

Unitarian Universalist Fellowship of San Dieguito



Board Meeting Minutes

September 17, 2020

Meeting begins 7:00 PM via Zoom Online platform

Present: K Brynes, Pres D.Gottdank, Rev Jo Green, Sec L. Kian-Gutierrez, D.Kiddy, A.Knappenberger, VP D.Masser-Frye, R. Macdonald, Treasurer S.Miller

Absent: None

Guests: Hannah Carey

Staff: Alison Aguilar Lopez Gutierrez McLeod, Director of Religious Exploration

Chalice Lighting/Check-in/Board Covenant - All

1. Approval of August meeting minutes

ACTION: Tabled until October meeting.

2. Committee, Staff and Treasurer's report/discussion

Buildings and Grounds

Communications

Design Review

Dream Builders

Environmental Justice/ Sustainability

Finance

Kitchen

Leadership Development

Membership

Nominating Committee

Pastoral Care

Policies and Procedures

Religious Education

Social Justice and Action/Casa de Luz

Stewardship

Worship

3. Financial situation background - Rich

- a. Review from last report to the Board May 2019 to ensure we all understand all of our financial reports as it stands now.
- b. Grants are included in the current monthly report.
- c. We will have a better and accurate recording now utilizing Breeze.

4. Debbie Hecht presentation re: Founders Hall floor refinishing

- a. Much has been done on improvements to the Fellowship during the pandemic. Inside and outside. Three verbal bids were collected. Nothing can be done until after the partitions are installed. The floors need to be stripped before staining and finishing. Upkeep has to be done at least every six months. Request to fundraise independently for this project.
- b. Question came up and asked if Buildings & Grounds approved this project. The Stewardship Steering Committee must approve this special fundraising. Need to ensure that fundraising is staggered out in accordance with The Fellowship's entire fundraising plans.
- c. Maintenance needs to be incorporated into the overall cost.
- d. Concerns were raised about members contributing for special projects aside from our regular fundraising.

ACTION: Board will continue to discuss this particular topic and work on the process the Board will be following going forward. After that the Board will discuss if we will support, then Debbie will seek support with both the Buildings & Grounds and Design Review Committee, followed by the Stewardship Steering Committee.

5. Audit contract update / Casas de Luz Insurance

- a. The finance committee put out a resolution for the Board to approve an audit. Hard to find someone who does audits on non profits. There was confusion on the auditor's proposals. The audit would cover only one year 2019-2020. This auditor doesn't sound like it would cover what we need.
- b. Sarah researched and found that other churches have had audits on occasion. We could have an AUP (Acceptable Use Policy) which is different from an audit. It would be a spot check for us and would provide us with a report. The finance committee would like to have an audit and a follow-up review every two years. A neutral party to review our records. Funds were put aside in last year's budget for an audit.

ACTION: Rich agreed to follow up on the contract scope with Rollie Munger.

6. Ministerial Start-up Workshops

- a. Congregational Life Staff representative offers new minister start ups - one is a two hour session with the Board - review goals and a three hour session with the Fellowship at large. All Fellowship "startup" would be held at 9am on Oct. 31 and The Board, including Alison and Marshall (new music director) would be held on November 1 from 1:00 pm to 3:00 pm after Sunday service.

7. Schedule Virtual Leadership Brunch for Fall

- a. a. Considering November 14 from 9 am to 11 am via Zoom. (conducted by the Leadership Development Committee and hosted by the Board in the past). Chance to touch base with each other.

8. Schedule stewardship workshop - Rich & Sarah

- a. Suggest that Stewardship does something with the Board. Share new things about what to do in the Fellowship. People like to give to causes, as opposed to institutions. It has been difficult to recruit members to do fundraising. The board should set goals and a dollar number to try to reach and why we should seek a particular amount and energize the congregation. Want to get more people to get them involved with all the different activities we host.
9. Restroom signs currently do not reflect our values. Need new signs to reflect that we really are an open and welcoming community. We are behind the times. Our signs need to reflect what is needed for both Sandy Hill and the Fellowship. Maybe we approach an artist to develop new signs. Universal signs.

ACTION: Alison will approach a Fellowship artist to design new signs.

10. Alison suggested that we consider an acknowledgement of indigenous groups - a land acknowledgement will begin to be recited this coming Sunday by Rev Jo. Suggestion was made that we make a monthly contribution (\$100) to the Kumeyaay Nation. Possible on the first Sunday of the month.

ACTION: Board asked Alison to do research on how we can follow through with this initiative by reaching out to the Kumeyaay Nation.

11. Alison pointed out the need for the congregation to develop a process for identifying and rectifying the systemic issues present in our Fellowship.

ACTION: The Board and Alison will continue to explore methodologies moving forward.

Adjournment at 9:20 pm

Next Board Meeting October 15, 2020 7:00 pm via Zoom

APPENDED TO THESE MINUTES

- **Committee, Staff, & Treasury Reports**
- **Financials - Balance Sheet 2020-08**
- **Financials - P&L 2020-08**

UUFSD Committee, Staff & Treasury Reports September 2020

Buildings and Grounds (Dale)

- a. Repair work is continuing on the deteriorated exterior siding and door at the kitchen/Sandy Hill office building.
- b. The Amphitheater benches are in the process of being repaired (removing rot, filling holes with Bondo, sanding and painting).
- c. The main entry stairs have been repaired and repainted. Long term maintenance may include replacement of deteriorated wood steps as needed.
- d. A new electric water heater was installed for the bathrooms to replace the old gas water heater.
- e. A hand-washing sink is being installed adjacent to the playground. Sandy Hill provided the sink.

