

The Unitarian Universalist Fellowship of San Diego

Profit & Loss Budget Performance

July 2017 through January 2018

Minutes of UUFSB Board Meeting

Tuesday, February 20, 2018, 6:30 pm

Rev. Meghan's Office

Board Members present:

Mark Tuller, *President*
Alisa Guralnick, *Secretary*
Robin Sales
Linda Giannelli Pratt
Rich Franzwa
Bob Quick, *Vice President*

Also present:

Rev. Meghan, *ex officio*
Alison A.L.G. McCleod, Director of Religious Education
Glen Bowden, Treasurer

Absent:

Ernest Dunn, new board member

Mark Tuller called the meeting to order at 6:35 pm. Linda gave opening words, and people checked in.

Decision items:

1. Motion to approve meeting minutes from 1/16/18:

Move: Linda Pratt

Second: Rich Franzwa

Call: Approved

2. RESOLUTION (via email from Mark Tuller):

The Board approves the solar system project as presented and authorizes the Board President to execute such contracts and promissory notes as in his judgment are necessary for the successful execution of the project, including promissory notes not to exceed \$50,000, in substantially the same form as presented to the Board, and ratifies the actions and agreements of the President and others to this point. The President is authorized to make such changes or additions to such contracts and notes and execute such revisions or change orders as he deems necessary within the scope of the project as presented to the Board.

Call: Approved via email

3. Motion: We move to appoint ERNEST Dun to fill the vacancy of Swagatam Mukhopadhyay's term.

Move: Linda Pratt

Second: Mark Tuller

Call: Approved

4. Motion: The Board approves the appointment of Chris Kolb to procure and install the partition in Founders Hall, and procure and install the glass wall, and replace the doors on the east side, under the supervision of the Dream Builders team, and with a specific timeline and dates of completion, to be provided in writing to the Board.

Move: Robin

Second: Bob Q

Call: unanimous

Action Items from last month (no changes):

- Earmarked donations (MT)- Mark gave an update, policy to be drafted by March 2018

New Action Items:

- Kitchen Repairs- to be addressed at March board meeting
- Linda Pratt to write newsletter article, encouraging luncheons, and to serve as 'champion' of luncheons
- Choir will sponsor a fundraising luncheon in the spring TBD
- Mark Tuller and Bob Quick will talk to the Men's Groups to see about the possibility of a Men's Group Chili Cook-off
- A suggestion was made that having Rev. Meghan's actual signature on pledge statements and other official letters may produce more and tangible results

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- Alison A.L.G. McLeod will continue to benchmark other congregations' RE programs

Information Items:

Staff reports attached and reviewed.

Financials review (Glen): The Finance Committee, in response to the rising interest rate environment, is moving money from Vanguard GNMA to Vanguard Money Market. A discussion was held about lower fundraising and specifically in luncheon income, and that we need a 'champion'. Linda will write something for the newsletter to encourage others; the choir is willing to do a luncheon later this spring. Ideas include bake sales, chili cook offs, ... Spending is well within, or under, budget at this point in the congregational year.

Rev. Meghan: Kay Bolden, our new Membership Coordinator: We are so lucky to have her! Meghan described Kay's background in non profit work in Chicago; Kay is retired now, but looking for something 'small' that she could believe in, and put her heart into.

Brief discussion topics:

- Report on progress of capital build projects / Dream Builders (Mark)- driveway project is in progress; the Administration Bldg. plans are completed, ready for Solana Beach City review; environmental report / next permit to be filed next week with Solana Beach hoping for approval in the spring 2018. Founders Hall improvements for east patio/ partition, with Alana Schuller in liaison role, has been successful in moving the process along (competitive bidding, sense of urgency, accountability and transparency).
- Approval of Chris Kolb for unpermitted capital build work (Mark)- with the request / support of Dream Builders. Cost = \$75,000 less those parts requiring permits. See motion, above.
 - Founders' Hall glass wall and new doors
 - Founders' Hall interior divider curtain wall
- *Kitchen building—next steps? How to pay for next steps? ON HOLD*
- Discussion of Pledge Drive culture change (Mark and Glen)
 - Continuous Giving
 - Blessings of Auto-Pay
 - Strive for Five
 - Accounts Receivable alignment (front vs. back end) – meaning, making sure that those who commit to auto-pay actually do set that up, and keep it up.
- Discussion/reminder of Leadership Dinner/Workshop, March 2 & 3 (Alisa)
 - All board members expected to attend & bring food to dinner on Fri 3/2, attend & participate in Saturday morning workshop (except BQ, who has opted out due to Haley's memorial service)
 - Alisa/Linda will send out requests for food via email in the next week
- Discussion/reminder of Board's Casas De Luz Build, March 17-18.
 - Fund-raising status
 - Builder participation status – need more builders.
- Report/discussion on picture directory, rollout, privacy- get the app! Use it!
- Discussion on the solar panel project (Mark)- there is some bureaucracy w/r/t the city of Solana Beach and the fire marshal, regarding requirements for walk space around the solar panels on the roof and placement of the panels and permitting issues.
- Discussion of Board Action List "Things to Get Done"

