



Unitarian Universalist Fellowship of San Dieguito Board Meeting Minutes

March 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 February Meeting Minutes

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

ACTION: All Agreed

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

- Motion to approve: Angie
- 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)

4. Revision of P & P 110 for Corporate Secretary duties

ACTION: Sarah and Liora will consult and come up with a detailed outline of what the responsibilities of the Corporate Secretary

5. Rev Jo contract questions

- Vacation accrual?
- It is accrued over time.

- Fiscal year vs. anniversary of employment.

ACTION: Dale as President will look into these questions in reference to contract information.

6. Stewardship plan and Mission Budget for April Pledge Drive (Rich) -

- Starts on March 28th with a forum & presentation with a fair giving guide. Detailed information is in the committee reports for March 2021.
- Sarah will cover the financial presentation which will include costs including salary of personnel; items to run the office; insurance, utilities, grounds and payments to the UUA each year. The Finance Committee has recommended we put money aside for maintenance and repairs. Based on current pledges & income from Sandy Hill, we need additional income. We have had to fundraise to meet our financial obligations. This needs to be clearly articulated to the congregation during this presentation. We need to increase our pledges by 15% that will support the Fellowship. This will allow us to have less fundraisers and focus on the areas we want to financially support based on our religious convictions.

7. Request by men's group (John Sherman) for onsite meetings in library

- Dale reviewed the guidelines by the CDC and shared with the Board.
- The Board needs to provide guidelines that could be utilized by everyone in the congregation. We must consider fairness to the entire congregation. Let's remember the first principle: We must consider the inherent worth and dignity...
- We should also remember to consult with the guidelines from the city and the tier we are currently in for our county.

ACTION: Dale will respond on behalf of the Board.

8. Moving toward onsite activities

- Limited onsite services (timing, tech requirements, limitations)
- Two services (one live/one zoom?)
- Discussion: The Board has the responsibility to make decisions about return to onsite activities. Considerations are what tier (currently red tier) we are in and the amount of vaccinated fellowship members. We need temperature checks; training for staff on sanitation, etc.

1. How are we thinking about our facilities a year into the pandemic?

- we miss seeing the members of the congregation

2. What has the pandemic taught us are our most valuable assets?

- Our most valuable asset is each other and it is different on zoom than in person. Some members do go to different services other than our Fellowship since they are all on zoom.

- Keep doing the streaming so everyone can participate - even when we start some onsite services.

- We have possibilities that we have that the pandemic has shown us that we didn't see before - It has solved our meeting space issues. Maybe we continue to zoom committee meetings that meet in the evenings.

- Some people are drawn to the Fellowship due to our campus grounds.

3. What are we going to bring forward to the next iterations? A Task Force needs to include from the worship committee, buildings and grounds, Joe Cantrell, Kristen Brandley, Alison, Jan Berlin, Rev. Jo, Marshall and Duane.

9. Closed Executive Session

10. Future Business

- Committee on Ministry (Policy?)
- Personnel (HR on retainer?)
- Pastoral Care (need chair)
- UUFSD Historic Records Task Force

Board Meeting Ended: 9:42 pm

Next Board Meeting April 15, 2021 7:00 pm via Zoom

APPENDED TO THESE MINUTES:

- **Committee, Staff, & Treasury Reports**
- **Financials - P&L Feb 2021**
- **Financials - BS Feb 2021**

UUFSD Committee, Staff & Treasury Reports March 2021

Buildings and Grounds (Dale)

- Continued brush and debris removal
- Unclogged trench drain in front of Founders Hall
- Entry stair maintenance

Communications - (Liora) -

- The committee discussed "branding" for the Fellowship. They understand that the Board needs to be aware of the branding concept since it involves the larger fellowship.
- Maybe we can design our own logos something like the examples that was shared to the committee:
- Maybe we need to come up with three or four things that are unique to us. Rich suggested a contest to find three unique messages from us to the world.
- The following are the areas discussed at the meeting regarding our web pages:
 1. Home page of the website:

Who We Are

Replace the current photo with the UUA "We Are" banner (Attached)

Become Part of the Family (change to Become Part of the **Community**)

Replace the current photo with "We Love our Neighbors" banner (attached)

2. For the Stay Connected weekly publication during COVID

Place the "We Are" banner on top. This would mean going to two pages, and I know that Tracey wants to keep it at one page.

