

Minutes of UUFSD Board Meeting
Tuesday, February 16, 2016, 7:00 pm – 9:40 pm
UUFSD Minister's Office

Board Members present:

Alisa Guralnick, *President*
Ashley Phillips, *Vice-President*
Alison Schlick
Rich Franzwa
Bob Quick
Clint Stoddard
Mark Tuller, *Corporate Secretary*

Also present:

Rev. Meghan Cefalu, Minister, *ex officio*
Glen Bowden, *Treasurer, ex officio*
Alison Crotty, RE Director
Didge Masser-Frye, visitor
Evan Kleber, visitor

Ashley opened the meeting with words to light the chalice by, and attendees checked in. The minutes of the last meeting had been approved via email.

The Board celebrated Rev. Meghan's birthday with gluten-free cupcakes. It also celebrated the successful Congregational meeting, the formation of the new Generosity Team (formerly Stewardship), the work done toward replacing the clerestory window blown out by wind, and the new vocabulary word "clerestory."

NEW ACTION ITEMS

- **All Board members** are encouraged to come to the first Council Meeting at 12:00 on February 28.
- **Ashley** volunteered to call the insurance agent and try to gauge what the actual rate increase would be if we pursue the insurance claim.
- **Clint** will oversee replacing both windows with tempered glass, fitting plywood in the interim, and resealing any failing seals (with Ken Schultz)
- **All Board members** are encouraged to study and comment on the proposed Casas de Luz operations policy and procedure.
- **Bob Quick** to get the input of the Generosity Committee on the proposed Casas de Luz policy, relative to "asks" and the "tax" on fundraising, and generally dovetailing with Stewardship policy 420.
- **Alison Schlick and Evan Kleber** (with **Adrienne's** assistance and **Rev. Meghan's** input) to take various initiatives (greener impact, volunteer stress and recruitment, cash management) back to their committee with the support of the Board empowering them to make decisions. **In process. Meeting scheduled.**
- **Didge Masser-Frye and Pledge Team** to consider UUA-available tools for fundraising such as chart of "tithes" for passionate members/casual members.
- **Rev. Meghan, didge, and Alison Schlick** to coordinate a sermon on stewardship with the Pledge Drive and with a brunch Sunday.
- **All Board members** to supply by email a short list of snappy ideas to sell as reasons to get behind the Pledge Drive, such as "More RE Funding"; "Need to Fund the Settled Minister Search", etc.
- **Mark** to retrieve the prior Board minute establishing the minimum pledge amount under the by-laws. **DONE. \$200 per pledging member, subject to minister waiver for cause.**

- **Alison Crotty** to send a pledge reminder letter to RE parents, particularly non-member parents who could become pledging friends.
- On concert planning, **the new Genero\$ity Team** to give Vicky Newman a hand in planning fiscally sound concerts in future.
- **Glen** to continue first budget draft preparation.
- **Ashley** to continue recruiting Search Committee. (Should Board be assisting more actively?)

OPEN ACTION ITEMS FROM PRIOR MEETINGS

- **Alisa and Ashley** to do any necessary paperwork concerning Rev. Meghan's interim ministry thus far and re-upping for year two. **Extension agreed to by both sides & paperwork in process**
- **Ashley and Mark** are a committee with Kathy Faller and Robin Sales to prepare a Policy & Procedure clarifying the role of Casas de Luz per the Board's discussion. **Alison Schlick** also volunteered to be an editor of the P&P. **In process; April Board vote is envisioned.**
- **Bob** will reach out to several members to try to arrange leadership for the upcoming pledge drive, and perhaps reestablish the Stewardship Committee. **Good progress with Didge Masser-Frye and Chris Butler on Pledge Team, and some members of Genero\$ity Team located.**
- **Ashley, Alisa, & John Sherman** to explore January Spirit Level grant before deadline. **OPEN**
- **Rev. Meghan** to bring to Sacred Circle facilitators the idea of having Sacred Circle help in the kitchen. **This project will be raised at the next round of Sacred Circles in the fall.**
- **Glen** will ask about the status of the *contribute button* on the UUFSD website at the next Finance Committee meeting. **No real progress.**
- ~~Alison reported that the contacts to inform groups using the campus that a \$100 cleaning deposit would be required are moving forward. Assuming this is DONE~~
- ~~All Board members to consider joining Rev. Meghan's Serving with Grace class beginning Wednesday, February 10 for six weeks; email Tracey in the office. DONE~~
- ~~All Board members to be prepared to introduce themselves at the Congregational Meeting on January 31 with something personal and humanizing about themselves. DONE~~

DISCUSSIONS AND DECISIONS

Clerestory window. The insurance adjuster has visited (and will return to evaluate the core area sun shade damage), and will give us claim amount in due course. After discussion:

The Board unanimously voted to replace both the broken window and the facing window with tempered glass, and to repair/replace the seals, irrespective of the possible insurance claim, funds to come from the Buildings & Grounds reserve.

