

2023-07-09 Minutes of UUFSD Board Meeting

11:30 am -1:35 pm, Founder's Hall

Present:

Mary Anne Trause, *President*
Andi MacLeod, *Vice-President*
Livia Walsh, *Secretary*
Julia Darling
Louise Lin Garrett
Pamela Parker

Also Present: Sarah Miller, Treasurer, non-voting ex officio member

Absent:

Cathy Leach-Phillips

Observer:

Charles Mayfield

Lighting of Chalice and Reading

Recitation of Board Covenant

Note that the Board made some modifications to its Covenant (refer to appendix)

APPROVAL OF REPORTS

- Approval of 06/04/2023 Board Meeting Minutes was completed via Google Poll
- Approval of Committee, Staff and Treasurer's Reports: Not addressed

AGENDA

1. Topic: Overarching Concerns 2023-2024

DISCUSSION: The following items were addressed:

- **Renovations/Capital Campaign:**

UUFSD is currently in the process of contracting with Doug Patterson, architect. The contract is expected to be signed this week.

As we are still awaiting the final permits the preliminary work on the renovation of the Administration Building began on June 19th. As Clint Stoddard, member of the Dream

Builders and manager of this project is on vacation, Sarah Miller and Greg Brown will manage the project in Clint's absence.

- **Article 2**

The Board will need to review this year's GA results related to Article 2 and develop a cohesive plan to inform the congregation. As Mark Tuller attended the discussion at GA the Board President will ask Mark if he is willing to create a task force for this purpose. The Board intends to make sure the process moves forward without chaos. Board members are encouraged to be informed and mindful of what the congregation is saying about Article 2.

- **Looking Outward**

How do we make people aware of what we offer at UUFSD?

It is important to know who we are as a faith community and being unified in our vision so that we can share this with clarity as we engage in outreach.

- **Visioning**

Rev Ellie and the Board began engaging in discussions regarding the visioning process, including developing a new mission statement. We will continue exploring the text, **Governance and Ministry** by Dan Hotchkiss and the work of visioning at our Board retreat in August. New Board members are encouraged to obtain the text from the Fellowship Library. The Board President emphasized the importance that our visioning process be focused on "who are we and how do we meet our needs? She gave the example of how planning for revisioning the way we do fundraising at the Fellowship should be consistent with our overall vision. The President and Vice President agreed to chair the Auction fundraiser this year which is under the purview of the Stewardship committee to support this goal.

- **Rev. Ellie's transition from Contract to Settled Minister**

The Board will be exploring the process of Calling the Minister so that the process is a smooth and timely one. It is possible to Call Rev Ellie as our settled Minister as early as Jan 2025 or in September 2025.

2. **Topic: Board Responsibilities:**

The document describing the Board responsibilities was reviewed.

3. Topic: Board Officers, Treasurer and Secretary

- Sarah Miller agreed to continue to be Treasurer with a unanimous vote.
- Livia Walsh agreed to continue to be Secretary with a unanimous vote. Pamela Parker will assist the Secretary with completing the document and distribution of Board Minutes and other communication as needed.

4. Topic: Board Liaisons for Committees

DISCUSSION: As two Board members completed their terms and there are now two new Board members, new Liaison assignments are necessary.

DECISION: The Secretary proposed that all members either continue to be the liaison to the committees they previously were assigned or choose new committees. New members are asked to choose those committees they are interested in. Once the Secretary has received all liaison requests the modified document will be posted in the Board's drive and will be discussed at the Board's August retreat.

ACTION: All Board members are asked to send the Secretary their choices for committee liaison by July 31, 2023. The Secretary will post the modified document on the Board drive for review at the August retreat.

5. Topic: Policies and Procedures #'s 151, 110, 115

DISCUSSION: These documents are completed and will be reviewed for approval in the next Board meeting. The Chairperson of the Kitchen Committee is requesting that that P&P be reviewed as well.

