



Unitarian Universalist Fellowship of San Dieguito
Board Meeting Minutes - February 18, 2021

Meeting begins 7:00 PM via Zoom Online platform

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

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

Chalice Lighting/Check-in/Board Covenant - All

1. Approval of January Meeting Minutes

- Motion to approve: Angie
- Second to approve: Duane

ACTION: All Agreed

2. Committee, Staff and Treasurer's Reports/Discussion

- Motion to approve: Diane
- Second to approve: Sarah

ACTION: All Agreed

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. Nominating/Nominations Committee (P&P and Bylaws updates)

January 31, 2021 Congregational Meeting

BYLAWS CHANGE ARTICLE X: NOMINATIONS

(2) The Nominations Committee shall nominate three Voting Members, at least two of whom shall not be members of the Board, to serve as the Nominations Committee for the following

~~year~~ a two year term. There shall be an opportunity for nominations from the floor with the prior consent of the nominee.

(3) The Nominations Committee shall be elected at the ~~Congregational Meeting in January to a one-year term starting February 1~~ Annual Meeting. The term shall commence on the first day of July following the Annual Meeting.

- Motion to approve: Ron Demuth
- Second to approve: Christy Turner

Action: All Agreed

Nominations Committee Nominees: Wenda Alvarez, Katherine Buffington, Cheryl Close

- Motion to approve: Pamela Parker
- Second to approve: Alisa Gualnick

Action: All Agreed

4. Review and approve revised P & P 155 - Generosity Sunday

Motion to approve the following:

1. Name change of committee administering Generosity Sunday changed to the Social Action Committee (SAC) to the Social Justice Action Group (SJA).

2. Section 8 addressing selection of the beneficiary had a small word change in the third line. The old "by a rating or voting system deemed..." was changed to "by a majority vote or a previously agreed upon method deemed..."

- Motion to approve: Angie
- Second to approve: Diane

Action: All Agreed

5. Membership categories (P&P revision)

- Discussion about if we need to formalize this or is it clear in policy and procedures
- Decision was made to leave it as it is currently laid out.

6. Kumeyaay reparations update

- The Social Justice Action Group should be included before a final decision to start implementation

- start in the new fiscal year (July 1, 2021) - \$100.00 per month as a budget item.
- Alison will go forward and figure out to whom it will be sent.

7. March 6 walking meditation proposal from Christie Turner

- After discussion it was decided that it would not be feasible at this time.

8. Vandalism at Treetops (February 1-2) Consider security cameras?

- Discussion about FEMA grant to install security cameras.
- We will wait to install a professional system and paid for from the FEMA grant
- Our FEMA grant is \$100,000.

9. Rekeying locks

- Discussion to rekey all the locks on campus
- A key log will need to be established
- Shall we spend \$350.00 now or wait until next year when a new lock system will be installed under the FEMA grant.

ACTION: Angie will let Ed know the decision to hold off on rekeying at this time.

10. Committee on Right Relations (Christie Turner, Glenn Bortnick, Robin Mitchell)

- Rev. Jo will communicate with Christie about the way we will inform the congregation about this new committee and how it can provide assistance in helping people to have direct communication with each other.

11. Review budget priorities in near and long-term

- Finance Committee budget concerns/solutions
- Mission budget proposal (Rich)
- Possible 100% Sunday collection donation (Rev Jo)
- Possible intern minister 2022-2023? (Rev Jo)

12. Committee formation and vacancies

- Committee on Right Relations (Christie Turner, Glenn Bortnick, Robin Mitchell) - Committee on Ministry (Policy?)
- Personnel (HR on retainer?)
- Pastoral Care (need chair)

13. Future Business

- Limited onsite Amphitheater services
- Music fundraising request from Marshall
- Committee on Ministry (Policy?)
- Personnel (HR on retainer?)
- Pastoral Care (need chair) - Finance (need chair 6/21)
- UUFSD Historic Records Task Force

February 5, 2021 via email Motion made to purchase a laptop for the congregational administrator.

Motion to approve: Duane

Second to approve: Angie

Action: All Agreed

Board Meeting Ended: 9:07 pm Next Board Meeting March 18, 2021 7:00 pm via Zoom

ADDENDUMS TO THESE MINUTES:

- **Committee, Staff, and Treasury Reports**
- **Financials - P&L Feb 2021/ BS Feb 2021**
- **UUFSD Income Graph**

UUFSD Committee, Staff & Treasury Reports February 2021

Buildings and Grounds (Dale)

- Site cleanup following wind/rain storms
- Power washing of Amphitheater bricks
- Two large pine trees have fallen in the area below the west end of the parking lot. B&G is getting estimates for removal

Communications - (Liora) - nothing to report - meeting planned for February 22.