3. For the weekly Newsletter

Include the "We Are" banner under "UUFSD Weekly Newsletter for..."

- Irv shared that he is in ...the process of redoing the Stewardship tri-fold pledge brochure and will suggest using the "We Are" banner as the front page graphic. I also intend to talk to Betsy about reviewing all membership handout material and using the "We Are" logo on as many pieces of literature as possible." Irv



Design Review - (Dale) - nothing to report

Dream Builders (Dale)

- Due to revision of closure doors for the Founders Hall movable partition project, the project will be delayed, with completion scheduled for May.
- Firm cost proposals are being obtained for the Parking Lot Fire Truck Turnaround, Amphitheater Shade Sail Structure, Main Entry Stair Replacement and Kitchen Exterior Remodel. The Fire Truck Turnaround and Shade Sail Structure will require preparation of working drawings and Building Department approval.
- Jon Luft and Greg Brown are working with Dream Builders to revise design concept plans for the Administrative Office Remodel. The committee plans to work with Chris Kolb to refine the drawings and provide a cost proposal. This project will also require preparation of working drawings and Building Department approval.

Finance (Rich)

- Finance is continuing with the budget calculation. They will request \$25,000 be set aside each year for maintenance and repairs of infrastructure. For this, and to keep us in the black, we need to increase our pledge donations by \$50,000, which is an overall 15%.

Kitchen (Duane) - nothing to report

Leadership Development (Angie)

- Chair – Christie Turner
- Next Leadership Gathering for April 17th 10 am – 11:30 am
- Board members to attend: Dale, Sarah, Duane, Liora
- Greatly expanding invitations to even nonmembers; shifting the emphasis to creating a sense of community and connection rather than volunteer recruitment
- Will include band recordings, Carol Mason, revamped slide show highlighting our love of natural world, strength of RE, Social Justice work, music /art, worship

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.

Pastoral Care - (Rev Jo/Alison) - See Rev. Jo's report and Alison's report

Personnel - (Dale) - nothing to report

Policies and Procedures (Dale)

Religious Education - (Alison) - see below

Social Justice Action (Angie)

- Still no chair; Barbara Walker authorizing budget expenditures
Quarterly meeting held 2/27/2021; Julia Darling facilitated
Wenda raised concern that UUFSD P&P requires SJA to have chair
Meeting 3/20/2021 @ 3pm to discuss 2021-2022 budget requests

1. Backpack Project (Liz Young)

- Planning FR for summer; Hoping to distribute backpacks in August 2021
- Purchased/donated about 15 backpacks in 2020

2. Casas de Luz (Kathy Faller)

- Proceeding with a sleeping cottage village; May come with request for funds for sponsoring a building cottage @ \$5000
- Hope to be back building in TJ by end of year; vaccinations required

3. Environmental Justice – currently inactive

- Former chair, Laura Colban, no longer part of UUFSD

· Linda Pratt is working on a proposal to the Board for UUFSD to join with Interfaith Power & Light – coalition of churches mobilizing a religious response to global warming. Linda will run proposal by subcommittee leads within SJA first

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

5. Helping Our Neighbors (Irv Himelblau)

- Continuing to support Encinitas Safe Parking; Any unused SJA 2020-2021 budget \$ will go toward funding additional dinners

- Interfaith Shelter Network – UUFSD donated \$1700

6. Racial Justice (Julia Darling)

- 8th Principle: Instead of monthly forum, RJTF will reach out to all active committees with a background information and examples of implementation

- Paula Cole Jones will be the speaker at our fellowship Sunday service on April 11th and offer forum directly after the service

- Cost for Paula Cole Jones is \$600 -700: \$100 will come from the Worship Committee; Julia will write grant request for \$500 from endowment legacy fund;

SJA passed a motion to allocate up to \$400 of its \$675 remaining unallocated 2020-2021 budget funds to cover the cost if necessary.

- Book club discussion of Caste, Isabel Wilkerson, @ 4pm for 3/7, 3/21, and 4/4

Stewardship (Rich)

Here are the plans for the April pledge drive:

Sunday March 28 -- we host a Forum after the service to outline the goals of the pledge drive. Rich to present the pledge page from the web at uufsd.org/pledge. Jill to present a flyer that shows what our pledges support. All Stewardship members and Rev. Jo and Alison should be there. There will be various participants with their "talking points". About 20 min. Followed by coffee breakout rooms.

