

**First Unitarian Church of Portland**  
Board of Trustees Meeting - September 5, 2019 - Final Agenda  
Board Meeting - 7 - 9pm - Room - Buchan Reception

**Board Meeting**

6:00 Dinner  
6:25 Informal check-in  
6:40 Deepening

**Board Roles:**

Process Observer: ?  
Timekeeper: ?  
Words: Kathy

7:00 **Convene**  
Opening Words - Kathy  
Determine Quorum  
Process Observer Review  
Review Agenda  
Review & Approve previous meeting's minutes

7:10 Congregant Comment Period

**Updates**

7:20 ET Update

NOTE: Committee Updates - reports attached.

NOTE: Dates to calendar -

Susan Beaumont workshop Sept 6 evening w/ET, Sept 7, whole board 9am-3pm

Board Installation both services Sept 15

Board Auction Item - Karaoke Sept 26, 5pm, Alibi Bar

Forum dates next year - Sept 29, Febr 23, April 19

AFD Kick-off Oct 13

AFD Celebration Sunday Nov 17

**Consent Agenda**

7:45 Appoint Pat Malone as ex-officio member of Finance Committee to be part of sub-committee to provide information to Kern Thompson Auditing firm

Confirm membership to board standing committees (see list attached)- Kathy

**Action Item -**

7:50 Approve use of \$48,003 from the FY19 Annual Operating Reserve (#3412) to partially offset the FY 2019-2010 operating deficit. (The remainder of the deficit will be offset by \$16,764 from the Major Donor Reserve (#3414) which the Exec. Team has authorized.)

**Generative Discussion –**

8:00 ~ **Closed Work Session** ~

## Meeting Wrap-up

- 8:50 Communications Check and Process Observations  
Closing Words - Kathy
- 9:00 Adjourn



### Our Church Mission:

The mission of First Unitarian Portland is to create a welcoming community of diverse individuals; to promote love, reason and freedom in religion; to foster lifelong spiritual growth; and to act for social justice.

### Our Church Vision:

First Unitarian Church is a beacon of hope for us and our community, a Spiritual center in the heart of the city that helps each of us to find our moral compass, calling and challenging us to build the beloved community with an ever deepening sense of spirit, diversity and inclusion.

### Goals for First Unitarian Church

Five Year Church Goals are created in collaboration with the congregation and Executive Team and adopted by the Board. They reflect the mission and vision of our church. Church goals are primarily carried out by the Executive Team and staff, collaborating with the Board.

Board 1-3 Year Goals are created by the Board and Executive Team at our yearly Retreat. Board goals may draw from the 5 Year Church goals, yet reflect work within the purview of the Board.

### First Unitarian Church Five Year Goals

At the Board meeting on May 6, 2016, the Board adopted five year goals for the church.

From 2016-2021, First Unitarian Church of Portland will:

- Focus on collaborative governance, revising policies for clarity and brevity and creating linkages between the Congregation, the Board, and the Executive Team.
- Increase church funding through enhanced giving, including goal to reduce or retire the Buchan Building mortgage.
- Make a cultural transition from program-focused church to mission-driven church, with priority to building beloved community between generations.
- Develop a long-term plan for development and sustainability of church campus given changing dynamics of West End and downtown Portland.

## Board Goals for 2019/20

Recognize that adopted goals are 1-3 year goals. (Going forward, add a new goal when an old one is retired.)

1. Continued to work on issues of Power, Privilege and White Supremacy Culture by
  - a. Educating ourselves on the issues.
  - b. Examining the ways in which Power, Privilege and White Supremacy Culture affect our Church, including our Board work.
  - c. Taking steps to improve our practices.
2. Support Executive Team to have an Annual Fund Drive and other income streams that meet the church's budgeted expenses by the 2020-2021 church year
3. Governance committee to review and possibly recommend changes to the bylaws as they relate to size of Board, and definition of pledging member in by-laws and policies.
4. Ensure that current possibilities for development on the current campus receive thoughtful consideration and appropriate Board review.
5. Continue a Senior Minister Transition Team to educate the Board, create a timeline, and a congregation education plan.