Deep Dive: Religious Education – Alison A.L.G. McLeod

RE: Alison's Sabbatical- discussion of time per week required to cover during her 18-week absence, beginning in September through December. She presented a brief overview, with hours and costs. We have had / will have an anonymous donation of \$5,000 to cover the costs of her sabbatical (pay for her replacement). She has proposed Katherine Buffington to act as Interim RE during her absence, who is already an experienced and effective teacher. If we offer \$20/hour at 10 hours a week * 18 weeks, that is a base cost of \$3,600 (plus taxes/etc.). Also- Ernie Dunn

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will take on the YRUU group during Alison's absence. Alison plans to achieve a specific RE Credential, during her sabbatical.

A discussion of enrollment and comparison to other similar-sized UU congregations (# enrolled, # members, annual budget) was held. Alison presented several documents that compare a variety of metrics across a variety of congregation sizes. We have consistently higher enrollment numbers, compared to similar sized congregations- due in part to the variety of programs (OWL, Coming of Age).

Alison is involved in a variety of UUA national initiatives, programs and volunteer activities (LREDA, curriculum issues). Discussion of paid vs. parent-centric/ volunteer teacher model; Alison presented her written rationale from 2014-2015 in support of paid teachers. Alison discussed many ideas she has for other programs- an Emerging Adults group, several one-off workshops or discussion topics. We need, as a fellowship, to foster the idea that 'these are all our children'.

Alison's idea for the website: "What to Expect on Sunday Mornings" – a funny, engaging step by step guide, with links to teacher bios, media links (like the Facebook UUFSD RE page, Instagram and Pinterest pages), interesting links and articles for the parents.

March and April –Board members came prepared at the MARCH meeting to propose Deep Dive topics for March and April.

- March: Budget brainstorming
- April: Personnel committee/ presenting recommendations for staff

Who do we need to thank this month?

- Stu Anderson- for new kitchen racks
- Susan Miller / Lisa Ackerman for Personnel Committee / hiring Kay Bolden
- Welcome aboard to Kay!

The meeting was adjourned at 9:00 pm.

Respectfully submitted,
Alisa Guralnick, Board Secretary

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UUFSD Board Meeting Agenda
February 20, 2018

1. Chalice Lighting & Opening Words (Linda) (6:30 PM)
2. Brief check-in
3. Items for celebration; tracking success; who do we need to thank this month?
4. Review and approve minutes from last month
5. Monthly Financial Review (Glen)
6. Report on Kay Bolden, Membership Coordinator (Rev M)
7. Appoint Ernie Dun to fill out Swag's Board term
8. Report on progress of capital build projects (Mark)
9. Approval of Chris Kolb for unpermitted capital build work (Mark)
 - a. Founders' Hall glass wall and new doors
 - b. Founders' Hall interior divider curtain wall
10. Kitchen building—next steps? How to pay for next steps?
11. Discussion of Pledge Drive culture change
 - a. Continuous Giving
 - b. Blessings of Auto-Pay
 - c. Strive for Five
 - d. A/R alignment (front vs. back end)
12. Discussion/reminder of Leadership Dinner/Workshop, March 2 & 3 (Alisa)
 - a. All board members expected to attend & bring food to dinner on Fri 3/2, attend & participate in Saturday morning workshop (except BQ, who has opted out due to Haley's memorial service)
 - b. Alisa/Linda will send out requests for food via email in the next week
13. Discussion/reminder of Board's Build, March 17-18.
 - a. Fund-raising status
 - b. Builder participation status
14. Report/discussion on picture directory, rollout, privacy
15. Information Items
 - a. Monthly reports: Rev. M, RE, Admin, Music—no discussion unless something needful
 - b. Report on solar panel project—Mark
 - i. NOTE FOR RECORD: Board OK'd following resolution via email:
"The Board approves the solar system project as presented and authorizes the Board President to execute such contracts and promissory notes as in his judgment are necessary for the successful execution of the project, including promissory notes not to exceed \$50,000, in substantially the same form as presented to the Board, and ratifies the actions and agreements of the President and others to this point. The President is authorized to make such changes or additions to such contracts and notes and execute such revisions or change orders as he deems necessary within the scope of the project as presented to the Board."
 - c. **Lightning Round:** Review Board goals list—one or two sentence updates if not already covered
 - d. Report on action items from last month—if not already covered