Design Review - (Dale) - nothing to report

Dream Builders (Dale)

- Construction is continuing on the Founders Hall moveable partition project. A change to the niche enclosure doors will result in an approximate 2-week delay. This won't affect our eventual return to onsite services.
- Before any work can be done on the Amphitheater (shade sail structure, accessibility, etc.), the parking lot hammerhead/turnaround must be completed first per the SB Fire Marshall.
- Dream Builders is analyzing total project costs to ascertain what may be done in addition to the hammerhead with the money we currently have in the Capital Campaign fund.

Finance (Rich)

- The finance committee is working on the preliminary budget and on parts of the Audit related to the PPP grant.

Kitchen (Duane)

- Nothing to report

Leadership Development (Angie)

Leadership Development Team (Christie Turner, Alana Schuller, Tom Packard, Callen Hyland) met on 2/5/2021

· Team decided to expand the invitations to this event and to shift the emphasis to one of inclusion and belonging instead of "leadership" . The end goal is still to involve folks so that they might step up. We would like a bit more time to craft this list and message.

· Asked to push back date: April 17th has been agreed upon.

· **Christie has asked that a few Board members be present and address the prompt:**

What draws you to give up your time for this community?

· Christie also asks the Board: How can we support our current leaders?

Membership - (Duane)

- Nothing to Report

Nominating Committee - (Duane)

- Once a month an information session will be scheduled for prospective board members. The committee requests two to three board members to attend to give a brief overview of the job and time commitments required.
- Board of Directors Positions: Request communication of any changes to the two open positions to be filled.
- Cheryl Close has volunteered to be on the NomCom until June 30 and may decide to stay on.
- **Outreach strategy includes:** personal outreach, a volunteer interest survey, and at least two informational meetings. Our preliminary schedule follows and is subject to change.
 - **Survey:** includes opportunities for all interested UUFSD members and friends to express volunteerism interest. Related information will be communicated to applicable leadership.
 - **02/15: Announcements** begin: weekly OOS, email, newsletter, website
 - **Sun. 02/28 (tentative): Informational Meeting 1:** 11:30 AM – 12:30 PM
Information, Q&A opportunity.(A request for current/continuing board member participation is in a separate email.)
 - **Tue. 03/23 (tentative): Informational Meeting 2:** 6:30 – 7:30 PM
Information, Q&A opportunity.(A request for current/continuing board member participation is in a separate email.)
 - **05/03:** NomComm complete conversations with BOD prospects.
 - **05/15:** Slate submitted to Board for Congregational Meeting communications.

Pastoral Care - (Rev Jo/Alison) - See Minister and RE report

Personnel - (Dale) - nothing to report

Policies and Procedures (Dale)

- One P&P to review this month.

Religious Education - (Alison) - see below

Social Justice Action (Angie)

Still no chair; Barbara Walker authorizing budget expenditures

Chair needed to organize efforts!

There has been an ongoing effort over the last few weeks to agree on a time to meet as SJA to decide on what to do with the \$1000 remaining in the 2020-2021 budget. Meeting now scheduled for Sat 2/27 @ noon.

1. Casas de Luz (Kathy Faller)

- Proceeding with a sleeping cottage village using land from Bethel Baptist Church and Interfaith shelter resources for food and case management. May come with request for funds for building cottages

2. Environmental Justice – currently inactive

3. Generosity Sundays – on hold until July 2021; need coordinator

4. Helping Our Neighbors (Irv Himmelblau)

- Continuing to support Encinitas Safe Parking with one dinner/month and providing toiletries (about \$225/month) ; considering expanding effort two dinners/month if other groups within SJA don't request additional funds

- Interfaith Shelter Network – UUFSD has donated \$1700 to house and feed one family (or individual) for two weeks at Motel 8 in Carlsbad; placement in Motel 8 is in lieu of placement of practice in houses of worship due to COVID-19. This amount will provide housing/food for two weeks.

5. Racial Justice (Julia darling)

- 8th Principle: Next forum planned for 2/21 @ 4pm; approximately 40 individuals attended the "Continuing the Conversation" breakout sessions after service on 1/17. Different reactions but many concerned with wording and what adoption would ultimately mean in terms of accountability. Both Paula Cole Jones and Bruce Pollack-Johnson, authors of the 8th principle, have said that wording may well be changed by UUA during the adoption process but that the overall meaning and sentiment would remain unchanged. **RJTF asks that our Fellowship consider adopting the principle as is.**

Great forums at First Church SD considering 8th principle adoption. The one on 1/17/2021 features Bruce Polack-Johnson; more powerful one is 1/24/2021 featuring Paula Cole Jones and then Tom Owen-Towle. I strongly suggest you watch these:

[Governance - First UU Church of San Diego \(firstuusandiego.org\)](http://firstuusandiego.org)

- Paula Cole Jones will be the speaker at our fellowship Sunday service on April 11th.

