of every month. The group voted and decided last month to continue meeting monthly through the summer.
- We have seven core members plus two new people recently joining after hearing about our group at the Easter service.
- I have heard over and over how happy people are to have a Christian-oriented group at Westside where prayer, Bible study and the name of Jesus is welcome.
- Currently, we are reading and discussing Christ for Unitarian Universalists; studying the Parables of Jesus; and plan to begin studying how the ritual of communion might fit into spiritual path of a Christian UU. The group is evolving depending on interest.
- I was very appreciative of Rev. Alex for inviting the group to participate in the Easter Service and I've also been grateful for the support of so many Westside members who are lovingly demonstrating inclusivity.

FINANCE COMMITTEE

Annual report to WSUU Board of Trustees and congregation Submitted by Michael Matz, Chair

The Finance Committee had another successful and tumultuous year. I say tumultuous because it was a “transition” year lasting 13 months in order to adjust our fiscal calendar from June 1st through May 31st to July 1st through June 30th. This year also had a great deal of staff transition, beginning with the hiring of a new Interim Minister, Alex Holt, and a new Director of Religious Exploration, Cynthia Westby. The year ended with preparing a budget including a called minister, and then re-doing it without one. The Finance Committee, of course, is not directly involved in these matters, but much of our work is determined by these events.

Toward the beginning of the fiscal year, we partnered with the Administrator in setting up the new 13-month budget in the accounting system so that it would report monthly results meaningfully. Then we assisted the Board in re-writing our Employee Handbook with policies and procedures that we wish WSUU to follow regarding the use of Professional Expenses by the staff and ministers as well as appropriate policies regarding the use of our church credit card accounts, tasks that are more complex than they sound, requiring strong communication and discernment skills. We also developed and requested the Board adopt a more unified, private and respectful process for addressing the use of our Ministers Discretionary Funds to meet needs among our own community as well as those of the greater community around us. The last half of the year was focused on discerning the needs of the various ministries and activities that we do at WSUU and developing a new budget, with an eye toward developing a three-year budget plan and matching the resources our community can reasonably generate, a task I believe the Finance Committee has admirably achieved with the budget that is being presented to the congregation on June 4th.

LANDSCAPE COMMITTEE

Annual report to WSUU Board of Trustees and congregation

Submitted by Rose Sheppard, Chair

Rose is dropping out as the lead vegetable grower. The beds will be covered with burlap to let them go fallow.

Someone may step up to take this on, but as of this writing, no one has. It seems obvious that people don't have the time or the interest.

If no one steps forward for this growing season, the beds will be dismantled in the fall.

However, Rose will continue as lead in the rest of the garden and still appreciate volunteers for that as we work towards a lower maintenance design. More mulch and chips will be used if the budget allows.

MEMBERSHIP COMMITTEE

Annual report to WSUU Board of Trustees and congregation

Submitted by Laura White, Chair

Committee Members: Laura H. White, chair, Patti McCall, Viveca Monahan, John Monahan, Rev. Alex Holt.

Goals for 2016/17 Calendar Year:

- Develop a sustainable, effective and engaging Path to Membership process,
- Emphasize Active Membership including commitment to UU principles, active participation in programs and activities, meaningful pledge yearly and volunteering,
- Develop Membership brochure, pr materials and presence on website,
- Set goal of 15+ new members.

Committee Accomplishments 2016/17

- 27 New Members 5/1/16-5/15/17 (29 members joined with 2 moved from area after joining)*
- New Members Welcoming Ceremonies in September, November and February,

- Fall and Winter 3 part Path to Membership Series, also individual membership meetings,
- Developed agendas and handouts for Membership Series,
- Membership Table at Social hour on Sundays,
- Developed new membership brochure, business cards, series handouts,
- Membership page on website,
- Spreadsheet of potential new members and outreach to yellow card newcomer visitors.

Ongoing Goals for 2017/18

- Add 2 active members to our committee,
- Increase RE family participation in membership,
- Increase coordination with Stewardship Committee goals and activities,
- Maintain a sustainable (for a volunteer committee) and engaging (for newcomers) membership process that results in active members.