DECISION: The above documents will be reviewed for approval at either the next Board meeting in September or at the August retreat. The Kitchen Committee chairperson was asked to send the Board Secretary the revised P&P as it had been presented at a previous Board meeting and not accepted as it was written.

ACTION: The above P&P documents are to be included on the next Board meeting or Retreat agenda for review. The Kitchen Committee chairperson is to send the Secretary the revised Kitchen Use P&P # 740 which will also be placed on the next meeting agenda for review

6. Topic:Property Steward Not addressed.

ACTION: This item will be placed on the September Board meeting agenda in order to give both new and continuing Board members the opportunity to review the proposal for this position located in the June meeting minutes. As the President also has some

suggestions for the position she will include them on the agenda as well. The Secretary will send the new Board members a copy of the draft of the proposed position.

7. Topic: Results of Board's discussion regarding the 8th Principle

DISCUSSION: The issue was raised by a new Board member and, due to time constraints, it was not addressed.

ACTION: The topic will be placed on the agenda for the next Board meeting when Rev. Ellie will be present.

FUTURE AGENDA ITEMS:

- Discussion and Decision regarding hiring a Property Steward
- Review and approval of Policy and Procedures #'s 151, 110, 115, 740
- Review status of the 8th Principle
- Review of Board Liaisons to committees

Meeting ended at 1:35 P.M.

Next Board Meeting: TBD

Board Retreat: Wednesday August 23rd, 9:00-3:00 in Founders Hall.

Minutes submitted by Livia Walsh, Secretary

APPENDED TO THIS OFFICIAL RECORD

- COMMITTEE REPORTS
- STAFF REPORTS
- FINANCIAL REPORTS

UUFSD COMMITTEE REPORTS - JULY 2023

Buildings and Grounds (Board Liaison - pending)

Communications (Board Liaison - pending)

Design Review (Board Liaison - Cathy Leach-Phillips)

Dream Builders (Board Liaison - Andi MacLeod)

Finance Committee (Board Liaison – pending)

Fun & Fellowship (Board Liaison - Louise Lin Garrett)

Kitchen (Board Liaison - Andi MacLeod)

Library (Board Liaison - Cathy Leach-Phillips).

Leadership Development (Board Liaison - Andi MacLeod)

Membership (Board Liaison - pending)

Music (Board Liaison - Cathy Leach-Phillips)

Nominating Committee (Board Liaison - pending)

Pastoral Care:

The Pastoral Care team has sent several cards to members expressing our care and compassion. One meal train was set up for a member. Also, in Rev Ellie's absence Rev Katy Swanson will be covering urgent pastoral care needs. The chair of Pastoral Care (Livia) will be managing this in terms of when/if to contact Rev Katy and following up with that member who may require Rev.Katy's services. No committee meetings are scheduled for the summer.

Planned Giving/Endowment

The committee presented the beneficiaries of the Endowment fund annual distributions with checks in the designated amounts at the June 11th Congregational Meeting. Committee members also explained the new bylaws relevant to the operation of the Endowment fund which was unanimously voted on by the congregation. Member Caroline De Mar was acknowledged for her financial generosity to the Fellowship. No committee meetings are scheduled for the summer.

Policies and Procedures

Two P&P's are pending modifications which will likely be completed in July: The Policy regarding Board officers responsibilities and the policy regarding Infectious Disease management, numbers P&P 110; P&P 111; P&P 115.

Religious Education:

RE Committee:Game Night: The May gathering had 20 folks in attendance, 6 of whom were children (K through 4th grade

ADMINISTRATOR’S REPORT TO THE BOARD – July 2023

MEMBERSHIP STATISTICS as of July 6, 2023:

Voting members:	161
Members emeritus:	3
Pledging friends:	11
Friends:	<u>38</u>
Total	<u>213</u>

SUNDAY ATTENDANCE:

Date	In Person	Via Zoom	Via YouTube	Total
6/4/2023	79	13	9	101
6/11/2023	66	20	8	94
5/18/2023	43	14	53	110
5/25/2023	54	14	14	82

STATUS OF AB 506 APPLICATION:

I was notified by the CA DOJ via email on June 22, 2023, that our application requesting to receive criminal offender records information was approved. In addition, we have received our ORI number and I was approved as UUFSD’s Custodian of Records. I have on-boarded UUFSD into the applicant portal (AAJC) and have completed the required basic security awareness training. Next steps will include developing written policies and procedures for securing access, storage, dissemination, and destruction of criminal record information.