- Ms. Jones has proposed a workshop (1 – 4:30 pm on Sat 3/13) for our fellowship @ \$600-800. Task force members feel we need more information about the specific content of

the workshop and expressed concern about possible low attendance unless people had exposure to Ms Jones first through a service and/or more detail about workshop.

- Fellowship wide invite for book review of Caste, Isabel Wilkerson, @ 4pm for 3/7, 3/28, and 4/11. Caste is a great read!

Stewardship (Rich)

The Stewardship Steering committee agreed at its meeting last week to cancel the Auction that usually occurs in March. This cancellation will leave a shortfall in our budget for 20/21 of about \$6000. Sarah has indicated that our PPP grant and UU grant will cover this loss, but it will lower our retained earnings (our "profit") for this year. The full justification was sent previously to the Board.

We are moving forward with the Pledge Drive and will give more details next month.

Worship (Angie K/Mary Anne Trause/ Chris Bynes)

- Mary Anne Trause, Chris Brynes, and I are now the Worship Committee and will be acting as co-chairs.

- Committee has put out a short survey to assess effectiveness of our ZOOM services and elicit suggestions. Responses will be studied in our next meeting March 4th. Nancy Hebert (COM) has been very instrumental in the mechanics of the Google survey.

Religious Education: (Alison)

In the beginning of January we responded to the Insurrection and coup attempt in Washington DC by holding two vigils. I helped plan and organize both. For the all Fellowship vigil we had a wonderful turn out and I got Emma's Revolution to agree to play for us. Pat and Sandy were wonderful and helped us plan the flow of the service with their beautiful songs.

I decided to hold a second vigil for youth because there were only a few on during the all Fellowship one. During this second vigil, I invited Summitt DRE Mary Carter Vail to do the welcoming and Marshall (our music director) and various UUFSD and First Church youth to speak, I did a small homily. I felt that the youth present felt held and we created a space in which they could share their feelings around the insurrection. We invited PSWD youth and there were a fair number of DRE's and youth advisors that came as well. During the LREDA (the UU religious professional group for educators) monthly meeting, the vigil was talked about and a number of people who were able to come said that it was very healing for their youth. I was honored to be able to host it.

A Sunday service change that we have been doing in worship is having families record and "light the chalice" in services on Sundays. It has been so wonderful to see everyone's faces and I think based on the feedback I have been receiving, that it is a success with people in the Fellowship as well.

I have taken responsibility for this new program and am finding the families and then connecting them with the appropriate worship associate for that week. There were a few timing issues to work out, but I think that planning earlier than the week of has solved those.

The families get a choice to either do their words or have words provided by the worship associate on the theme of the service. I work on following up with the family to see when they plan to do it, what they are going to say, and how to get it to Joe. Some weeks it is more work than others depending on the stress level and tech savvy of people, but we get it done. It is worth the extra responsibility for the CUTENESS which is now in our services.

Coming of Age is going very well! We just finished Judaism and had our own Marshall Voight in to the class to be the faith representative. It was great because he got a chance to meet the youth and they had some really wonderful questions for him. We then all joined Temple Emanuel in Del Cerro for Friday night Shabbat worship. Here is a still shot of the class, I do have a video snippet of Marshall in the class if anyone has interest, I would forward the video to



you.

I continue to work as a Good Officer during this time. A lot of congregations are in upheaval and staff are particularly feeling vulnerable during this pandemic. Especially with congregations with interim ministers. I am helping to support one in particular in Arizona.

I facilitated a Love Exercise yesterday with the Youngish Adults. Those are Adults who are in their 30's and 40's. We did a reframing love during Valentine's Day and it was a success from what I could tell. There was a lot of deep processing and I am going to continue to meet with the group on a monthly basis or perhaps quarterly, to do some deep soul work.

The RE Committee and I are working on spring Equinox goodie bags for all of the children in Religious Education. I have written a personalized note to all children through the 6th grade and we have collected principles, seed paper in cute shapes, book marks, friendship bracelets and felt hearts. We will be organizing a drop off in March.

We have 2 interns who will be working with the UUFSD RE program this semester, their names are Danielle Rubenfeld and Mitzy LopezDuarte. They are both from Cal State San Marcos and Danielle's name might seem familiar because she has been a teacher for us for many years. Mitzy is bilingual and I am going to be working with the RE Committee and Office Staff to come up with ways to effectively use her wonderful skills to enhance UUFSD. More details on what they will be doing will be in further updates.

