



First Unitarian Church of Portland
Board Packet for September 2026

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**First Unitarian Church of Portland
Board Packet for September 2026**

Agenda

Board Meeting September 2, 2026 6 – 9 pm

To Join on-line:

www.tinyurl.com/1stU-BoardMeeting

Dial In Option: 1-669-900-6833 (use meeting ID 829 3022 3125)

Board (only) 6:00-7:00 pm

Board Meeting – 7:00-9:00 pm

Pre-Board Meeting:

6:00-6:10 Gathering and centering

6:10-6:50 Sharing individual concerns - All board members

6:50-7:00 Break

Board Convenes

7:00 Opening: Reading, Chalice Lighting, Read Covenant (below)

Determine quorum, identify process evaluator, accept agenda

7:10 Consent agenda: ?
Changes to this Agenda?

7:20 Introduction and Congregant Comment Time (Roger R reads introduction if necessary)

Board Conversation Time

7:30 - Rev. Alison & David Leslie update on work so far and goals for David's remaining time

7:50 - Board discussion:
- Discussion guidelines
- Governance
- Board communications w/ congregants
- Board Forums
- Use of calendar
- Board goals
- Board's role in reviewing the NWA lease

8:10 Break

8:20 Board Committee Reports (How I spent my summer)

8:30 ET Report (as necessary)

8:40 Set Agenda for next Board Meeting/Role of BOC

8:55 Closing Reading

9:00 Adjournment



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Board Covenant

We covenant to:

1. Uphold the spiritual nature of our work by regularly engaging in spiritual deepening.
2. Demonstrate our leadership and commitment to the church by our example.
3. Listen with an open, nonjudgmental mind and heart.
4. Treat our time on the board as an opportunity to make an important gift to our church.
5. Communicate openly and appreciate others enthusiastically.
6. Practice respect and care for each other.
7. Work toward repair when harm is done.
8. Act for the good of the church and the community.
9. Acknowledge and understand the true history of the church we inherit, and together build a future that embodies our Unitarian Universalist values.
10. Cultivate relationships within the congregation.
11. Discuss and disagree with curiosity, expressing ourselves as clearly, honestly, and lovingly as possible to further the goal of building understanding.
12. Speak openly with the congregation, respecting the confidentiality of board conversations

We pledge to observe these promises, to do our best to trust that others are also observing them, and to be forgiving when we inevitably make mistakes. We accept the accountability implied in these promises.

Process Evaluation Guidelines

- Everyone has a chance to contribute to the conversation in a timely manner, without prejudice.
- We keep an open mind and open heart to new ideas.
- We acknowledge when harm is done and offer an appropriate response.
- As elected representatives, we act in the best interest of the congregation.

Congregant Comment Period

We hold this time in our meeting to hear the joys and concerns, the hopes, the dreams, and opinions of our congregants as they relate to our church and our actions. We have just read our covenant and want to remind speakers that we are all here together in covenant. Among the things we hold at First Unitarian Church is the inherent worth and dignity of all people.

Keeping this in mind, we would love to hear from you.



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Board goals

Board Goals 2026-2027

Sustainable budget: Plan with staff a mission-based, break-even budget. The year's expenses will be mission driven, and they will be less than or equal to the year's receipts.

Assigned to Finance Committee

Strategic planning: In partnership with the Senior Minister and with participation from a cross-section of the congregation, develop a 5-year vision for the congregation that is congruent and constructive to the church mission; aligned with who we are now; broadly and inclusively socialized and endorsed; vetted for feasibility and backed up by initial planning.

Assigned to Board Sub-committee on Strategic Planning

8th Principle: Incorporate implementing the 8th Principle into the mission and goals of the church.

Assigned to: _____

Advance governance model: Reshape church governance with clear and accountable delegation of ministry to the Senior Minister. Use Hotchkiss' "hoped-for results" as a guide:

- A Board that articulates mission and vision, evaluates results, and ensures responsible stewardship of resources.
- Ministry leaders, paid and unpaid, who create effective programs with the support of a structure that delegates authority and requires accountability.
- Members and others who enjoy many opportunities to learn and grow and serve in an atmosphere of trust and creativity where structure, goals, and purposes are clear.

Assigned to: Governance Committee

Future Orientation: Reshape Board work to emphasize future-oriented governance.

Assigned to: Moderator and Vice Moderator



Senior Minister – Changes to Governing Policies – Oct2026

The Board is considering changes to our Governing Policies as they relate to the Senior Minister's responsibilities.

The Bylaws say that the Senior Minister is head of staff and "shall retain final authority in the administration of the church." (Article II, Section 2)

Our Governing Policies sometimes place accountability with the Executive Team and sometimes with the Senior Minister.