Wednesday - Rich will send Tracey a graphic thermometer with a Goal of \$50,000 pledge increase into the newsletter. And the current level of pledges (try to get some early pledges).

Mon-Friday - Sarah will work on a letter to all members with their current pledge, along with a suggested new pledge at the 5%, 10%, and 15% level. Mail Merge and snail mail with 2 printouts of the pages shown during the previous Forum.

Sunday April 4 - Easter - nothing planned

Monday - mailing to members goes out

Wednesday - Rich redoes the thermometer for the newsletter

Sunday April 11 - Rev Jo (or Alison) does a testimonial in the service for financial support

Wednesday - rich redoes the thermometer for the newsletter

Sunday April 18 - Alison (or Rev. Jo) does a testimonial in the service for financial support

Wednesday - rich redoes the thermometer for the newsletter

Sunday April 25 - maybe Choir does a special fun song in honor of pledge drive (Caroline)

Wednesday April 28 - Pledge drive is closed.

Mon-Friday May 2-7 - All new pledges and rollover pledges get entered into Breeze. Members who did not make a pledge change get one last personal email reminder (from an individual that they know and respect) with a request to RSVP.

May 15 (estimated) - Rich sends an email blast from Breeze showing their FY20/21 pledge statement showing pledge amount. Errors are reported and corrected.

The UUFSD Stewardship Steering Committee will hold a virtual town hall to share information about the congregation's finances, its response to the pandemic, and plans for the future. The town hall will occur before the coffee hour on March 28.

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

- Co-Chairs: Mary Anne Trause, Chris Brynes, Angie K
- Survey responses (97) were reviewed/discussed:
Respondents were mainly 60 and older
Very few households with children responded, none said their children/youth engaged in the service. Folks tune in for connection and community; love breakout rooms; music performances from our members/Katie/band/choir; sermons.

Religious Education: (Alison)

The Middle School - Coming of Age class has written a collective statement on their support of the 8th principle. I have sent it to the Social Justice team and to Irv, the communications chair. It is a really great letter and I have included it here:

Dear UUFSD,

As a collective whole, we, the Coming of Age class, have agreed that passing the 8th principle is essential to upholding Unitarian Universalist ideals. Racism and white supremacy doesn't mean the KKK, it doesn't have to be so extreme to cause harm. A lot of liberal white people are saying they are not "racist" because they aren't yelling at people of color when they cross the street. However, they are still part of the problem and contributing to systemic racism by being silent, and refusing to acknowledge that there is systemic racism that they are participating in and benefitting from. We can not ignore this systemic oppression any longer. Religious history has turned a blind eye to racism. But we as the Coming of Age class now understand that oppression lives within Unitarian Universalism, and we will not accept this. We need to enforce anti-racist policies to make the UU religion more inclusive. Even though passing the 8th principle won't solve racism, it will push the conversation around anti-racism forward, it will also make it an integral part of our core values.

If you really want to make change happen, hire more people of color, have conversations around race, and listen to people of color. These examples are not the only things that you can do. We realize that we are the problem (the power majority). By ignoring and not passing the 8th principle, we are ensuring that our white privilege and white dominated culture continues to fester unchecked.

*In Fellowship,
Coming of Age Class 2021*

*-Avalon Bernard
-Kaleb Brandley
-Owen Griffis
-Beckham Kunkler
-Francis Hauptfeld
-Hilary Hauptfeld
-Beckham Kunkler
-Sophie Love
-Sienna Tandon*

They also had two visitors from the Catholic religion into the COA class. We had Sister Katia and the Vice Moderator of the Curia of the San Diego Archdiocese. It was fascinating to meet with the Vice Moderator because he was a quintessential administrator and I had never had the Catholic point of view presented from that angle. Sister Katia was lovely and very warm and engaging.

The new ritual of getting families to light the chalice and film it for Sunday service is so well received. It really is a joy working with everyone and getting to see the children's faces on Sundays has meant so much. As time goes on, I am running into families who are "overloaded" and zoomed out (I have been turned down twice). So for instance, this past Sunday, we had a family lined up to do it and they didn't get their video in on time. So we have pushed it to this Sunday. I do not fault the family at all for not getting their chalice lighting in on time, it is a single parent household with two small children and there have been some health challenges. So I have asked and gotten 3 middle school youth to do chalice lightings "just in case." Fortunately we had one of those and was able to use it this past Sunday. So even though it is a great new addition to worship, there are a few bumps that we are still trying to work out and around.