I was an invited speaker to the planning group of the United Nations/UU collaboration of youth and young adults that is the UN Spring Seminar. It was an honor to come in and do some heart connection work with the team who is feeling a bit of burn out. We identified some of the ways they are feeling and talking about them I believe helped. This is the first time as a group that they have done heart work like this, committee work seems to be all head work. I recognize that is a growth area in many committees in Unitarian Universalism, including my own RE committee. I have realized that I need to build in time for deep check ins. Here is the information on the UN/UU seminar they are planning.

[All In for Climate Justice: Food Equity and Sustainability](#)

How does food justice heal our communities and our planet? The @UUOfficeUN is teaming up with @UUMFE to host this year's all-virtual Intergenerational Spring Seminar, taking place online April 9-11.

Join youth (14+) and adults for engaging discussion and activities around the theme "All In for Climate Justice: Food Equity and Sustainability." Programming will equip you to take action centered in equity and sustainability to advance climate and food justice in the world. Learn more and register by March 18 at www.UUA.org/UNSpringSeminar (link in bio!). #allinforclimatejustice #unspringseminar #createclimatejustice

I continue to do Pastoral listening for people in the congregation, it is always my honor to feel as if I can be of help in some ways. I am still writing all of people in the Joys and Sorrows notes of condolence, understanding, and joy on Sunday.

The classes and groups that I continue to facilitate are:

StoryTime (Monday, Wednesday and Fridays)

Youth Group (Tuesdays)

Coming of Age (Tuesdays)

Young Adult Group (Mondays)

Middle School youth group (Saturdays)

Minister Report

Happy New Year 2021! I sincerely hope this year brings much more joy than the last. And we have a new President and a new administration! This brings new hope, even after the horrendous event of January 6th, I am still hopeful and feel more relieved that our country can overcome all that ails it. May we stay connected as a community to help us feel a part of.

January began with a new Forum I am presenting once a month after the first Sunday service of the month. It's still in its infant stages and we are working out some kinks and I am hoping that members will

want to become involved in discussion and also that it may help for all of us to get to know each other better. We were able to also begin discussion on the 8th Principle after our service on Dr. Martin Luther King Sunday and our RJTF will continue this each month so that we can educate and help congregants to understand the need and meaning of the Principle to vote on it at our June Congregational meeting. I held a Worship Associate Quarterly meeting that was well attended and we had a great discussion on the worship services and activities.

I attended 50 meetings, consultations and webinars this month, indeed a busy month. We have the beginnings of creating a Committee on Right Relations which will help in avoiding triangulation and creating more direct communication. We've been looking at the need of two rehearsals each week as many of our Worship Associates and Staff are by now well versed in the workings of our Sunday Worship services. I've been in contact with Regional Staff who have been very helpful in navigating some of the pastoral care circumstances I have encountered. Sacred Circles is going well and I have attended each of their monthly meetings with the facilitators. I led the Pastoral Care monthly meeting and we have a new person joining the team. We still are in need of a Chair, one who actually needs to be more administrative than pastoral. I had 10 pastoral care conversations either on Zoom or by phone this month which also shows me the need for a larger pastoral care team and a Committee on Right Relations.

We held a vigil for after the events of January 6th as it was very traumatic for many of our members. It was such a pleasure to have Emma's Revolution play for us at this event. We also then held a Youth Vigil as we discovered how many of our youth were affected by these events. During the pandemic, it has been so difficult to be together and to feel connected. I am hoping that these events helped in some way.

I attended a White Labor Organization Zoom meeting and a Speaking By Heart webinar which were very informational. I also attended a couple of Side with Love zoom events that occurred during the Thirty Days of Love. We also held a Congregational meeting the end of January which was my first meeting. I again met with my Fellowship Mentor and my Spiritual Director this month. I also mailed out 24 anniversary cards commemorating those members who joined this beloved Fellowship.

I am hopeful that this year will be much more connected for all of us than last year was! Thank you all for what you give to the Fellowship. It wouldn't be here without all of you giving and participating and devoting yourselves to this congregation.

Blessings to you all,

Rev Jo

Treasurer's Report February Board Meeting 2021

Sarah Miller, UUFSD Treasurer

P&L and BS DISCUSSION

As of January, 31, 2020, we are 58% of the way through the fiscal year.

Profit and Loss Budget vs Actual:

Minor budget anomalies are footnoted on the report.

Balance Sheet:

The Vanguard accounts are not yet up to date. With the recent addition of two accounts and numerous transfers, they are complicated. Now that the donation reports for 2020 taxes have gone out and the audit prep is finally finished, they will be by next report.

GIVING REPORT

There was no Generosity Sunday in January and no more are planned until we can have in person services again. Last month's report giving analysis showed that for the first 6 months of this fiscal year, we received an average weekly Sunday Offering of \$164/Sunday. In January, the average Sunday Offering collection was \$220/Sunday. Our Budget for this year planned only for \$150/Sunday, so we are doing well there.