AED UPDATE:

The new Adult Pads that I ordered in February 2023 to replace the expired pads were received and installed on June 22, 2023. They had been on backorder.

SITE RENTALS:

On June 4, 2023, our campus hosted a non-member memorial reception. Gross revenue from the reception was \$300. On June 27, 2023, our campus hosted a non-member wedding. Gross revenue from the wedding was \$1,430.

STAFF:

I emailed the updated UUFSD Employee Handbook (June 2023) to all W-2 employees on June 21, 2023.

The Unitarian Universalist Fellowship of San Dieguito
Profit & Loss Budget vs. Actual
July 2022 through June 2023

	July 2022 - June 2023	Annual Budget	\$ Over/Under Budget	100% of Year % of Budget	Notes
Ordinary Income/Expense					
Income					
Assets Released From Restriction					
From Capital Fund	72,297.69				1
From Other Funds	2,109.36				1
Total Assets Released From Restriction	74,407.05				
Revenues					
Pledges					
REV.PLG.01 - Pledge Income	320,576.15	304,000.00	16,576.15	105.45%	
Total Pledges	320,576.15	304,000.00	16,576.15	105.45%	
Site Rental					
REV.SIT.01 - Sandy Hill	48,140.56	49,200.00	-1,059.44	97.85%	
REV.SIT.02 - Special Event	7,900.00	3,000.00	4,900.00	263.33%	
REV.SIT.03 - Other	294.00	0.00	294.00	100.0%	
Total Site Rental	56,334.56	52,200.00	4,134.56	107.92%	
Fundraising					
REV.AUC.01 - Auction	14,275.72	13,000.00	1,275.72	109.81%	
REV.FDR.02 - Other	907.00	2,000.00	-1,093.00	45.35%	2
Total Fundraising	15,182.72	15,000.00	182.72	101.22%	
Contributions to General Fund					
REV.SUN.01 - Sunday Collection	11,279.42	9,000.00	2,279.42	125.33%	
REV.MIS.01 - Scripp Sales	517.53	300.00	217.53	172.51%	
REV.MIS.02 - Other	7,544.43	5,000.00	2,544.43	150.89%	3
Total Contributions to General Fund	19,341.38	14,300.00	5,041.38	135.25%	
Contributions to Programs					
REV.FNF.01 - Fun & Fellowship	1,534.82				
REV.SAC.01 - Social Action	1,226.88				
Total Contributions to Programs	2,761.70				
Contributions to Other Funds					
REV.OES.01 - CalOES Fund	64,834.00				
REV.END.01 - Endowment Fund	12,950.33				
REV.CAP.01 - Capital Fund	22,000.00				
REV.CDL.01 - Casas de Luz	192,188.59				
REV.CON.01 - Concert Fund	3,835.57				
REV.DBN.01 - DeBenneville Fund	9,933.93				
REV.LIB.01 - Library Fund	302.00				
REV.MWL.01 - Memorial Wall Fund	1,800.00				
REV.SPC.01 - Special Collection	19,544.65				4
Total Contributions to Other Funds	327,389.07				
Investment Income					
UUCEF Realized Gains & Losses	-5,637.18				5
Vanguard x2001 Inome (CapCam)	28,241.62				6
Vanguard x6320 Income (General Fund)	1,067.53				7
Total Investment Income	23,671.97				
Total Revenues	765,257.55	385,500.00	379,757.55	198.51%	
Total Income	839,664.60	385,500.00	454,164.60	217.81%	
Gross Profit	839,664.60	385,500.00	454,164.60	217.81%	

