

**UUFSD BOARD MEETING MINIUTES**  
**October 17, 2018**

**Meeting called to order at 1:30 PM**

**Present:** J Ballard, G Bowden (through Treasurer Report only), Rev.M Cefalu, E Dunn, D Gottdank, R MacDonald, L Pratt, R Sales

**Absent:** A Schuller

**Guest:** J Sherman

Covenant read aloud for review

September Board meeting minutes approved.

**Staff Reports:** received and attached. Music Director reports keyboard needs to be replaced. A/V Reserves and Music budget can pay for without any remaining for the year. Board approved use of these funds for keyboard. Additional \$425 requested for equipment for non-staff to cover sound. Discussion deferred to next meeting as not able to quickly identify funding source. Discussed possibility of raising funds to replenish Music budget via end-of-year special project request or luncheon- no decision made.

**Treasurer Report:** Financial statements received and attached. Endowment Fund has been placed into new T- Bill account that is accruing interest. Expect \$61K from Spirit Rock matching fund grant for new Endowment commitments. Fund accounts need closer review and we could consider moving some unused funds to other needs. Debenneville fund has \$3500 balance.  
**ACTION:** Glen will check to ensure no outstanding money owed to DeB, then we can consider donating remainder to DeB. Source/accuracy of negative cash balance identified last month is not yet verified. 2018-2019 Expenses are \$20K over Income as of end of September- likely due to full payment of UUA dues and insurance bill. Sunday Service collection revenue is down.  
**ACTION:** Glen will ask Marta Giri if possible to create phone barcode for phone transfer of funds at Sunday Services

**Committee Reports:** received and attached

**1. Building & Grounds:** Dale reports concerns regarding few remaining undesignated upper parking lot spaces if one given to kitchen volunteer.

**MSC:** 1 upper parking lot space will be designated for kitchen volunteer. Next year Auction space will be moved to lower lot.

**ACTION:** Dale will communicate decision to B&G

**2. Environmental Justice:** announcement going in newsletter regarding state propositions related to environment

**3. Leadership Dev. Council:** recommends Stewardship Summit for all interested parties to brainstorm fundraising ideas, possibly replace auction. Board agrees to summit in concept.

**Action:** Rev. M will ask UUA fundraiser and District Executive for ideas.

**Old Business:**

- 1. Sabbatical Reserves:** Rev M has asked Chris Butler to talk to PUUF regarding their sabbatical experience, but no word back yet
- 2. Greeter and Welcome Table coverage:** all reminded to sign up for monthly greeter and weekly welcome table coverage via Sign-up Genius
- 3. Leadership Development Council Brunch & Workshop:** Rev M reviewed workshop plans (outline attached) 16 members are expected.  
**ACTIONS:** Linda will send out updated food assignments. Each board member to write 2-3 minute bio to focus on our own involvement at UUFSD, how contributes to personal growth. Arrive 8:30AM on 10/27 to set up food. Staff will set-up tables and A/V.
- 4. Committee sponsored brunches:** no update yet.  
**ACTION:** Linda to check P&P to confirm there is no contradiction to C Turner's request to reinstate luncheons for specific purposes

#### **New Business:**

- 1. Casas de Luz (CDL) request to hire Assistant:** Kathy Faller submitted rationale and proposed job description (attached) Salary (\$850/mo) and all associated payroll costs, disability and taxes will come from CDL account. Kathy would be supervisor. Rev M confirms that other congregations have hired staff in similar capacities. Liability will be covered under CDL policy  
**ACTION:** Robin will confirm liability will cover employee in Mexico.  
**MSC:** Approval to hire CDL Operations Assistant.
- 2. Kitchen and CUP Update:** John Sherman provided update on kitchen, CUP and Capital Campaign (letter attached). It is still not completely clear what remaining balance is owed for kitchen. John agreed to raise an additional \$2400 to cover quartz countertop that was not approved by board.  
Discussion of kitchen financing by Capital Campaign to include outstanding balance and replenish B&G reserves now empty. John relayed Finance Committee is unanimously opposed to CC funding of kitchen, as it was not included in Capital Campaign scope voted on by congregation. Question was raised whether congregation could be asked to vote an amendment to CC to include kitchen- no decision was made.  
**ACTION:** Glen to provide updated balance of kitchen payments/amount owed

**Meeting adjourned at 3:50 PM**

**NEXT MEETING: Wed November 14, 1:30-3:30**

**Ernie Dun will be absent Nov & Dec**

**Jill will be absent Nov, Linda agrees to take minutes**

Submitted by J Ballard, Secretary

Letter to Board for 10/17/18 meeting

Hi all,

Here are your questions, with my best current knowledge in the answers:

1. How much was the kitchen project in total?

The total spent for the kitchen repair is \$35,406.50. This does not include the cost of a new dishwasher, which has been estimated at about \$500.00

2. Please explain the reason the kitchen project (or a portion of it) cannot be paid out of CC funds.

The CC was conducted to raise money for specific projects, none of which includes the kitchen repair/remodel. These are listed under (3) below. During a recent Finance Committee meeting, when Mark was Chair of that committee while President of the Board, we were talking about the roof-work needed for Founder's Hall, to accommodate the solar panels. I knew that the library roof was old in and need of work. I suggested that we might get a lower price for the library if we did the work while the roofers were on campus for FH, and that CC funds might be used to pay for it, since it would be an improvement to the campus.