The need for pastoral care has increased significantly this month, well really since January. The youth are just not doing well with covid restrictions and depression, self harm and anxiety has increased among students who "normally" don't present such issues. The amount of unseen emotional labor to put up a facade of "everything is fine, I am great" takes such a huge amount of energy, that these students have ended up dropping the facade and been asking for help. Which is good that they are asking for help! I am having a lot of conversations with parents and youth about reframing expectations for this past year and how not to become overly concerned with "my child is behind" thinking.

Renaissance Modules are continuing education courses that are offered by LREDA (liberal religious education association). I am a facilitator for this program and have taught the Multicultural Ren Mod before. We are in training all month to sharpen our facilitator skills and talk about issues in the denomination. It has been very interesting to hold conversations about perceived power etc...

The Communications Committee and myself worked to make sure that all of the information on our website was clear and correct for zoom purposes. There is a bit of confusion for our older congregants about the Youngish Adult Group and the Young Adult Group. The Young Adult Group is for people 18-27. The Youngish Adult Group is for 27-35 (ish). There is a bit of pressure being placed on the Youngish Adult Group to change their name and they are talking

about it. I however, don't think that there is an issue. The only confusion comes when the Communications Committee is trying to decide what is and is not under the RE umbrella. There needs to be some reframing of what RE is because people just think of it as children and youth. But that is simply not the case. What the Young Adults and the Youngish Adults are doing is deeply spiritual and social action rooted. They are doing this with my supervision and encouragement. The Young Adults get more of my direct time, and the Youngish Adults, being older, don't need as much hands on work from myself. I join them about once a month if I can to make sure everything is going well and to present a workshop. I do think that a reflection on how to change the congregations perceptions of RE is needed. I will be bringing this up at the next RE Committee Meeting and Staff Meeting.

I am still actively serving as a Good Officer and am now working with a DRE from southern California.

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)

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Minister Report-February 2021

Hello everyone! We are progressing through this pandemic and I am grateful for all of you and the great work you are doing in spite of the restrictions we are living under. The vaccines are out and I've heard many in our congregation have already received them, so that is wonderful news. And we are beginning to create a Task Force to look at the possibilities of when we can return in person. We are moving along as a community!

February brought me to 42 meetings, webinars and rehearsals. Just because February is a shorter month apparently means I still have a lot of meetings! I was able to Zoom however with colleagues also and gain perspective on how other congregations are faring during this Covid time. I met with my Spiritual Director twice and my Fellowship Mentor once.

I was able to attend a Stewardship meeting and we are off and running to begin our Pledge Drive. I also attended a Stewardship webinar that was offered by the UUA that I found very beneficial. Founders Hall is moving along and the dividers are being installed slowly but surely. I also met with Pastoral Associates and we have gained a new committee member, Kevin Burchby! Our meeting this month also had a speaker, Wenda, who told us about OSCER, Organized Support Companion in an Emergency situation, which is also an app for those who may need assistance in mental health. We had a member pass away, Virginia Vogel and I spoke extensively with her son Martin a couple of times. We also had a congregant Kerri Boutrell who lost her father to Covid. I had 4 pastoral care calls this month.

With worship this month, we held a committee meeting and I Zoomed with 2 colleagues who will be preaching here when I am away and also got ideas from another colleague as to how they are approaching the 8th Principle. We were fortunate to use the Side with Love service on Valentine's Day and I attended the San Diego Interfaith conference. It was wonderful to get to

know other religious leaders in the area and I look forward to meeting them in person someday. We also finalized a sermon and workshop in April to bring in Paula Cole Jones to discuss and work on the 8th Principle and introduce us to some of the work we need to do to accept it or not accept it in our June Congregational meeting. The Racial Justice Task Force has been diligent about education on this proposed principle in and about white privilege and the anti-racism work we all need to do.

I held my first Coffee Chat on Zoom here this month. We only had a few participants, but it is something new I think for this congregation and again, I'm looking forward to when we can meet in person to chat. I will hold a Coffee Chat once a month and we'll see how many may be interested. I choose different days and times to see when people may be available.

I am grateful to be with all of you, grateful for the work you all are doing and looking forward to Spring!

Blessings to you all,
Rev Jo

Treasurer's Report For March Board Meeting 2021

Sarah Miller, UUFSD Treasurer

P&L and BS DISCUSSION

As of February 28, 2021, we are 67% of the way through the fiscal year.