The Unitarian Universalist Fellowship of San Dieguito
Profit & Loss Budget vs. Actual
July 2022 through June 2023

	July 2022 - June 2023	Annual Budget	\$ Over/Under Budget	100% of Year % of Budget	Notes
Expense					
Operations Expenses					
Office					
OPS.OFF.01 - Postage	415.80	400.00	15.80	103.95%	
OPS.OFF.02 - Office Supplies	1,109.56	1,500.00	-390.44	73.97%	
OPS.OFF.03 - Copier	7,830.21	7,400.00	430.21	105.81%	
OPS.OFF.04 - eSubscriptions	2,114.75	2,500.00	-385.25	84.59%	
OPS.OFF.05 - Phone & Internet	3,233.92	3,000.00	233.92	107.8%	
OPS.OFF.06 - Adm Mileage Exp	37.68	100.00	-62.32	37.68%	
OPS.OFF.07 - Other Expenses	436.80	300.00	136.80	145.6%	
Total Office	15,178.72	15,200.00	-21.28	99.86%	
Finance					
OPS.FIN.01 - Accounting Fees	11,009.00	10,560.00	449.00	104.25%	
OPS.FIN.02 - Credit Card Fees	1,332.09	1,500.00	-167.91	88.81%	
OPS.FIN.03 - Bank Fees	18.00	240.00	-222.00	7.5%	
OPS.FIN.04 - Other Expenses	230.75	1,000.00	-769.25	23.08%	
Total Finance	12,589.84	13,300.00	-710.16	94.66%	
Site					
OPS.SIT.01 - Property Insurance	6,180.88	6,000.00	180.88	103.02%	
OPS.SIT.02 - Real Estate Taxes	4,065.54	4,100.00	-34.46	99.16%	
OPS.SIT.03 - Gas & Electric	94.39	100.00	-5.61	94.39%	
OPS.SIT.04 - Water	2,734.20	3,500.00	-765.80	78.12%	
OPS.SIT.07 - B&G Maintenance	9,280.34	10,000.00	-719.66	92.8%	
Total Site	22,355.35	23,700.00	-1,344.65	94.33%	
Total Operations Expenses	50,123.91	52,200.00	-2,076.09	96.02%	
Denomination Expenses					
OPS.DEN.01 - UUA Dues	1,000.00	1,000.00	0.00	100.0%	
Total Denomination Expenses	1,000.00	1,000.00	0.00	100.0%	
Committee Expenses					
EXP.BRD.03 - Board Exp	392.23	200.00	192.23	196.12%	
EXP.COM.03 - Communcations Exp	286.01	500.00	-213.99	57.2%	
EXP.END.03 - Endowment Exp	0.00	200.00	-200.00	0.0%	
EXP.FND.03 - Fundraising Exp	350.00	500.00	-150.00	70.0%	
EXP.MEM.03 - Membership Exp	91.08	200.00	-108.92	45.54%	
EXP.PCC.03 - Pastoral Care Exp	0.00	200.00	-200.00	0.0%	
EXP.RRC.03 - RightRelations Exp	0.00	1,000.00	-1,000.00	0.0%	
EXP.SUN.03 - Worship Exp	3,303.92	4,400.00	-1,096.08	75.09%	
Total Committee Expenses	4,423.24	7,200.00	-2,776.76	61.43%	
Program Expenses					
EXP.FNF.03 - Fun&Fellowship Exp	2,911.90	1,000.00	1,911.90	291.19%	8
EXP.MUS.03 - Music Program Exp	1,428.24	2,000.00	-571.76	71.41%	
EXP.REL.03 - RE Program Exp	166.23	1,000.00	-833.77	16.62%	
EXP.SAC.03 - Social Action Exp	2,954.16	1,000.00	1,954.16	295.42%	8
Total Program Expenses	7,460.53	5,000.00	2,460.53	149.21%	
Other Fund Expenses					
EXP.OES-03 - CalOES Fund Exp	65,177.84				
EXP.CAP.03 - Capital Fund Exp	114,239.31				
EXP.CDL.03 - Casas de Luz Exp	174,220.67				