The Board proposes updating the Governing Policies to place accountability solely with the Senior Minister.

This church year will see big changes in our staff:

- In December, Interim Church Director David Leslie will complete his service.
- David will present his recommendations for staff structure and responsibilities going forward. This includes recommendations for the Church Director position.
- Interim Assistant Minister timeline.
- Admin Task Force timeline

Providing clarity on accountability in our Governing Policies will support our search for these important positions in our community.

If you would like to be heard on this topic, please plan to attend the October Board meeting, in person or via Zoom, on Wednesday, October 2, 7pm. You may also write to the board at board@firstunitarianportland.org.



Board Calendar for 2026 - 2027

Board Calendar, 2026-2027

September • Finalize goals • Strategic Pl Kickoff • Set date year-end mtg • Miller report due	October • SP: Planning Summits • AFD Kick-off • Fall Forum: Budget Priorities	November • AFD Wrap-up, calls • SP: Action Groups Form
December • SP: Action Groups Meet • Dleslie report due	January • SP: Action Groups Meet	February • SP: Action Group Reports
March • Spring Forum: Budget Preview, SP update(?) • NomComm submits slate • SP: ?	April • Vote on Budget • Vote on Bylaws Changes (if any) • Ballots mailed • SP: ?	May • Year-end meeting • Cong ballots counted



**First Unitarian Church of Portland
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Previous Board Minutes

First Unitarian Church of Portland Board of Trustees Meeting Minutes

Wednesday, June 3, 2026

Board Attendees: Leslie Pohl-Kosbau, Linda Craig, Roger Robinson, Saranna Weller-Filz, Harriet Shaklee, Bob Bonner, David Livermore.

ET Attendees: Alison Miller, Tom Disrud, Kathryn Estey.

Board/ET members absent: Julia Griffiths, Roger Tobin.

Non-board/ET attendees: JoAnn Foor, Josh Reckord, Laura McKinney

Board roles: Process Observer – Linda Craig

7:13 pm Chalice Lighting/Reading

Reading from the book Reunion of the Rare by Kim Stafford

Read Board Covenant

Quorum determination

A quorum of the board is present

Review agenda

The agenda was not changed

Introduction and Congregant Comment Time (Roger R reads introduction if necessary)

Joann F. noted that the Owl speaker was not working.

Consent agenda

- May Board Minutes
- Approving the results of the ballot

There was some discussion around whether all the Bylaws revisions should be approved or whether an exception should be made because of the typo in Bylaw Article 4, Section 10. Roger said that he had conferred with John Bishop and that John had offered that most people voting on the measure did not read the detailed language and that because of that and the number of yes votes for the bylaw change, the intent was to approve the change to Article 4, Section 10. After the discussion, the consent agenda was approved.

7:22 pm Retreat organization (Alison, Saranna, Julia, Roger T)

Saranna sent a save-the-date for the retreat. The retreat will be at the Hillsboro church (Unitarian Universalist Community Church of Washington County). The retreat is potluck. The agenda has been revised since the last time it was discussed. Please review the save-the-date email for details.

7:24 pm Board Officer/Committee Chair/Board Member Assignments succession plan (Roger R & Julia)

Roger and Julia conducted interviews with continuing board members but did not interview Harriet, Leslie, or Rev. Alison. A decision was made to include Harriet, Leslie, and Alison in the interview process and have the vote later.

7:45 pm Executive Team updates (Alison & Tom) Including Strategic Planning, Administration Transition, Music Transition

This Sunday we will be sharing a video of the new music director Daniel Bassin during the service. He has been hired as 0.75 FTE. He will also be 0.25 FTE worship assistant administrative support. The worship assistant administrative support position is also at a different pay rate. The worship assistant bridge position is not expected to continue past the next church year.



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The assistant minister position is posted at the UUA. There has also been reach out to other potential candidates.

Page Two Partners contract. The contract has been signed. There is money in the budget, under HR line for the music director moving costs and for the contract for David Leslie. David Leslie will report to Alison. He will also be reaching out to Roger as board moderator. The board will also have access to him as he will be at Board meetings.

The Miller contract is well underway. That contract is less than \$6,000 and therefore does not require separate Board approval.

The Larry Pirece contract for strategic planning support was provided to the board. The total request is \$25,000, which would include two summits of up to 130 members of the congregation. We will look for other ways to pay for this, but it may require some ERTC money, which Alison would recommend. If approved, Larry Pierce will arrive in the fall. The hope was that the Board could approve the contract for Larry Pierce at this meeting.

- After some discussion, Leslie moved to accept and vote for the Larry Pirece contract. Linda seconded. The motion passed.