8:00 PM < Break for snacks >

16. Thoughtful discussion topic for the month (*8:00 pm-ish*)
 - a. **Religious Education—Alison**

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- b. Next Up:
 - i. March—preliminary budget ideas?
 - ii. April—suggestions?
- 17. Leftovers [second thoughts on things, items we forgot, etc.]
- 18. Review of action items/decisions
- 19. Items for next month's meeting – if any
- 20. Adjourn (9:00 PM)

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February Report to the UUFSD Board

Rev. Meghan Cefalu

February 19, 2018

Greetings all,

We have hired a new **Membership Coordinator**! Kay Bolden joined the staff of UUFSD on 2/14/18. Kay is eminently skilled having been the director of a community center serving a low-income neighborhood outside of Chicago for 26 years. She is mostly retired but wanted a small job doing something she feels is in alignment with her values. She sounds as excited to be working with us as we are to have her. I look forward to introducing her to you/the congregation on the 25th.

I am still working on pulling together the leadership of the **Racial Justice Task Force** to continue the work we began in Beloved Conversations. The challenge has been in how to constitute the leadership of this work. I will focus on this in the coming weeks and report to you next month on our progress.

The **Pledge Team** has been working hard to roll out the new Three Pillars (Continuous Giving, Auto-Pay and Strive for 5%) for this year's drive. I'm very pleased with how this is coming together and believe these three points of focus will help streamline the giving process as well as educate folks about the true cost of running our Fellowship and their role and responsibility.

This congregation really needs a **Stewardship Committee** – a dedicated group focused not just on each year's pledge drive but on helping to develop and nurture healthy giving to the congregation all year long. I hope the Board and Nom Com/Leadership Development will make the creation of such a team a focus.

In the interest of greater communication and connection with the congregation. I will begin writing a monthly column/article in our newsletter in March. Ideally this will be a blog post on our new website once we make the switch from our old website.

Thank you each and all for your dedication to our beloved fellowship,

Rev. Meghan ☺

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ADMINISTRATOR’S REPORT TO THE BOARD – FEBRUARY 2018

MEMBERSHIP STATISTICS

Total number of members: 229
 Members emeritus: 7
 Pledging friends: 13
 Friends: 53

As of 2/16/18 - Total number of members, pledging friends and friends: 302

SUNDAY ATTENDANCE

| Date | 9:00am | 11:00am |
|--------------------|-----------|------------|
| | | |
| January 14 | 55 | 109 |
| January 21 | 66 | 72 |
| January 28 | 79 | 139 |
| | | |
| February 4 | 75 | 95 |
| February 11 | 77 | 85 |

SITE USE AND RENTALS

Dmumit Hose will have her 80th Birthday here on March 24th. Total rental income of \$1,450. \$100 deposit has been paid.

Olivia Fleming, granddaughter of members David and Leticia Fleming, will be having her wedding here in 2019. She has paid her \$100 deposit to hold the date.

MEMBERSHIP CHANGES

Joey Elwell has resigned his membership from UUFSD.

ITEMS FOR THE BOARD’S CONSIDERATION

- Our Saturday custodians have been working for us on and off for many, many years. Most recently, David Miller brought them back in late 2014. We hired them at the rate of \$200 every two weeks. Since then we have only given them an increase of \$10 per month. Would the Board please consider the possibility of increasing their pay since it is going on 4 years now that they’ve most recently worked for the Fellowship. They are a great family and deserve at least a small increase.
- I believe there has been some discussion regarding changing our bank from Wells Fargo to one that is more customer friendly. Our bookkeeper asked me to suggest Union Bank as a possibility. She said of all the banks she deals with in her line of business, Union Bank has a great website, great customer service, and personal representatives. They will send someone to us to set up a new account. And they had excellent merchant services.