The Unitarian Universalist Fellowship of San Dieguito
Profit & Loss Budget vs. Actual
July 2022 through June 2023

	July 2022 - June 2023	Annual Budget	\$ Over/Under Budget	100% of Year % of Budget	Notes
EXP.CON.03 - Concert Exp	2,162.53				
EXP.DBN.03 - Debenneville Exp	10,185.00				
EXP.MWL.03 - Memorial Wall Exp	244.68				
EXP.SPC.03 - Special Coll Exp	6,965.79				4
Total Other Fund Expenses	373,195.82				
Payroll Expenses					
Minister Expenses					
PER.MIN.00 - MIN Housing	50,291.85	62,266.00	-11,974.15	80.77%	
PER.MIN.02 - MIN UUA Pension	5,549.01	6,227.00	-677.99	89.11%	
PER.MIN.03 - in Lieu of FICA	3,847.41	4,763.00	-915.59	80.78%	
PER.MIN.07 - MIN LTDLife Ins	999.45	1,000.00	-0.55	99.95%	
PER.MIN.08 - MIN Prof Exp	0.00	8,000.00	-8,000.00	0.0%	
PER.MIN.10 - Moving Expenses	5,000.00	5,000.00	0.00	100.0%	
Total Minister Expenses	65,687.72	87,256.00	-21,568.28	75.28%	
DRE Expenses					
PER.DRE.01 - DRE Wages	0.00	16,500.00	-16,500.00	0.0%	
PER.DRE.03 - ER Payoll Taxes	0.00	1,262.00	-1,262.00	0.0%	
PER.DRE.04 - DRE Medical	-233.70	0.00	-233.70	100.0%	9
Total DRE Expenses	-233.70	17,762.00	-17,995.70	-1.32%	
Administrator Expenses					
PER.ADM.01 - ADM Wages	52,907.31	56,420.00	-3,512.69	93.77%	
PER.ADM.02 - ADM UUA Pension	2,372.16	5,642.00	-3,269.84	42.05%	
PER.ADM.03 - ER Payroll Taxes	4,039.07	4,316.00	-276.93	93.58%	
PER.ADM.04 - ADM Medical	11,346.79	11,284.00	62.79	100.56%	
PER.ADM.07 - ADM LTDLife Ins	922.42	0.00	922.42	100.0%	
Total Administrator Expenses	71,587.75	77,662.00	-6,074.25	92.18%	
Music Program Expenses					
Choir Director					
PER.MUS.01 - Choir Dir Wages	16,650.00	16,500.00	150.00	100.91%	
PER.MUS.03 - ER Payroll Tax	732.57	1,262.00	-529.43	58.05%	10
Total Choir Director	17,382.57	17,762.00	-379.43	97.86%	
Accompanist					
PER.MUS.11 - Accompanist Wages	11,010.04	10,830.00	180.04	101.66%	
PER.MUS.12 - Accompanist PR Tax	191.19	828.00	-636.81	23.09%	10
Total Accompanist	11,201.23	11,658.00	-456.77	96.08%	
Total Music Program Expenses	28,583.80	29,420.00	-836.20	97.16%	
Site Support Staff Expenses					
PER.SIT.01 - Childcare	0.00	2,020.00	-2,020.00	0.0%	
PER.SIT.02 - Custodian	8,222.00	8,710.00	-488.00	94.4%	
PER.SIT.03 - Site Caretaker	8,777.25	4,200.00	4,577.25	208.98%	11
PER.SIT.09 - AV Specialist	20,400.00	16,250.00	4,150.00	125.54%	
PER.SIT.10 - AV Assistant	0.00	2,125.00	-2,125.00	0.0%	
PER.SIT.12 - ER Payroll Taxes	2,647.29	1,882.00	765.29	140.66%	10
Total Site Support Staff Expenses	40,046.54	35,187.00	4,859.54	113.81%	
PER.MIS.01 - Worker's Comp Ins	1,133.00	2,250.00	-1,117.00	50.36%	12
PER.MIS.02 -Other Personnel Exp	1,047.10	500.00	547.10	209.42%	13
Total Payroll Expenses	207,852.21	250,037.00	-42,184.79	83.13%	