7:44 pm Evaluation of Ministries (by Alison and Harriet)

A new process was developed for the annual evaluation of the ministry in reference to the church's mission and the Ends Policies. Sheets were passed out to provide notes of the meeting and prepare comments. The areas of ministry at the church include, Worship & Music, Membership Development, Children and Youth Religious Education, Adult Programs, Pastoral Care & Caring Connections, Community Building, Social Justice, Finance & Stewardship, Facilities & Rentals, Administration. Board members filled out the sheets and discussed their responses (as highlighted in the bullets below).

Harriet collected the notes and an evaluation will be prepared.

Comments on *Strong spiritual home grounded in love*

- The work of the music transition team
- The inclusive welcoming in the narthex that has led to the addition of new members
- The AV team efforts to improve the cameras, extending the quality of the experience to the home.
- Jen Thomas' work in connecting volunteers with service. More tech support for vespers.
- The continuing strength of the lay ministry.
- Fuller Hall has been very lively past noon. Much more lively than last year.
- The Welcoming Circle.
- Kindergarten and first grade did 8th principal work. Also, the youth group did a photography project on the 8th principle.
- Taking a tour of the church has added a connection.
- Ushers see how the new desk is serving newcomers and others. They are going to the new desk.
- The addition of Earth-centered services.
- The participation of kids in the Sunday services is an important connection for families.
- At some continuing care facilities, groups are watching the service around a television as a group.
- One area of improvement is to engage folks online better.
- The senior engagement program, FUSE that Jen Thomas started, is focused on engaging seniors.



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- We need better support for people who are hard of hearing or deaf. The Hillsboro church uses live captioning. The staff just talked about live captioning this week.

Comments on *Leadership beyond our walls*

- Both Dana and Alison were on the front lines about ministry in a targeted city.
- This past weekend Scott E and Dana were involved in the Side of Love training.
- Alison is working with Starr King to keep leadership pipelines open.
- Our congregation has been involved in the Oregon Voices conference to engage with UUs from around the state. We have worked directly with the Mt Hood cluster of UU churches.
- The engagement of the Shower Project
- Compassion with houseless folks
- Hub group healing immigrants.
- Clergy across congregations have been involved with Together Lab at City Council meetings.
- UUs have been a very visible group at ICE facility protests.
- The young adult group has taken off and is growing. Saranna is incredibly happy for the group.
- Josh Reckord has compiled a fabulous library for board members in the conference room.
- Harriet was wondering if the youth could partner with other congregations.
- Alison pointed out that our lay ministry program has been incredible. More than two dozen congregants are involved.

Comments on *Promote social justice in Portland and beyond*

- Dana went from full time to 0.6 FTE. A number of lay leaders have stepped up. 200 volunteers are engaged in the Shower Project.
- The Community for the Earth hosted Rumble on the River and provided tabling.
- Harriet has been impressed that the church has sponsored protests. It has drawn people out of the woodwork.
- Alison said that people have looked at First Unitarian as a safe place for advocacy.

Comments on *Is sustainable, Shared stewardship*

- Comments from Alison
 - The critique around the church was that we need to be more transparent. We have made a continuous effort in communicating. We have been accessible and present.
 - Shared stewardship. Our staff and volunteers are working together.
 - Achieving our goals and mission. The board has been spending time thinking about how we are meeting these goals.
- Harriet said it would be good to have a discussion around our membership shrinkage and meeting the monetary goals of our campaign.
- Alison mentioned that the reduction in membership households this year was unique from the past few years because the church was intentional about taking folks off the church membership list for the first time in several years. She stated that these members left over a several year period which included both Covid and the music ministry conflict. The children's program during this period dropped from 320 to 150. For 646 pledging members, \$1,360,000 feels like a generous amount of money. Another positive sign for the church is the growth of the young adult group in the last few years. For families, one of the challenges is that there are fewer families living in the city of Portland.



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- From Bob's perspective, sustainability is an issue we have not addressed very well. Pledging units and our average pledge (sic) are dropping. Bob was disappointed that we did not do our visioning this year.
- Tom said the Committee on Right Relations is a huge positive for this congregation.
- Linda sees a lot of positivity with sustainability being the hardest thing to address.
- Kathryn pointed to new member meetings.
- David wanted to correct an earlier statement. Our pledging units are down, but our average pledge is up, not down as previously stated.
- Leslie pointed out that even OPB is hurting for money. It is a different time financially than in the past.
- Tom pointed out that we are often in a scarcity culture mindset, but also pointed out that our mindset is often not reflective at how well the church is doing. For example, Tom pointed out that our pledges are above UU averages.
- Alison stated that we need to understand our families and young adults better.
- Leslie received a pamphlet from Cindy Cumfer about the Universalists who had a church at 24th and NE Broadway in the early 20th century. Leslie offered to share the pamphlet with anyone interested.
- Harriet is excited about David Leslie in looking at our money and our staffing. This is looking forward not backward.
- Alison spoke to unlocking the shared ministry of staff and laity.