Profit and Loss Budget vs Actual:

No comments

Balance Sheet:

No comments

GIVING REPORT

Not analyzed

MISCELLANEOUS

- The Audit. The auditor has requested two additional documents and will then be able to wrap it up.
- The PPP and EID Grants. Thanks to the efforts of Ron Demuth, we have received forgiveness for these loans.
- Spirit Level Grants. We received \$11k from the Spirit Level Foundation, which is a second round of Pandemic Funding. We also anticipate receiving \$100k in promised funds for the Capital

Campaign. Five years ago, we received a grant of \$350k to be distributed \$50k/year for 7 years. We received checks in 2016, 2017, 2018, and 2019. When the pandemic hit, it was agreed to hold off for a year. Recently John Sherman approached them and asked that we receive both last year's and this year's allotments now, and they agreed. This will help a lot with getting started with the projects we finally have our conditional use permit to build.

- CalOES FEMA Grant. No activity yet.
- BREEZE. There are now 134 members and staff accounts in Breeze (up from 107 last month). The Nominating committee is working with me to begin using the features and tools Breeze provides to help recruit and organize volunteers.
- Archive. This project has resumed. We now have over 20 years of Board Meeting Minutes, Bylaws, and Policies&Procedures on file, among other things. 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 February 2021

	Jul 2020 - Feb 2021	Annual Budget	\$ Remaining	67% thru Year % Budget Used
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	<u>2,330.88</u>	<u>8,000.00</u>	<u>5,669.12</u>	<u>29.14%</u>
Pledges				
REV.PLG.01 - Pledge Current Yr	262,036.93	312,748.00	50,711.07	83.79%
Total Pledges	<u>262,036.93</u>	<u>312,748.00</u>	<u>50,711.07</u>	<u>83.79%</u>
RE Program Income				
REV.REL.01 - RE Donations	424.90	1,000.00	575.10	42.49%
REV.REL.02 - COA/OWL Fees	0.00	200.00	200.00	0.0%
Total RE Program Income	<u>424.90</u>	<u>1,200.00</u>	<u>775.10</u>	<u>35.41%</u>
REV.MIS.04 - Misc Contributions	2,289.27	10,000.00	7,710.73	22.89%
REV.SUN.01 - Sunday Collection	4,291.78	6,000.00	1,708.22	71.53%
Scripp Sales	251.58	200.00	-51.58	125.79%
Investment Income				
Interest & Dividends	9.78		-9.78	
Total Investment Income	<u>9.78</u>		<u>-9.78</u>	
Site Rental				
REV.SIT.01 - Sandy Hill	30,200.00	45,000.00	14,800.00	67.11%
REV.SIT.02 - Special Evnt Rent	-600.00	0.00	600.00	100.0%
Total Site Rental	<u>29,600.00</u>	<u>45,000.00</u>	<u>15,400.00</u>	<u>65.78%</u>
Total Revenues	<u>301,235.12</u>	<u>383,148.00</u>	<u>81,912.88</u>	<u>78.62%</u>
Total Income	<u>301,235.12</u>	<u>383,148.00</u>	<u>81,912.88</u>	<u>78.62%</u>
Gross Profit	301,235.12	383,148.00	81,912.88	78.62%
Expense				
Administration Expenses				
OPS.ADM.01 - Postage	209.54	800.00	590.46	26.19%
OPS.ADM.02 - Office Supplies	2,052.97	2,000.00	-52.97	102.65%
OPS.ADM.03 - Copier	4,830.77	7,200.00	2,369.23	67.09%
OPS.ADM.05 - Phone & Internet	1,728.18	2,900.00	1,171.82	59.59%
OPS.ADM.06 - Adm Mileage Exp	61.95	200.00	138.05	30.98%
OPS.ADM.07 - Misc Supplies	104.95	450.00	345.05	23.32%
OPS.ADM.09 - Miscellaneous	20.00		-20.00	
Total Administration Expenses	<u>9,008.36</u>	<u>13,550.00</u>	<u>4,541.64</u>	<u>66.48%</u>
Bank Service Charges	-97.81		97.81	
Board & Committee Expenses				
COM.BRD.03 - Board Exp	0.00	150.00	150.00	0.0%
COM.COM.03 - Communications Exp	1,039.46	2,000.00	960.54	51.97%
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	723.89	400.00	-323.89	180.97%
COM.PCC.03 - Pastoral Care Exp	0.00	150.00	150.00	0.0%