---

### Board Committee Members

- Finance: Leila Wrathall, Chair, Kathy Ludlow, Andy Wilson
- Gov Com: Cindy Cumfer, Chair, Ryan Deibert, Andy Parker, Mindy Clark
- Com Com: Barbara Morrison and Randy Russell, Co-Chairs, Alan Comnes, Brad Taylor, Theo Harper
- Board Inclusion Advisory Team (BIAC): Theo Harper, Chair, Ryan Deibert, Cindy Cumfer, Mindy Clark

**First Unitarian Church of Portland  
Board of Trustees  
Minutes of June 6, 2019 Meeting**

**Board Members present:** Alan Comnes, Theo Harper, Cindy Cumfer, Randy Russell, Kathy Ludlow, Leila Wrathall, Mindy Clark, Ryan Deibert, Barbara Morrison, Andy Wilson, Evie Zaic, Brad Taylor.

**Absent:** Theo Harper, Andy Parker.

**Ministers and staff present:** Rev. Bill Sinkford, Rev. Tom Disrud, Kathryn Estey, and Intern Minister Mira Mickiewicz

**Assistant note taker:** Dotti Chidester

**Congregants present:** Abigail Clauhs

The board meeting convened at 7 PM

**Opening words:** Alan Comnes: “The Giver (for Berdis) – James Baldwin.”

Determined Quorum

**Process observer review:** Mindy

**Time keeper:** Randy

**Review agenda:**

Add an action item to certify the results of the May ballot; add an action item to approve the slate of officers for BOC as proposed by Kathy Ludlow; approve new board signers for checks over designated amount; and add to the consent agenda approval to add two non-voting members to the Finance Committee – Linda Craig & Jo Ann Foor – to be members of the Accounting Advisory Committee. The board approved these additions.

**Review and Approve previous meeting’s minutes:**

Approved - the moderator commended retiring board member Evie Zaic for her compassion and generosity during her board service. The board approved the minutes.

**Congregant Comment:**

Introduction of Abigail - accepted for ordination at last Board meeting as affiliated community chaplain, being tied to our congregation.

### **ET updates:**

*June 9<sup>th</sup> is Flower Communion*, this is the last service of the regular church year. Graduating high school seniors will be recognized and the Unitarian of the Year will be introduced.

*Ordination of Mira Mickiewicz* is set for June 16 at 6:30 in the sanctuary. Dessert reception to follow.

*Rev. Mary Gear* will be recognized and honored for her service to our church on June 23<sup>rd</sup>.

*Staffing for next year* is firming up. We have hired an administrator for the Learning Community and planning for support during Cassandra's maternity leave is moving forward.

*Teacher recruitment*, both individual recruitment and a special information session led by Cassandra after the June 9<sup>th</sup> services are being pursued. Cassandra has written a [letter](#) to the congregation about teaching in the Learning Community and Bill's [blog](#) this week contains more information.

*Choir changes are progressing*; choirs have been auditioned and re-organized, with Chamber Choir at 20 members, Unitarian at 35-40 members, Chalice at 80 members, and Women's Choir continuing to grow. These are good changes. The music council will rename them. Both Bill and DeReau are optimistic about the direction of the program.

*Our Summer Minister* will be Rev. Mira

*We continue to coordinate programing*; a new focus is to offer more programming on Sunday afternoons when folks are already here. This summer's plan to offer sermon reflection opportunities immediately following the service is an example. This fall it is planned to offer more food options after services to support this. Additionally, we are looking at designating Sundays to a theme (e.g. the third Sunday of every month might have a social justice theme) to enable congregants to more easily schedule involvement.

*Women's voices in the pulpit* next year are being planned. Rev. Mira Mickiewicz will preach five times next year and four more female ministers will come preach during the year. Scheduling is in process.

*Annual Fund Drive* did not reach its goal. While average pledges went up, the number of pledges declined. Bill has met with a new group convened to discuss changes to the fund drive. They have reviewed issues and begun discussing proposals and exploring new ideas.

*The Block Development Task Force* is preparing a fall presentation to the board re a go/no-go decision on building a proposal to the congregation concerning development on our site.

*Buchan repairs* are targeted to provide availability by June 29<sup>th</sup>.

*An emergency planning team* has formed to detail what actions we would take as a church during a crisis, and contingency plans to keep the church going in the event of a disaster. They will come to the board with plans.

*Rev. Sinkford at General Assembly in Spokane*: He joins a panel discussion titled "James Luther Adams and the Soul of Democracy." He will reflect on the deconstruction of the culture of white supremacy.

*Other dates* coming up this church year and beginning of next were reviewed (see agenda or a list). The next scheduled Board Meeting is September 5 (enjoy the summer).