Clint and Ken Schultz will assure the hole is patched with plywood in the interim. Ashley volunteered to call the insurance agent and try to gauge what actual rate increase would be if we pursue the insurance claim.

Pledge Drive. Didge Masser-Frye discussed his plans for the upcoming Pledge Drive. He plans for an overall eight-week process ending in late March, early April, of which some of the time is

preparation and follow-up, with the public appeal lasting three to four weeks. The Pledge Drive will be separate from the Capital Campaign appeal, and the donations need to be accounted for properly. Chris Butler has joined the Pledge Team.

Discussion included dovetailing with the budgeting process (Glen Bowden is preparing an initial budget including settled minister search costs), focusing attention on “shiny ideas” that need to be funded such as RE and the search process, coordinating with a stewardship sermon and brunch, and particularly soliciting non-pledging RE parents.

After discussion, the Board established a 2016-17 Pledge Drive goal of \$340,000, and an end date of April 15, 2016.

Kaiser and UUA health insurance, and Tracey Weiss. Kaiser is dropping UUFSD effective April 1 due to some reason related to Affordable Care Act because we also offer UUA health insurance. This impacts Tracey Weiss who is the only employee on Kaiser and who has been hit with high health insurance costs because she is not full time; she now needs to go on the same UUA plan as other employees. The Finance Committee unanimously recommended that Tracey be moved to full time status (by adding 2.5 hours per week to her 32.5 hours) and that she become eligible for full health insurance, where UUFSD would pay for the employee-only lower UUA plan. Glen reported this will cost roughly \$3,000 more per year.

The Board unanimously voted to move Tracey Weiss, Congregational Administrator, to full time status (35 hours per week) effective March 1 (by adding 2.5 hours a week to her time), and paying her health plan at 100% of the employee-only lower UUA plan effective April 1 (during March her Kaiser plan will be paid).

The Personnel Committee will update the personnel manual to conform it and remove Kaiser.

Kitchen issues. Evan Kleber joined the meeting to lead a discussion with Alison Schlick about kitchen supply concerns and volunteer stress. The discussion focused on ecological and justice concerns of using paper plates, washing cups, selling/using fair trade coffee and chocolate. Also raised were volunteer recruitment and stress issues, and proper receipts/cash handling. After brainstorming suggestions, the Board invited Alison and Evan to go back to the kitchen/hospitality committee and raise these issues and possible changes, and emphasized that the committee willing to take on this work is empowered to decide how it should proceed.

Casas de Luz. Mark distributed a discussion draft of a Casas de Luz operations policy, with a view to getting opinions leading to a Board vote in April. He indicated some members are skeptical of bringing Casas de Luz more effectively into the Fellowship, and he is following up to assure those views are heard.

Finances. Glen reported we still are running a slight surplus for the year, due to several factors including increased pledge income from timely payments and new member pledges. Glen also reported we will pay off Caroline DeMar’s \$5000 loan at the end of the fiscal year if there remains adequate surplus to do so.

Settled Minister Search Committee process. Ashley reported that she has contacted the district search liaison and that she is pursuing search committee candidates. Some candidates have been intimidated by the necessary time commitment.

Staff and Committee reports. In addition to the attached reports, Jill Reis plans to restart the Music Committee.

The Carrie Newcomber concert lost about \$500 even though it was well attended. Apparently it could not have broken even, given her fee and the ticket price and number of available seats. After discussion the Board asked the new Generosity Committee to look into assisting the Concert Committee (Vicky Newman, all by herself) regarding the fiscal aspects of future concerts. Recognizing that concerts are part of ministry as well as fundraisers and have intrinsic value, the Board would like to be made aware of future concerts that are planned as subsidized programs (i.e., planned to lose money).