The Unitarian Universalist Fellowship of San Dieguito
Profit & Loss Budget vs. Actual
July 2022 through June 2023

	July 2022 - June 2023	Annual Budget	\$ Over/Under Budget	100% of Year % of Budget	Notes
Total Expense	644,055.71	315,437.00	328,618.71	204.18%	
Net Ordinary Income	195,608.89	70,063.00	125,545.89	279.19%	
Other Income/Expense					
Other Income					
Donor Restricted Activity					
Released from Capital Fund	-72,297.69				1
Released from Other Funds	-1,609.36				1
Total Donor Restricted Activity	-73,907.05				
Board Designated Activity					
Released from Board Reserves	-500.00				1
Total Board Designated Activity	-500.00				
Total Other Income	-74,407.05				
Other Expense					
Board Approved Expenses	15,319.14				14
Total Other Expense	15,319.14				
Net Other Income	-89,726.19				
Net Income	<u>105,882.70</u>	<u>70,063.00</u>	<u>35,819.70</u>	<u>151.13%</u>	

OTHER BUDGETED LINE ITEMS

Other Expense

LIABILITIES

LIA.OPS.01 - Solar Loans 4,405.00 4,405.00 0.00 100.0%

BOARD DESIGNATED RESERVES

RES.SIT.01 - Facilities Reserve 15,000.00 15,000.00 0.00 100.0%

RES.OPS.01 - Operations Reserve 10,000.00 10,000.00 0.00 100.0%

Total Other Expenses 29,405.00 29,405.00 0.00 100.0%

NET INCOME - GENERAL FUND ONLY

Total Revenues - General Fund ONLY	415,264.0	385,500.00	29,764.04	107.72%	15
Total Expenses - General Fund ONLY	300,264.89	315,437.00	-15,172.11	95.19%	16
Net Income - General Fund ONLY	<u>114,999.15</u>	<u>40,658.00</u>			17

The Unitarian Universalist Fellowship of San Dieguito
Profit & Loss Budget vs. Actual
July 2022 through June 2023

July 2022 - June 2023	Annual Budget	\$ Over/Under Budget	100% of Year % of Budget	Notes
--------------------------	------------------	-------------------------	-----------------------------	-------