* 228 members as of 5/15/17

Submitted 5/15/17 Laura H. White

RELIGIOUS EXPLORATION COUNCIL

Annual report to WSUU Board of Trustees and congregation
Submitted by Vanessa Shaughnessy and Shelley Webb

Activities and accomplishments from June 2016 to May 2017

- Supported Cynthia through her first year as our DRE with counsel, miscellaneous assistance, and cheerful monthly meetings.
- Assisted with teacher recruitment
- Taught: most members consistently worked on a teaching team for Sunday RE or were involved in youth programming
- Assisted with Sunday RE program throughout summer of 2016 by teaching and greeting
- Supported curriculum decisions and development of story baskets through the year

- Assisted with and provided food for fall teacher training
- Substituted for RE teachers and the DRE during the year as needed
- Assisted with multi-generational services throughout the year
- Provided RE greeter each Sunday in addition to Cynthia/Cheryl
- Planned and hosted four successful Sunday soup lunches during social hour to meet requirements of RE operating budget for 2016-17
- Offered as auction event and hosted successful and fun Bunco Night Cinco de Mayo party
- Helped provide Chalice Chapels (children's worship in the Social Hall every other month)
- Facilitated youth programming, including coming of age
- Assisted in planning long-term OWL cycle and determined next year's middle school OWL schedule and teachers, which includes several committee members.

Goals for next year

- Create more social and environmental justice activities for families
- Continue to seek ways to inspire our current teachers and bring a greater cross-section of the congregation into teaching
- Continue to participate in community discernment through this extended transition period of Westside's ministry

Committee/group needs, opportunities, wishes

- Our need: Nurture committed volunteer leadership in support of Westside's RE ministry.
- Our wish: To foster continued inclusiveness of Westside's RE program as an integrated part of the whole community.
- Opportunities: Increasing the size of the RE Council to better distribute and share the Council's responsibilities.

SOCIAL JUSTICE COMMITTEE – COMMUNITY SERVICE PROJECTS 2017

**Annual report to WSUU Board of Trustees and congregation
Submitted by Regina Brennan, Chair**

Immigration Justice

After the last presidential election, concern started to build about immigration bans and the threat of aggressive deportation. University Unitarian hosted several meetings with Michael Ramos, of the Church Council of Seattle, which several members of our congregation attended.

There is a lot of enthusiasm for this project, and many people want to be involved, but it hasn't been easy to get focused, as it is a many-layered undertaking, without a lot of established leadership. We held a meeting on April 20th of a core group of congregants, among them two attorneys, one of them an immigration attorney, Michael Ramos, myself, and Viveca Monahan and perhaps one other member. At that meeting we discussed a course of action to accompany a local sanctuary church if needed, and become part of the rapid response raid team.

We are calling this movement Immigration Justice, and will decide if it will be part of Community Service Projects, or a standalone group.

Upcoming Community Service Projects activities

- **WIN Lunch and Clothing Giveaway**

Several of us have started going to this weekly Saturday event at 15th Ave. & SW Roxbury to help distribute clothing to 50 - 100 men, women, and children who are either homeless or close to it. It is headed up by Mary Anne deVry, of Westside Interfaith Network. We are starting to collect clothing items for this weekly event. We hope to become part of the weekly rota of West Seattle congregations who put on this event, providing lunch and helping with the clothing giveaway.

- **Volunteer Sunday, 2017**

I am starting to plan a Volunteer Activities and signup Sunday for this September, there all committee and group leads will have a table with information about their activity, a list of projects they have done in the past, what is current, and what is coming up, along with sign-up sheets where people in the congregation can indicate their interest in an activity or group so they can be notified when there is a need or a meeting.

- **Mary's Place**

We will be hosting Mary's Place Rotating Night Shelter at Peace Lutheran Church starting on October 17th through 24. I plan to get help to set up an online signup, as well as our regular Sunday signup after service.

Westside UU Congregation Annual Staff Reports for the period June 2016 – June 2017

(click the name below to jump to that report)

[Administrator](#)

[Interim Minister](#)

[Music Ministry and Audio Visual Team](#)

[Religious Exploration for Children and Youth](#)

ADMINISTRATOR

Annual report to WSUU Board of Trustees and congregation Submitted by Shannon Day, Administrator

It has been another wonderful year in the office at Westside. My weekly hours are holding steady at 36. Thirty hours for Administrator duties and 6 for bookkeeping. In addition to maintaining office hours I attend Leadership Assembly, board meetings, finance committee meetings, and occasional membership and stewardship meetings.