The Board expressed thanks to the members who cleaned up the clerestory glass.

Adjournment at 9:40 pm.

Respectfully submitted,
Mark Tuller, *Corporate Secretary*

Attachments:

- Agenda for February 16, 2016 Board meeting
- RE Director's report
- Director of Connections' report
- Administrator's report
- Financials.

UUFSD Board Meeting Agenda
February 16, 2016

Happy Birthday, Rev. Meghan!

1. Chalice Lighting and Check-in
2. Opening words (*Ashley Phillips*)
 - a. Items for celebration: Congregational Meeting – it went well!
3. Report on action items from last month
 - a. Didge Masser-Frye- will speak to us about the Pledge Drive (7:30 ish)
 - b. Genero\$ity Team (stewardship) committee formed, launched and going (way to go, Bob!)
 - c. Casas De Luz: policy preparation for board review (Mark T/Ashley)
 - d. Interim Ministry/ Rev. M contract renewal (Ashley)
4. Information Items
 - a. Monthly reports: RE, Admin, Dir. Of Connections, Rev. M
 - i. Sent via email; attach to minutes
 - b. Monthly reports, as needed, from Committees
 - c. The Case of the Broken Clerestory Window (a mystery in progress)
 - d. Kitchen and supply concern (Alison S)
5. Decision Items
 - a. Anything?

< Quick Break for Snacks and Singing Happy Birthday >

6. Monthly Financial Review (Glen)
 - a. Prep for annual budget: brief discussion of process and timeline (Glen)
 - b. Financial policy discussion (Rev M)- we may need a policy regarding pre-approvals for major expenses / Carrie Newcomber concert may have lost money / how did this get approved?
7. Discussion / Deep Dive Items
 - a. Settled Minister Search: Ashley
 - i. Choosing the search team
 - b. Board Members 2016-2017 – *Who's in? Who's out? Who's on deck?*
8. Leftovers [second thoughts on things, items we forgot, etc.]
9. Review of action items/decisions
10. Items for next month's meeting
11. Who do we need to thank this month?
12. Process check and check out
13. Adjourn

RE Board Report February 2016

| | 1/10/16 | 1/17/16 | 1/24/16 | 1/31/16 | 2/7/16 |
|-------------|------------------|------------------|-----------------|-------------|-----------------|
| | | | | One Service | |
| Childcare | 3 (1st) 8 (2nd) | 2 (1st) 4 (2nd) | 8 (1st) 2 (2nd) | 7 | 4 (2nd) |
| PreK-K | 3 | 2 | 5 | 5 | 7 |
| 1st-3rd | 2 (1st) 10 (2nd) | 7 (1st) 6 (2nd) | 3 (1st) 7 (2nd) | 7 | 4 (1st) 4(2nd) |
| 4th-6th | 1 (1st) 6 (2nd) | 4 (1st) 10 (2nd) | In Service | 10 | 2 (1st) 3 (2nd) |
| OWL | NA | 19 | 18 | 21 | 22 |
| YRUU | 10 | 7 | In Service | 10 | 7 |
| | | | | | |
| Total # | 44 | 61 | 43 | 60 | 55 |
| | | | | | |
| Youth Group | January 19 | 13 | February 9th | 12 | |

The OWL program is going well, we are having some space issues, but Montessori is letting us use their Library for the parent program when we need to. So that is great.

The YRUU Bazaar earned 1360 dollars! It was the first one of it's kind and I think that we will do this every year.

Restaurant Valentinos is going to be held Saturday, the 20th from 6-8pm. The prices are 30 dollars for a family of four, 10 dollars for a child and 15 for an adult. There will be four courses, salad, soup, entree and dessert. Entertainment will be provided by YRUU members.

Meetings with Sandy Hill are going well, although there is a growing frustration and worry about the 2016-2017 school year. Their enrollment will go down if building improvements affect another classroom in September, so I will be working closely with Clint and Greg to make sure this doesn't happen (hopefully).

Our numbers are increasing to "normal" levels that I have seen in the past years. I think that people have heard that Reverend Meghan is an excellent minister. Usually

attendance numbers decrease in interim minister years. I think we saw this in RE attendance in the fall, but the spring looks to be on track.