Alison asked everyone to provide their notes by June 22nd. Harriet and Alison will compile the comments.

8:40 pm Board committees' news & actions (Linda, David, Julia, Saranna) Including: Committee self-evaluations, Board self-evaluation

- Linda-Thanks to everyone for filling out the Board self-evaluation. Linda and David will compile and send something out before the retreat.

8:45 pm Executive session

Executive session ended at 8:57 pm

8:57 pm Closing Reading

Quiet dawn from Kim Stafford

8:59 pm Process evaluation by Linda

Everyone had a chance to participate. It seemed like we were keeping an open mind. Some harm was done to Leslie, and it was addressed. I believe we acted in the best interest of the congregation. There were no other comments from board members.

9:01 pm Adjournment

Minutes by David Livermore



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Consent Agenda.

<nothing supplied for consideration>



Strategy Committee report

Board Report: Board Strategy Committee

Date: 02-Sep-2026

Period: Summer 2026

Members: Roger Robinson (chair), Alison Miller, Josh Reckord, Laura McKinney, Jen Thomas, Julia Griffiths

Board Actions Requested

- Review of and requested approval of the charter for this committee. ([see](#) next section).
- Board members commit to attend one of the two summits in October.

Results from this period

The board had the following high-level milestones for summer 2026. We have marked some as complete and some remain to be done.

Committee readiness.

- Committee chartering with Board (Chair) *This should happen at the September board meeting. Charter was written and confirmed by the committee in June.*
- Board commitment to resources for hiring of facilitator. (Chair)
- Recruitment of committee members against the roles outlined in the charter. (Chair)
- Recruitment of key leaders and volunteers, including steering committee. (Chair; Senior Minister)
- Proposal for selection of facilitator. (Collaboration Lead)
- Outreach and assessment of church partner and community perspectives. Plans for engagement and contacts. (Chair) *This needs to be reviewed to see if it is included as part of the action teams/strategic summit work.*

Staff readiness.

- Staff planning calendar for the program year should make space for visioning/planning activities. (Senior Minister)

Communication readiness. (Communication Lead)

- Messaging and communication planning. *This is underway with Julia, Alison and Jen.*

Planning. Project plan for strategy development.

- Identification of key planning/training/philosophy/org approaches. (Collaboration Lead)
- Establishment of key area planning teams. (Head Minister) *This will happen during our work with Larry Peers.*
- Exemplar research to inform direction. (Board Strategist) *This is underway with Josh and will be ongoing.*
- High-level plan for integration of strategic planning with stewardship, ready for Board consideration. (Stewardship Team Liaison) *This is underway with Jen and the stewardship committee.*



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Results planned for end of August/September

Strategic planning with Larry Peers. Alison is the lead coordinator for this work.

- Recruitment of steering committee members and training session (scheduled August 28-29). (Senior minister)
- Board attends Larry Peers training session and schedules participation at one of the summits in October. (Chair)
- Communication about the process goes out to the congregation.
- Logistics for the summits are complete and invitations sent to participants.
- *Additional items discovered during the Larry Peers training session.*

Draft work plan for the year to achieve the results outlined in the charter. (Laura)

Issues, concerns and risks

Inclusion. Since the strategic planning process will consist of many collaborating groups, and the membership of each of those groups is limited, how do we ensure that the congregation is able to see their influence on strategy?

Mitigation: Holding two summits to maximize participation. Selecting steering committee members that represent different constituencies among the congregation. Involving a broader set of people in the action team planning. Communicating opportunities in a timely manner to all. Asking Larry Peers about this during our session in August.

Focus. How do we balance satisfying the many voices over selecting and prioritizing feasible goals?

Mitigation: Asking Larry Peers about this during our session in August. Relying on action teams to execute against the priorities.

Relationship to mission. Since our mission has not be revised for 30 years, how will we ensure that our planning is targeted to our mission?

Mitigation: Following Larry Peer's guidance, a mission/vision action team will start its work during strategic planning. It is not necessary, and perhaps not desirable at this point, to *start* with mission, but critical to ensure that mission is renewed *during* the process.



Strategy Committee charter

Charter: 2026-2027 Strategic Planning Committee

The intent of this charter is to align board and committee expectations about the scope and approach for this committee's work.

While this committee works for the board, the process it facilitates will belong to all stakeholders. That means that the committee may adjust how it works to meet varying needs, while remaining focused on producing the final results to the board.