Communications - no othing to report (Liora)

Design Review - nothing to report (Dale)

Dream Builders (Dale)

1. CUP (Conditional Use Permit) final review should be on the Coastal Commission October schedule. We should have the approved CUP shortly thereafter.
2. We are awaiting a proposal from the Founders Hall moveable partition architect to perform the architectural work of the CUP projects.
3. Three contractors are bidding on the Founders Hall moveable partition project. Bids should be received September 16.

Environmental Justice/ Sustainability (Angie)

- Chair Laura Colban - currently inactive; focusing on UU the Vote

Finance (Rich)

1. The committee is working on getting the audit approved.

Kitchen - no report (Kay)

Leadership Development (Kay)

1. The current committee members are: Tom Packard, Callen Hyland, Alana Schuller, and Christie Turner (chair).
2. Proposal: The committee requests that the Board consider a virtual leadership brunch in the fall 2020. Once the Board picks a date, the Leadership Development committee will begin the planning phase.
3. The committee will be offering a "Serving with Grace" class with Rev. Jo once she is ready.

Membership - no report (Diane)

Nominating Committee - no report (Duane)

Pastoral Care - nothing to report (Diane)

Policies and Procedures (Kay)

The newly formed Policies and Procedures Committee has started reviewing and revising existing policies that will be submitted to the Board for review and approval.

We agreed on three guidelines to help us prioritize our review. We are starting with:

1. Existing policies with the oldest review dates. We are currently reviewing policies that were last reviewed in 2012 and before, and will move forward with more recent policies throughout the year.
2. New policies that have been submitted to us, including some financial policies and one for the Communications Committee.
3. Existing policies that have been flagged for us as needing updates by committees or individual members. These include policies related to financial controls, Worship Committee, and others.

For out of date policies related to Committee Operations, we are asking the Committees to review and make appropriate changes. For policies not tied to specific committees, the Policies and Procedures Committee members are reviewing for necessary changes. In all cases, we will have other affected Committees review drafts before submitting to the Board for approval.

Future Actions:

We expect to have a first group of revised procedures ready to submit to the board in late September or early October.

Religious Education - See below - at end of document due to length (Alison)

Social Justice and Action Casas de Luz (Angie)

- Met on 9/12/2020 to determine priorities and funding requests
- Reviewed and confirmed voting as in Policy & Procedure #474
- Priorities: UU the Vote; Hunger; Homelessness; Racial Justice
- Motion passed to open up invitation via Newsletter article for larger congregation to engage in one of these four working groups
- Generosity Sunday
- Filled through December
- Approved for 2021:
 - Casas de Luz – now funding sleeping cottages
 - Reality Changers – supports underprivileged students from 8th grade to college

Transition & Livia Walsh will be coordinator thru end of year

UU the Vote (Ted Foster)

20 people involved; goal is to write 2000 letters using Vote Forward Campaign; granted request for \$500 to help with postage/envelopes; applying for \$500 grant

Hunger

\$822 carryover from Families in Need

Food drive for CRC @ Fellowship 1st weekend in November (Betsy)

Homelessness (Irv)

\$4537 in carryover

Supporting Safe Parking in Encinitas (Leichtag Commons) with monthly dinner and toiletries; Irv requesting around \$225/month; no decision at this time and discussion about if carryover funds should be used before tapping into \$3000 allocation for 2020-2021

Racial Justice (Julia Darling)

\$765 in carryover

Hannah Carey has joined task force; Youngish Adults meeting about racial justice Me and White Supremacy by Layla Saad book group starting Oct 4

RE curriculum this year will focus on anti racism

- Indivisible Patriots (Karen Reimus)
Monthly call to action continuing
Oct 11 Voter Education on CA propositions scheduled (Zoom)

Future Actions

Robin Sales requested that requests for allocations from 2020-2021 \$3000 budget be submitted by September 26 and then voting will take place via email

Need to resolve question about depleting carryover funds before tapping into 2020-2021 allocation; Does the Board have a position on this?

Next quarterly meeting – December 2020

Robin Sales is looking for co-chair til end of year and then will step down as chair

Stewardship (Rich)

The first meeting of the year is scheduled for 9/24/2020.

1. We will discuss the upcoming Art Fair in November online. Jill is the contact from SSC, and Betsy G. and Karen E. will work with the artists to put their art wares online.
2. The Garage Sale has had modest success so far, raising \$488. We plan to keep it going for the time being. We get a few new donations each week and make a sale a week.

Worship (Angie)

- Members: Livia Walsh (Chair), MaryAnne Trause, Angie Knappernberger, Rev Jo
Currently 16 Worship Associates
Worship Associate training/retreat Saturday 9/26 10am-1pm at UUFSD amphitheater
Sunday 9/27 @ noon (Zoom) on Worship Google Spreadsheet
- Policy & Procedures reviewed and updated; forwarded to Nancy Hebert
#410 Sunday Service Committee
#411 Sunday Service Location
- Letter from Kelli Griffis 8/31 about concern over chalice lighting reading on 8/30 referring to African Americans visiting Africa “reinforcing harmful beliefs”; Rev Jo to respond to Kelli

RE

Summer Classes:

1. The summer was a strange one and very busy. I did not take attendance over the summer the numbers being very much the same from my last board report of June.