Thanks!
Alison

The Serving with Grace class started last Wednesday evening and will run for six weeks. We have a strong start with eager leaders, including two board members in the class. We are quickly filling up a secondary list should we decide to do another class.

Working with Heather S. to find a workable solution to kitchen challenges including green products vs low volunteer turnout. (Also looking for a replacement for her kitchen supervisory position)

Some solutions we are trying in a trial period:

1. The set up crew is now starting the first pot of coffee (for gathering hour) and light prep for refreshments so that our volunteers are simply doing one coffee hour and clean up instead of two.
2. Encouraging fruit and ready to eat healthy snacks that require less prep/clean-up and are more earth and health friendly.
3. Louise and I are researching lighter weight reusable cups & dinnerware.
4. "Use your own mug" idea. I'm pricing logo mugs and will explore SD County Health requirements for hand dish washing. (Members use and wash their own mug.)

The logo mugs have been a dream idea for a while- I'd love to have them for visitors but also ideally love to have personalized mugs as thank you gifts for volunteers etc- and could have for purchase to offset ordering costs as well. More details to come.

The discussion of green products and lower footprint food choices led to me exploring the "green sanctuary" status we have at UUFSD. I'm currently reaching out to EJTF volunteers to help me re-energize that commitment as part of prepping for an Earth Day event at the fellowship. Tentative save the date April 17th.

Just started working with auction committee and plans are underway. Apparently, there is a historical and noticeable lack of male representation volunteering for this event. Let's change that! I will be reaching out to the men's groups and others for a commitment to participate.

On that note- I need one volunteer from the board to act as liaison and co-cheerleaders for the auction. Mark is already the liaison for CommComm and Bob for Generosity Team and their roles will come into play for this event. So one other

besides them. Thank you!

This month has been a month of new beginnings. Our new senior discussion and activity group had their first meeting on Sunday, February 14 with over 20 people attending. The feedback and interaction I received from this group confirmed there is a real need for connections not just with a peer groups but individually and this will help them forge these relationships.

While starting the senior group I've Learned there are several members who move into senior facilities and stop coming to church because they don't have a ride anymore. I'd love to explore options for ridesharing for these members.

The reach out for the 'senior' group was a discussion catalyst for the "in between-ers" Adult group (for those 25-55 years old) that is now gathering momentum.

Members are reaching out to me for ways to connect in social ways with fellow members with activities outside the fellowship. Such extracurricular interaction leads to greater longevity/bonding in friendships and church involvement. This means we are on the right track! Yay team UUFSD!

Our first Council Meeting is on the calendar for **Sunday, February 28th- from noon to 1:15**. (Lunch will be served). Attendance by board members strongly encouraged and very appreciated! Meghan and I will work on an agenda and distribute prior to event. This will ideally be a leadership wide semi- annual meeting. This meeting was scheduled to encourage collaboration and communication within committees and staff; and to share strategy & goals to better serve our membership together. Please let me know of anything you'd like added to the agenda for discussion and/or review. Thank you in advance for saving the date for this important meeting and for encouraging attendance from your fellow leaders.

ADMINISTRATOR'S REPORT TO THE BOARD – FEBRUARY 2016

MEMBERSHIP STATISTICS

| | |
|--------------------------|-----|
| Total number of members: | 250 |
| Members emeritus: | 6 |
| Pledging friends: | 15 |
| Friends: | 63 |

Total number of members, pledging friends and friends: 334

SUNDAY ATTENDANCE 1/17/15 – 2/7/15

| Date | Age Group | 9:00am | 11:00am |
|------------|-----------|----------|---------|
| January 17 | Adult | 38 | 110 |
| | Child | 14 | 12 |
| | Teen | No count | 4 |
| | Staff | 5 | 5 |
| January 24 | Adult | 39 | 93 |
| | Child | 10 | 14 |
| | Teen | 2 | 10 |
| | Staff | 5 | 5 |
| January 31 | Adult | 112 | |
| | Child | 32 | |
| | Teen | 9 | |
| | Staff | 3 | |
| February 7 | Adult | 43 | 118 |
| | Child | 15 | 7 |
| | Teen | No Count | 7 |
| | Staff | 6 | 6 |

SITE USE AND RENTALS

Gave tour to Emily Jaksa and her fiancé for their August wedding.