MISCELLANEOUS

- The Audit. All the documents requested by the Auditor have been located, scanned, appropriately renamed, and made available in a secure online location. This was a huge effort over several months and thanks go to Rich in particular for resolving some challenging issues and getting us to this point.
- The PPP and EID Grants. We have come to the end of our "use period" for these grants. Ron Demuth and I are working together to submit the forgiveness paper work.
- CalOES FEMA Grant. No activity yet.
- BREEZE. There are now 107 members and staff accounts in Breeze (up from 105 last month). We now have a Breeze-based expense approval form for digitally submitting reimbursement requests, which is working well. This is a digital version of our old paper system. Using Breeze to send the 2020 donation statements to everyone was incredibly easy and much less expensive than what we used to do with printed versions that were sent out in the mail.
- Mystery Wells Fargo Safe Deposit Box. I would like to have Reverend Jo and perhaps another member of the Fellowship become signers on this box just so we have backup.
- Archive. This project is on hold. Andrew Fry's mother, Kay, has begun to volunteer in the office and with her help, we should be able to finish this in fairly short order.

The Unitarian Universalist Fellowship of San Dieguito
Profit & Loss Budget vs. Actual
July 2020 through January 2021

	Jul 2020 - Jan 2021	Annual Budget	\$ Remaining	58% of Year Budget% Used	Notes
Ordinary Income/Expense					
Income					
Revenues					
Fundraising					
REV.AUC.01 - Auction Income	0.00	8,000.00	8,000.00	0.0%	
REV.MIS.01 - Fundraising Income	2,358.38	0.00	-2,358.38	100.0%	
Fundraising - Other	-27.50		27.50		
Total Fundraising	2,330.88	8,000.00	5,669.12	29.14%	
Pledges					
REV.PLG.01 - Pledge Current Yr	248,654.84	312,748.00	64,093.16	79.51%	1
Total Pledges	248,654.84	312,748.00	64,093.16	79.51%	
RE Program Income					
REV.REL.01 - RE Donations	30.00	1,000.00	970.00	3.0%	
REV.REL.02 - COA/OWL Fees	0.00	200.00	200.00	0.0%	
Total RE Program Income	30.00	1,200.00	1,170.00	2.5%	
REV.MIS.04 - Misc Contributions	2,289.27	10,000.00	7,710.73	22.89%	
REV.SUN.01 - Sunday Collection	3,929.44	6,000.00	2,070.56	65.49%	2
Scripp Sales	180.24	200.00	19.76	90.12%	3
Investment Income					
Interest & Dividends	9.78		-9.78		
Total Investment Income	9.78		-9.78		
Site Rental					
REV.SIT.01 - Sandy Hill	26,425.00	45,000.00	18,575.00	58.72%	
REV.SIT.02 - Special Evnt Rent	-600.00	0.00	600.00	100.0%	
Total Site Rental	25,825.00	45,000.00	19,175.00	57.39%	
Total Revenues	283,249.45	383,148.00	99,898.55	73.93%	
Total Income	283,249.45	383,148.00	99,898.55	73.93%	
Gross Profit	283,249.45	383,148.00	99,898.55	73.93%	
Expense					
Administration Expenses					
OPS.ADM.01 - Postage	209.54	800.00	590.46	26.19%	
OPS.ADM.02 - Office Supplies	2,048.67	2,000.00	-48.67	102.43%	
OPS.ADM.03 - Copier	4,220.68	7,200.00	2,979.32	58.62%	
OPS.ADM.05 - Phone & Internet	1,481.80	2,900.00	1,418.20	51.1%	
OPS.ADM.06 - Adm Mileage Exp	56.35	200.00	143.65	28.18%	
OPS.ADM.07 - Misc Supplies	104.95	450.00	345.05	23.32%	
OPS.ADM.09 - Miscellaneous	20.00		-20.00		
Total Administration Expenses	8,141.99	13,550.00	5,408.01	60.09%	
Bank Service Charges	-98.31		98.31		
Board & Committee Expenses					
COM.BRD.03 - Board Exp	0.00	150.00	150.00	0.0%	
COM.COM.03 - Communications Exp	980.13	2,000.00	1,019.87	49.01%	
COM.CNX.03 - Kitchen Exp	0.00	500.00	500.00	0.0%	
COM.FND.03 - Fundraising Exp	0.00	500.00	500.00	0.0%	
COM.MEM.03 - Membership Exp	0.00	500.00	500.00	0.0%	
COM.MUS.03 - Choir & Music Exp	733.84	400.00	-333.84	183.46%	7
COM.PCC.03 - Pastoral Care Exp	0.00	150.00	150.00	0.0%	
COM.PGC.03 - Planned Giving Exp	0.00	200.00	200.00	0.0%	
COM.SAC.03 - Social Action Exp	324.00	3,000.00	2,676.00	10.8%	
COM.SUN.03 - Worship Exp	800.00	4,800.00	4,000.00	16.67%	