I offered:

- Story Time (geared towards Prek-4th) Monday, Wednesdays and Fridays.
- Youth group went to every Tuesday
- Emerging Adults was every Sunday
- Coming of Age (Middle Schoolers) was Saturday afternoons

I also did the Intergenerational Sharing almost every Sunday this summer (I believe I took one Sunday off.) The sharing has increased in workload with images from the story needing to be taken, edited, and put into the right format. Then there is the coordination with the tech person on each page transition and two rehearsals a week. Since Thursday is my only day off during the week, I was unable to attend the first rehearsal most weeks, but was present for the second on Saturdays.

2. Thoughts on “connection” over summer

There was a lot of trying to connect with people during this time. Connecting to see how everyone was doing during the pandemic, writing lots of letters and corresponding with youth and young adults on various Social Media platforms (FB, Snapchat, Instagram, a little TikTok). Some were more successful than others, it really just depended on the person. It was difficult to tell whether it was the summer interactions which tend to be lighter and sparsely attended because of vacations, or was it due to covid? During this time of isolation it seems like people want to hole up and be solitary sometimes and are starved for interaction at other times. Time took on a surreal component and people who are usually faithful attendees of programming were “forgetting” and “not realizing what time it was.” It will be interesting to see if this trend continues into the fall and winter.

Our Emerging Adult group has become a very safe space for People of Color. The majority of the people on the zoom meetings tend to be POC, and I was very proud of that happening with some intentionality on my part. With the national conversation around BIPOC (*BIPOC* is an acronym that stands for *Black, Indigenous, and People of Color.*), issues being so toxic, it is essential to offer safe spaces in which BIPOC can relax and feel safe about sharing.

3. Upcoming RE Classes 20/21

We will again have a combination of paid staff and volunteers for the teaching of the RE classes. Our volunteers will be Sheryl Goto and Liora Gutierrez, who will be teaching the Prek-K class. They are a fantastic duo who have been teaching together for almost 25 years. Without their contribution, we would not have the dynamic and critical bridge from childcare to regular religious education classes. Having them be a part of this program is invaluable.

I have moved Gloria Rubenfeld from Childcare to team teach 1st- 3rd Grade class with her daughter, Danielle Rubenfeld. Gloria is on a fixed income and relies heavily upon the Fellowship wages that she receives with us. The other Childcare people, Kristina de Greef and Melanie Lindberg, live with their parents currently and have other employment. So I let them know that until we meet in person again, their services will be greatly missed, but couldn't keep them on the payroll. The third teacher that we have kept is Katherine Buffington for the 4th-6th Grade class.

Each paid position will be at 15 dollars an hour for 3 hours of work a week. Because we are meeting over Zoom, all of the lessons need to be reworked for distance learning. We will also be writing our own Anti- Racism/ Anti- Oppression curriculum for 1st-3rd

and 4th-6th Grade classes. So all of those hours will be used for putting things online, getting lessons written and planned etc...

My former assistant Colin Watts has graduated and is attending Mira Costa so I have offered the assistant position to Ohana Hauptfeld and she has accepted. I plan on having her help me organize the youth with Movie Nights on Fridays and a once a month mandatory Anti-racism/anti-oppression workshop that I present to the YRUU. She will be paid 15 dollars an hour for 1 hour of work a week.

Volunteers	Paid Positions
Sheryl Goto	Gloria Rubenfeld
Liora Kian-Gutierrez	Danielle Rubenfeld
Ernest Dun	Katherine Buffington
	Ohana Hauptfeld *1 hour a week asst.

Here is what I hope is a helpful chart that lays out the details of classes this year:

Class	Offered	Teaching	Curriculum
PreK-K	9:15 am Sundays	Sheryl Goto/ Liora Kian-Gutierrez	Chalice Children with AR/AO added.
1st-3rd	9:15 am Sundays	Gloria and Danielle Rubenfeld	AR/AO with picture books
4th-6th	9:15 am Sundays	Katherine Buffington/ Ernie Dun	AR/AO centered around historical figures
Coming of Age (junior high)	4:00 Tues or Wed	Alison and Ernie Dun	Coming of Age
YRUU (senior high)	7:00pm Tuesdays	Alison and Ernie Dun	Youth Group no curriculum
YRUU	TBD once a month	Alison	AR/AO workshop

COA and YRUU	7:30pm Fridays	Alison and Ernie Dun	Movie Nights
Emerging Adults	4:00 Sundays	Alison and Ernie Dun	No Curriculum
Story Time (all ages)	6:00pm M, W, F	Alison	Picture Books

Due to all of the issues people are dealing with for the fall, Ernie and I will not be offering an OWL class this semester. We will see if there is room for it on our plates for the spring. We hope to offer 4th-6th grade OWL.