MEMBER NEWS

Please see Livia Walsh for new member list

THE BOARD SHOULD KNOW

Kaiser Permanente has denied our recertification for April so we will no longer have a secondary group health insurance coverage. A procedure will need to be implemented for how to determine the amount employees pay for UUA coverage since we will no longer have Kaiser rate sheets as a benchmark.

Respectfully submitted,

Tracey Weiss
 Congregational Administrator

11:51 AM
 02/13/16
 Accrual Basis

The Unitarian Universalist Fellowship of San Dieguito
Balance Sheet
 As of January 31, 2016

| | Jan 31, 16 |
|--------------------------------------|-------------------|
| ASSETS | |
| Current Assets | |
| Checking/Savings | |
| WF \$ Market Savings x1459 | 8,688.36 |
| WF \$ Market Savings x1974 | 5,782.02 |
| WF Bus Chkg x3757 | 544,074.97 |
| Vanguard Money Market | 139,206.58 |
| Vanguard GNMA | 103,880.43 |
| Total Checking/Savings | 801,632.36 |
| Accounts Receivable | |
| Accounts Receivable | 117,412.85 |
| Total Accounts Receivable | 117,412.85 |
| Other Current Assets | |
| Undeposited Funds | 2,165.00 |
| Total Other Current Assets | 2,165.00 |
| Total Current Assets | 921,210.21 |
| TOTAL ASSETS | 921,210.21 |
| LIABILITIES & EQUITY | |
| Liabilities | |
| Current Liabilities | |
| Accounts Payable | |
| Accounts Payable | 3,169.98 |
| Total Accounts Payable | 3,169.98 |
| Other Current Liabilities | |
| LIA.NOT.08- Member Loan - CD | 5,000.00 |
| Payroll Liabilities | |
| LIA.PER.01 Payroll Taxes | 1,848.16 |
| Medical Liability | 2,965.62 |
| UUA Pension Liability | 1,073.33 |
| Payroll Liabilities - Other | 2,525.72 |
| Total Payroll Liabilities | 8,412.83 |
| Total Other Current Liabilities | 13,412.83 |
| Total Current Liabilities | 16,582.81 |
| Total Liabilities | 16,582.81 |
| Equity | |
| Dividend Income | 1,179.03 |
| Gains/Losses from Investments | -8,593.68 |
| FND.SPG.01 - Spirit Grant Fund | |
| FND.SPG.02 - Inittial Grant | 100,000.00 |
| FND.SPG.03 - D. of C. Wages | -10,528.86 |
| FND.SPG.04 - D. of C. -Taxes | -588.48 |
| FND.SPG.06 - D. of C. Expenses | -1,657.79 |
| Total FND.SPG.01 - Spirit Grant Fund | 87,224.87 |
| Opening Balance Equity | -1,813.82 |
| FND.COP.02 Copier Buyback Fund | -339.52 |
| Permanent Restricted | |
| FND.PGE.01 - Endowment Fund | 9,410.10 |
| Total Permanent Restricted | 9,410.10 |

11:51 AM
 02/13/16
 Accrual Basis

The Unitarian Universalist Fellowship of San Dieguito
Balance Sheet
 As of January 31, 2016