Results

- 5 Year Vision: Congruent and constructive to the church mission; aligned with who we are now; broadly and inclusively socialized and endorsed; vetted for feasibility and backed up by initial planning. This effort may entail refining the mission statement.
- Plans: Detailed 1-2 year plans; high level 3-5 year plans. All plans have specific results and enough validation to show feasibility and the way forward. Plans commence for the 2027-2028 program year.
- Yearly Strategic Review Readiness: Definition and training for ongoing strategy implementation to ensure success.
- Strategic Metrics: Leading indicators that assess the viability of both the strategic approach and the effectiveness of implementation.
- Strengthened Community: The relationships and the cohesiveness of the community are energized by the process. They can see a reflection of themselves and see a point of connection within the community. Sparks a collection of open groups that expand opportunities to share and receive spiritual gifts.

Stakeholders

The following groups will be affected by or affect our vision:

- Church mission.
- Congregation.
- Staff.
- Board.
- Partners
- Community.

Approach

This committee will utilize the expertise of an external facilitator to structure the process of strategy development.

Specifically, the facilitator has recommended establishing a Strategic Steering Committee to lead the strategy development process. This committee should be constructed to reflect the varying



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constituencies and perspectives of the congregation. The Board Strategy Committee is accountable that this Steering Committee is established and underway, and will then delegate to them the specific strategy work.

The committee should act as an overall coordinating, planning and reporting function for the Board, ensuring that the work of the Steering Committee, staff, and Board are mutually constructive and connected to meet the results listed above.

Committee Membership

The committee needs to ensure connection with the stakeholder groups for influence and advocacy. Members should complement each others' contributions, all of which should build a strong team.

Committee should consist of a cross-section of the community. Use matrix of skill sets and demographics. (Don't have to have been in the church forever... use peers to make the recruiting case within the network.)

Each of these participants may coordinate groups of volunteers or request staff assistance to help produce their results.

Chair

- Work of the *committee* is organized, productive, focused, consistent with principles of good teamwork;
- Skilled volunteers to support planning are available to help;
- Relationship links to church partners and the community are healthy and available to the team and Steering Committee;
- Progress is assessed and the Board is informed.

Collaboration Lead

- Work is planned and coordinated across both Board, church operations and ministry. A project plan is in place that integrates best practices;
- All contributors are aware of planning activities in order to coordinate effectively and make shared decisions;
- Reconciliations necessary to make strategic choices are facilitated;
- Work with a hired facilitator is integrated into the plan effectively.

Senior Minister/Chief of Staff

- Strategic and 1-2 year specific plans for specific areas and initiatives, developed by teams of volunteers and staff, covering all aspects of ministry and church operations;
- Long term needs for building use, financial support, and other board-level considerations are outlined. It is understood that these needs and the plans for addressing them will take place over the next 2-3 years under the guidance of the board and senior minister.

Board Strategist

- Resources to use as strategy and planning exemplars identified and available to stakeholders (e.g. on churches with similar sizes, situations and what strategies they have used, plans they have developed);



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- Requirements for resources emerging from operations/ministry planning are evaluated using long-term Board financial guidance, and that information is communicated back to the teams to inform decisions;
- Board influence as stakeholders is incorporated into the process effectively.

Communication Lead

- The church community has frequent and effective communication to be able to understand how to participate in planning. What it is? How do we make sure folks are ready.

Annual Fund Drive Team Liaison

- Integration of vision, strategy and planning with the pledge process.

Resources

This initiative will require the following significant resources:

- Staff and minister time for visioning, planning and communicating.
- Facilitation by a professional who understands how this process works well and guides us in our planning and execution.
- Board participation and timely decisions.
- Attention and focus of the congregation.
- On-going committee participation in planning and volunteer recruiting.

Timeline

This committee with shared leadership between the staff and board, will finish its work by June 2027. It will leave in place established practices to support on-going strategic work without the need for this organizing committee.



Finance Committee

Finance Committee Meeting 6/09/26

Minutes

Attending: David Livermore, Treasurer; Tony Obst; Dave Hoffman; Jo Ann Foor; Linda Craig; and staff, Kathryn Estey & Erin Tafuri

David welcomed attendees and opened the meeting at 5:00. Linda will be taking notes.

April SMJ financial statements: Erin led a discussion of the April 2026, financial statements. We are 83% through the year. Pledges are 78% of budget. The \$100,000 gift from the Foundation has been received. Non-pledge income is under budget by \$40K. This is budgeted at a 5-year average. Total revenue is 75% of budget.

The big, anticipated expenses for the year have been paid: HR security, HVAC repair, sump pump repair, roof repairs.