Communications: In January of this year we launched our new and improved web site. Check it out if you haven't already – www.wsuu.org. It is a WordPress site. It's far easier to update so we love to post photos of community events. Send good pictures along to me in the office (office@wsuu.org). I'm very grateful to Nikki Roberg for hours of volunteer help creating the new site and seeing us through implementation. I'm also grateful to Rob Fenwick who acted as our developer and continues to be a resource for me when I have questions/issues. Marco Deppe also stepped in and lended a hand from time to time.

Janitorial Help: In February of this year Dejon Shegrud announced his resignation as our primary janitor/Sunday security employee. He and Marie Kaz were sharing the position with Marie taking one Sunday a month and Dejon doing the remainder. We are so grateful to Dejon and Marie for years of excellent service and care for our building. Beginning in March a large portion of our Janitorial work was shifted to Jones Boys Maintenance as they gave us the most competitive bid. Currently Marie continues to care for the 3rd floor once a week but if our proposed budget is approved 100% of the janitorial service will be done by Jones Boys. Marie and Dejon will continue to work as building managers for our rentals. The building is cleaned by a crew in the middle of the night on Sundays to prepare it for the preschool on Monday morning.

Rentals: Sweetpea Preschool continues to inhabit our lower level during the week. We have a great working relationship with them. In addition to Sweetpea Preschool, we had the following rentals this year:

- 3 AA groups - This year we added a Saturday late night group that serves youth from the Seattle Public Schools Recovery High School in Queen Anne.
- 4 recitals
- 1 Wedding and Reception
- 2 vocal ensembles have been renting our sanctuary/social hall for weekly rehearsals this spring and may continue with us next year.

Volunteers: I benefit from, and delight in, our office volunteers and continue to have need for more help in the office. Thank you to Joan Whitley who prepares and delivers our bank deposit each week, Patty Campbell, who tidies the sanctuary and keeps our newcomer packets stocked, Patti McCall who helps with yellow card entries and membership tasks, and Stina Lane-

Cummings who will organize the heck out of anything that I present her with. Their joyful presence and hard work really lighten my load and my spirit.

Technology: I am very grateful to Cliff Houlihan, who continues to help keep our computers protected and updated and is our first-line trouble-shooter when problems arise. Cliff also troubleshoots all alarm issues and saves us from costly visits from the alarm service team.

Looking forward to another year with all of you.

In loving community,

Shannon

INTERIM MINISTER

Annual report to WSUU Board of Trustees and congregation Submitted by Alex Holt, Accredited Interim Minister

Dear Westside UU Congregation members and friends,

What a year this has been for us all. I am grateful for the opportunity to continue with you for the next two years. I think we are at an important pivot point for change.

I'm going to keep this report relatively brief and based on what are called the Five Developmental Tasks of an interim ministry: coming to terms with the past, leadership development, relations with the UUA, identity, and commitment to the future.

1. Coming to Terms with the Past:

My sense is that Westside had begun to move on from the excellent tenure of Rev. Peg Morgan over the last year. She had done important transition work to ensure that the ministry she did would be in good hands of lay leadership and staff.

There was some measure of angst about the interim ministry of Rev. Beatrice Hitchcock in fiscal year 2015-16 and how it ended. As I have said before, the board and Beatrice did the best they could do given Beatrice's need to return to Alaska after her husband's medical condition worsened. Lessons were learned and applied and I continue to believe that Beatrice's ministry helped to make my year here easier to navigate. We must remember that as time goes on fewer people here on Sundays will remember the Masonic Temple or the ministers you have had. They will become part of your history as your congregational story continues to take shape for the future.

2. Leadership Development

This is a challenge in most religious communities of whatever faith tradition. This is especially true when a congregation has moved from family size to pastoral and elementary program size

very quickly. The various sizes of congregations are based on Sunday attendance or sometimes 'active' members. Family size = 0-50 attendees; Pastoral size = 50-150 attendees; program size = 150-350. Westside is upper end pastoral but not quite program size based on the number of people who are active with volunteering, etc.

Very special thanks to Laura White who has been a stellar Membership Team chair this year. She has single-handedly created a very detailed but smooth process for people to become members. Added thanks to Viveca and John Monahan along with Patti McCall and many others for their leadership in organizing and fine-tuning the three-part membership development series. Westside had 27 new members this year and many of them are very much involved in the congregation.