| | Jan 31, 16 |
|--|-------------------|
| Temp. Restricted | |
| Reserves (pe J.Penny) | |
| RES.AFR.01 - Appliance & Furn. | 1,924.09 |
| RES.BAG.01 - B&G Reserve | 24,240.95 |
| RES.SAB.01 - Sabbatical Reserve | 455.96 |
| RES.SND.01 - Sound Reserve | 2,366.24 |
| | 28,987.24 |
| Total Reserves (pe J.Penny) | 28,987.24 |
| Building Funds | |
| FND.CAP.01 - Capital Campaign | |
| FND.CAP.02-Cap Campaign Income | 952,441.49 |
| FND.CAP.03-Cap Campaign Expense | -336,460.36 |
| | 615,981.13 |
| Total FND.CAP.01 - Capital Campaign | 615,981.13 |
| Total Building Funds | 615,981.13 |
| Other Funds | |
| FND.LIB.02 - Lib Improv't Fund | 250.00 |
| FND.COF.02 -Coffee Fund | 221.40 |
| FND.CON.02 - Concert Fund | 2,542.27 |
| FND.DAY.02 - Day Laborer Lunch | 137.57 |
| FND.DBN.02 - DeBenneville Pines | 2,219.04 |
| FND.DRE.02 - DRE Discre. Fund | 1,338.97 |
| FND.HFH.02 - Homes 4 Hope | 17,980.81 |
| FND.JRU.02 -JR UU Fund | 1,100.11 |
| FND.MIN.02 - Min. Discr. Fnd. | 2,075.69 |
| FND.MWL.02 - Memorial Wall Fnd. | 1,918.64 |
| FND.REL.02 - RE Special Fnd. | 2,600.00 |
| FND.SAC.02 - SAC Schlrship/Art | 626.43 |
| FND.SPC.02 - Spcl. Coll. Fnd. | 225.91 |
| FND.YOU.02 - Youth Scholarship | 3,164.00 |
| FND.YRU.02 - YRUU Fund | 553.04 |
| | 36,953.88 |
| Total Other Funds | 36,953.88 |
| Committee Funds | |
| COM.SUN.04 - Worship Comm C/O | 9.99 |
| COM.ADL.04 - Adult Prms C/O | 442.20 |
| COM.SAC.04 SAC Comm Cryovr Fnd | 2,065.38 |
| COM.MUS.04 Choir/Music C/O | 645.64 |
| COM.LIB.04 Library Comm. Carryo | 2,342.50 |
| COM.CNX.04 Joy Comm. C/O | 36.17 |
| | 5,541.88 |
| Total Committee Funds | 5,541.88 |
| Total Temp. Restricted | 687,464.13 |
| Net Income | 130,096.29 |
| Total Equity | 904,627.40 |
| TOTAL LIABILITIES & EQUITY | 921,210.21 |

**UUFSD
PROFIT & LOSS STATEMENT
JUL-DEC 2015-16**

| | Jul 15 - Jan 16 | Budget | % of Budget | Annual Budget |
|---------------------------------|----------------------|----------------------|--------------------|----------------------|
| REVENUE | | | | |
| Fundraising | | | | |
| REV.AUC.01 - Auction Income | 3312 | 9333 | 35% | 16000 |
| REV.MIS.01 - Fundraising Income | 40 | 5833 | 1% | 10000 |
| REV.MIS.05 - Luncheon Income | 1351 | | | |
| Total Fundraising | <u>4703</u> | <u>15167</u> | <u>31%</u> | <u>26000</u> |
| Interest Income | 1 | 96 | 1% | 165 |
| Pledges | | | | |
| REV.PLG.01 -Pledge Current Yr | 180984 | 171997 | 105% | 294852 |
| REV.PLG.03 -Pledge Post Pay | 2275 | | | |
| Total Pledges | <u>183259</u> | <u>171997</u> | <u>107%</u> | <u>294852</u> |
| RE Program Income | | | | |
| REV.REL.01 RE Donations | 430 | 600 | 72% | 1000 |
| REV.REL.02 COA/OWL Fees | 40 | 1575 | 3% | 2700 |
| RE Program Income - Other | 160 | | | |
| Total RE Program Income | <u>630</u> | <u>2175</u> | <u>29%</u> | <u>3700</u> |
| REV.MIS.04 Misc. Contributions | 9975 | 2917 | 342% | 5000 |
| REV.SUN.01 - Sunday Collection | 9471 | 7583 | 125% | 13000 |
| Scripp Sales | 157 | 88 | 179% | 150 |
| Site Rental | | | | |
| REV.SIT.01 Sandy Hill | 14347 | 13872 | 103% | 23781 |
| REV.SIT.03 - Site Use Contrib. | 1814 | | | |
| REV.SIT.02 - Spc. Evnt. Rent | 1175 | 2625 | 45% | 4500 |
| Total Site Rental | <u>17336</u> | <u>16497</u> | <u>105%</u> | <u>28281</u> |
| TOTAL REVENUE | <u><u>225533</u></u> | <u><u>216520</u></u> | <u><u>104%</u></u> | <u><u>371148</u></u> |
| EXPENSES | | | | |
| Boards & Committees | | | | |
| COM.FND.03 Fundraising Comm. Ex | 310 | 875 | 35% | 1500 |
| COM.SAC.03 Social Action Comm. | 712 | 875 | 81% | 1500 |
| COM.PUB.03 Publicity Exp. | 1972 | 1692 | 117% | 2900 |
| COM.PCC.03 Pastoral Care Comm. | 0 | 175 | 0% | 300 |
| COM.MUS.03 Choir & Music Exp. | 1204 | 703 | 171% | 1205 |
| COM.MEM.03 Membership Comm Exp. | 565 | 423 | 134% | 725 |
| COM.FNF.03 Fun & Fellowship | -63 | 365 | -17% | 625 |
| COM.BRD.03 Board Expenses | 84 | 146 | 58% | 250 |
| COM.SUN.03 Worship Comm. | 1117 | 1283 | 87% | 2200 |
| Total Boards & Committees | <u>5900</u> | <u>6536</u> | <u>90%</u> | <u>11205</u> |