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- Going forward, please check with the administrator before scheduling any construction work so we can avoid conflicts with upcoming UUFSD events. Any construction delays should also be reported to the administrator immediately.

Respectfully submitted,

Tracey Weiss
Congregational Administrator

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Congregational Year 2017-2018
Things to Get Done

| Big Tangible To-Do's | Responsibility | Comments/status |
|---|-----------------------|---|
| Physical plant | | |
| Memorial Wall installed | Mark Tuller | <i>On track.</i> Jerry Thiebolt's unfired sculpture approved for 3/18 install |
| Driveway straightened | Alana Schuller | <i>On track.</i> Kolb's subcontractor working; finish in 3/18 |
| CUP approved | Alana Schuller | <i>Revising & resubmitting.</i> Domus revising latest draft for submittal 3/18 to City |
| Phase I build begun | Alana Schuller | <i>Back on track.</i> Office, Founders' Hall & shed OK'd by Coastal Comm; Office plans almost done for permitting & bidding (Kolb); Kolb to do non-permitted work |
| Construction oversight | Alana Schuller | <i>On track.</i> Good progress toward rigorous oversight; hats off to Alana & Chris F |
| <i>New Item:</i> Solar panels installed | Linda, Mark | <i>On fast track.</i> Contract signed, finishing financing & roofing contract. Debbie H. |
| Finances/ Culture of Generosity | | |
| Sandy Hill issues solved | Mark Tuller | <i>Delayed.</i> New tenant fell thru, will resolicit the market in Spring, 2018. Need new point person to lead. Stu Anderson, Steve Rosen, John Drummond for now. |
| Capital Campaign renewed | Bob Quick | <i>On hold.</i> Until construction is obvious |
| B&B program running | ? Bob Quick/ Glen | <i>No progress, no champion.</i> Lisa Shaffer. <i>On hold</i> |
| Site rental/site usage increased | ? | <i>No progress, no champion.</i> Tracey Weiss. <i>On hold</i> |
| Legacy Society plaque installed | Mark Tuller | <i>Slightly delayed.</i> Fabricated; delivered. Hanging in 4/18. Caroline & Rigdon |
| Pledges increased; auto-rollover? | BQ/Glen B | <i>In progress.</i> 3 cultural changes announced; drive underway |
| Fun | | |
| Drumming & cool events happen | Swag for Holi | <i>Hindu Holi (festival of colors) will not happen; drumming going fine. DONE</i> |
| Luncheons/potlucks as good as last yr | Rich Franzwa | <i>Not so well.</i> Have had a few luncheons but not really organized |
| Volunteerism/ Culture of Service | | |
| Leadership Dev. Council dinners | Alisa Guralnick | <i>In progress.</i> Oct. session was a success. Next is March. Christie Turner. |
| <i>New Item:</i> Leadership for next year | Meghan/Alisa/BQ | <i>In process.</i> Several Board members ID'd; still need some officers and chairs |
| Team Genero\$ity staffed | Bob Quick/ Glen B | <i>No progress.</i> |
| Serving with Grace class offered | Rev. Meghan | <i>Scheduled; in progress.</i> |
| Communications/ Culture of Welcoming | | |
| Photo directory complete | Mark | <i>DONE.</i> Instant Church Directory oiled out in Jan. Steve B loading pictures & data. |
| New website launched | Mark | <i>Good progress.</i> Alice in charge with didge's help. Rollout 3/31/18 |
| Monthly Board letter in newsletter | Mark | <i>Going OK.</i> Several editorials completed |
| Sustained external outreach | Swag? | <i>Need an External Publicity team for advertising, more signage, press & media, etc.</i> |
| Music | | |
| Music committee staffed | Chris L/ Rich | <i>Right now it's just Jill Ballard</i> |
| Board Work | | |
| Casas de Luz Board's build completed | Robin Sales | <i>On track.</i> Feb. 11 Bd bruncheon got nearly \$500. March 17-18 |
| Strategic Plan adopted | ? | <i>No progress, so far no interest.</i> Deep Dive in 2018 |
| Annual Ministerial Board Evaluation | Alisa | <i>We should really do this.</i> |
| RE kaizen | Swag/ Alison | <i>Deep dive 2/18.</i> Kaizen is Japanese concept of continuous improvement. |
| Documentarian/archives regularized | Mark | <i>No progress.</i> Need document retention P&P, curating of historical records, storage space sought in new build, perhaps digitization. Mark & Clint. Christie? |