NOTES

- 1) *Assets Released from Restriction* are for year end reconciliations.
- 2) *REV.FND.02* income is from the Art Fair
- 3) *REV.MIS.02* Includes two car donations, which added about \$3k to the total
- 4) *REV.SPC.01 - Special Collection* this year includes collections for Gente Unida - Sep 2022, Clothing Drive - Oct 2022, Guatemalan Families - Dec 2022, Casas de Luz - Dec 2022, Interfaith Overnight Shelter - Jan 2022, Turkish Earthquake Relief - Apr 2023, Environmental Health Coalition - Apr 2023, NAMI - May 2023, and Hammer Head Fund - Jun 2023
EXP.SPC.03 - Special Collection Expenses are less than *REV.SPC.01 - Special Collection* revenues because the expense account only reflects the checks we wrote to outside entities, not the collections that were later booked to other UUFSD accounts. We track each special collection with its own class.
- 5) *UUCEF Realized Gains and Losses* are part of the Endowed Funds and recorded on the Balance Sheet.
- 6) *Vanguard x2001 Income* is part of the Capital Campaign Fund and recorded on the Balance Sheet.
- 7) *Vanguard x6320 Income* is from the investment of the Board Designated Reserves and is recorded in the General Fund income for the year.
- 8) *EXP.FNF.03* and *EXP.SAC.03* overruns are offset by donations to *REV.FNF.01* and *REV.SAC.01*.
- 9) *PER.DRE.04 - DRE Medical* has a negative balance due to a refund from health insurance company.
- 10) PR taxes show up in our books after payroll as a lump sum. They have to be journaled to the correct budgeted payroll tax line item. This sometimes gets forgotten, so the PR taxes that are underreported in *PER.MUS.03* and *PER.MUS.12* are instead recorded in *PER.SIT.12*, making it look like there is an overrun in that account.
- 11) *PER.SIT.03 - Site Caretaker* apparent overrun is due to booking both Sunday hours and event hours to the same account. The Sunday hours are budgeted for from the General Fund. The Event Hours are paid for by event income.
- 12) *PER.MIS.01 - Worker's Comp Insurance* was paid in full in August 2022. The apparent underrun is due to reimbursements when employees departed the Fellowship.
- 13) *PER.MIS.02* is for Job Postings, Background Checks, and Direct Deposit Fees. It was under budgeted for this FY.
- 14) *Board Approved Expenses* are where we record unbudgeted expenses that have been approved by the Board and paid for from surpluses or reserves. It is also where we book the Endowment Grants. This year, in addition the Endowment Grant for the new water fountain in the core area, those expenses included AV equipment, travel for Peter Mayer (concert), and painting Founders Hall.
- 15) Total Revenues for the General Fund equals Total Revenues minus Total Other Fund Contributions (Other Funds include Capital Campaign Fund, Endowment Fund, Casas de Luz Fund, etc) and minus Investment Income for the Capital Campaign Fund and to the Endowment Funds.
- 16) Total Expenses for the General Fund equals Total Expenses plus Total Other Expenses (the funds used to pay liabilities and reserves) less Total Other Fund Expenses (Other Funds include Capital Campaign Fund, Endowment Fund, Casas de Luz Fund, etc). It does not include Board Approved Expenses, which are unbudgeted and paid for from surpluses or reserves.
- 17) Net Income for the General Fund is extraordinarily high this year due to collecting more revenue than anticipated and not spending everything that was budgeted. This year's *original* budget allocates enough funds for a full time minister, a part time RE coordinator, and child care staff. The Annual Budget in this row shows a \$40,658 surplus. This

The Unitarian Universalist Fellowship of San Dieguito

Balance Sheet

As of June 30, 2023

	<u>Jun 30, 23</u>	<u>NOTES</u>
ASSETS		
Current Assets		
Checking/Savings		
US Bank Chkg	176,130.92	1
Total Checking/Savings	<u>176,130.92</u>	
Accounts Receivable		
Accounts Receivable	-36,367.48	2
Total Accounts Receivable	<u>-36,367.48</u>	
Other Current Assets		
Undeposited Funds	2,241.26	
Total Other Current Assets	<u>2,241.26</u>	
Total Current Assets	142,004.70	
Other Assets		
Investments		
UUCEF - Endowment Fund	129,899.77	1
UUCEF - Music Fund	12,069.98	1
Vanguard x2001-Capital Campaign	838,862.38	1
Vanguard x6230-General Fund	200,690.88	1
Total Investments	<u>1,181,523.01</u>	
Total Other Assets	<u>1,181,523.01</u>	
TOTAL ASSETS	<u><u>1,323,527.71</u></u>	
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
Accounts Payable	-240.09	2
Total Accounts Payable	<u>-240.09</u>	
Credit Cards		
US Bank Credit Cards		
UB Admin CC	53.97	
US Bank Treasurer x0402	612.00	
Total US Bank Credit Cards	<u>665.97</u>	
Total Credit Cards	665.97	
Other Current Liabilities		
Bonus' Payable	462.14	
Payroll Liabilities		
LIA.PER.02 - UUA Pension	257.81	
Total Payroll Liabilities	<u>257.81</u>	
Total Other Current Liabilities	<u>719.95</u>	
Total Current Liabilities	1,145.83	
Long Term Liabilities		
Long Term Liabilities		
LIA.OPS.01 - Solar Loans	13,983.60	3
Total Long Term Liabilities	<u>13,983.60</u>	