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July 2020 through January 2021

	Jul 2020 - Jan 2021	Annual Budget	\$ Remaining	58% of Year Budget% Used	Notes
Total Board & Committee Expenses	2,837.97	12,200.00	9,362.03	23.26%	
Denomination Expenses					
OPS.DEN.01 - UUA Dues	26,687.00	23,928.00	-2,759.00	111.53%	
Total Denomination Expenses	26,687.00	23,928.00	-2,759.00	111.53%	
Finance Expenses					
OPS.FIN.03 - Accounting Fees	5,001.20	9,000.00	3,998.80	55.57%	
OPS.FIN.05 - Other Finance Exp	961.46	9,000.00	8,038.54	10.68%	
OPS.FIN.06 - Credit Card Fees	1,267.45	1,350.00	82.55	93.89%	
Total Finance Expenses	7,230.11	19,350.00	12,119.89	37.37%	
Payroll Expenses					
Congregational Administrator					
PER.OFF.01 - Admin Wages	23,531.36	38,550.00	15,018.64	61.04%	4
PER.OFF.02 - Admin UUA Pension	2,248.26	3,855.00	1,606.74	58.32%	
PER.OFF.03 - ER Payroll Taxes	1,657.04	2,949.00	1,291.96	56.19%	
PER.OFF.04 - Admin Medical	9,938.20	12,242.00	2,303.80	81.18%	
PER.OFF.07 - Admin LTDLife Ins	317.26	651.00	333.74	48.73%	
PER.OFF.08 - Admin Prof Exp	100.00	200.00	100.00	50.0%	
Total Congregational Administrator	37,792.12	58,447.00	20,654.88	64.66%	
Director of RE Expense					
PER.DRE.01 - DRE Wages	34,767.42	56,787.00	22,019.58	61.22%	4
PER.DRE.02 - DRE UUA Pension	3,287.56	5,679.00	2,391.44	57.89%	
PER.DRE.03 - ER Payroll Taxes	2,215.11	4,344.00	2,128.89	50.99%	
PER.DRE.04 - DRE Medical	5,495.84	6,736.00	1,240.16	81.59%	
PER.DRE.07 - DRE LTDLife Ins	425.60	923.00	497.40	46.11%	
PER.DRE.09 - DRE Prof Exp	731.57	2,500.00	1,768.43	29.26%	
Total Director of RE Expense	46,923.10	76,969.00	30,045.90	60.96%	
Minister Expense					
Minister Benefits					
PER.MIN.00 - in Lieu of FICA	4,002.68	7,267.00	3,264.32	55.08%	
PER.MIN.02 - Minister Housing	25,601.47	35,000.00	9,398.53	73.15%	
PER.MIN.03 - Minister UUA Pens	5,635.38	9,500.00	3,864.62	59.32%	
PER.MIN.04 - Minister Medical	2,460.33	3,149.00	688.67	78.13%	
PER.MIN.07 - Mnster LTDLife Ins	970.70	1,714.00	743.30	56.63%	
PER.MIN.08 - Minister Prof Exp	1,621.17	5,000.00	3,378.83	32.42%	
Total Minister Benefits	40,291.73	61,630.00	21,338.27	65.38%	
Minister Wages					
PER.MIN.01 - Minister Salary	31,984.98	60,000.00	28,015.02	53.31%	
Total Minister Wages	31,984.98	60,000.00	28,015.02	53.31%	
PER.MIN.10 - Moving Expenses	4,691.34	5,000.00	308.66	93.83%	
Total Minister Expense	76,968.05	126,630.00	49,661.95	60.78%	
Music Expenses					
Choir Director					
PER.MUS.01 - Choir Dir Wage	15,411.90	22,200.00	6,788.10	69.42%	5
PER.MUS.03 - ER Payroll Tax	994.48	1,698.00	703.52	58.57%	
PER.MUS.04 - Choir Dir Prof Exp	0.00	1,000.00	1,000.00	0.0%	
Total Choir Director	16,406.38	24,898.00	8,491.62	65.89%	
PER.MUS.11 - Accompanist	6,770.47	10,691.00	3,920.53	63.33%	
Total Music Expenses	23,176.85	35,589.00	12,412.15	65.12%	
PER.MIS.01 - Misc Personnel Exp	419.91	500.00	80.09	83.98%	
PER.SIT.07 - Worker's Comp Ins	1,903.00	1,923.00	20.00	98.96%	