**Consent Agenda:**

Approve Abigail Clauhs as affiliated community minister as articulated in covenant in board packet.

Approve adding two non-voting members to the Finance Committee as noted above.

The moderator called for a vote and the board unanimously approved the consent agenda.

Abigail spoke her thanks for her approval as an affiliated community minister. Abigail, Rev. Sinkford, and moderator Kathy Ludlow signed the covenant.

**Action Items:**

Certification of May Ballot Results (*copy of results attached*): Leila Wrathall moved and Evie Zaic seconded certification. Approved unanimously.

Approve slate of officers and committee heads for church year 2019/20: Leila Wrathall moved and Cindy Cumfer seconded. Approved unanimously.

Approve board signers authorized to transact all banking business at Wells Fargo, and securities business at UBS Securities, on behalf of First Unitarian Church: Motion was made to approve Board officers and Executive Team members to be authorized account signers:

Board Officers:

Moderator - Kathy Ludlow

1st Vice Moderator - Barbara Morrison

2nd Vice Moderator - Cindy Cumfer

Secretary - Mindy Clark

Treasurer - Leila Wrathall

Executive Team:

Senior Minister - Rev. Bill Sinkford

Associate Minister - Rev. Tom Disrud

Church Administrator – Kathryn Estey

Moved by Leila Wrathall and seconded by Ryan Deibert. Approved unanimously.

Discussion and Vote on Proposed Policy Changes: Leila Wrathall explained establishment of special funds and how they will be processed. Mindy commented that the banking task force is looking at possibly shifting accounts so this is a good time to establish. Leila asked that Policy 3.3.3.v be struck as redundant with 3.3.3.i and that subsequent items be renumbered. Evie Zaic moved that the policy changes be accepted as amended. Andy Wilson seconded and the board unanimously approved the changes.

Leila explained establishment of special funds and how they will be processed. Mindy reported banking task force is looking at possibly shifting accounts, so this is a good time to establish.

**Generative Discussion:**

Assessment of the Ministry: Cindy Cumfer and the Governance Committee led a discussion of the report they generated. The bylaws of First Unitarian Church, Article III, Section 5, require the Board, the Senior Minister, and the Executive Team (ET) to annually conduct a joint evaluation of the ministry of the church in reference to the church's mission and the mission policies enacted by the Board. The parties this year reoriented their evaluation of the church's ministry to revolve around the three core elements of the mission statement of the church—creating community, spiritual deepening, and bringing our values to the larger community—and to consider an unnamed but assumed mission element, to perpetuate the church as an institution. The parties reviewed the Executive Team's annual report, information from the Foundation, Nominating Committee, Alliance, and various Board Committees, and the church's website in preparing this evaluation. The parties also relied on the congregational survey taken in the spring of 2019, revised from prior years to ask congregants to respond to the three mission elements contained in our church mission statement based on their own personal experience. The full report is available on our board web page. A general discussion ensued. Report findings included that we have had a generally successful church year, the ET is in compliance with all three elements in our mission statement, and concluded with a list of challenges that we face. Leila Wrathall moved to adopt the report with one edit and Barbara Morrison seconded. The board unanimously and enthusiastically endorsed the report, with commendations to Governance for their fine work.

Finalizing our goals from the Board Retreat: Kathy Ludlow led a discussion of the draft board goals. Minor revisions were proposed and accepted. Ryan Deibert moved approval of the goals as revised and Cindy Cumfer seconded. The board unanimously approved. Kathy will produce a final draft of the revised policies to be posted on the board web page.

**Communication Check:** Randy noted the board's desire to publicize the Assessment of the Ministry to our congregation. We will use our web pages, the Front Steps and the Sunday bulletin to inform congregants. Cindy offered to contact groups such as Alliance, Book Store, Art Wall, etc. to note how important they are to congregants.

**Process Observations:** Mindy: "Rich and deep discussion, deep listening, wide participation, not speaking over each other, making space, no discomfort noted, honesty expressed regarding how much could be done and time line." Alan added he feels best discussions are had when there are fewer members present.