4. Intergenerational ideas for the year

Each month Rev. Jo and I will be doing “drive up” hours. It will be an opportunity for people to come and be socially distant but also connect. We will have “RE Boxes” ready at these drive up’s. For example, the Prek-K class will have in this “box” all of the supplies that they will need for each lesson in the upcoming month. We will have a “box” for each class and each family in that class. If the people can’t make the “drive up” hours, we will have the boxes in the core area for them to pick up at people’s convenience.

Reverend Jo is going to be doing monthly themes and there will be “boxes” for adults as well. These will be filled with materials from Rev. Jo and myself. It will be smaller and easier to mail out if people can’t make the drive up hours.

5. Professional Accomplishments and Contributions over the summer

- A. Summer was extremely busy for me professionally and I represented UUFSD on a variety of platforms. In June, I was approached by a charter private school that had 3 queer students in their 18 person junior high class. They asked me to do Junior High OWL for them and I did an abridged version of 3 classes with 3 break out groups meeting twice. It was pretty successful and while OWL is discouraged from being done online, I think an adapted version is better than no version at all. The teacher and administration from the school was grateful for my service.

Camp DeBenneville’s training program for CIT’s (Counselors in Training), approached me about doing the Anti-Racism/Anti-Oppression piece of their week long training. I agreed and offered a day long seminar on bias and white

supremacy through a lens of appreciation of their own cultural heritage and privilege. It was very successful.

The Homeschool Association of California Conference organizer was at the workshop that I did at Camp DeBenneville and asked me to do a version of what I offered at their conference. I agreed and led a 3 hour workshop with their youth focusing on Anti-Racism/Anti-Oppression.

I helped UUFSD member, Ann Linn, write an educational article for the San Diego Area Writing Project on Anti-Racism/Anti-Oppression through UCSD.

I am currently facilitating an ongoing monthly Anti-Racism/Anti-Oppression discussion for a private company called D Street. I lead it with their Council of Excellence (founders of the company), who encompass a variety of professions such as tech, entertainment and commerce.

- B. The General Assembly, for the UUA, is always an extremely busy week with the Commission on Social Witness (CSW). The Commission basically runs all of the business of the electorates and helps pass Actions of Immediate Witness that come forward during the assembly. These are statements of belief and action that go out to UU's and the public after the General Assembly (GA) is over. I found the CSW to be problematic and those people who knew Robert's rules of order could hold all of GA hostage and tie up important statements. (Just like Congress or the Legislature) So I, and the other commissioners have started the process this past year of "De-colonizing" the CSW. Which means we are going to overhaul the entire system. People want connections, not more bureaucracy! I have suggested having a UU app on your phone called "Witness This!" which would connect all UU's across the denomination. Before we can run, we have to walk, so here is our new Vision Statement that we created a few months ago:

"The Commission on Social Witness envisions a faith that engages in multigenerational, multicultural, accessible, social witness that is in relationship with what is emerging in social justice movements within and beyond the UU faith tradition, enabling us to live into discomfort and to adapt into a healing, transformative reality. As we work toward this vision, we do so in accountable relationships that seek equitable empowerment with people and groups most impacted by oppression, hate, and violence. Rooted in love and seeking to adapt to congregational needs in a changing world, the Commission is re-imagining transformative ways to empower both the social witness action of congregations

and the collective will of the association. We welcome Unitarian Universalists everywhere to join us on this journey toward a transformative social witness. Toward this, in the weeks that follow, this website will unfold the groundbreaking and inspiring work of congregational social witness within our association, in addition to providing additional resources for current statements and issues.”

So while we are doing this internal work on reorganizing the Commission, we still have to do the business of the General Assembly. I led a workshop and helped to lead 3 more workshops as well as facilitate the various chat rooms. The CSW also edited, and brought to the floor 2 Actions of Immediate Witness and I am very proud of the work that was done on them. Here are the two links to the finished statements:

The first one is called “Amen to Uprising”

https://docs.google.com/document/d/1_WmYg2YGW6tEgyqZgNBKKGHIXETtKRTh6a3lztzIR8A/edit?usp=sharing

The second one is called “Address 400 years of White Supremacist Colonialism” I have included the entire copy of the AIW at the end of this report.

- C. I currently still serve as a Good Officer for LREDA. LREDA is the Liberal Religious Educators Association and is for Unitarian Universalists. A Good Officer is someone who DRE’s and religious educators can reach out to and help mitigate/navigate issues within their congregations. For example, it could be a personnel issue with a minister or board members of the church. I am the person of color Good Officer for NV, AZ, So Cal. I have had a few calls this summer as budgets are diminished at churches and people understandably struggle with the loss of income and hours.

I am currently the Vice President for PSWD (Pacific Southwest District) LREDA. A person vacated their term and having served in the Vice President capacity for 3 years before, I am finishing out the vacated seat until elections are held in 2021. I accepted the position responsibilities in August of 2020.