Mark immediately stated that the use of CC funds for roof repairs would not be allowed, since the funds are already earmarked for specific projects that we presented to the congregation, and which the congregation voted to approve. Of course I agreed, and felt a little foolish for bringing it up, because Mark was clearly right on that. There are a lot of things that need work, the stairs and walkways, the roof of the library. But they are not part of the CC, as all of the CC funds were raised, are designated to be used only for, CC projects.

3. What are the fellowship projects that fall under the CUP, including any asphalt or stairway repairs?

The main projects are the amphitheater, kiosk, pathways to the amphitheater, and the parking lot, with the turn-around at the west end and 21 new parking spaces. This is the original Phase 1 of the overall projects that were outlined in the CC brochure. Then, to try and mitigate the loss of Phase 2, additional projects were added: The office expansion and remodel, Founder's Hall movable soundproof partition (to create two meeting spaces instead of one), and east side work to create more seating capacity. The classrooms and YRUU refurbishments, along with the repair of the entrance driveway, were also included.

The office refurbishment would include repair of the asphalt walkway from the parking lot to about the path into the library.

Also, a quick update on where we are with the CUP.

We are dealing with new challenges that have been thrust in our path. The city is now asking us to build a sidewalk from the school on the corner to the east side of our space on Solana Drive. This would cost at least \$100,000.00. We are also contesting their assertion that we may need to pay mitigation fees (\$90,000) for our intrusion on Environmentally Sensitive Habitat Area (ESHA). Additionally, we are seeking a variance for the (25+)% slope from the back of the amphitheater to the parking lot below. These issues are currently being addressed. So where are we? Every time I've given an expected CUP completion date, I've been wrong, as new issues are thrust before us. But I'll hazard a guess of 4 months.

4. Do you have a projection for how much we will need to raise in the fall in order to complete all projects?

We were given approximate pricing, in 2015, by our architect of about \$1,370,000, for the projects listed above. We currently have about \$840,000 in funds, with about \$300,000 more coming in, including \$200,000 from the Spirit Level Foundation and more than \$100,000 pledged by our members, but not yet received. So if it all comes in, we'll have about \$1,140,000, which leaves us over \$200,000 short.

The problem with this estimate is that the pricing given us is now over 2 years old, and I expect that the prices have increased. But we really won't know the pricing until we engage with a contractor and receive a firm bid for the work. I will state that it seems reasonable that we would have to raise at least \$400,000 more, to be safe.





**BOARD LIAISON REPORTS**  
**October 2018**

**Buildings and Grounds Committee- Dale Gottdank**

Coordinating with Ken Schultz regarding signage for a kitchen volunteer parking space in the upper lot. There are concerns about too many exclusive spaces.

**Design Review Committee- Dale Gottdank**

Nothing to report.

**Casas de Luz- Robin Sales**

Kathy Faller is requesting that the Board approve a part time employee for Casas de Luz paid out of CDL funds. A proposed job description is attached. We discussed this with Meghan yesterday and she is going to talk to some colleagues about similar situations.

From Kathy-

Roughly for the last two years our receipts have been around \$250K.

It breaks down into three major categories:

- |  |          |
|--|----------|
| 1) sponsored home builds: 20 homes @\$6k per home            | \$120K   |
| 2) Community center materials donation Lazarian World homes: | \$120k   |
| 3) Misc. programs with fundraising or sponsors:              | \$10-30K |

Misc. programs includes Christmas parties, Breakfast club, HOE grant, new community center labor and programs

We have been stretched thin this year with building 20 homes and the other activities. To build 20 homes has required some weekends with 2 homes being build, which requires two teams of builders and leaders. I try to participate in all of the home builds which has created difficulties when there was a family emergency. Volunteers have filled in all of the times which I'm very grateful for. Each home build requires front end logistics, builder meeting, food shopping, team logistics. We have found this year that many of the front end logistics occur on weekends and are in conflict with concurring builds. Our volunteers are great and fill in but there is zero excess capacity with 20 homes.

A large group of volunteers comes from our high school clubs (5 high schools). They are team leaders on the builds, sponsor their own builds and participate in other community center programs. To organize this group requires managing the leadership team of interns. We currently have 12 interns who lead the high school programs. I have personally led this group but have noticed that the last two years they have needed more structure than I could provide. With more direct attention, we could have been more effective in our other programs.