**Closing Words:** Alan Comnes: "Beating Forman," Muhammad Ali

Meeting adjourned at 9:00 pm

**Minutes respectfully submitted:** Randy Russell, acting board secretary

<b>First Unitarian Church</b>							
<b>End of Year Operating Summary - 6/30/2019</b>							
		<b>ACTUAL OPERATIONS YEAR TO DATE 6/30/2019</b>	<b>ACTUAL OPERATIONS YEAR TO DATE 6/30/2018</b>	<b>ACTUAL VARIANCE</b>	<b>BUDGET YEAR TO DATE 6/30/2019</b>	<b>BUDGET VARIANCE 6/30/2019</b>	<b>ANNUAL BUDGET FY19</b>
<b>Church Operations</b>							
<b>Operating Income</b>							
Pledge Income		1,406,222	1,420,253	(14,030)	1,451,166	(44,944)	1,451,166
Contributions		102,051	112,000	(9,949)	110,000	(7,949)	110,000
Program Income		121,299	163,003	(41,704)	121,450	(151)	122,950
Rental Income		448,255	442,891	5,365	460,276	(12,021)	460,276
Other Income		180,464	43,138	137,327	37,000	143,464	35,500
Gift from Foundation		55,000	67,568	(12,568)	55,000	-	55,000
Transfer In****		37,267	-	-	165,267	(128,000)	165,267
<b>Total Operating Income</b>		<b>2,350,559</b>	<b>2,248,851</b>	<b>101,707</b>	<b>2,400,159</b>	<b>(49,601)</b>	<b>2,400,159</b>
<b>Operating Costs</b>							
Payroll Expenses (see "Other Notes" below)		1,596,458	1,459,739	(136,720)	1,642,945	46,487	1,642,945
Reimbursible Expenses		121,076	14,164	(106,912)	-	(121,076)	
Occupancy Expense		252,207	274,496	22,289	287,250	35,043	287,250
Program Expense		257,679	302,036	44,357	303,485	45,807	303,485
Rental Expense		42,669	16,471	(26,197)	43,820	1,151	43,820
Administration Expense		180,630	58,358	(122,272)	66,906	(113,724)	66,906
Interest Expense		-	47,064	47,064	-	-	
Other Expense		2,754	331	(2,423)	7,750	4,996	7,750
<b>Total Operating Costs</b>		<b>2,453,473</b>	<b>2,172,660</b>	<b>(280,813)</b>	<b>2,352,156</b>	<b>(101,315)</b>	<b>2,352,156</b>
<b>Net Church Operations</b>		<b>(102,914)</b>	<b>76,192</b>	<b>(179,105)</b>	<b>48,003</b>	<b>(150,917)</b>	<b>48,003</b>
<b>Reserve Account Deposits</b>							
Annual Operating Reserve		48,003	44,137	(3,866)	48,003	-	
<b>Total Reserve Deposits</b>		<b>48,003</b>	<b>44,137</b>	<b>(3,866)</b>	<b>48,003</b>	<b>-</b>	<b>48,003</b>
<b>Net Church Operations After Reserve Deposits</b>		<b>(150,917)</b>	<b>32,055</b>	<b>(182,971)</b>	<b>-</b>	<b>(150,917)</b>	
<b>Investment Income</b>							
Dividend & Interest Income		675	936	(261)	-	675	
Unrealized Stock Gain (Loss)		1,666	1,012	654	-	1,666	
<b>Net Investment Income (Loss)</b>		<b>2,340</b>	<b>1,948</b>	<b>393</b>	<b>-</b>	<b>2,340</b>	
<b>Operating Surplus (Deficit)</b>		<b>(148,576)</b>	<b>34,002</b>	<b>(182,578)</b>	<b>-</b>	<b>(148,576)</b>	
<b>Special Projects Funded</b>							
Funded from Loan Reserve (1210-10) (lighting project) ****		53,254					
Funded fr Special Proj (Sanctuary Renovation, etc)****		30,555					
<b>Special Projects Funded</b>		<b>83,809</b>	<b>14,164</b>	<b>69,645</b>	<b>-</b>	<b>83,809</b>	
<b>Net Cash Effect</b>		<b>(64,767)</b>	<b>48,166</b>	<b>(112,934)</b>	<b>-</b>	<b>(64,767)</b>	
<b>**** Transfers explanation</b>							
Lighting project project and overrun on Sanctuary renovation:		\$121,076					
Paid for with budgeted transfer from loan reserve		-\$37,267					
and additional transfers from Loan Reserve & Special Projects:		-\$83,809					
(The Fiscal 2018-2019 budget approved by the congregation included transfers totaling \$165,267.)							
<b>Other Notes</b>							
Rental Income	includes \$9500 Deferred Lease Rev (Outside In)						
Other Income	includes \$129,650 Church Mutual Insurance reimbursement for flood damage						
Admin Exp	includes \$127,734 payment to Kennedy Restoration for flood damage repair						
Payroll difference between FY18 and FY19 includes Board-approved salary increases for Executive Team members, increases for professional staff (and related payroll taxes, pension and medical premiums), and a modest overage in sexton payroll. Actual Payroll for FY19 came in under budget.							