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| Funding to be Restored | | |
|--------------------------------|--------------|--|
| UUA dues funding restored | ? | The opposite of fundraising. Need about \$17K to be fair share. |
| Reserves funding restored | ? | The opposite of fundraising: Need about \$5K to keep up. |
| Membership Coordinator funding | Alisa/Rev. M | OK for now. Reworked the job, hired Kay Bolden; enough money for 2 years. DONE |
| SJA/CDL funding | ? | The opposite of fundraising: We have things that need funding urgently. |

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| | | |
|----------------------------|-------------------|--|
| Concert series | Rich Franzwa | <i>DONE</i> . Taking it off the list. Coastal Concerts series came together. |
| Meghan's installation done | Robin /Linda G P | <i>DONE</i> . A wonderful event. Taking it off the list. |
| Pledge Team staffed | Bob Quick/ Glen B | <i>DONE</i> . Glen, Alice, & didge; also Debbie P for D4D |
| Auction chair staffed | Bob Quick/ Glen B | <i>DONE</i> . Patricia Cofre Stone |
| Children's choir | Chris L/ Rich | <i>IDEA REJECTED, NOT GONNA HAPPEN</i> . Why not? We have children. |
| Volunteer fair | ? | <i>IDEA REJECTED; NOT GONNA HAPPEN</i> . Are we doing this again this year? |

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Balance Sheet
As of January 31, 2018

| | Jan 31, 18 |
|---|------------------|
| ASSETS | |
| Current Assets | |
| Checking/Savings | |
| Vanguard GNMA | 581,182 |
| Vanguard Money Market | 127,380 |
| WF \$ Market Savings x1459 | 15,693 |
| WF \$ Market Savings x1974 | 5,786 |
| WF Bus Chkg x3757 | 216,106 |
| Total Checking/Savings | 946,147 |
| Accounts Receivable | |
| Accounts Receivable | 137,088 |
| Capital Campaign Pledges | 489,524 |
| Total Accounts Receivable | 626,612 |
| Other Current Assets | |
| Undeposited Funds | 5,968 |
| Total Other Current Assets | 5,968 |
| Total Current Assets | 1,578,726 |
| Other Assets | |
| Suspense | 600 |
| Total Other Assets | 600 |
| TOTAL ASSETS | 1,579,326 |
| LIABILITIES & EQUITY | |
| Liabilities | |
| Current Liabilities | |
| Accounts Payable | |
| Accounts Payable | 265 |
| Total Accounts Payable | 265 |
| Other Current Liabilities | |
| Bonus' Payable | -2 |
| Direct Deposit Liabilities | -6,738 |
| Payroll Liabilities | |
| LIA.PER.01 Payroll Taxes | 2,263 |
| Medical Liability | -10,731 |
| UUA Pension Liability | -493 |
| Payroll Liabilities - Other | 9,117 |
| Total Payroll Liabilities | 156 |
| Total Other Current Liabilities | -6,584 |
| Total Current Liabilities | -6,319 |
| Total Liabilities | -6,319 |
| Equity | |
| Dividend Income | 23,979 |
| FND.SPG.01 - Spirit Grant Fund | |
| FND.SPG.02 - Initial Grant | 100,000 |
| FND.SPG.03 - D. of C. Wages | -57,957 |
| FND.SPG.05 - D..of C. Benefits | -5,264 |
| FND.SPG.04 - D.o C.ER PayTaxes | -4,010 |
| FND.SPG.06 - D. of C. Expenses | -3,695 |
| FND.SPG.10 - Bathroom | 21,031 |
| SPG.FND.11 - Bathroom Expenses | -15,232 |
| Total FND.SPG.01 - Spirit Grant Fund | 34,874 |
| Gains/Losses from Investments | -19,333 |
| Opening Balance Equity | -1,814 |