Another area that we have seen difficulty is with our Heaven on Earth (HOE) grant. They have provided funding of \$225 per home to purchase welcome baskets for the families. Initially I selected a volunteer to coordinate this program and it didn't go very well. We now have a new volunteer who is doing a great job but it is time consuming to do the shopping, packing and delivery of the gift items. This grant has great potential for future builds, but we have to show good performance. I also should be more connected with HOE but haven't had to time to follow up and set strategy for the future.

So that is the current state of 2018, its the future activities that will put us over the top with our current structure. In planning for 2019, I started with the question of what needs to change for us to be able to build 40 homes? I reached two conclusions very quickly. First, Casas de Luz does not have the capacity to build 40 homes with our current volunteers. It would require a dedicated person just to coordinate all of the logistics for this number of builds. Second, I would need to shift my activities from logistics to identifying sponsors and cultivating their enthusiasm for Casas de Luz. We have many leads for new sponsors that I haven't been able to follow-up with because I have been doing logistics. Some groups that are in this category are: Rotary (2 current groups); YMCA Trailblazers (2 current groups); church youth groups (4 current churches). We have already made good inroads with these groups but there is much more potential.

An example of a growth project is one of our high school interns wants to develop aquaponics at our new community center. He is working with a aquaponics company to develop the plans and created a web site for fundraising. This project will require \$10-15K to complete and I am very confident that he is going to raise the money. He is going to need some mentoring support to have this project be successful.

In regards to infrastructure changes, the biggest one is a paid employee to be responsible for the operations logistics and our high school programs. There may also be a need for bookkeeping support and building tools. We currently pay for a storage facility in Mexico and have three other facilities that are provided for free. Our gas and Aduana fees are funded through consignment activities.

The bottom line is that I have been doing triage with my time and we have been growing. In planning for the future though this is not sustainable for Casas de Luz.

### **Environmental Justice- Linda Giannelli Pratt**

A meeting was held on Sunday, Oct 7th, and there were about 10 people in attendance. The agenda included a recap of accomplishments from last year and ideas for future projects. They include:

1. Planting about a dozen Butterfly Milkweed plants, being coordinated in concert with the Building and Grounds Committee;
2. Summarizing voter education information about propositions that have an environmental impact; and
3. Conducting a new survey of the congregation to determine other projects that may be of interest.

We also discussed the kitchen and one of the members of the EJTF said she would be happy to volunteer with Louise and would take responsibility for clean-up of plates and cups.

### **Library, Communications- Rich Macdonald**

Nothing new

### **Leadership Development- Jill Ballard**

I. Board/Leadership Brunch

Oct. 22, 2018

Set up begins at 8:30am Use tablecloths and have a buffet.

9am Socializing, fixing a plate, finding a seat  
9:15: Icebreaker (favorite fellowship experience)  
9:45: Slide show  
Q and A as we go along  
10:30am Break into small groups  
    1<sup>st</sup> topic: What is going well at UUFSD? What could we improve?  
    2<sup>nd</sup> topic: Using time wisely...paper plate exercise Rev Meghan will explain  
11:15am Debrief in the large group. What stood out  
Talk about future needs at UUFSD (e.g. stewardship, design review, and kitchen)  
Open conversation. Finish up.

## II. Stewardship ideas

The board has asked LDC to help with enlivening the fundraising functions at the fellowship. Our strategy has been to attempt to staff the four major events:

Art Fair: Betsy Gilpin and Karen Eckhardt

Dining 4 Dollars: Christie Turner, Lisa Shaffer, and Caroline DeMar (would like to do sign ups on Dec. 1 and Dec. 9 with all events to begin in January.

Pledge Campaign: Dave Masser-Frye is willing to continue with the technology aspect. Need publicity and marketing to support the new automatic renewal. Also seeking to train someone to replace Dave.

Auction: Since even recruiting for D4D was difficult, wonder if we need to rethink the auction.

Lisa Shaffer suggests a Stewardship Summit with concerned members brainstorming for a novel approach. Her notes:

I would like to have a kind of financial summit and invite anyone who thinks we do too much fundraising, who wants to help with fundraising, etc. and talk about how we should make sure we have enough money. I would love to see something other than an auction – to try something different, but I don't know what, and I'm going to be in Europe from mid-April till probably the end of May, so I won't be around to help. It would be good to talk to other congregations and UUA and get some help and some new energy. The D4D component of the last auction was productive, but the live auction piece was kind of sad and had a small number of people and basically the same old people. I'd be happy to help with a brainstorming session, but can't take on any additional work right now.

## **Music- Jill Ballard**

Libby Scott is moving forward with Coastal Concert Series to start in December.

Chris Lehman reports that the electric keyboard, though recently repaired, is still not working poorly.