<b>First Unitarian Church</b>						
<b>Monthly Operating Summary</b>						
<b>6/30/2019</b>						
		<b>ACTUAL OPERATIONS CURRENT MONTH</b>	<b>OPERATIONS PREVIOUS MONTH</b>	<b>OPERATIONS MO to MO VARIANCE</b>	<b>BUDGET CURRENT MONTH</b>	<b>BUDGET VARIANCE</b>
<b>Church Operations</b>						
	<b>Operating Income</b>					
	Pledge Income	113,112	77,776	35,337	65,080	48,032
	Contributions	7,204	5,556	1,648	3,890	3,314
	Program Income	3,280	12,680	(9,400)	6,644	(3,364)
	Rental Income	50,095	34,827	15,268	38,082	12,013
	Other Income	135,417	2,469	132,948	2,333	133,083
	<b>Total Operating Income</b>	<b>309,108</b>	<b>133,307</b>	<b>175,800</b>	<b>116,030</b>	<b>193,078</b>
	<b>Operating Costs</b>					
	Payroll Expenses	128,674	132,348	3,674	133,668	4,994
	Reimbursible Expenses	-	1,614	1,614	-	-
	Occupancy Expense	16,580	26,645	10,065	22,682	6,101
	Program Expense	24,313	13,090	(11,223)	18,955	(5,358)
	Rental Expense	3,765	1,277	(2,488)	1,568	(2,197)
	Administration Expense	134,353	2,289	(132,064)	5,024	(129,329)
	Other Expense	-	-	-	225	225
	<b>Total Operating Costs</b>	<b>307,686</b>	<b>177,263</b>	<b>(130,423)</b>	<b>182,123</b>	<b>(125,564)</b>
<b>Net Church Operations</b>		<b>1,421</b>	<b>(43,956)</b>	<b>45,377</b>	<b>(66,093)</b>	<b>67,514</b>
	<b>Reserve Account Deposits</b>					
	Annual Operating Reserve	4,000	4,000	-	4,000	-
	<b>Total Reserve Deposits</b>	<b>4,000</b>	<b>4,000</b>	<b>-</b>	<b>4,000</b>	<b>-</b>
<b>Net Church Operations After Reserve Deposits</b>		<b>(2,579)</b>	<b>(47,956)</b>	<b>45,377</b>	<b>(70,093)</b>	<b>67,514</b>
<b>Investment Income</b>						
	Dividend & Interest Income	2	19	17	-	2
	Unrealized Stock Gain (Loss)	-	(105)	(105)	-	-
<b>Net Investment Income (Loss)</b>		<b>2</b>	<b>(85)</b>	<b>(88)</b>	<b>-</b>	<b>2</b>
<b>Operating Surplus (Deficit)</b>		<b>(2,577)</b>	<b>(48,041)</b>	<b>45,289</b>	<b>(70,093)</b>	<b>67,516</b>
	Special Projects Funded	-	1,614	(1,614)	-	-
<b>Net Cash Effect</b>		<b>(2,577)</b>	<b>(46,427)</b>	<b>43,675</b>	<b>(70,093)</b>	<b>67,516</b>