WHEREAS, 2020 marks the 400th anniversary of the first Mayflower voyage, transporting Pilgrims from England to the North American Atlantic Coast;

WHEREAS, the Pilgrims' invasion of the Wampanoag people led to the enslavement of Indigenous peoples on the East Coast and the removal of and genocide against Indigenous peoples across the continent;

WHEREAS, many Unitarian Universalist congregations uncritically trace their origins to the Pilgrims' "Free Church" tradition – a mythos that sanctifies white supremacy and depends upon erasure of Indigenous peoples;[1]

WHEREAS, white settler-colonialism is extractive, expansive,[2] and based in violent patriarchy – resulting in a preponderance of Missing and Murdered Indigenous Women[3] and creating unsustainable conditions for all living beings;[4]

WHEREAS, the Plymouth Plantation (a for-profit corporation with stockholders in London) established the corporate pattern of using police to extract resources from Indigenous peoples, a pattern repeated at Standing Rock nation and other Indigenous nations that resist pipeline projects and other extractive industries;[5]

WHEREAS, the Mashpee Wampanoag Tribe, whose ancestors' lands were invaded by the Pilgrims in 1620, and who have inhabited and stewarded parts of present-day Massachusetts for more than 12,000 years, came under attack from the Trump administration in March of this year and were notified that their reservation lands were being terminated; and[6]

WHEREAS, the administration continues in this and other attacks on Indigenous peoples' lands, sacred sites, and sovereignty – even as a federal district judge has temporarily blocked the taking of the Mashpee Wampanoag's lands.[7]

THEREFORE, BE IT RESOLVED THAT we, the delegates of the 2020 General Assembly of the Unitarian Universalist Association, call upon the Unitarian Universalist Association and its member congregations to:

Continue to gather in solidarity with the Mashpee Wampanoag Tribe, Standing Rock nation, and all Indigenous peoples struggling to preserve their lands, waters, peoples, sacred sites, and sovereignty;

Continue to push for release of Indigenous Water Protectors from prisons, end public policies that criminalize resistance to extractive colonialism, and adopt a vision of prison abolition;

Work nationally, statewide, and locally on public policy that is decolonizing – such as establishing Indigenous Peoples Day, including Indigenous peoples’ histories in public education curricula, and eliminating racist monuments, flags, and mascots;

Work to stop and reverse ecological harm in genuine collaboration with and taking leadership from communities most consistently and harshly impacted by extractive exploitation of land, water, air, and all beings;

Research, identify, and acknowledge the Indigenous peoples historically and/or currently connected with the land occupied by congregations, and find ways to act in solidarity with or even partner with those Indigenous peoples; and

Examine practices relative to Indigenous peoples, particularly the narratives regarding UU origins and US holidays including Thanksgiving.

[1] Unitarian Universalist history often miscredits the “covenant communities” of the Pilgrims with bringing democracy and the “Free Church” to the North American continent – and with planting these values within UU tradition. This telling of UU history denies Indigenous histories, cultures, spiritual traditions, and rights.

[2] The colonial project initiated by the Pilgrims and perpetuated in our time demands more lands, waters, and resources, such that the conquest includes the whole continent, Hawaii, and other parts of the world.

[3] This violently patriarchal model also leads to domestic violence, child abuse and neglect, and other forms of personal violence.

[4] “All living beings” includes the descendants of white settler-colonialism, whose ancestors arrived on this land traumatized by generations of empire-building in their European homelands.

[5] The corporate and state retaliation against the Water Protector movement at Standing Rock nation, Cheyenne River nation, and elsewhere is the present-day manifestation of the Plymouth plantation model, with at least five Indigenous Water Protectors becoming political prisoners of the U.S. government – and numerous states adopting legislation to criminalize resistance to extractive industries.

[6] The National Congress of American Indians (NCAI) declared this unjust move a “devastating blow to not only the Mashpee Wampanoag Tribe, but to all of Indian Country,” and statements of solidarity came from many entities, including the Unitarian Universalist Association.

[7] NCAI insists that we must remain “vigilant and stand united.”