From Chris-"My feeling is, maybe it's worth a shot to try fixing it one more time, especially if we can hold services inside 10/21 and possibly beyond. If we can't get it fixed, we need to buy a new one. The one I'm looking at costs \$1300, but I have not researched thoroughly to be sure that it is a good enough one. I can also put out the word to members about our need, but we'd want to only accept a keyboard which has certain specs and meets our needs. Obviously, all of this needs to happen fast, or we'll have to be content to hold services inside. Katie is only playing the simplest music when possible and sweating when she has some more elaborate accompaniment."

If the \$1300 model proves adequate, there is \$400 left in the Sound Reserves and Chris feels the Music budget could probably absorb the remaining \$900 if needed (at the expense of purchasing new music).

## **RE- Katherine Buffington, Interim DRE**

As of the service on 10/7/18, average attendance was as follows:

Childcare: Average for the first service was one child, while second service was three to four.

PreK/K: Average for the first service was two children, while second service was one.

1-3: Average for the first service was approximately four children, while second service was 4.25.

4-6: Average for the first service was one child, while second service was 3.5.

The combined JRUU/YRUU session is seeing an average attendance of 5.

Some highlights of this month's session have been the 4-6 graders making cards with their ideas for random acts of kindness; Colin Watts stepping up and leading the YRUU class when neither Ernie nor Jen was available on October 7th; and Barbara stepping into her role as PreK/K teacher in light of Emerson's departure. Sheryl, Liora, and Danielle continue to be an excellent team; the average for their classes is low solely because of Danielle's absence due to sickness on October 7th, so the children joined the 1-3 class.

In order to increase attendance, I think that childcare and RE should receive a greater emphasis on the website and in our literature for visitors. Additionally, I'd like to have a few events (like a Spring Carnival or something similar) that are open to the public, especially our neighbors and the Sandy Hill families.

Report to the Board – September and October  
October 16, 2018  
Rev. Meghan Conrad Cefalu

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Generally speaking things are going along just fine at UUFSD. There is a lot of energy on Sunday mornings, a plethora of programs, and not enough volunteers to do everything – all (mostly) normal signs of a healthy congregation. (I'm deeply appreciative of the Leadership Development Committee's efforts to fill volunteer vacancies.) Here are some highlights from my perspective from September and October:

**Programs/Events**

- Fun and Fellowship: The swap that Louise Garrett facilitated was a hit. It was a social event as well as a fun and practical exchange of belongings. I left with more than I brought to donate. 😊 Some of our newer visitors participated and are now looking to become members.
- Adult Education:
  - 9/18 - Lisa Shaffer offered a class on Getting Things Done. Eight people attended.
  - The next series of my Serving With Grace class begins this month. The first class is this Saturday, Oct 20 from 9a-12p.
- Sacred Circles: The annual All Fellowship Sacred Circle was on Sunday 9/30 – there was great interest and many newer folks joined in. The new small groups are now off and running.
- Racial Justice Task Force: All-congregation book study “So You Want to Talk About Race?” by Ijeoma Oluo. Last Sunday we held the first of three discussion sessions to discuss the book. We had 20 people in attendance. I strongly recommend the members of the Board read this book and attend subsequent discussion sessions. This is a major area of focus for the congregation. It would support our growth as a congregation if the leaders are also participating. Next dates are Sundays after the 11am service: October 28 and November 11.

**Staff**

- We hired Joe Cantrell on September 6<sup>th</sup> as Sound Technician to replace Caroline Miller. He was recommended by Caroline and worked with her/us over the summer. He is very knowledgeable and is working out well thus far.
- Katherine Buffington is doing a very fine job covering for Alison during her sabbatical.

**Committees/Pastoral Care**

- Membership – next Friday is the first new member orientation of this new church year. Kay has had a tough time finding a time when most people could meet. 20 have RSVP'd for next Friday's event!
- Worship – we will be training three new worship associates in the coming weeks. Next Worship Playshop will be Saturday November 17<sup>th</sup> (this is where we do skill-building and planning for upcoming services).

The Unitarian Universalist Fellowship of San Diegoito  
**Profit & Loss Budget Performance**  
July through September 2018