At the same time there are many volunteers who are weary and need to take a time out from volunteering. One thing I hope we can focus on Leadership development this next year and I'll be working with Patti McCall, the membership team and others to create various ways that newer people can become involved. This will likely also include conversations about term limits for committee chairs, how to manage transition of people on committees, and to support the work of Leadership Assembly as it enters a new phase (and with deep thanks to April Kristjansson for leading the group this year).

Other specialized tasks at Westside including the annual auction and the garden fair will likely begin to transition to a new generation of volunteers in the next two years. The people who dedicate so much time and energy out of love for Westside do incredible work. And they are endlessly creative. Bring your creativity to the auction, the garden sale or whatever fundraisers are done next year. I bet they will love new ideas.

3. Relations with the UUA

Westside has had a long history of good relationship with the UUA as well as the Pacific Northwest District of the past. Now there's a Pacific Region and staffing support from that group as well as from the UUA. I would expect that supportive relationship will continue in the future.

4. Identity

Identity is almost always a significant focus of the interim period. Westside's identity was shaped in part by Peg Morgan's ministry, the influx of people from the former Rainier Valley congregation, a large RE program thanks to the work of former DRE Betsy Lowry, and the Music ministry led by Music director Bert Gulhaugen. Now, that identity is shifting as new generations arrive at your door and a focus toward the future continues to unfold.

One of the ways Westside's identity is shifting is because the church is becoming more of a community church. 12-step meetings, musical groups and now more social justice groups are using the building. The garden sale brought in many people who know little or nothing about Westside UU or what Unitarian Universalism is all about. A second way the identity may be shifting is a more visible social justice focus. Regina Brennan and others have done a great deal of work on social justice projects such as Mary's Place, the Environmental Justice group, and now the sanctuary and rapid response work of the Greater Seattle Council of Churches.

Most congregations of Westside's size would have functional but not remarkable programs for music and religious exploration. That's not the case here. The RE program for children and youth is very healthy and with thanks to DRE Cynthia Westby who is finishing her first year at Westside. And we also welcome Cheryl Brown who is the new Program Assistant working with Cynthia and the whole RE community. The RE Council continues to support and fine-tune the whole program. The Music program is just plain excellent and is the envy of many UU congregations. It continues to be stellar thanks to Bert and the group of musicians who support and lead that program. The Common Quest adult RE program led by Theresa McCormick will hopefully begin to transition to a more online presence and evolving structure of classes presented at Westside.

Identity is also being shaped by the current complexities of American politics and the ongoing American painful conversation about race. I don't think any of us truly know what the status of American culture and religious values will be a year from now. Flexibility will be a key component of whatever happens next.

5. Commitment to the Future

My impression is that Westside is prepared to move into the future and all its challenges. The decision to end candidating week with Rev. Carlos Martinez was painful and in some ways awkward but this sudden event has given Westside the gift of looking at who and what you are and want to be. There were several areas of discernment that Rev. Carlos shared with you during his time here. You discovered other areas to improve or to change based on the outcome of the search.

I am honored to be able to be with you for two more years (note that the contract is for one year and then a renewal for another year) to work with you all on these areas of improvement and experimentation.

6. Other comments

I want to especially thank the staff for their dedication and flexibility as this year and its changes unfolded. I've already mentioned Cynthia and Bert. I absolutely am indebted to Shannon for her incredible work as your church administrator and bookkeeper. In a church the size of Westside it is often said that the office is a key and indispensable part of making things run smoothly. Shannon is a vital member of the staff and of the congregation and I would thank her many times over for her work and dedication. I'd also extend those thanks to the volunteers who work in the office as well as those who do so many other tasks such as refreshments on Sundays, coordination of the youth group, those who have cleaned the church regularly, the greeters each Sunday, the Building Committee, the AV folks, and many more.

7. My hope is that this coming year will be one of stability and preparing the groundwork for your next minister. There will eventually be a new search committee with all new members. They will take the lessons and insights learned this year forward into the new search process.