The Unitarian Universalist Fellowship of San Dieguito
Profit & Loss Budget vs. Actual
July 2020 through January 2021

	Jul 2020 - Jan 2021	Annual Budget	\$ Remaining	58% of Year Budget% Used	Notes
Site Support Staff					
PER.SIT.01 - Childcare Wage	240.00	240.00	0.00	100.0%	
PER.SIT.02 - Custodian	3,525.00	7,000.00	3,475.00	50.36%	
PER.SIT.03 - Site Caretaker	225.00	3,000.00	2,775.00	7.5%	
PER.SIT.09 - Sound Technician	12,397.50	18,000.00	5,602.50	68.88%	4
PER.SIT.11 - Lead Teach & Asst.	1,350.00	5,484.00	4,134.00	24.62%	
PER.SIT.12 - ER Payroll Taxes	2,827.67	2,044.00	-783.67	138.34%	6
Total Site Support Staff	20,565.17	35,768.00	15,202.83	57.5%	
Payroll Expenses - Other	62.72		-62.72		
Total Payroll Expenses	207,810.92	335,826.00	128,015.08	61.88%	
Religious Exploration					
COM.OWL.03 - COA/OWL Exp	0.00	200.00	200.00	0.0%	
COM.REL.03 - RE Program Exp	706.61	2,000.00	1,293.39	35.33%	
Total Religious Exploration	706.61	2,200.00	1,493.39	32.12%	
Reserve Expense Accounts					
RES.EXP.01 - Buildings & Ground	0.00	500.00	500.00	0.0%	
RES.EXP.02 - Appliance & Furnit	193.94	0.00	-193.94	100.0%	
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%	
Total Reserve Expense Accounts	193.94	4,500.00	4,306.06	4.31%	
Site Operations					
OPS.SIT.01 - Property Insurance	0.00	4,356.00	4,356.00	0.0%	
OPS.SIT.02 - Real Estate Taxes	4,065.54	4,066.00	0.46	99.99%	
OPS.SIT.03 - Gas & Electric	-75.40	300.00	375.40	-25.13%	
OPS.SIT.04 - Solar Loans	2,201.64	4,405.00	2,203.36	49.98%	
OPS.SIT.05 - Water	2,067.18	3,850.00	1,782.82	53.69%	
OPS.SIT.07 - B&G Maintenance	4,246.25	8,000.00	3,753.75	53.08%	
OPS.SIT.10 - Audio/Visual Exp	118.51	1,000.00	881.49	11.85%	
Total Site Operations	12,623.72	25,977.00	13,353.28	48.6%	
Total Expense	265,940.01	437,531.00	171,590.99	60.78%	
Net Ordinary Income	17,309.44	-54,383.00	-71,692.44	-31.83%	
Net Income	17,309.44	-54,383.00	-71,692.44	-31.83%	

NOTES

- 1) REV.PLG.01 is running ahead of budget due to prepays.
- 2) REV.SUN.01 is unexpectedly ahead of budget - people are beginning to give more.
- 3) Scripp Sale is ahead of budget due to AmazonSmile donations
- 4) PER.OFF.01, PER.DRE.01, and PER.SIT.09 are ahead of budget due to inclusion of holiday bonuses
- 5) PER.MUS.01 is ahead of budget due in part to Marshall overlapping with Chris Lehman.
- 6) PER.SIT.12 is ahead of budget because the budgeting process neglected to include accomanist's PR Taxes, which are booked here.

12:10 PM
02/12/21
Cash Basis

The Unitarian Universalist Fellowship of San Dieguito
Balance Sheet
As of January 31, 2021

	<u>Jan 31, 2021</u>
ASSETS	
Current Assets	
Checking/Savings	
Union Bank Chkg	203,903.71
Unrealized Gains & Losses	-1,065.67
UUA Common Fund	110,447.84
Vanguard Investment Account	
Vanguard CDs	200,457.99
Vanguard Money Market	469,511.68
Vanguard VFSUX	302,148.05
Vanguard Investment Account - Other	-105,631.62
Total Vanguard Investment Account	<u>866,486.10</u>
Total Checking/Savings	1,179,771.98
Accounts Receivable	
Accounts Receivable	-10,845.00
Capital Campaign Pledges	250.11
Total Accounts Receivable	<u>-10,594.89</u>
Other Current Assets	
Undeposited Funds	4,341.07
Total Other Current Assets	<u>4,341.07</u>
Total Current Assets	<u>1,173,518.16</u>
TOTAL ASSETS	<u><u>1,173,518.16</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
PPP Loan	47,067.00
Bonus' Payable	206.28
Payroll Liabilities	
LIA.PER.01 - Payroll Taxes	572.04
Medical Liability	-1,592.41
UUA Pension Liability	1,829.69
Total Payroll Liabilities	<u>809.32</u>
Total Other Current Liabilities	<u>48,082.60</u>
Total Current Liabilities	<u>48,082.60</u>
Total Liabilities	48,082.60
Equity	
Dividend Income	945.03
Gains/Losses from Investments	8,680.89
Opening Balance Equity	-1,813.82
Permanent Restricted	