Net loss per GAAP (Including depreciation which is offset by ERTC and other non-budget revenue streams) is \$126K. Loss in the Operating Fund is \$101K.

Questions: Bob asked whether any of the anticipated contract expenses for Administration or Strategic Planning will be incurred in this fiscal year. Answer: little or none. David asked how well actual results are tracking budget. Erin said that we would need \$260K in pledge income to meet budget and it has been averaging \$100K in recent months. Tony asked whether we would receive any more ERTC money? Answer: not known. We have received three of the six quarters that we applied for. (Subsequent information—another \$95K received in June). Linda asked about monthly variations in payroll. Answer: many of our employees are hourly paid and workload is heavier over the holidays. Also \$89K in accrued vacation was paid to employees who left.

Expenditure Approval Process: At the last meeting, we discussed a format that Bob drafted for justifying and approving large expenditures. Erin tracks these approvals, but Board and FC don't have a consistent place to keep the information in our own records. Improvement is needed in how we record these activities, and we must be sure to include Erin in these processes.

Transfer of Treasurer role from Bob to David, and Signature authorities: Bob currently communicates with Craig Hill at Beneficial as CDs mature to be sure that the checking account has enough money to pay bills. This communication needs to be transferred to staff. The process is checking to see what CDs are maturing and whether they should be rolled over in full or partially transferred to money market for easy access. In the future, when CD maturities carry different interest rates, more attention will be needed to balance interest earnings with access to cash.

David and Erin will be working on establishing David as a signer on the accounts and removing Bob, Tom Disrud, Kathryn and anyone else who is not a current staff member or Board officer. Tom was a signer on accounts at On Point and Franklin-Templeton and these two accounts have been closed. Signing authority is not clear on a small account with Federated Hermes. This needs to be tracked down, and the account should be closed.

Document reserve accounts task force: Jo Ann and Erin have prepared two forms to document Restricted and Reserve funds as subsets of Net Assets. A Restricted account has been established for the Trans Support Fund and a Reserve account for the Employee Retention Tax Credit fund (ERTC). These forms can be found here:

<https://drive.google.com/drive/folders/1BwJHY6sCDpoXZulh13fHuEN1sLcWNTUb>

<https://drive.google.com/drive/folders/1BwJHY6sCDpoXZulh13fHuEN1sLcWNTUb>

Motion to approve these funds was approved unanimously.



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We need now to set up new documentation for monies that have been collected to support Intern Ministers in Tom Disrud's name.

New staff person: Isabella Utrecht who was helping with accounting and communication has left First Unitarian to accept another job, and they have been replaced with Chuck Coussens. They will be working 30 hours/week on accounting and data base. We welcome them.

Celebration of Kathryn. This is Kathryn's last meeting as Church Administrator. We expressed gratitude to Kathryn for her dedication to her job and to the church, and for her hard work over the many years she has served the church in various capacities.

Notes by Linda



Financial Reports – Statement of Financial Position

Statement of Financial Position - Summary				
6/30/2026				
Prepared by Susan Matlack Jones & Associates				
From FUCP Records/For FUCP Use Only				
Unaudited				
		6/30/2026	6/30/2025	Change
Assets:				
	Cash and Cash Equivalents	597,438	1,043,470	(446,032)
	Investments	1,885,024	1,157,179	727,845
	Receivables	441,436	444,500	(3,064)
	Prepaid Expenses	32,136	39,553	(7,416)
	Total Current Assets	2,956,034	2,684,702	271,332
	Fixed Assets	4,775,596	5,046,697	(271,101)
	Total Assets	7,731,630	7,731,399	231
Liabilities:				
	Accounts Payable	30,905	53,120	(22,215)
	Accrued Wages & Vacation	65,885	89,055	(23,170)
	Total Current Liabilities	96,790	142,175	(45,385)
	Deferred Lease Revenue	325,366	319,932	5,434
	Oregon Clean Power Note	-	17,688	(17,688)
	Total Liabilities	422,156	479,795	(57,639)
Net Assets:				
	Total Net Assets Without Donor Restrictions	6,993,943	7,036,654	(42,711)
	Total Net Assets With Donor Restrictions	315,531	214,950	100,582
	Total Net Assets	7,309,474	7,251,604	57,871
	Total Liabilities and Net Assets	7,731,630	7,731,399	231