<b>First Unitarian Church</b>					
<b>Dashboard Report</b>					
June 2019					
<b>CAMPAIGN MONTHLY TRACKING</b>					
<b>Pledge Drive Statistics</b>	<b>2019 Campaign</b>	<b>2018 Campaign</b>	<b>2017 Campaign</b>	<b>2016 Campaign</b>	
<b>As Of</b>	<b>06/30/19</b>	<b>06/30/18</b>	<b>06/30/17</b>	<b>06/30/16</b>	
<b>All Members--</b>					
Pledge Goal	1,506,750	1,459,000	1,545,000	1,500,000	
Pledges Received	1,461,071	1,448,399	1,421,611	1,505,195	
Percent of Goal	96.97%	99.27%	92.01%	100.35%	
Pledging Households	900	954	982	967	
Average Pledge Received	1,623	1,518	1,448	1,557	
Payments Received	773,004	791,500	766,845	799,133	
Total					
Percent of Pledge	52.9%	54.6%	53.9%	53.1%	
<b>Attendance</b>	<b>***Jun'19</b>	<b>'Jun'18</b>		<b>'Jun'17</b>	<b>'Jun'16</b>
For the month (in sanctuary + livestream)	2,264	1,999	13.26%	2,188	1,851
Total LiveStream (included above)	320	302	5.96%	302	178
Total for the Fiscal Year	33,406	34,699	-3.73%	36,821	38,895
Average per Sunday for month	453	500	-9.39%	547	463
Average per Sunday YTD	630	680	-7.36%	708	748
<b>** = 5-Sunday month</b>					
Christmas Eve	1,609				
<b>New Members</b>	<b>Jul '18 -Jun'19</b>		<b>Jul '17 - Jun '18</b>		
Enrolled	50	-21.88%	64		
Number of Pledges Received	34	-24.44%	45		
Total Amount of Pledges Received	39,819	6.52%	37,382		
Average Pledge	1,171	40.98%	831		
<b>Plate Contributions</b>	<b>FY18</b>	<b>Recipient(s)</b>		<b>FY18</b>	<b>Recipient(s)</b>
Jul	2,937	CAUSA		Jan	3,645 OR Justice Transition Alliance
Aug	2,817	One Oregon		Feb	3,451 PDX African American Leadership
Sep	6,219	Innovation Law Lab/Respite Ctr		Mar	4,720 Family Forward; TRUUsT
Oct	4,308	OR Jusrice Res Ctr; UU-UNO		Apr	3,339 Verde
Nov	4,045	UUSC, UUA Disaster Relief		May	5,475 Portland Freedom Fund
Dec	13,000	FirstU Emergency Fund		Jun	3,512 The Living Room
				Fiscal YTD	57,468

First Unitarian Church of Portland

Cash/Securities Balances

June 30, 2019

		May 31, 2019		June 30, 2019													
Dept	Fund Name	General Ledger Fund Balance	Change from Prior Month	General Ledger Fund Balance	1010 WF Business Checking	1011 WF Money Market	1020 UBS Investment	1035-10 WF SUI Deposit	1060 Federated & Franklin	1012-10 Wells Fargo HYS	1060-42 Chas Schwab (MJS Lecture)	1014-10 Wells Fargo Tax Rebate	On Point Anniversary	1015-10 Justice Begins At Home	1017-50 Slegers Music Fund	Rental Income Reserve	
10	Cash for Operation	106,644.23	(82,388.21)	24,256.02													
	<b>Sub-Total Operating Fund</b>	<b>106,644.23</b>		<b>24,256.02</b>	<b>(10,502.42)</b>	<b>34,758.44</b>			-	-	-		-				
3412	Annual Operating Reserve	48,265.29	4,000.25	52,265.54		52,265.54											
3414	Major Donor Reserve Fund	64,000.00	-	64,000.00		64,000.00											
3415	Sabbatical Reserve	1,000.00	-	1,000.00		1,000.00											
3423	Special Projects Reserve	-	1,916.56	1,916.56		1,916.56											
3430	Major Repairs & Equipment Reserve	189,934.63	-	189,934.63		189,934.63											
3413	Safety Reserve	140,235.22	-	140,235.22		140,235.22											
1012-10	Required Loan Reserve	21,339.83	0.88	21,340.71						21,340.71	-		-				
1015-10	Justice Begins at Home	14,301.07	1.17	14,302.24										14,302.24			
1018-51	Rental Income Reserve	60,017.41	4.48	60,021.89												60,021.89	
3424	Reserve Tax Rebate	42,621.40	2.10	42,623.50								42,623.50					
1010-49	Program Designated	150,975.50	48,615.02	199,590.52	199,590.52												
	<b>Sub-Total Reserve Funds</b>	<b>732,690.35</b>	<b>54,540.46</b>	<b>787,230.81</b>	<b>199,590.52</b>	<b>449,351.95</b>	-	-	-	<b>21,340.71</b>	-	<b>42,623.50</b>	-	<b>14,302.24</b>		<b>60,021.89</b>	
30	General Capital																
34	Buchan Bldg Capital	8,092.00	(6,700.00)	1,392.00	1,392.00												
	<b>Sub-Total Capital Funds</b>	<b>8,092.00</b>	<b>(6,700.00)</b>	<b>1,392.00</b>	<b>1,392.00</b>	-	-	-	-	-	-	-	-				
1011-40	Commemoration	18,971.89	-	18,971.89		18,971.89											
41	Chesney-Deale (Intern Minister)	76,035.69	332.60	76,368.29		59,158.84		17,209.45									
42	MJS Lecture Series	127,950.54	5,426.13	133,376.67		-					133,376.67						
43	Hessler-Deale (Women in Ministry)	24,489.02	(2,091.25)	22,397.77		12,164.14		10,233.63									
46	Anniversary	15,161.92	0.63	15,162.55									15,162.55				
50	Slegers Fund for Music Ministry	32,607.24	(8.14)	32,599.10											32,599.10		
1035-10	State Unemployment Insurance	22,336.64	0.55	22,337.19			22,337.19										
	<b>Sub-Total Restricted Funds</b>	<b>317,552.94</b>	<b>3,660.52</b>	<b>321,213.46</b>	-	<b>90,294.87</b>	-	<b>22,337.19</b>	<b>27,443.08</b>	-	<b>133,376.67</b>	-	<b>15,162.55</b>	-	<b>32,599.10</b>		
	Total All Funds	1,164,979.52	(30,887.23)	1,134,092.29	190,480.10	574,405.26	-	22,337.19	27,443.08	21,340.71	133,376.67	42,623.50	15,162.55	14,302.24	32,599.10	-	
	<b>Per Bank Rec.</b>	<b>\$1,164,979.52</b>	<b>(30,887.23)</b>	<b>1,134,092.29</b>	<b>190,480.10</b>	<b>574,405.26</b>	-	<b>22,337.19</b>	<b>27,443.08</b>	<b>21,340.71</b>	<b>133,376.67</b>	<b>42,623.50</b>	<b>15,162.55</b>	<b>14,302.24</b>	<b>32,599.10</b>	<b>60,021.89</b>	
	Petty Cash	500.00		500.00													
		1,165,479.52	(\$30,887.23)	\$1,134,592.29	-												
<b>Lines of Credit</b>																	