The Unitarian Universalist Fellowship of San Dieguito

Balance Sheet

As of June 30, 2023

	<u>Jun 30, 23</u>	<u>NOTES</u>
Total Long Term Liabilities	13,983.60	
Total Liabilities	15,129.43	
Equity		
Unrealized Gains&Losses		
Unrealized Gains&Losses Music Fund	268.01	
Unrealized Gains&Losses UUCEF	-6,136.12	
Unrealized Gains&Losses Vx2001	-3,679.35	
Total Unrealized Gains&Losses	-9,547.46	
Permanent Restricted		
FND.END.01 - Endowment Fund	129,899.77	4
FND.END.02 - Music Fund	12,069.98	4
Total Permanent Restricted	141,969.75	
Temp. Restricted		
Building Funds		
FND.CAP.01 - Capital Campaign	822,258.92	5
Total Building Funds	822,258.92	
Other Funds		
FND.CDL.04 - Casas de Luz Fund	82,366.05	
FND.DBN.04 - DeBenneville Fund	3,424.53	
FND.LIB.04 - Library Fund	1,259.72	
FND.MWL.04 - Memorial Wall Fund	17,466.58	
FND.MIN.04 - Minister Disc Fund	7,862.32	
FND.SAC.04 - SAC Fund		
CATF	456.01	
Garden Fund	55.76	
Helping our Neighbors	2,037.79	
UU the Vote	729.37	
Total FND.SAC.04 - SAC Fund	3,278.93	
Total Other Funds	115,658.13	
Board Designated Reserves		
RES.PGM.01 - Program Reserve	5,201.47	
RES.MIN.01 - Minister Reserve	12,765.93	
RES.SIT.01 - Facilities Reserve	42,789.75	
RES.OPS.01 - Operations Reserve	16,812.33	
Total Board Designated Reserves	77,569.48	
Total Temp. Restricted	1,015,486.53	
Unrestricted Net Assets	54,606.76	6
Net Income	105,882.70	
Total Equity	1,308,398.28	
TOTAL LIABILITIES & EQUITY	<u>1,323,527.71</u>	

The Unitarian Universalist Fellowship of San Dieguito
Balance Sheet
As of June 30, 2023

Jun 30, 23

NOTES

NOTES

- 1) Per 6/30/2023 Statements
- 2) Negative amount in *Accounts Receivable* are prepaid pledges.
Negative amount in *Accounts Payable* are prepaid medical insurance premiums.
- 3) The Solar Loans mature 6/1/2028, at which time any unpaid principal and interest will be due and payable. It currently looks like will actually be able to pay these off, per the terms of the loan, by June 2026.
- 4) Per year end reconciliation, exactly matches what is recorded in UUCEF investment accounts.
- 5) *FND.CAP.01 - Capital Campaign* is less than what is in *Investments Vanguard x2001-Capital Campaign* because there was a net -\$72,297.69 for the year in the Capital Campaign Fund (revenue - expenses) that was covered by checking account surplus. Additionally, \$12,000 in *paid* Hammer Head Fund Pledges (booked separately from Capital Campaign income) has been added to the Capital Campaign Fund for a total net for the year of -\$60,297.69.
- 6) Per the Finance Committee, \$7,210.25 of these unrestricted net assets has been allocated to *RES.SIT.01 - Facilities Reserve* for a total of \$50,000.00 in reserve and \$69,187.67 has been allocated to *RES.OPS.01 - Operations Reserve* for a total in reserve of \$86,000.00 (three months of operations expenses). This will show up on the balance sheet starting 7/1/23.