	<u>Jul - Sep 18</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Income</b>				
<b>Revenues</b>				
<b>Fundraising</b>				
REV.AUC.01 - Auction Income	4,471.00	0.00	4,471.00	100.0%
REV.MIS.01 - Fundraising Income	148.82	0.00	148.82	100.0%
REV.MIS.05 - Luncheon Income	0.00	375.00	(375.00)	0.0%
<b>Total Fundraising</b>	<b>4,619.82</b>	<b>375.00</b>	<b>4,244.82</b>	<b>1,231.95%</b>
Interest Income	0.92			
<b>Pledges</b>				
REV.PLG.01 -Pledge Current Yr	85,252.92	82,352.00	2,900.92	103.52%
<b>Total Pledges</b>	<b>85,252.92</b>	<b>82,352.00</b>	<b>2,900.92</b>	<b>103.52%</b>
<b>RE Program Income</b>				
REV.REL.01 RE Donations	480.00	250.03	229.97	191.98%
REV.REL.02 COA/OWL Fees	60.00	49.97	10.03	120.07%
<b>Total RE Program Income</b>	<b>540.00</b>	<b>300.00</b>	<b>240.00</b>	<b>180.0%</b>
REV.MIS.04 Misc. Contributions	2,660.39	3,250.03	(589.64)	81.86%
REV.SUN.01 - Sunday Collection	2,955.77	3,499.97	(544.20)	84.45%
Scripp Sales	16.80	62.53	(45.73)	26.87%
<b>Site Rental</b>				
REV.SIT.01 Sandy Hill	7,050.00	10,500.00	(3,450.00)	67.14%
REV.SIT.02 - Spc. Evnt. Rent	120.00	1,000.03	(880.03)	12.0%
REV.SIT.03 - Site Use Contrib.	489.00	1,249.97	(760.97)	39.12%
<b>Total Site Rental</b>	<b>7,659.00</b>	<b>12,750.00</b>	<b>(5,091.00)</b>	<b>60.07%</b>
Revenues - Other	0.00	0.00	0.00	0.0%
<b>Total Revenues</b>	<b>103,705.62</b>	<b>102,589.53</b>	<b>1,116.09</b>	<b>101.09%</b>
<b>Total Income</b>	<b>103,705.62</b>	<b>102,589.53</b>	<b>1,116.09</b>	<b>101.09%</b>
	103,705.62	102,589.53	1,116.09	101.09%
<b>Expense</b>				
<b>Administration Expenses</b>				
OPS.ADM.01 Postage	106.59	175.03	(68.44)	60.9%
OPS.ADM.02 Office Supplies	472.26	625.03	(152.77)	75.56%
OPS.ADM.03 Copier	1,568.37	1,750.03	(181.66)	89.62%
OPS.ADM.05 Telephone & Internet	645.37	750.00	(104.63)	86.05%
OPS.ADM.06 Adm. Mileage Exp	45.78	37.50	8.28	122.08%
OPS.ADM.07 Misc. Supplies	0.00	0.00	0.00	0.0%
OPS.ADM.09 - Miscellaneous	3.60	100.03	(96.43)	3.6%
<b>Total Administration Expenses</b>	<b>2,841.97</b>	<b>3,437.62</b>	<b>(595.65)</b>	<b>82.67%</b>
Bank Service Charges	50.00			
<b>Boards &amp; Committees</b>				
COM.BRD.03 Board Expenses	77.57	0.00	77.57	100.0%
COM.COM.03 Communcations Comm.	800.31	659.28	141.03	121.39%

The Unitarian Universalist Fellowship of San Dieguito  
**Profit & Loss Budget Performance**  
July through September 2018

	<u>Jul - Sep 18</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
COM.FND.03 Fundraising Comm. Ex	364.15	124.97	239.18	291.39%
COM.FNF.03 Fun & Fellowship	0.00	0.00	0.00	0.0%
COM.MEM.03 Membership Comm Exp.	455.26	250.03	205.23	182.08%
COM.MUS.03 Choir & Music Exp.	321.54	499.97	(178.43)	64.31%
COM.PCC.03 Pastoral Care Comm.	0.00	37.50	(37.50)	0.0%
COM.SAC.03 Social Action Comm.	2,720.73	2,931.28	(210.55)	92.82%
COM.SUN.03 Worship Comm.	680.51	675.00	5.51	100.82%
<b>Total Boards &amp; Committees</b>	<b>5,420.07</b>	<b>5,178.03</b>	<b>242.04</b>	<b>104.67%</b>
<b>Denomination Expenses</b>				
OPS.DEN.01 - UUA dues	18,340.00	13,860.00	4,480.00	132.32%
OPS.DEN.02 - PSWD Dues	0.00	4,480.00	(4,480.00)	0.0%
OPS.DEN.04 - Cluster Dues	0.00	0.00	0.00	0.0%
<b>Total Denomination Expenses</b>	<b>18,340.00</b>	<b>18,340.00</b>	<b>0.00</b>	<b>100.0%</b>
<b>Finance Expenses</b>				
OPS.FIN.01 Payroll Fees	68.57			
OPS.FIN.02 Bookkeeping Supplies	206.11	162.47	43.64	126.86%
OPS.FIN.03 Accounting Fees	3,131.60	2,250.00	881.60	139.18%
OPS.FIN.04 Pledge Campaign Exp.	0.00	0.00	0.00	0.0%
OPS.FIN.05 Other Finance Exp.	89.50	618.75	(529.25)	14.47%
OPS.FIN.06 Credit Card Fees	258.82	300.00	(41.18)	86.27%
<b>Total Finance Expenses</b>	<b>3,754.60</b>	<b>3,331.22</b>	<b>423.38</b>	<b>112.71%</b>
<b>Payroll Expenses</b>				
COM.PER.03 - Misc. Personel Exp	72.00			
<b>Congregational Administrator</b>				
PER.OFF.01 Cong. Adm. Wages	9,800.00	9,105.00	695.00	107.63%
PER.OFF.02 Cong. Adm. UUA Pens.	980.00	910.50	69.50	107.63%
PER.OFF.03 - ER Payroll Taxes	535.50	696.75	(161.25)	76.86%
PER.OFF.04 Cong. Adm. Medical	2,767.03	2,940.47	(173.44)	94.1%
PER.OFF.06 Cong. Adm. Life Ins.	0.00	61.97	(61.97)	0.0%
PER.OFF.07 Cong. Adm LTD Ins	0.00	91.78	(91.78)	0.0%
PER.OFF.08 - Admin. Prof. Exp.	0.00	49.97	(49.97)	0.0%
<b>Total Congregational Administrator</b>	<b>14,082.53</b>	<b>13,856.44</b>	<b>226.09</b>	<b>101.63%</b>
<b>Director of RE</b>				
RE Director Sabbatical	0.00			
PER.DRE.01 DRE Wages	14,568.63	13,566.00	1,002.63	107.39%
PER.DRE.02 DRE - UUA Pension	1,432.27	1,383.28	48.99	103.54%
PER.DRE.03 - ER DRE Payoll Tax	1,024.91	1,037.72	(12.81)	98.77%
PER.DRE.04 DRE Medical	2,049.81	2,103.28	(53.47)	97.46%
PER.DRE.05 DRE Dental	180.95			
PER.DRE.06 DRE Life Ins.	0.00	88.03	(88.03)	0.0%
PER.DRE.07 DRE LTD Ins.	139.44	138.28	1.16	100.84%
PER.DRE.09 DRE Professional Exp	1,390.26	625.03	765.23	222.43%