| | | | | |
|---------------------------------|-------|-------|------|-------|
| Administration Expenses | | | | |
| OPS.ADM.01 Postage | 457 | 408 | 112% | 700 |
| OPS.ADM.02 Office Supplies | 1488 | 1400 | 106% | 2400 |
| OPS.ADM.03 Copier | 3491 | 3208 | 109% | 5500 |
| OPS.ADM.05 Telephone & Internet | 2335 | 2008 | 116% | 3443 |
| OPS.ADM.06 Adm. Mileage Exp | 64 | 117 | 55% | 200 |
| OPS.ADM.07 Misc. Supplies | 300 | 88 | 343% | 150 |
| OPS.ADM.08 Website | 60 | | | |
| OPS.ADM.09 - Miscellaneous | 35 | | | |
| Total Administration Expenses | 8231 | 7229 | 114% | 12393 |
| Denomination Expenses | | | | |
| OPS.DEN.04 - Cluster Dues | 500 | 292 | 171% | 500 |
| OPS.DEN.02 - PSWD Dues | 0 | 3822 | 0% | 6552 |
| OPS.DEN.01 - UUA dues | 15120 | 8820 | 171% | 15120 |
| Total Denomination Expenses | 15620 | 12934 | 121% | 22172 |
| Finance Expenses | | | | |
| OPS.FIN.02 Bookkeeping Supplies | 1418 | 562 | 252% | 963 |
| OPS.FIN.06 Credit Card Fees | 1176 | 904 | 130% | 1550 |
| OPS.FIN.05 Other Finance Exp. | 3 | 88 | 3% | 150 |
| OPS.FIN.04 Pledge Campaign Exp. | 69 | 175 | 39% | 300 |
| OPS.FIN.03 Accounting Fees | 4328 | 4083 | 106% | 7000 |
| OPS.FIN.01 Payroll Fees | 1260 | 1356 | 93% | 2325 |
| OPS.INT.01 UUA Loan Expense | 0 | 88 | 0% | 150 |
| Total Finance Expenses | 8254 | 7255 | 114% | 12438 |
| Religious Exploration | | | | |
| COM.REL.03 RE Program Exp. | 1626 | 1575 | 103% | 2700 |
| COM.OWL.03 COA/OWL Exp. | 162 | 1750 | 9% | 3000 |
| Total Religious Exploration | 1788 | 3325 | 54% | 5700 |
| Site Operations | | | | |
| OPS.SIT.10 Audio/Visual Exp. | 222 | 117 | 190% | 200 |
| OPS.SIT.06 Monitoring Services | 0 | 287 | 0% | 492 |
| OPS.SIT.03 Gas & Electric | 2858 | 2710 | 105% | 4645 |
| OPS.SIT.07 B&G Maintenance | 3735 | 3074 | 122% | 5270 |
| OPS.SIT.01 Property Insurance | 3640 | 2150 | 169% | 3685 |
| OPS.SIT.02 Real Estate Taxes | 3691 | 2103 | 176% | 3605 |
| OPS.SIT.05 Water | 1266 | 2258 | 56% | 3870 |
| Site Operations - Other | 118 | | | |
| Total Site Operations | 15530 | 12697 | 122% | 21767 |
| Payroll Expenses | | | | |
| COM.PER.03 - Misc. Personel Exp | 320 | | | |
| PER.MIS.01 Misc. Personnel | 108 | 117 | 93% | 200 |
| PER.SIT.07 Worker's Comp Ins. | 2116 | 2450 | 86% | 4200 |