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| | <u>Jul '17 - Jan 18</u> | <u>Budget</u> | <u>\$ Over Budget</u> | <u>% of Budget</u> | <u>Annual Budget</u> |
|--------------------------------------|-------------------------|----------------|-----------------------|--------------------|----------------------|
| Income | | | | | |
| Revenues | | | | | |
| Fundraising | | | | | |
| REV.AUC.01 - Auction Income | 1,325 | 0 | 1,325 | 100% | 17,000 |
| REV.MIS.01 - Fundraising Income | 7,124 | 4,667 | 2,457 | 153% | 8,000 |
| REV.MIS.05 - Luncheon Income | 340 | 1,458 | -1,118 | 23% | 2,500 |
| Total Fundraising | 8,789 | 6,125 | 2,664 | 143% | 27,500 |
| Interest Income | 3 | | | | |
| Pledges | | | | | |
| REV.PLG.01 -Pledge Current Yr | 222,011 | 184,321 | 37,690 | 120% | 315,978 |
| Total Pledges | 222,011 | 184,321 | 37,690 | 120% | 315,978 |
| RE Program Income | | | | | |
| REV.REL.01 RE Donations | 788 | 292 | 496 | 270% | 500 |
| REV.REL.02 COA/OWL Fees | 100 | 758 | -658 | 13% | 1,300 |
| Total RE Program Income | 888 | 1,050 | -162 | 85% | 1,800 |
| REV.MIS.04 Misc. Contributions | 6,817 | 7,292 | -475 | 93% | 12,500 |
| REV.SUN.01 - Sunday Collection | 6,746 | 8,750 | -2,004 | 77% | 15,000 |
| Scripp Sales | 36 | 44 | -8 | 82% | 75 |
| Site Rental | | | | | |
| REV.SIT.01 Sandy Hill | 14,841 | 14,765 | 76 | 101% | 25,311 |
| REV.SIT.02 - Spc. Evnt. Rent | 260 | 3,792 | -3,532 | 7% | 6,500 |
| REV.SIT.03 - Site Use Contrib. | 3,116 | 0 | 3,116 | 100% | 0 |
| Total Site Rental | 18,217 | 18,557 | -340 | 98% | 31,811 |
| Total Revenues | 263,507 | 226,139 | 37,368 | 117% | 404,664 |
| Total Income | 263,507 | 226,139 | 37,368 | 117% | 404,664 |
| Gross Profit | 263,507 | 226,139 | 37,368 | 117% | 404,664 |
| Expense | | | | | |
| Administration Expenses | | | | | |
| OPS.ADM.01 Postage | 401 | 525 | -124 | 76% | 900 |
| OPS.ADM.02 Office Supplies | 1,362 | 1,604 | -242 | 85% | 2,750 |
| OPS.ADM.03 Copier | 4,280 | 3,675 | 605 | 116% | 6,300 |
| OPS.ADM.05 Telephone & Internet | 1,740 | 2,625 | -885 | 66% | 4,500 |
| OPS.ADM.06 Adm. Mileage Exp | 75 | 88 | -13 | 85% | 150 |
| OPS.ADM.07 Misc. Supplies | 340 | 175 | 165 | 194% | 300 |
| OPS.ADM.09 - Miscellaneous | 5 | | | | |
| Total Administration Expenses | 8,203 | 8,692 | -489 | 94% | 14,900 |
| Bank Service Charges | 97 | | | | |
| Boards & Committees | | | | | |
| COM.BRD.03 Board Expenses | 0 | 125 | -125 | 0% | 125 |
| COM.COM.03 Communications Comm. | 1,318 | 554 | 764 | 238% | 950 |
| COM.FND.03 Fundraising Comm. Ex | 13 | 292 | -279 | 4% | 500 |
| COM.FNF.03 Fun & Fellowship | 86 | 263 | -177 | 33% | 450 |
| COM.MEM.03 Membership Comm Exp. | 563 | 817 | -254 | 69% | 1,400 |
| COM.MUS.03 Choir & Music Exp. | 904 | 1,458 | -554 | 62% | 2,500 |
| COM.PCC.03 Pastoral Care Comm. | 0 | 88 | -88 | 0% | 150 |
| COM.SAC.03 Social Action Comm. | 0 | 1,517 | -1,517 | 0% | 2,600 |
| COM.SUN.03 Worship Comm. | 704 | 1,458 | -754 | 48% | 2,500 |

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| | | | | | |
|---------------------------------|-------|-------|--------|------|--------|
| Total Boards & Committees | 3,588 | 6,572 | -2,984 | 55% | 11,175 |
| COM.MSC.03 - Ministerial Search | 432 | | | | |
| Denomination Expenses | | | | | |
| OPS.DEN.01 - UUA dues | 3,500 | 0 | 3,500 | 100% | 3,500 |