# First Unitarian Church

## Statement of Cash Flows

For the Month Ending 6/30/2019

<b>Beginning Cash &amp; Equivalents Balance</b>	<b>1,165,479.52</b>
<b>Receipts</b>	
Pledges & Contributions Received	120,316.07
Events/Weddings/Memorials	8,516.71
Rents Received	41,578.27
Program Receipts	57,085.58
Special Events	518.90
Miscellaneous Receipts	134,725.03
Interest/Gain-Loss on Investments	6,063.03
Increase/Decrease Accounts Receivable	265,085.04
Buchan Building Receipts	(273,216.27)
<b>Total Receipts</b>	<b>360,672.36</b>
<b>Payments</b>	
Payroll/Taxes/Benefits	(128,674.13)
Operating Expenses	(44,076.35)
Program Expenses	(12,215.18)
Special Events	(208.08)
Increase/Decrease Prepaid Expenses	(23,076.43)
Increase/Decrease Inventory	670.25
Acquisition of Property & Equipment	320,679.00
Increase/Decrease Accounts Payable	(59,017.22)
Depreciation & Amortization	(320,299.00)
Reserve Transfers	12,843.00
Miscellaneous Expenses	(130,093.45)
Charles Schwab Burn the Mortgage	(8,092.00)
<b>Total Payments</b>	<b>-391,559.59</b>
<b>Net Cash In/(Out)</b>	<b>(30,887.23)</b>
<b>Ending Cash &amp; Equivalents Balance</b>	<b>1,134,592.29</b>

**First Unitarian Church  
Balance Sheet  
Operating Fund  
6/30/2019**

ASSETS

Cash

Petty Cash	500.00
Wells Fargo Checking	190,480.10
Wells Fargo Money Market	574,405.26
Wells Fargo Required Loan Reserve	21,340.71
Wells Fargo Tax Rebate	42,623.50
Wells Fargo Justice Begins at Home	14,302.24
OnPoint Anniversary	15,162.55
WF Sleger's Fund for Music Ministry	32,599.10
Rental Income Reserve	60,021.89
Wells Fargo MM SUI	22,337.19
Investments	<u>160,819.75</u>