The Unitarian Universalist Fellowship of San Dieguito

Profit & Loss Budget vs. Actual

July through August 2020

	Jul - Aug 20	Annual Budget	\$ Remaining	17% of Year % of Budget	Note
Ordinary Income/Expense					
Income					
Revenues					
Fundraising					
REV.AUC.01 - Auction Income	0.00	8,000.00	8,000.00	0.0%	
Total Fundraising	0.00	8,000.00	8,000.00	0.0%	
Pledges					
REV.PLG.01 - Pledge Current Yr	78,666.19	312,748.00	234,081.81	25.15%	
Total Pledges	78,666.19	312,748.00	234,081.81	25.15%	
RE Program Income					
REV.REL.01 - RE Donations	0.00	1,000.00	1,000.00	0.0%	
REV.REL.02 - COA/OWL Fees	0.00	200.00	200.00	0.0%	
Total RE Program Income	0.00	1,200.00	1,200.00	0.0%	
REV.MIS.04 - Misc Contributions	565.56	10,000.00	9,434.44	5.66%	
REV.SUN.01 - Sunday Collection	405.00	6,000.00	5,595.00	6.75%	
Scripp Sales	109.66	200.00	90.34	54.83%	
Site Rental					
REV.SIT.01 - Sandy Hill	7,550.00	45,000.00	37,450.00	16.78%	
REV.SIT.02 - Special Event Rent	-600.00	0.00	600.00	100.0%	1
REV.SIT.03 - Site Use Contributions	0.00	0.00	0.00	0.0%	2
Total Site Rental	6,950.00	45,000.00	38,050.00	15.44%	
Total Revenues	86,696.41	383,148.00	296,451.59	22.63%	
Total Income	86,696.41	383,148.00	296,451.59	22.63%	
Gross Profit	86,696.41	383,148.00	296,451.59	22.63%	
Expense					
Administration Expenses					
OPS.ADM.01 - Postage	10.33	800.00	789.67	1.29%	
OPS.ADM.02 - Office Supplies	28.20	2,000.00	1,971.80	1.41%	
OPS.ADM.03 - Copier	1,186.88	7,200.00	6,013.12	16.48%	
OPS.ADM.05 - Phone & Internet	256.04	2,900.00	2,643.96	8.83%	
OPS.ADM.06 - Adm Mileage Exp	4.60	200.00	195.40	2.3%	
OPS.ADM.07 - Misc Supplies	0.00	450.00	450.00	0.0%	
Total Administration Expenses	1,486.05	13,550.00	12,063.95	10.97%	
Bank Service Charges	9.00				
Board & Committee Expenses					
COM.BRD.03 - Board Expenses	0.00	150.00	150.00	0.0%	
COM.COM.03 - Communications Comm	156.50	2,000.00	1,843.50	7.83%	
COM.CNX.03 - Kitchen Expenses	0.00	500.00	500.00	0.0%	
COM.FND.03 - Fundraising Comm	0.00	500.00	500.00	0.0%	
COM.MEM.03 - Membership Comm	0.00	500.00	500.00	0.0%	
COM.MUS.03 - Choir & Music	120.97	400.00	279.03	30.24%	
COM.PCC.03 - Pastoral Care Comm	0.00	150.00	150.00	0.0%	
COM.PGC.03 - Planned Giving	0.00	200.00	200.00	0.0%	
COM.SAC.03 - Social Action Comm	75.00	3,000.00	2,925.00	2.5%	
COM.SUN.03 - Worship Comm	300.00	4,800.00	4,500.00	6.25%	
Total Board & Committee Expenses	652.47	12,200.00	11,547.53	5.35%	
Denomination Expenses					

The Unitarian Universalist Fellowship of San Dieguito
Profit & Loss Budget vs. Actual
July through August 2020

	Jul - Aug 20	Annual Budget	\$ Remaining	17% of Year % of Budget	Note
OPS.DEN.01 - UUA Dues	0.00	23,928.00	23,928.00	0.0%	
Total Denomination Expenses	0.00	23,928.00	23,928.00	0.0%	
Finance Expenses					
OPS.FIN.03 - Accounting Fees	883.87	9,000.00	8,116.13	9.82%	
OPS.FIN.06 - Credit Card Fees	235.06	1,350.00	1,114.94	17.41%	
Total Finance Expenses	1,118.93	10,350.00	9,231.07	10.81%	
Payroll Expenses					
Congregational Administrator					
PER.OFF.01 - Admin Wages	7,210.00	38,550.00	31,340.00	18.7%	
PER.OFF.02 - Admin UUA Pension	700.00	3,855.00	3,155.00	18.16%	
PER.OFF.03 - ER Payroll Taxes	335.48	2,949.00	2,613.52	11.38%	
PER.OFF.04 - Admin Medical	2,538.60	11,522.00	8,983.40	22.03%	3
PER.OFF.06 - Admin Life Ins.	0.00	255.00	255.00	0.0%	
PER.OFF.07 - Admin LTD Ins	98.80	396.00	297.20	24.95%	3
PER.OFF.08 - Admin Prof Exp	0.00	200.00	200.00	0.0%	
Total Congregational Administrator	10,882.88	57,727.00	46,844.12	18.85%	
Director of RE Expense					
PER.DRE.01 - DRE Wages	10,623.10	56,787.00	46,163.90	18.71%	
PER.DRE.02 - DRE UUA Pension	1,023.05	5,679.00	4,655.95	18.02%	
PER.DRE.03 - ER Payroll Taxes	447.23	4,344.00	3,896.77	10.3%	
PER.DRE.04 - DRE Medical	1,593.40	6,016.00	4,422.60	26.49%	3
PER.DRE.05 - DRE Dental	0.00	720.00	720.00	0.0%	
PER.DRE.06 - DRE Life Ins	0.00	362.00	362.00	0.0%	
PER.DRE.07 - DRE LTD Ins	133.00	561.00	428.00	23.71%	3
PER.DRE.09 - DRE Prof Exp	0.00	2,500.00	2,500.00	0.0%	
Total Director of RE Expense	13,819.78	76,969.00	63,149.22	17.96%	
Minister Expense					
Minister Benefits					
PER.MIN.00 - in Lieu of FICA	1,101.59	7,267.00	6,165.41	15.16%	
PER.MIN.02 - Minister Housing	8,019.68	3,500.00	-4,519.68	229.13%	4
PER.MIN.03 - Minister UUA Pens	1,681.47	9,500.00	7,818.53	17.7%	
PER.MIN.04 - Minister Medical	1,054.71	2,429.00	1,374.29	43.42%	3
PER.MIN.05 - Minister Dental	0.00	720.00	720.00	0.0%	
PER.MIN.06 - Minister Life Ins	0.00	479.00	479.00	0.0%	
PER.MIN.07 - Minister LTD Ins	243.60	1,235.00	991.40	19.73%	
PER.MIN.08 - Minister Prof Exp	64.99	5,000.00	4,935.01	1.3%	
Total Minister Benefits	12,166.04	30,130.00	17,963.96	40.38%	
Minister Wages					
PER.MIN.01 - Minister Salary	6,233.86	6,000.00	-233.86	103.9%	
Minister Wages - Other	1,479.14		-1,479.14		4
Total Minister Wages	7,713.00	6,000.00	-1,713.00	128.55%	
PER.MIN.10 - Moving Expenses	4,246.34	5,000.00	753.66	84.93%	
Total Minister Expense	24,125.38	41,130.00	17,004.62	58.66%	
Music Expenses					
Choir Director					
PER.MUS.01 - Choir Dir Wage	5,843.25	22,251.00	16,407.75	26.26%	
PER.MUS.02 - Choir Dir Benefits	0.00	0.00	0.00	0.0%	5