For this year, however, the seemingly mundane tasks of keeping the garden beautiful, making sure there are refreshments on Sunday morning, having the budget process be a fun adventure rather than somewhat dreaded, moving to the next stage of elevator accessibility planning,

supporting the RE and Music programs, and welcoming the new visitor while not forgetting those who have made Westside great. Social justice will become more central to Westside's mission in the world. Many of you attended the Teach-in Sunday and we had about 40 people at the Peace Circle afterward in the afternoon. We'll be planning next steps shortly.

There's always more to do and seldom enough staff and volunteers to make all the systems of 'church' work well. Nevertheless, the future beckons us and we will be together as this uncertain era in America continues to unfold.

Thank you again for all your love and dedication toward this congregation, your volunteers and staff, and all you do to make Westside work.

Respectfully submitted,

Alex Holt, Accredited Interim Minister

MUSIC MINISTRY and AUDIO VISUAL TEAM

Annual report to WSUU Board of Trustees and congregation Submitted by Bertram Gulhaugen, Music Director/Choir Conductor

Activities and accomplishments from June 2015 to May 2016

- **Adult Music.** Our volunteer musicians have generously given of their time and talents in serving our congregation with skill and grace.
 - The current vocal ensembles are
 - The Chorale (the largest choir)
 - The Chalice Singers (the small vocal ensemble)
 - The Celebration Singers (leads praise music each month and occasional anthems)
 - The Summer Choir
- **The WSUU Rhythm Section** (John Hansen, Larry Jones, Martin Sherry, and Marion Kee) has been a pleasure to work with both from my standpoint and that of our volunteer musicians. Both John and Larry feel very comfortable working and interacting with our volunteer musicians, the staff, and the congregation.
- **Music Leaders.** Lisa Maynard has very capably served as music leader on the occasions when I was unable to do the song leading or attend a worship service. Lisa and I work collaboratively on those services to ensure consistent, meaningful

worship music. I usually defer to her choices because she has a strong feel for appropriate music.

- **Janet Sweet:** I am deeply grateful for Janet Sweet who has played on Sundays when we don't have the rhythm section. We have a goal of variety in Westside music and Janet's contribution is vital to that goal.
- **Other ensembles:** Our marimba band NZIRA played for worship in April this year. We also heard from other small ensembles include Rainier Reunion, TriSiren, Just in Time, the drum circle and the Ukulele Band
- **Soloists:** Westside was blessed by the talents of many vocal and instrumental soloists throughout the season including Cecelia Hayes, Tom Humphreys, Rand Cufley, Guy Whitmore, Liz Bucklew, Nate Mesnard, Linda Anderson, Chris McEwen, Elena O'Neill, Jim Angell, Jerry Halsey, Michael Germain Mothershed, and Marion Kee.
- **Music Council:** The Music Council disbanded this year opting for a system of teams to support the music ministry. Most teams are active but some could use more volunteers and a few are unfilled:

NAME OF TEAM	OBJECTIVE	CURRENT MEMBERS
Praise service team	Develop and lead praise services every other month (in conjunction with the Worship Council).	Michael Matz, Cecelia Hayes, Michael Germain Mothershed, Marion Kee
Worship team	Develop other music-driven models of worship outside of Sunday morning, e.g. Sunday evening jazz vespers, chant services, sharing services (In conjunction with the Worship Council).	Michael Matz
Pie sale team	Organize, publicize, and run pie sales 4 times per year	Marie Hoover, Lisa Maynard, Liz Bucklew
Concert team	Organize and publicize a concert series.	
Office/organization team	Help with organizing the music office and library, and tracking music ministry events.	Patty Campbell, Kathleen Bennett Brennan
Communication team	Update the music page of the WSUU website, create a trifold board and keep it current, take photos, review recordings and prepare them for posting on the web site.	Marco Deppe
Physical support team	Lifting and moving as needed.	

- **Multigenerational/Children and Youth.**
 - Plans for a children and youth music program are on hold.
- **The Pacific Northwest Unitarian Universalist Music Festival** took place in March featured UU composer Elizabeth Alexander as our clinician. It was again a great success and we learned a lot of great music which I was able to program for Westside worship services.