12:10 PM
02/12/21
Cash Basis

The Unitarian Universalist Fellowship of San Dieguito
Balance Sheet
As of January 31, 2021

	<u>Jan 31, 2021</u>
FND.PGE.01 - Endowment Fund	110,447.84
Total Permanent Restricted	110,447.84
Temp. Restricted	
Building Funds	
FND.CAP.01 - Capital Campaign	
FND.CAP.02-Cap Cam Donations	1,765,469.45
FND.CAP.03-Cap Cam Expense	-944,691.05
FND.CAP.01 - Capital Campaign - Other	-6,200.00
Total FND.CAP.01 - Capital Campaign	814,578.40
Total Building Funds	814,578.40
Committee Funds	
COM.ADL.04 - Adult Programs Fund	168.20
COM.LIB.04 - Library Fund	782.72
COM.MUS.04 - Choir/Music Fund	1,261.80
COM.SAC.04 - SAC Fund	
Helping our Neighbors	5,010.54
UU the Vote	0.72
Backpack Fund	50.87
Racial Justice	823.52
COM.SAC.04 - SAC Fund - Other	1,699.85
Total COM.SAC.04 - SAC Fund	7,585.50
COM.SUN.04 - Worship Comm Fund	-36.23
Total Committee Funds	9,761.99
Other Funds	
FND.COF.02 - Coffee Fund	995.43
FND.CON.02 - Concert Fund	3,072.47
FND.DBN.02 - DeBenneville Pines	3,739.51
FND.DRE.02 - DRE Discre. Fund	3,186.82
FND.HFH.02 - Casas de Luz	75,351.69
FND.MIN.02 - Min Discr Fund	2,627.61
FND.MWL.02 - Memorial Wall Fund	14,839.63
FND.REL.02 - RE Special Fund	150.00
FND.SPC.02 - Special Coll Fund	1,067.83
FND.YOU.02 - Youth RE Fund	3,786.36
Total Other Funds	108,817.35
Reserves	
RES.ADT.01 - Audit Reserve	6,000.00
RES.MSB.01 - Signing Bonus	6,196.46
RES.AFR.01 - Appliance & Furn	2,316.66
RES.BAG.01 - B&G Reserve	4,908.28
RES.GEN.01 - General Fund	6,793.51
RES.SAB.01 - Ministr Sabbatical	455.96

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02/12/21
Cash Basis

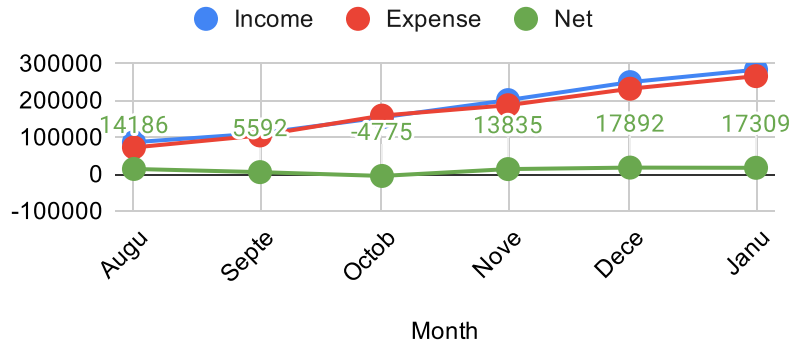
The Unitarian Universalist Fellowship of San Dieguito
Balance Sheet
As of January 31, 2021

	<u>Jan 31, 2021</u>
RES.SAB.02 - DRE Sabbatical	1,976.81
RES.SND.01 - Audio Visual Res	<u>1,399.72</u>
Total Reserves	<u>30,047.40</u>
Total Temp. Restricted	963,205.14
Unrestricted Net Assets	26,661.04
Net Income	<u>17,309.44</u>
Total Equity	<u>1,125,435.56</u>
TOTAL LIABILITIES & EQUITY	<u><u>1,173,518.16</u></u>

Month	Income	Expense	Net	Month Income	Month Expense		
August 2020	86696	72510	14186				
September 2020	110667	105075	5592	23971	32565		
October 2020	154101	158876	-4775	43434	53801		
November 2020	200880	187045	13835	46779	28169		
December 2020	249618	231726	17892	48738	44681		
January 2021	283249	265940	17309	33631	34214		

Accumulated Income & Expense

With Accumulated Net



Monthly Income & Expense

With Accumulated Net