The Unitarian Universalist Fellowship of San Dieguito
Profit & Loss Budget vs. Actual
July through August 2020

	Jul - Aug 20	Annual Budget	\$ Remaining	17% of Year % of Budget	Note
PER.MUS.03 - ER Payroll Tax	264.11	1,702.00	1,437.89	15.52%	
PER.MUS.04 - Choir Dir Prof Exp	0.00	1,000.00	1,000.00	0.0%	
Total Choir Director	6,107.36	24,953.00	18,845.64	24.48%	
PER.MUS.11 - Accompanist	2,000.00	10,691.00	8,691.00	18.71%	
Total Music Expenses	8,107.36	35,644.00	27,536.64	22.75%	
PER.MIS.01 - Misc Personnel Exp	70.00	500.00	430.00	14.0%	
PER.SIT.07 - Worker's Comp Ins	1,700.00	1,923.00	223.00	88.4%	
Site Support Staff					
PER.SIT.01 - Childcare Wage	240.00	2,250.00	2,010.00	10.67%	
PER.SIT.02 - Custodian	705.00	7,000.00	6,295.00	10.07%	
PER.SIT.03 - Site Caretaker	225.00	3,000.00	2,775.00	7.5%	
PER.SIT.09 - Sound Technician	3,645.00	18,000.00	14,355.00	20.25%	
PER.SIT.11 - Lead Teach & Asst.	0.00	3,475.00	3,475.00	0.0%	
PER.SIT.12 - ER Payroll Taxes	1,779.05	2,044.00	264.95	87.04%	4
Total Site Support Staff	6,594.05	35,769.00	29,174.95	18.44%	
Payroll Expenses - Other	1,917.17		-1,917.17		4
Total Payroll Expenses	67,216.62	249,662.00	182,445.38	26.92%	
Religious Exploration					
COM.OWL.03 - COA/OWL Exp	0.00	200.00	200.00	0.0%	
COM.REL.03 - RE Program Exp	183.77	2,000.00	1,816.23	9.19%	
Total Religious Exploration	183.77	2,200.00	2,016.23	8.35%	
Reserve Expense Accounts					
RES.EXP.01 - Buildings & Ground	0.00	500.00	500.00	0.0%	
RES.EXP.02 - Appliance & Furnit	0.00	0.00	0.00	0.0%	
RES.EXP.03 - Audio Visual	0.00	1,000.00	1,000.00	0.0%	
RES.EXP.04 - Ministr Sabbatical	0.00	3,000.00	3,000.00	0.0%	
RES.EXP.05 - DRE Sabbatical	0.00	0.00	0.00	0.0%	
RES.EXP.07 - Audit Reserve	0.00	0.00	6,000.00	0.0%	6
Total Reserve Expense Accounts	0.00	4,500.00	4,500.00	0.0%	
Site Operations					
OPS.SIT.01 - Property Insurance	0.00	4,356.00	4,356.00	0.0%	
OPS.SIT.02 - Real Estate Taxes	0.00	4,066.00	4,066.00	0.0%	
OPS.SIT.03 - Gas & Electric	12.65	300.00	287.35	4.22%	
OPS.SIT.04 - Solar Loans	0.00	4,405.00	4,405.00	0.0%	
OPS.SIT.05 - Water	257.32	3,850.00	3,592.68	6.68%	
OPS.SIT.07 - B&G Maintenance	1,573.54	8,000.00	6,426.46	19.67%	
OPS.SIT.10 - Audio/Visual Exp	0.00	1,000.00	1,000.00	0.0%	
Total Site Operations	1,843.51	25,977.00	24,133.49	7.1%	
Total Expense	72,510.35	342,367.00	269,856.65	21.18%	
Net Ordinary Income	14,186.06	40,781.00	26,594.94	34.79%	
Net Income	14,186.06	40,781.00	26,594.94	34.79%	

The Unitarian Universalist Fellowship of San Dieguito
Profit & Loss Budget vs. Actual
July through August 2020

Jul - Aug 20	Annual Budget	\$ Remaining	17% of Year % of Budget	Note
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NOTES:

- 1) Reimbursement of rental fee.
- 2) We do not expect any site use contributions this year, but have not inactivated the account.
- 3) Medical Insurance is paid in advance. This is why % of the budget is higher than the % of the year AND this is why Medical Liability shows up as a negative in accounts payable on the balance sheet. Additionally, the Dental and Life insurance premiums are currently recorded in these numbers (probably the LTD) rather than in their own line items. I'll make sure it is booked properly by next report.
- 4) Something has been improperly booked. I'll make sure it is booked properly by next report.
- 5) With Marshall Voit hired this month (September after the date of this report) we don't yet have his benefits in the books/budget.
- 6) There is \$3,331.05 in the reserve account *RES.GEN.01-General Fund* that has been earmarked to cover the balance of the cost of the audit.