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| | <u>Jul '17 - Jan 18</u> | <u>Budget</u> | <u>\$ Over Budget</u> | <u>% of Budget</u> | <u>Annual Budget</u> |
|---|-------------------------|---------------|-----------------------|--------------------|----------------------|
| OPS.DEN.02 - PSWD Dues | 1,000 | 1,000 | 0 | 100% | 1,000 |
| OPS.DEN.04 - Cluster Dues | 0 | 0 | 0 | 0% | 500 |
| Total Denomination Expenses | 4,500 | 1,000 | 3,500 | 450% | 5,000 |
| Finance Expenses | | | | | |
| OPS.FIN.01 Payroll Fees | 103 | | | | |
| OPS.FIN.02 Bookkeeping Supplies | 288 | 379 | -91 | 76% | 650 |
| OPS.FIN.03 Accounting Fees | 4,992 | 4,375 | 617 | 114% | 7,500 |
| OPS.FIN.04 Pledge Campaign Exp. | 0 | 0 | 0 | 0% | 300 |
| OPS.FIN.05 Other Finance Exp. | 0 | 233 | -233 | 0% | 400 |
| OPS.FIN.06 Credit Card Fees | 757 | 700 | 57 | 108% | 1,200 |
| Total Finance Expenses | 6,140 | 5,687 | 453 | 108% | 10,050 |
| Payroll Expenses | | | | | |
| Congregational Administrator | | | | | |
| PER.OFF.01 Cong. Adm. Wages | 20,680 | 21,249 | -569 | 97% | 36,427 |
| PER.OFF.02 Cong. Adm. UUA Pens. | 2,051 | 2,125 | -74 | 97% | 3,642 |
| PER.OFF.03 - ER Payroll Taxes | 743 | 1,626 | -883 | 46% | 2,787 |
| PER.OFF.04 Cong. Adm. Medical | 6,110 | 6,904 | -794 | 88% | 11,836 |
| PER.OFF.06 Cong. Adm. Life Ins. | 0 | 78 | -78 | 0% | 134 |
| PER.OFF.07 Cong. Adm LTD Ins | 0 | 212 | -212 | 0% | 364 |
| PER.OFF.08 - Admin. Prof. Exp. | 0 | 117 | -117 | 0% | 200 |
| Total Congregational Administrator | 29,584 | 32,311 | -2,727 | 92% | 55,390 |
| Director of RE | | | | | |
| PER.DRE.01 DRE Wages | 30,646 | 31,033 | -387 | 99% | 53,200 |
| PER.DRE.02 DRE - UUA Pension | 2,975 | 3,103 | -128 | 96% | 5,320 |
| PER.DRE.03 - ER DRE Payoll Tax | 995 | 2,374 | -1,379 | 42% | 4,070 |
| PER.DRE.04 DRE Medical | 4,392 | 5,177 | -785 | 85% | 8,874 |
| PER.DRE.05 DRE Dental | 388 | | | | |
| PER.DRE.06 DRE Life Ins. | 0 | 193 | -193 | 0% | 331 |
| PER.DRE.07 DRE LTD Ins. | 299 | 310 | -11 | 96% | 532 |
| PER.DRE.09 DRE Professional Exp | 1,514 | 1,458 | 56 | 104% | 2,500 |
| Total Director of RE | 41,209 | 43,648 | -2,439 | 94% | 74,827 |
| Minister Expense | | | | | |
| Minister Benefits | | | | | |
| PER.MIN.00 in Lieu of FICA | 3,937 | 4,106 | -169 | 96% | 7,038 |
| PER.MIN.02 Minister Housing | 17,308 | 17,500 | -192 | 99% | 30,000 |
| PER.MIN.03 Minister UUA Pension | 5,215 | 5,367 | -152 | 97% | 9,200 |
| PER.MIN.04 Minister Medical | 8,464 | 6,781 | 1,683 | 125% | 11,624 |
| PER.MIN.06 Minister Life Ins. | 0 | 349 | -349 | 0% | 599 |
| PER.MIN.07 Minister LTD Ins. | 0 | 455 | -455 | 0% | 780 |
| PER.MIN.08 Minister Profess. Ex | 6,844 | 5,600 | 1,244 | 122% | 9,600 |
| Total Minister Benefits | 41,768 | 40,158 | 1,610 | 104% | 68,841 |
| Minister Wages | | | | | |
| PER.MIN.01 Minister Salary | 35,308 | 36,167 | -859 | 98% | 62,000 |
| Total Minister Wages | 35,308 | 36,167 | -859 | 98% | 62,000 |
| PER.MIN.09 - Sett'd Min Search | 0 | 0 | 0 | 0% | 0 |
| Total Minister Expense | 77,076 | 76,325 | 751 | 101% | 130,841 |
| Music Expenses | | | | | |
| Choir Director | | | | | |
| PER.MUS.01 Choir Director Wage | 16,131 | 16,742 | -611 | 96% | 28,700 |
| PER.MUS.02 Choir Dir. Prof. Exp | 1,012 | 1,266 | -254 | 80% | 2,170 |
| Total Choir Director | 17,143 | 18,008 | -865 | 95% | 30,870 |
| Music ER Payroll Tax | 545 | 1,560 | -1,015 | 35% | 2,674 |