The Unitarian Universalist Fellowship of San Diegoito  
**Profit & Loss Budget Performance**  
July through September 2018

	<u>Jul - Sep 18</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Total Director of RE	20,786.27	18,941.62	1,844.65	109.74%
<b>Minister Expense</b>				
<b>Minister Benefits</b>				
PER.MIN.00 in Lieu of FICA	1,894.83	1,759.50	135.33	107.69%
PER.MIN.02 Minister Housing	8,076.95	7,500.00	576.95	107.69%
PER.MIN.03 Minister UUA Pension	2,476.95	2,299.97	176.98	107.7%
PER.MIN.04 Minister Medical	3,896.76	3,225.28	671.48	120.82%
PER.MIN.06 Minister Life Ins.	0.00	159.00	(159.00)	0.0%
PER.MIN.07 Minister LTD Ins.	0.00	234.00	(234.00)	0.0%
PER.MIN.08 Minister Profess. Ex	2,933.58	2,400.00	533.58	122.23%
<b>Total Minister Benefits</b>	19,279.07	17,577.75	1,701.32	109.68%
<b>Minister Wages</b>				
PER.MIN.01 Minister Salary	16,692.34	15,499.97	1,192.37	107.69%
Minister Wages - Other	0.00			
<b>Total Minister Wages</b>	16,692.34	15,499.97	1,192.37	107.69%
<b>Total Minister Expense</b>	35,971.41	33,077.72	2,893.69	108.75%
<b>Music Expenses</b>				
<b>Choir Director</b>				
PER.MUS.01 Choir Director Wage	7,991.85	7,462.03	529.82	107.1%
PER.MUS.02 Choir Dir. Prof. Exp	0.00	542.53	(542.53)	0.0%
PER.MUS.03 - Benefits	0.00	52.78	(52.78)	0.0%
<b>Total Choir Director</b>	7,991.85	8,057.34	(65.49)	99.19%
<b>Music ER Payroll Tax</b>	611.37	570.75	40.62	107.12%
PER.MUS.11 Accompanist Wages	0.00	0.00	0.00	0.0%
PER.MUS.12 Music Substitute	2,250.00	2,250.00	0.00	100.0%
<b>Total Music Expenses</b>	10,853.22	10,878.09	(24.87)	99.77%
PER.MIS.01 Misc. Personnel	0.00	25.03	(25.03)	0.0%
PER.SIT.07 Worker's Comp Ins.	0.00	1,850.00	(1,850.00)	0.0%
<b>Site Support Staff</b>				
PER.SIT.01 -Childcare Wage	569.16	1,375.03	(805.87)	41.39%
PER.SIT.02 - Custodian	1,575.00	1,462.50	112.50	107.69%
PER.SIT.03 - Site Caretaker	1,279.08	1,587.47	(308.39)	80.57%
PER.SIT.09 - Sound Technician	1,968.00	2,250.00	(282.00)	87.47%
PER.SIT.11 - Lead Teach & Asst.	510.00	1,712.53	(1,202.53)	29.78%
PER.SIT.12 - ER Payroll Taxes	523.22	641.72	(118.50)	81.53%
<b>Total Site Support Staff</b>	6,424.46	9,029.25	(2,604.79)	71.15%
<b>Payroll Expenses - Other</b>	507.50			
<b>Total Payroll Expenses</b>	88,697.39	87,658.15	1,039.24	101.19%
<b>Religious Exploration</b>				
COM.OWL.03 COA/OWL Exp.	0.00	49.97	(49.97)	0.0%
COM.REL.03 RE Program Exp.	812.20	949.97	(137.77)	85.5%
<b>Total Religious Exploration</b>	812.20	999.94	(187.74)	81.23%