Goals for next year

- Growth. I begin my 8th season as Westside's music director in September and I still find it exciting as ever. Participating in the Westside Music Ministry means much more than making music for each participant's personal enjoyment and education; those who participate offer a valuable service to the congregation by presenting meaningful, enlightening, and effective music during worship services that transcends "entertainment." Members and visitors alike often cite the music as a reason for coming to worship and our commitment to excellence helps the spiritual energy of worship move from the mundane to the transcendent. We offer a wide variety of kinds of music that feeds individuals as well as the community and participation in this ministry is an extremely important way of serving our congregation and the larger community.

Opportunities/needs/wishes from the congregation

- Over the years this congregation has continued to generously support for our music ministry and, even through difficult budgetary times, has remained faithful to that commitment. I am deeply grateful for the monetary support but more importantly for the freely given time and talent of our singers and musicians and the validation and support from many Westside members. Beautiful, effective music doesn't just "happen" but requires great effort and a strong commitment on the part of the participants and our musicians have continually stepped up to the plate and served our community admirably.

RELIGIOUS EXPLORATION FOR CHILDREN AND YOUTH

Annual report to WSUU Board of Trustees and congregation Submitted by Cynthia Westby, Director of Religious Exploration

I am thrilled to be offering you my first annual report. Looking back over my first year here, I clearly see how steeply but definitely my learning curve rose over the first months in the position. I have now finished nearly a year and I have a strong understanding of the position and the ebbs and flows of the various tasks required to ensure a wonderful RE program. We have developed and offered a robust RE program for the children and youth here at Westside supported by many incredibly dedicated, caring volunteers. I am so happy to be working in this

position and deeply love this extremely satisfying work. This has been a full, rich year for RE and me.

RE Program 2016-17: In RE the children and youth have been wondering, questioning, learning, discovering about themselves and the world. The curriculum focused on learning about the world's religions – Buddhism, Islam and Judaism for the second to fifth graders, and all the world's religions for the Middle School. New stories were developed into Spirit Baskets for the Spirit Play and K-1 classes that also offered the topic of world religions. It was a profoundly rewarding year. percent of the children involved in RE are children of members. 103 children are registered in RE. 3 children come regularly who are unregistered. We had 15 children who came this as visitors to RE. 62% of the children registered for RE have parents that are members. Over the last 34 weeks an average of 38 children have attended RE classes each Sunday.

RE Volunteers: We had an incredible number of amazing volunteers – sixty-five – helping in RE this year as RE teachers, substitutes, storytellers, RE Council members, youth advisors, Chalice Chapel assistants, organizers of RE supplies, busy bag oversight, and so much more. Religious Exploration at Westside takes a village and we have had a truly committed village coming forward to make this program the success it is. I am deeply grateful for our volunteers for their care, concern and commitment to Westside's children and youth. We have all benefited from their hard work. Volunteers are the backbone of RE!

Youth Group: The Youth Group, led by a wonderful team of Youth Advisors, with Simon Knaphus as lead advisor, explored mindfulness practices, storytelling and discussed topics of self-love and self-care. Over the course of the year they prepared for their Youth Led Service. Their youth-led service on Sunday, May 7th was moving, and inspiringly authentic and honest. Their final activity before the summer will be an overnight at church, June 9th-10th. To date their fundraising has brought in about 10% more than they had projected raising. This will increase with their Youth BBQ fundraiser. These funds help support youth in participating in district and national UU leadership events including attending General Assembly next year.

Coming of Age: The three 9th graders in this year-long program met every other week at church with their three Coming of Age teachers as well as meeting with their mentors during the week at other times. They went on retreat in April with their teachers and will hold a Credo dinner on June 18th to share their Credo with parents, mentors and others.

Next Year's Curriculum: I have been researching and beginning to develop our curriculum for next year which will be steeped in social justice themes. We will offer a year-long OWL program to Middle Schoolers. We will offer 4th-5th grade OWL and K-1 OWL the following year and will be alternating OWL classes in this way going forward.

RE Council: The RE Council was critical – essential – in ensuring the success of Westside's RE Program this year! Their support of me doing and learning this job was tremendous. Their dedication has been amazing and inspiring. We met monthly this year to review, discuss and make decisions regarding timely RE topics. They helped with all multi-gen services including the June 11th service where we will be celebrating the transitioning of children into

Kindergarten, Middle School, High School, and youth graduating from high school. They are offering a separate annual report so more details can be found in their report.