Total Cash 1,134,592.29

Current Assets

Prepaid Expenses	18,044.44
Prepaid Insurance	5,110.73
Prepaid Rent	12,538.58
Accounts Receivable Events/Weddings/ Memorials	13,405.00
Pledge Receivable Allowance Uncollectable	(86,260.34)
Bookstore Inventory	16,595.25
Pledges Receivable Operating Pledges	675,526.66
Pledges Receivable Capital Buchan Building	<u>239,048.21</u>

Total Current Assets 2,028,600.82

Fixed Assets

Furniture & Equipment	522,081.56
Property 1011 SW 12th	1,070,285.58
Property 1211 SW Main St. Sanctuary	758,685.24
Property SW Salmon	6,993,838.75
Property 1030 SW 13th House	28,000.00
Property 1126 32 SW 13th Outside In Real Estate	332,755.00
Property 1034 SW Main Office	483,545.50
Improvements	1,807,193.83
Accumulated Depreciation	(5,329,558.85)
Lease Origination Costs	15,000.00
Accumulated Amortization	<u>(4,646.00)</u>

Total Fixed Assets 6,677,180.61

Other Assets	
TOTAL ASSETS	<u>8,705,781.43</u>

LIABILITIES & FUND BALANCES

Current Liabilities	
Accounts Payable	(595.00)
Events/Weddings/Memorials Clearing	32,665.00
Accrued Vacation	73,867.19
WB Fund Payable	<u>291.00</u>

Total Current Liabilities 106,228.19

Long Term Liabilities	
Burn the Mortgage Foundation	163,851.09
Deferred Lease Revenue	<u>374,456.00</u>

Total Liabilities 644,535.28

Fund Balances	
Fund Equity Operating	431,305.46
Fund Equity General Capital	(155,052.72)
Fund Equity Salmon Street	592,187.80
Fund Equity Buchan Building	6,460,969.76
Fund Equity Commemoration	18,310.89
Fund Equity	76,140.49
Fund Equity MJS Lecture Series	127,202.01
Fund Equity Hessler Deale	23,807.75
Fund Equity Hollingsworth Anniversary Fund	15,015.00
Fund Equity Program Designate	180,966.88
Fund Equity Mark Sleger's Fund for Music Ministry	32,597.46
Rental Income Reserve	60,000.88
Fund Equity Pledges	(3,511.76)
Reserved Funds	643,296.50
Profit (Loss) Year to Date	(451,532.76)
Unrealized Gains (Losses)	<u>9,542.51</u>

Total Fund Balance 8,061,246.15

TOTAL LIABILITIES AND FUND BALANCES 8,705,781.43

<b>First Unitarian Church</b>			
<b>Notes to Financials -June 2019 (department transactions greater than \$2,000)</b>			
<b>OPERATING INCOME</b>			
	Pledge income	below budget YTD; includes non-pledge	(52,893)
		above budget for the month	48,032
	Program Income		
	Admin	Church Mutual Insurance reimbursement for flood damage	129,651
	Rental Income		
	Tenants	no shelter payment	26,711
	Events		14,867
		cancelation refund to clients due to building flooding	(4,843)
	Other Income		
	Sexton reimbursement from renters' events		5,160
<b>OPERATING COSTS</b>			
	Occupancy		
	Contract services		1,560
	Repairs & Maintenance		5,678
	Utilities		6,354
	Program Expenses		
	Board		2,380
	Admin	Kennedy Restoration for flood damage	127,734
	Rental	Partial refund to Northwest Academy for unusable spaces during restoration	12,538
		**see Prepaid Rent on Balance Sheet	
		reimbursement expected from Church Mutual	
<b>DASHBOARD</b>			
	New members		4
	New pledges received		3
<b>CASH/SECURITIES BALANCE</b>			
	Buchan Building Capital		
	(Burn the Mortgage)	payments received in May	8,092.00
		transferred to the Foundation	(8,092.00)
		payments received in Jun	1,392.00
		Balance as of 6/30/19	1,392.00
	MJS Lecture Series	Investment gain	2,091
	Special Project	remainder from Church Mutual reimbursement after payment to Kennedy Restoration	1,916
	Hessler-Deale	expenses for Mira's ordination	2,091
	Fund 49 (Designated)		
	Auction	payments receipts	38,940
	YRUU	pilgrimage receipts	10,186
	Children's Chalice Camp	registrations	4,182