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COM.PGC.03 - Planned Giving Exp	0.00	200.00	200.00	0.0%
COM.SAC.03 - Social Action Exp	548.54	3,000.00	2,451.46	18.29%
COM.SUN.03 - Worship Exp	1,100.00	4,800.00	3,700.00	22.92%
Total Board & Committee Expenses	3,411.89	12,200.00	8,788.11	27.97%
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	911.46	9,000.00	8,088.54	10.13%
OPS.FIN.06 - Credit Card Fees	1,354.95	1,350.00	-4.95	100.37%
Total Finance Expenses	7,267.61	19,350.00	12,082.39	37.56%
Payroll Expenses				
Congregational Administrator				
PER.OFF.01 - Admin Wages	26,496.56	38,550.00	12,053.44	68.73%
PER.OFF.02 - Admin UUA Pension	2,544.78	3,855.00	1,310.22	66.01%
PER.OFF.03 - ER Payroll Taxes	2,116.93	2,949.00	832.07	71.79%
PER.OFF.04 - Admin Medical	10,838.40	12,242.00	1,403.60	88.54%
PER.OFF.05 - Admin Dental	120.00		-120.00	
PER.OFF.07 - Admin LTDLife Ins	357.88	651.00	293.12	54.97%
PER.OFF.08 - Admin Prof Exp	100.00	200.00	100.00	50.0%
Total Congregational Administrator	42,574.55	58,447.00	15,872.45	72.84%
Director of RE Expense				
PER.DRE.01 - DRE Wages	39,135.66	56,787.00	17,651.34	68.92%
PER.DRE.02 - DRE UUA Pension	3,724.38	5,679.00	1,954.62	65.58%
PER.DRE.03 - ER Payroll Taxes	2,856.03	4,344.00	1,487.97	65.75%
PER.DRE.04 - DRE Medical	6,530.16	6,736.00	205.84	96.94%
PER.DRE.07 - DRE LTDLife Ins	478.80	923.00	444.20	51.87%
PER.DRE.09 - DRE Prof Exp	731.57	2,500.00	1,768.43	29.26%
Total Director of RE Expense	53,456.60	76,969.00	23,512.40	69.45%
Minister Expense				
Minister Benefits				
PER.MIN.00 - in Lieu of FICA	4,314.56	7,267.00	2,952.44	59.37%
PER.MIN.02 - Minister Housing	28,640.05	35,000.00	6,359.95	81.83%
PER.MIN.03 - Minister UUA Pens	6,327.68	9,500.00	3,172.32	66.61%
PER.MIN.04 - Minister Medical	3,513.36	3,149.00	-364.36	111.57%
PER.MIN.05 - Minister Dental	120.00	0.00	-120.00	100.0%
PER.MIN.07 - Mnster LTDLife Ins	1,113.52	1,714.00	600.48	64.97%
PER.MIN.08 - Minister Prof Exp	1,621.17	5,000.00	3,378.83	32.42%
Total Minister Benefits	45,650.34	61,630.00	15,979.66	74.07%
Minister Wages				
PER.MIN.01 - Minister Salary	36,061.90	60,000.00	23,938.10	60.1%
Total Minister Wages	36,061.90	60,000.00	23,938.10	60.1%
PER.MIN.10 - Moving Expenses	4,691.34	5,000.00	308.66	93.83%
Total Minister Expense	86,403.58	126,630.00	40,226.42	68.23%
Music Expenses				
Choir Director				