Teacher Recruitment and Training: A huge part of my job was recruiting teachers for each week's seven classes on Sunday mornings. I continue to seek and find new volunteers for RE. I have begun recruitment for the next RE year (2017-18) which begins September 17, 2017. This will be a major part of my job for the coming months.

Chalice Chapels: Chalice Chapels (our periodic Sunday worship service for children ages 5-14 held in lieu of RE classes) has been an opportunity for children to explore world religions, spiritual practices and our 7 principles. We held our Chalice Chapels on the topics of: "What is Good, Holy, or Special;" "Plant for the Planet;" "Sharing the Islamic Sufi Faith;" "Interplay;" and "Mother's and Parent's Day Gifts." The children were offered time to learn about, explore and contemplate these important topics.

Program Assistant: Cheryl Brown began working as our Sunday 6-hour a week Program Assistant in January. She is a tremendous asset to our community and the RE program. She learned quickly. She will be our Summer Coordinator this year.

LREDA: I met monthly with the regional LREDA (Liberal Religious Educators) group to discuss the many topics and issues that arise with RE. They have been a wonderful resource for me. I had a LREDA mentor this year - Sara Lewis who is the Olympia, WA DRE and the President of the Regional LREDA group. She helped me navigate the many parts of my position and RE. This was invaluable for my work at Westside.

Worship Council and Multigenerational Services: As a member of the Worship Council, I worked with Interim Minister, Alex Holt and Music Director, Bert Gulhaugen on our multi-generational services: "Unity of Light" (in December), Family Christmas Eve, "Greed" (in March), and the June 11th RE Celebration and All-Volunteer Acknowledgement service. I participated in the meetings to offer the perspective of children and youth for our services and managed the "Story for All Ages" tellers.

Stories for All Ages: I worked with and expanded Westside's team of storytellers for our services' "Story for All Ages;" scheduling storytellers for each Sunday. It has been lovely to hear the many voices of our storytellers and the different stories they bring to the congregation each Sunday to offer another view on the service theme. Including our children in services and offering them a story in line with the theme or topic of the sermon is an important facet of our congregation's thoughtful education of our children.

Chalice Lighters: We had ten children Chalice Lighters this year - lighting the chalice for the first time after they turned seven.

I am looking forward to another year with Westside's RE Program!

2017-18 Board of Trustees and Nominating Committee Slate and Biographies

Board of Trustees

Patti McCall, Incoming President: I was born and raised in Seattle except for a four-year stint in Montana where I graduated high school. I owned my first business, a second hand and antique furniture store in 1976, quickly followed by a second store in 1979. Honestly, I found nothing very satisfying about those businesses. So, I went to the University of Washington and received a Bachelor of Science in Nursing degree in 1987. I specialized in oncology and hospice nursing for six years and loved the combination of heart and head this profession required. When health care became more concerned about the bottom line rather than the patient, I left nursing. Finally, in 1998, I bought Queen Anne Books which was the same time that Amazon came on the scene in a big way, so there were a few more challenges to owning an independent bookstore than just trying to find time to read a lot of books. But the business was a success thanks to hard work and a supportive community but, after 14 years, I sold the business in 2012.

I was raised a Conservative Baptist and still consider myself a Christian, but pretty much left the church and its exclusionary dogma in my teens. I found Westside UU Congregation in June 2011 and quickly became involved in the life of this congregation. I joined a Covenant Group, joined Team Clean, and became a member of the church in October 2011. I have been on the Pastoral Care Team, the Auction Committee, Nominating Committee, Garden Fair Committee, Membership Committee, 50th Anniversary Committee, helped get the Women's Group going and headed Team Clean. I have run a few Book Sales, baked a few pies and made many pots of soup. I am currently leading the Covenant Group Program, the UU Christian Fellowship Group and am still on Membership. I also love helping Shannon in the office once a week. Just giving back to the community that gives so much to me.

Jill Jackson, Returning Vice President: Jill Jackson and her spouse Lisa Reitzes have been active at Westside since joining in 2009. Previously they were members at Eastshore Unitarian, Bellevue, and First UU San Antonio. Over the years Jill has involved herself in a variety of activities at Westside, including setting up for coffee hour, teaching Middle School OWL classes, assisting with the stewardship campaign, providing AV support during services, co-facilitating the Black Lives Matter discussion group, serving as Vice President of the Board of Trustees in 2011-12, and leading the team that developed the 2013-16 Strategic Plan. She has also enjoyed getting to know people through the Women's Group, Circle Suppers, cluster group, Seabeck retreat, and myriad meals and events purchased at the auction. Additionally, Jill takes pride in supporting all of Lisa's activities at Westside. In her work-a-day life Jill is the Director of the Library and Media Services for Vulcan Inc. Meaning she has a hand in managing Paul Allen's library and media collections worldwide. Jill and Lisa live in Columbia City with their cat, Seti.