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Financial Reports – Budget



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	YTD Actual	Annual Budget	Remaining Budget	Percent of Budget Realized Expected: 100%
Revenue:				
Pledge Contributions	1,388,264	1,450,000	61,736	96%
Non-Pledge Contribution	57,630	75,000	17,370	77%
Foundation Gift to the Church	100,000	100,000	(0)	100%
Plate Contributions	79,386	68,000	(11,385)	117%
Payment Processing Fee	386	-	(386)	
Program Contributions (charitable)	17,138	13,000	(4,138)	132%
Program Income (non-charitable)	11,703	3,500	(8,203)	334%
Tenants Rental Income	196,424	355,000	158,576	55%
Deferred Lease Income	9,500	-	(9,500)	
Event Rental Income	28,214	15,000	(13,214)	188%
Interest Income	41,701	25,000	(16,701)	167%
Merchandise Income	16,601	10,000	(6,601)	166%
Miscellaneous Income	889	-	(889)	
Reserve & Fund 49 Income	-	-	-	
Total Revenue	1,947,836	2,114,500	166,664	92%
Expenses:				
Payroll	1,387,412	1,520,205	132,793	91%
HR Expenses	65,061	25,500	(39,561)	255%
Professional & Contract Services	102,107	118,500	16,393	86%
Professional Expenses	9,353	13,750	4,397	68%
Professional Expenses - Sr. Minister	10,878	8,500	(2,378)	128%
Professional Expenses - Associate Minister	5,903	6,000	97	98%
Professional Expenses - Intern	-	-	-	
Guest Ministers, Musicians, & Speakers Expenses	7,880	11,700	3,820	67%
Interest Expense	-	-	-	
Program or Office Expense	25,560	61,795	36,235	41%
Retreat/Workshop/Conference Expenses	1,519	13,500	11,981	11%
Event Expense	14,760	14,500	(260)	102%
Parking	26,308	26,300	(8)	100%
Utilities	100,867	123,050	22,183	82%
Custodial Supplies	9,961	10,000	39	100%
Software/Web/Comp. Program	25,860	33,000	7,140	78%
Computers, Furniture & Equipment	9,492	15,100	5,608	63%
Equipment Rental/Lease	16,403	18,300	1,897	90%
Bldg Repairs & Maintenance	103,774	40,000	(63,774)	259%
Equip Repairs & Maintenance	1,555	6,150	4,595	25%
Landscaping	-	1,500	1,500	0%
Outside Printing & Copying	8,159	13,150	4,991	62%
Postage & Shipping	3,071	7,800	4,730	39%
Bank Charges & Merchant Fees	15,012	15,000	(12)	100%
Cost of Goods Sold	10,737	3,500	(7,237)	307%
Licenses & Fees	3,940	6,000	2,060	66%
UUA Dues	38,500	38,500	(0)	100%
Insurance	42,831	50,000	7,169	86%
Credit Card Rebates	(726)	-	726	
Donations/Plate Share	40,358	32,200	(8,158)	125%
Miscellaneous Expenses	14	1,000	986	1%
Total Expenses	2,086,547	2,234,500	147,953	93%
Transfers				
Transfers from Other Sources	34,432	(120,000)	(154,432)	
Transfer to Other Sources	-	-	-	
Total Transfers	34,432	(120,000)	(154,432)	
Change in Net Assets - Operating Fund	(104,280)	(0)		
GAAP Adjustments				
Depreciation Expense	(270,851)			
Amortization Expense	(2,833)			
Adjustment to Accrual Pledge Contributions	60,065			
Uncollectibles	(77,166)			
Gain (Loss) on Investments	27,977			
Other Fund Revenue	(7,033)			
Fund Transfers from Other Sources Offset	35,432			
Other Fund Expense	(288)			
Fund Transfers to Other Sources Offset	(35,432)			
Reserve & Fund 49 Income	421,400			
Reserve & Fund 49 Expenses	10,880			
Change in Net Assets GAAP	57,871			



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Financial Reports – Statement of Activities