The Unitarian Universalist Fellowship of San Dieguito  
**Profit & Loss Budget Performance**  
 July through September 2018

	<u>Jul - Sep 18</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Site Operations</b>				
OPS.SIT.01 Property Insurance	1,990.00	0.00	1,990.00	100.0%
OPS.SIT.02 Real Estate Taxes	0.00	0.00	0.00	0.0%
OPS.SIT.03 Gas & Electric	516.25	37.50	478.75	1,376.67%
OPS.SIT.04 - Solar Loans	0.00	1,101.28	(1,101.28)	0.0%
OPS.SIT.05 Water	1,179.08	799.97	379.11	147.39%
OPS.SIT.07 B&G Maintenance	3,106.64	1,842.47	1,264.17	168.61%
OPS.SIT.10 Audio/Visual Exp.	0.00	133.97	(133.97)	0.0%
<b>Total Site Operations</b>	<u>6,791.97</u>	<u>3,915.19</u>	<u>2,876.78</u>	<u>173.48%</u>
<b>Total Expense</b>	<u>126,708.20</u>	<u>122,860.15</u>	<u>3,848.05</u>	<u>103.13%</u>
	<u>(23,002.58)</u>	<u>(20,270.62)</u>	<u>(2,731.96)</u>	<u>113.48%</u>
	<u><b>(23,002.58)</b></u>	<u><b>(20,270.62)</b></u>	<u><b>(2,731.96)</b></u>	<u><b>113.48%</b></u>

The Unitarian Universalist Fellowship of San Dieguito  
**Profit & Loss Budget Performance**  
 July through September 2018

Annual Budget

Income

Revenues

Fundraising

REV.AUC.01 - Auction Income	18,000.00
REV.MIS.01 - Fundraising Income	8,000.00
REV.MIS.05 - Luncheon Income	1,500.00

Total Fundraising 27,500.00

Interest Income

Pledges

REV.PLG.01 -Pledge Current Yr	329,402.00
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Total Pledges 329,402.00

RE Program Income

REV.REL.01 RE Donations	1,000.00
REV.REL.02 COA/OWL Fees	200.00

Total RE Program Income 1,200.00

REV.MIS.04 Misc. Contributions 13,000.00

REV.SUN.01 - Sunday Collection 14,000.00

Scripp Sales 250.00

Site Rental

REV.SIT.01 Sandy Hill	42,000.00
REV.SIT.02 - Spc. Evnt. Rent	4,000.00
REV.SIT.03 - Site Use Contrib.	5,000.00

Total Site Rental 51,000.00

Revenues - Other 0.00

Total Revenues 436,352.00

Total Income 436,352.00

436,352.00

Expense

Administration Expenses

OPS.ADM.01 Postage	700.00
OPS.ADM.02 Office Supplies	2,500.00
OPS.ADM.03 Copier	7,000.00
OPS.ADM.05 Telephone & Internet	3,000.00
OPS.ADM.06 Adm. Mileage Exp	150.00
OPS.ADM.07 Misc. Supplies	0.00
OPS.ADM.09 - Miscellaneous	400.00

Total Administration Expenses 13,750.00

Bank Service Charges

Boards & Committees

COM.BRD.03 Board Expenses	125.00
COM.COM.03 Communications Comm.	1,250.00

The Unitarian Universalist Fellowship of San Dieguito  
**Profit & Loss Budget Performance**  
July through September 2018