The Unitarian Universalist Fellowship of San Dieguito
Profit & Loss Budget Performance
 July 2017 through January 2018

| | <u>Jul '17 - Jan 18</u> | <u>Budget</u> | <u>\$ Over Budget</u> | <u>% of Budget</u> | <u>Annual Budget</u> |
|------------------------------------|-------------------------|----------------|-----------------------|--------------------|----------------------|
| PER.MUS.11 Accompanist Wages | 540 | 3,646 | -3,106 | 15% | 6,250 |
| PER.MUS.12 Music Substitute | 3,600 | 408 | 3,192 | 882% | 700 |
| Total Music Expenses | 21,828 | 23,622 | -1,794 | 92% | 40,494 |
| PER.MIS.01 Misc. Personnel | 72 | 58 | 14 | 124% | 100 |
| PER.SIT.07 Worker's Comp Ins. | 4,955 | 2,200 | 2,755 | 225% | 2,200 |
| PER.SIT.12 - ER Payroll Taxes | 4,529 | 1,138 | 3,391 | 398% | 1,951 |
| Site Support Staff | | | | | |
| PER.SIT.01 -Childcare Wage | 2,450 | 2,800 | -350 | 88% | 4,800 |
| PER.SIT.02 - Custodian | 3,570 | 3,208 | 362 | 111% | 5,500 |
| PER.SIT.03 - Site Caretaker | 2,475 | 2,450 | 25 | 101% | 4,200 |
| PER.SIT.09 - Sound Technician | 4,695 | 5,717 | -1,022 | 82% | 9,800 |
| PER.SIT.11 - Lead Teach & Asst. | 3,773 | 3,908 | -135 | 97% | 6,700 |
| Total Site Support Staff | 16,963 | 18,083 | -1,120 | 94% | 31,000 |
| Payroll Expenses - Other | 271 | | | | |
| Total Payroll Expenses | 196,487 | 197,385 | -898 | 100% | 336,803 |
| Religious Exploration | | | | | |
| COM.OWL.03 COA/OWL Exp. | 0 | 817 | -817 | 0% | 1,400 |
| COM.REL.03 RE Program Exp. | 3,625 | 1,867 | 1,758 | 194% | 3,200 |
| Total Religious Exploration | 3,625 | 2,684 | 941 | 135% | 4,600 |
| Reserves | | | | | |
| RES.BAG.01 - B&G Reserve | 0 | 0 | 0 | 0% | 0 |
| Total Reserves | 0 | 0 | 0 | 0% | 0 |
| Site Operations | | | | | |
| OPS.SIT.01 Property Insurance | 0 | 3,750 | -3,750 | 0% | 3,750 |
| OPS.SIT.02 Real Estate Taxes | 1,938 | 3,785 | -1,847 | 51% | 3,785 |
| OPS.SIT.03 Gas & Electric | 2,458 | 2,625 | -167 | 94% | 4,500 |
| OPS.SIT.05 Water | 2,170 | 1,575 | 595 | 138% | 2,700 |
| OPS.SIT.07 B&G Maintenance | 4,447 | 4,008 | 439 | 111% | 6,870 |
| OPS.SIT.10 Audio/Visual Exp. | 7 | 306 | -299 | 2% | 525 |
| Total Site Operations | 11,020 | 16,049 | -5,029 | 69% | 22,130 |
| Total Expense | 234,092 | 238,069 | -3,977 | 98% | 404,658 |
| Net Ordinary Income | 29,415 | -11,930 | 41,345 | -247% | 6 |
| | 29,415 | -11,930 | 41,345 | -247% | 6 |