| | | | | |
|---|---------------|---------------|-------------|---------------|
| Site Support Staff | | | | |
| PER.SIT.01 -Childcare Wage | 3296 | 2858 | 115% | 4900 |
| PER.SIT.02 - Custodian | 3260 | 5833 | 56% | 10000 |
| PER.SIT.03 - Site Caretaker | 2848 | 3383 | 84% | 5800 |
| PER.SIT.04 - Special Event Wage | 0 | 758 | 0% | 1300 |
| PER.SIT.09 - Sound Technician | 4380 | 4171 | 105% | 7150 |
| PER.SIT.10 - Youth Support | 0 | 630 | 0% | 1080 |
| PER.SIT.11 - Lead Teach & Asst. | 1471 | 1458 | 101% | 2500 |
| Site ER Payroll Taxes | 945 | 1014 | 93% | 1739 |
| Total Site Support Staff | 16199 | 20107 | 81% | 34469 |
| Congregational Administrator | | | | |
| PER.OFF.05 Cong. Adm. Dental | 474 | | | |
| PER.OFF.01 Cong. Adm. Wages | 18603 | 18731 | 99% | 32110 |
| PER.OFF.02 Cong. Adm. UUA Pens. | 782 | 1405 | 56% | 2408 |
| PER.OFF.04 Cong. Adm. Medical | 5727 | 4865 | 118% | 8340 |
| PER.OFF.07 Cong. Adm LTD Ins | 177 | 187 | 95% | 321 |
| PER.OFF.08 - Admin. Prof. Exp. | 0 | 117 | 0% | 200 |
| Cong.Admin ER Payroll Taxes | 732 | 1433 | 51% | 2456 |
| Total Congregational Administrator | 26495 | 26737 | 99% | 45835 |
| Music Expenses | | | | |
| PER.MUS.12 Music Substitute | 120 | | | |
| PER.MUS.11 Accompanist Wages | 1830 | 4200 | 44% | 7200 |
| Choir Director | | | | |
| PER.MUS.02 Choir Dir. Prof. Exp | 704 | 729 | 97% | 1250 |
| PER.MUS.01 Choir Director Wage | 8052 | 7979 | 101% | 13678 |
| Music ER Payroll Tax | 584 | 932 | 63% | 1597 |
| Total Choir Director | 9340 | 9640 | 97% | 16525 |
| Total Music Expenses | 11290 | 13840 | 82% | 23725 |
| Director of RE | | | | |
| PER.DRE.05 DRE Dental | 250 | | | |
| DRE - ER Payoll Tax | 1529 | 2008 | 76% | 3443 |
| PER.DRE.02 DRE - UUA Pension | 2958 | 2554 | 116% | 4379 |
| PER.DRE.09 DRE Professional Exp | 1106 | 1167 | 95% | 2000 |
| PER.DRE.01 DRE Wages | 25932 | 26250 | 99% | 45000 |
| PER.DRE.07 DRE LTD Ins. | 252 | 252 | 100% | 432 |
| PER.DRE.06 DRE Life Ins. | 193 | 196 | 99% | 336 |
| PER.DRE.04 DRE Medical | 4595 | 3703 | 124% | 6348 |
| Total Director of RE | 36815 | 36130 | 102% | 61938 |
| Minister Expense | | | | |
| PER.MIN.07 Minister Profess. Ex | 2371 | 3500 | 68% | 6000 |
| PER.MIN.06 Minister Life Ins. | 45 | 315 | 14% | 540 |
| PER.MIN.05 - Minister's Dental | 56 | | | |
| PER.MIN.04 Minister Medical | 7097 | 5426 | 131% | 9302 |
| PER.MIN.02 Minister Housing | 17673 | 18655 | 95% | 31980 |
| PER.MIN.03 Minister UUA Pension | 4810 | 4898 | 98% | 8397 |
| PER.MIN.00 in Lieu of FICA | 3493 | 3481 | 100% | 5967 |
| PER.MIN.01 Minister Salary | 27617 | 26845 | 103% | 46020 |
| Total Minister Expense | 63221 | 63575 | 99% | 108986 |
| Payroll Expenses - Other | 888 | | | |
| Total Payroll Expenses | 157452 | 162956 | 97% | 279353 |
| RES.BAG.01 - B&G Reserve | 0 | 583 | 0% | 1000 |
| TOTAL EXPENSES | 212775 | 213516 | 100% | 366028 |
| NET INCOME | 12758 | 3003 | 425% | 5120 |