	<u>Annual Budget</u>
COM.FND.03 Fundraising Comm. Ex	500.00
COM.FNF.03 Fun & Fellowship	0.00
COM.MEM.03 Membership Comm Exp.	1,000.00
COM.MUS.03 Choir & Music Exp.	2,000.00
COM.PCC.03 Pastoral Care Comm.	150.00
COM.SAC.03 Social Action Comm.	6,325.00
COM.SUN.03 Worship Comm.	2,700.00
	<hr/>
Total Boards & Committees	14,050.00
<b>Denomination Expenses</b>	
OPS.DEN.01 - UUA dues	13,860.00
OPS.DEN.02 - PSWD Dues	4,480.00
OPS.DEN.04 - Cluster Dues	500.00
	<hr/>
Total Denomination Expenses	18,840.00
<b>Finance Expenses</b>	
OPS.FIN.01 Payroll Fees	
OPS.FIN.02 Bookkeeping Supplies	650.00
OPS.FIN.03 Accounting Fees	9,000.00
OPS.FIN.04 Pledge Campaign Exp.	0.00
OPS.FIN.05 Other Finance Exp.	2,475.00
OPS.FIN.06 Credit Card Fees	1,200.00
	<hr/>
Total Finance Expenses	13,325.00
<b>Payroll Expenses</b>	
COM.PER.03 - Misc. Personel Exp	
Congregational Administrator	
PER.OFF.01 Cong. Adm. Wages	36,427.00
PER.OFF.02 Cong. Adm. UUA Pens.	3,642.00
PER.OFF.03 - ER Payroll Taxes	2,787.00
PER.OFF.04 Cong. Adm. Medical	11,762.00
PER.OFF.06 Cong. Adm. Life Ins.	248.00
PER.OFF.07 Cong. Adm LTD Ins	367.00
PER.OFF.08 - Admin. Prof. Exp.	200.00
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Total Congregational Administrator	55,433.00
<b>Director of RE</b>	
RE Director Sabbatical	
PER.DRE.01 DRE Wages	54,264.00
PER.DRE.02 DRE - UUA Pension	5,533.00
PER.DRE.03 - ER DRE Payoll Tax	4,151.00
PER.DRE.04 DRE Medical	8,413.00
PER.DRE.05 DRE Dental	
PER.DRE.06 DRE Life Ins.	352.00
PER.DRE.07 DRE LTD Ins.	553.00
PER.DRE.09 DRE Professional Exp	2,500.00
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The Unitarian Universalist Fellowship of San Dieguito  
**Profit & Loss Budget Performance**  
 July through September 2018

	<u>Annual Budget</u>
Total Director of RE	75,766.00
<b>Minister Expense</b>	
<b>Minister Benefits</b>	
PER.MIN.00 in Lieu of FICA	7,038.00
PER.MIN.02 Minister Housing	30,000.00
PER.MIN.03 Minister UUA Pension	9,200.00
PER.MIN.04 Minister Medical	12,901.00
PER.MIN.06 Minister Life Ins.	636.00
PER.MIN.07 Minister LTD Ins.	936.00
PER.MIN.08 Minister Profess. Ex	9,600.00
<b>Total Minister Benefits</b>	<u>70,311.00</u>
<b>Minister Wages</b>	
PER.MIN.01 Minister Salary	62,000.00
Minister Wages - Other	
<b>Total Minister Wages</b>	<u>62,000.00</u>
<b>Total Minister Expense</b>	<u>132,311.00</u>
<b>Music Expenses</b>	
<b>Choir Director</b>	
PER.MUS.01 Choir Director Wage	29,848.00
PER.MUS.02 Choir Dir. Prof. Exp	2,170.00
PER.MUS.03 - Benefits	211.00
<b>Total Choir Director</b>	<u>32,229.00</u>
<b>Music ER Payroll Tax</b>	2,283.00
PER.MUS.11 Accompanist Wages	0.00
PER.MUS.12 Music Substitute	9,000.00
<b>Total Music Expenses</b>	<u>43,512.00</u>
PER.MIS.01 Misc. Personnel	100.00
PER.SIT.07 Worker's Comp Ins.	1,850.00
<b>Site Support Staff</b>	
PER.SIT.01 -Childcare Wage	5,500.00
PER.SIT.02 - Custodian	5,850.00
PER.SIT.03 - Site Caretaker	6,350.00
PER.SIT.09 - Sound Technician	9,000.00
PER.SIT.11 - Lead Teach & Asst.	6,850.00
PER.SIT.12 - ER Payroll Taxes	2,567.00
<b>Total Site Support Staff</b>	<u>36,117.00</u>
<b>Payroll Expenses - Other</b>	
<b>Total Payroll Expenses</b>	<u>345,089.00</u>
<b>Religious Exploration</b>	
COM.OWL.03 COA/OWL Exp.	200.00
COM.REL.03 RE Program Exp.	3,800.00
<b>Total Religious Exploration</b>	<u>4,000.00</u>

The Unitarian Universalist Fellowship of San Dieguito  
**Profit & Loss Budget Performance**  
July through September 2018

	<u>Annual Budget</u>
<b>Site Operations</b>	
OPS.SIT.01 Property Insurance	3,800.00
OPS.SIT.02 Real Estate Taxes	3,785.00
OPS.SIT.03 Gas & Electric	150.00
OPS.SIT.04 - Solar Loans	4,405.00
OPS.SIT.05 Water	3,200.00
OPS.SIT.07 B&G Maintenance	7,370.00
OPS.SIT.10 Audio/Visual Exp.	536.00
<b>Total Site Operations</b>	<u>23,246.00</u>
<b>Total Expense</b>	<u>432,300.00</u>
	<u>4,052.00</u>
	<u><b>4,052.00</b></u>