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First Unitarian Church of Portland					
Statement of Activities - Summary					
12 Months Ending June 30, 2026					
Prepared by Susan Matlack Jones & Associates					
From FUCP Records/For FUCP Use Only					
Unaudited					
	Current Month	YTD Total	% of Total		FY25 YTD Total
Revenue:					
Pledge Contributions	125,967	1,410,608	57%		1,393,224
Adjust to Accrual Pledge Contributions	60,065	60,065	2%		75,424
Non-Pledge Contribution	101	57,630	2%		101,823
Foundation Gift to the Church	-	100,000	4%		100,000
Plate Contributions	836	79,386	3%		84,396
Payment Processing Fee	107	386	0%		-
Program Contributions (charitable)	5,703	17,138	1%		12,948
Program Income (non-charitable)	195	11,703	0%		6,788
Tenants Rental Income	15,000	196,424	8%		339,364
Deferred Lease Income	9,500	9,500	0%		9,500
Event Rental Income	6,748	28,214	1%		19,863
Merchandise Income	160	16,601	1%		7,834
Interest Income	7,611	46,756	2%		25,736
Miscellaneous Income	864	889	0%		2,543
Reserve & Fund 49 Income	47,592	421,400	17%		511,437
Transfers from Other Sources	720	35,432	1%		62,625
Total Revenue	281,168	2,492,131	100%		2,753,504
Expenses:					
Non-Departmental	112,775	406,188	16%		456,198
Non-Operating	(76,339)	(33,569)	-1%		52,393
General & Admin	53,612	482,376	20%		416,396
Stewardship	85	18,148	1%		53,245
Membership	7,087	89,074	4%		73,153
House & Grounds	46,664	662,013	27%		553,854
Ministry	50,778	406,492	17%		488,386
Family Ministries	11,278	134,006	5%		105,702
Music Ministries	8,333	133,996	5%		167,551
Social Justice	4,491	74,431	3%		103,244
Adult Programs	473	2,167	0%		10,507
Communications	214	1,186	0%		24,926
Rentals & Memorials	3,117	5,911	0%		15,879
Art Wall	51	4,492	0%		1,074
Bookstore	395	8,412	0%		8,669
Committees	1,506	6,233	0%		4,257
Archives	41	41	0%		91
Board of Trustees	475	2,548	0%		3,859
Alliance	336	22,660	1%		22,619
Transfers to Other Sources	720	35,432	1%		52,650
Total Expenses	226,093	2,462,238	100%		2,614,651
Change in Net Assets less Investment Activity	55,075	29,894			138,853
Gain (Loss) on Investments	(999)	27,977	1%		27,977
Change in Net Assets	54,076	57,871			166,830



Governance Committee Report

Dan Hotchkiss's Governance and Ministry Model

By Dan Hotchkiss , April 22, 2019

Our congregations live in two worlds. They are both corporations and communities. They bring comfort to the comfortable and deepen the anxiety of those who are already broken-hearted for our world and its wounds. And yet they also get it right: shaking the foundations of the smug, and healing people who by all odds ought to be unhealable.

To get it right, a congregation has to organize to make its big decisions in its best and deepest frame of mind: that's governance. It needs to organize to focus limited resources on its most important goals: that's ministry. It needs to work when it's tired, persist when it's sabotaged, recover when it fails, and—when its plans fall short—it needs to improvise.

In part, of course, all this depends on the condition—physical, emotional, and spiritual—of leaders. But it depends as well on systems. Like people, systems carry their condition from the past into the future, a condition coded partly into bylaws, policies, and practices. So when I work with leaders to address governance, I hear about dilemmas that reflect the dual worlds in which they and their institutions live:

- Why do we exist—to please our customers, or to achieve a larger mission?
- Who should benefit—the current voting members, the denomination, God, our neighbors, or our bank account?
- Who should make decisions—the whole group or an elite?
- Whose voice should weigh the most—the hard workers, the high givers, the religiously informed, or those who have been here longest?
- How should we measure our success—by counting heads, activity, money, membership—or is there a better metric?

Pragmatically, of course, none of these dilemmas has a satisfying single answer. Congregations live in two worlds, just as we all do—we count the money while rejoicing in the presence of those who give little or nothing. What we can do, and



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what a governance change process tries to do, is to define clear spaces for discernment, for strategic planning and goal setting, for energetic, innovative programming and service, and for celebrating what is going well and shoring up what needs improvement.

The hoped-for results?

- A Board that articulates mission and vision, evaluates results, and ensures responsible stewardship of resources.
- Ministry leaders, paid and unpaid, who create effective programs with the support of a structure that delegates authority and requires accountability.
- Members and others who enjoy many opportunities to learn and grow and serve in an atmosphere of trust and creativity where structure, goals, and purposes are clear.

If this sounds idealistic, I make no apology. I will say that it can only be accomplished by addressing the flow of power through the organization. The arts of delegation, guidance, and accountability are crucial. Understandings must be written down, then reinforced by the development of practices and habits of behavior. Leaders need to step up, make decisions, and accept accountability for the results.

At times all this may feel a little harsh. But a little harshness isn't bad, so long as it comes tempered with forgiveness and a sense of humor at one's own expense. And anyway, the goal is worth it.

We all have different ways of talking about what the goal is, and I value that diversity too much to try and smooth it over. I ask simply whether you believe that your community would be a better place if your congregation did a better job of being what it ought to be and doing what it ought to do? If so, then it makes sense to spend some time designing a governance plan that lets you spend less time worrying about who wants what and whether they are satisfied, and more time in the world that love has called us into



Communications Committee Report

No report this month

Board Liberation Team Report

No report this month

Executive Team Report

No report this month