9:11 AM
09/14/20
Cash Basis

The Unitarian Universalist Fellowship of San Dieguito
Balance Sheet
As of August 31, 2020

	<u>Aug 31, 20</u>
ASSETS	
Current Assets	
Checking/Savings	
Union Bank Chkg	215,674.11
Vanguard VFSUX	307,997.14
Vanguard Money Market	485,974.56
Vanguard CDs	200,408.00
Total Checking/Savings	<u>1,210,053.81</u>
Accounts Receivable	
Accounts Receivable	-845.00
Total Accounts Receivable	<u>-845.00</u>
Other Current Assets	
Undeposited Funds	1,875.00
Total Other Current Assets	<u>1,875.00</u>
Total Current Assets	<u>1,211,083.81</u>
TOTAL ASSETS	<u><u>1,211,083.81</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Bonus' Payable	711.38
Payroll Liabilities	
LIA.PER.01 - Payroll Taxes	232.26
Medical Liability	-5,380.80
UUA Pension Liability	2,226.41
Total Payroll Liabilities	<u>-2,922.13</u>
Total Other Current Liabilities	<u>-2,210.75</u>
Total Current Liabilities	<u>-2,210.75</u>
Total Liabilities	-2,210.75
Equity	
Covid Grants	57,067.00
Gains/Losses from Investments	39,135.74
FND.SPG.01 - Spirit Grant Fund	
FND.SPG.02 - Initial Grant	100,000.00
FND.SPG.07 - Membership Wages	-9,305.00
FND.SPG.08 - Membership P/R Tax	-545.38
FND.SPG.03 - D. of C. Wages	-10,800.00
FND.SPG.05 - D..of C. Benefits	-392.05
FND.SPG.04 - D.o C.ER PayTaxes	-224.14
FND.SPG.06 - D. of C. Expenses	-71,670.97
Total FND.SPG.01 - Spirit Grant Fund	<u>7,062.46</u>

9:11 AM
09/14/20
Cash Basis

The Unitarian Universalist Fellowship of San Dieguito
Balance Sheet
As of August 31, 2020

	<u>Aug 31, 20</u>
Opening Balance Equity	-1,813.82
Permanent Restricted	
FND.PGE.01 - Endowment Fund	85,250.95
Total Permanent Restricted	85,250.95
Temp. Restricted	
Building Funds	
FND.CAP.01 - Capital Campaign	
FND.CAP.02-Cap Cam Donations	1,765,286.17
FND.CAP.03-Cap Cam Expense	-875,124.69
Total FND.CAP.01 - Capital Campaign	890,161.48
Total Building Funds	890,161.48
Committee Funds	
COM.ADL.04 - Adult Programs C/O	168.20
COM.LIB.04 - Library Comm C/O	782.72
COM.MUS.04 - Choir/Music C/O	1,210.00
COM.SAC.04 - SAC C/O	
Backpack Fund	50.87
Families in Need	821.99
Homelessness	4,536.48
Racial Justice	765.49
COM.SAC.04 - SAC C/O - Other	23.14
Total COM.SAC.04 - SAC C/O	6,197.97
COM.SUN.04 - Worship Comm C/O	163.77
Total Committee Funds	8,522.66
Other Funds	
FND.COF.02 - Coffee Fund	995.43
FND.CON.02 - Concert Fund	3,072.47
FND.DBN.02 - DeBenneville Pines	3,639.51
FND.DRE.02 - DRE Discre. Fund	2,192.46
FND.HFH.02 - Casas de Luz	34,746.89
FND.MIN.02 - Min Discr Fund	2,377.61
FND.MWL.02 - Memorial Wall Fund	14,168.00
FND.REL.02 - RE Special Fund	150.00
FND.SPC.02 - Special Coll Fund	820.83
FND.YOU.02 - Youth RE Fund	3,786.36
Total Other Funds	65,949.56
Reserves	
RES.ADT.01 - Audit Reserve	6,000.00
RES.MSB.01 - Signing Bonus	10,920.00
RES.AFR.01 - Appliance & Furn	2,316.66
RES.BAG.01 - B&G Reserve	4,908.28
RES.GEN.01 - General Fund	3,331.05

9:11 AM
09/14/20
Cash Basis

The Unitarian Universalist Fellowship of San Dieguito
Balance Sheet
As of August 31, 2020

	<u>Aug 31, 20</u>
RES.SAB.01 - Ministr Sabbatical	455.96
RES.SAB.02 - DRE Sabbatical	1,976.81
RES.SND.01 - Audio Visual Res	1,399.72
Total Reserves	<u>31,308.48</u>
Total Temp. Restricted	995,942.18
Unrestricted Net Assets	16,466.24
Net Income	<u>14,183.81</u>
Total Equity	<u>1,213,294.56</u>
TOTAL LIABILITIES & EQUITY	<u><u>1,211,083.81</u></u>