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

	Jul 2020 - Feb 2021	Annual Budget	\$ Remaining	67% thru Year % Budget Used
PER.MUS.01 - Choir Dir Wage	17,091.90	22,200.00	5,108.10	76.99%
PER.MUS.03 - ER Payroll Tax	1,251.52	1,698.00	446.48	73.71%
PER.MUS.04 - Choir Dir Prof Exp	80.00	1,000.00	920.00	8.0%
Total Choir Director	18,423.42	24,898.00	6,474.58	74.0%
PER.MUS.11 - Accompanist	7,592.85	10,691.00	3,098.15	71.02%
Total Music Expenses	26,016.27	35,589.00	9,572.73	73.1%
PER.MIS.01 - Misc Personnel Exp	472.41	500.00	27.59	94.48%
PER.SIT.07 - Worker's Comp Ins	2,253.00	1,923.00	-330.00	117.16%
Site Support Staff				
PER.SIT.01 - Childcare Wage	240.00	240.00	0.00	100.0%
PER.SIT.02 - Custodian	3,995.00	7,000.00	3,005.00	57.07%
PER.SIT.03 - Site Caretaker	225.00	3,000.00	2,775.00	7.5%
PER.SIT.09 - Sound Technician	13,462.50	18,000.00	4,537.50	74.79%
PER.SIT.11 - Lead Teach & Asst.	1,530.00	5,484.00	3,954.00	27.9%
PER.SIT.12 - ER Payroll Taxes	2,244.94	2,044.00	-200.94	109.83%
Total Site Support Staff	21,697.44	35,768.00	14,070.56	60.66%
Payroll Expenses - Other	34.72		-34.72	
Total Payroll Expenses	232,908.57	335,826.00	102,917.43	69.35%
Religious Exploration				
COM.OWL.03 - COA/OWL Exp	0.00	200.00	200.00	0.0%
COM.REL.03 - RE Program Exp	930.49	2,000.00	1,069.51	46.53%
Total Religious Exploration	930.49	2,200.00	1,269.51	42.3%
Reserve Expense Accounts				
RES.EXP.01 - Buildings & Ground	0.00	500.00	500.00	
RES.EXP.02 - Appliance & Furnit	193.94	0.00	-193.94	
RES.EXP.03 - Audio Visual	0.00	1,000.00	1,000.00	
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	4,321.00	4,356.00	35.00	99.2%
OPS.SIT.02 - Real Estate Taxes	4,065.54	4,066.00	0.46	99.99%
OPS.SIT.03 - Gas & Electric	-65.40	300.00	365.40	-21.8%
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	6,510.57	8,000.00	1,489.43	81.38%
OPS.SIT.10 - Audio/Visual Exp	118.51	1,000.00	881.49	11.85%
Total Site Operations	19,219.04	25,977.00	6,757.96	73.99%
Total Expense	299,529.09	437,531.00	138,001.91	68.46%
Net Ordinary Income	1,706.03	-54,383.00	-56,089.03	-3.14%
Net Income	1,706.03	-54,383.00	-56,089.03	-3.14%

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03/02/21
Cash Basis

The Unitarian Universalist Fellowship of San Dieguito
Balance Sheet
As of February 28, 2021

	<u>Feb 28, 21</u>
ASSETS	
Current Assets	
Checking/Savings	
Union Bank Chkg	193,572.81
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	1,169,441.08
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	1,741.08
Total Other Current Assets	<u>1,741.08</u>
Total Current Assets	<u>1,160,587.27</u>
TOTAL ASSETS	<u><u>1,160,587.27</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	-767.97
UUA Pension Liability	1,828.79
Total Payroll Liabilities	<u>1,632.86</u>
Total Other Current Liabilities	<u>48,906.14</u>
Total Current Liabilities	<u>48,906.14</u>
Total Liabilities	48,906.14
Equity	
Dividend Income	945.03
Gains/Losses from Investments	8,680.89
Opening Balance Equity	-1,813.82
Permanent Restricted	

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Cash Basis

The Unitarian Universalist Fellowship of San Dieguito
Balance Sheet
As of February 28, 2021

	<u>Feb 28, 21</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 - AdultPrograms 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	3,291.16
UU the Vote	278.75
Backpack Fund	50.87
Racial Justice	395.49
COM.SAC.04 - SAC Fund - Other	23.14
Total COM.SAC.04 - SAC Fund	4,039.41
COM.SUN.04 - Worship Comm Fund	-36.23
Total Committee Funds	6,215.90
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	7,216.82
FND.HFH.02 - Casas de Luz	75,040.05
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	112,535.71
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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Cash Basis

The Unitarian Universalist Fellowship of San Dieguito
Balance Sheet
As of February 28, 2021

	<u>Feb 28, 21</u>
RES.SAB.02 - DRE Sabbatical	1,976.81
RES.SND.01 - Audio Visual Res	1,399.72
Total Reserves	<u>30,047.40</u>
Total Temp. Restricted	963,377.41
Unrestricted Net Assets	28,337.75
Net Income	<u>1,706.03</u>
Total Equity	1,111,681.13
TOTAL LIABILITIES & EQUITY	<u><u>1,160,587.27</u></u>