David Cycleback, Incoming Secretary: David is an art and artifacts historian and author, with his educational background in art theory and museum studies. He is also a House Manager at ArtsWest. At Westside UU, he is chair of the greeters and communications committees, a covenant co-facilitator and volunteer with the Westside Interfaith Network. A native of Madison Wisconsin and lifelong Green Bay Packers fan (sorry Seahawks), he has lived in West Seattle for 20 years. Anyone who hangs around him long enough knows he has a wide and varied array of interests, from cognitive science to baseball cards.

Allan Lang, Returning for second year as Treasurer: Allan Lang is a long time trial lawyer for the Internal Revenue Service. He is married to Melissa and they have a son born February 6, 2016. He has been with WSUU for about 8 years and has previously chaired the Safety and Endowment committees.

Jean Mendel, at large, serving second of two year term: Jean Mendel has been a member of WSUU since 2011 after moving to West Seattle from Vashon Island. She has participated in various church activities such as circle suppers, covenant group, auction decoration committee, team clean, etc. Most currently she has served as secretary of the Board of Trustees for 2015-2016.

Judi Finney, at large serving second consecutive one-year term: I was born and raised in West Seattle and am a third generation West Seattleite. I lived in the High Point housing community the first years of my life and then moved to a home near what is now South Seattle College (it was a great sand pit to ride bikes in before the college was built). I am the step-mother to two lovely young women and am blessed to be a grandmother to two precious kids. I have a background in accounting and finance and this is the field where I have spent much of my working career. I started my own bookkeeping business five years ago and have created a remote bookkeeping business that provides me with flexibility and the ability to work from nearly anywhere as long as I have access to the internet and my laptop. I enjoy digging and being in my garden, reading (lots), camping, spending time with my wonderful hubby, family and friends and enjoying our recently acquired boat. I look forward to supporting WSUU in a Board at large role.

Scott Iverson, at large, serving first of a two-year term: Scott Iverson and his spouse Faith moved to West Seattle from Texas in 2007, relocating their software development business specializing in computer graphics. In 2008 they began attending WSUU, where they were drawn in by the people they met though Circle Suppers. Scott was attracted to Unitarian Universalism by its inclusiveness and openness to spiritual exploration. He has taught RE classes for many years, and seeing how the RE program encourages spiritual growth and a concern for justice in his daughter Ingrid and the other kids gives him hope for the future. He appreciates the opportunities he has had to participate in adult RE classes, committee work, informal music gatherings, Seabeck retreats and other activities at WSUU.

Nominating Committee:

Charlotte House, Chair: Charlotte House is a long time resident of West Seattle, moving here from Greenlake in 1987. She raised her two daughters here, and now lives near White Center with her partner, Dejon. She and Dejon joined Westside UU as full members in 2011, and have been happy members ever since. Charlotte has volunteered on Clean Team, as part of the Kitchen Crew, the Interim Minister Search Committee, as a Covenant Group Leader and is currently serving on the Transition Team. She looks forward to chairing the Nominating Committee, knowing that volunteering in a meaningful way is at the heart of this vibrant, industrious community.

Julie Forkasdi: Julie Forkasdi is a self employed Geriatric Social Worker. Julie enjoys advocating for her client's and supporting families navigate tough decisions that come with assisting an aging parent. Julie has been a WSUU member since 2007. She has volunteered as an RE teacher, Co-chair of the RE Council for 3 years and council member for 5 years. She has been coffee maker and general helper. The last couple years she has helped with the Auction as well as Co-chair of the auction committee. Julie lives with her partner Steve, kids- Ivy and Bodhi and a their critters. She is caretaker and friend of Jane the Goat.

Regina Brennan : Regina has been a member of Westside since 2002. She has participated in a number of activities and programs at Westside, including RE and choir, team landscape, and has been in a leadership position in Social Justice for five years.