



2022 ANNUAL MEETING

Sunday, June 12, 2022

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**ABSENTEE BALLOTS CAN BE MAILED TO MEMBERS IN GOOD
STANDING AFTER MAY 22 BY CONTACTING THE OFFICE
MANAGER AT 206-454-7710. MAILED ABSENTEE BALLOTS MUST
BE POSTMARKED FOR RETURN BY JUNE 8.**

*AGENDA REQUIRES A
SIMPLE MAJORITY VOTE
FOR APPROVAL*

AGENDA OF THE 2022 ANNUAL MEETING

Sarah Walker, Moderator

The following is the proposed agenda for the Annual Congregational Meeting of University Unitarian Church, held Sunday, June 12, 2022.

1. Call to order; appointment of Secretary, Parliamentarian (optional), and Teller; and confirmation of quorum (10% of members in good standing)
2. Approval of the agenda (Requires motion passed by majority vote)
3. Remembrance of members who have died since last Annual Meeting (Rev. Jon Luopa)
4. Approval the minutes of the January 30, 2022 Special Congregational Meeting (Requires motion passed by majority vote)
5. President's Report (Rosemary Daszkiewicz)
6. Open Q&A for Church Leadership
7. Approval of the 2022–23 Annual Operating Budget (Requires motion passed by a two-thirds vote)
8. Election of new Trustees and Moderator (Requires motion passed by majority vote)
9. Closing Words (Rev. Jon Luopa)
10. Adjourn (Requires motion passed by majority vote)

Submitted by Rosemary Daszkiewicz, President, May 2022

*MEETING MINUTES
REQUIRE A SIMPLE
MAJORITY VOTE FOR
APPROVAL*

MINUTES OF SPECIAL MEETING JANUARY 30, 2022

1. Call to Order, Appointment of Secretary, Parliamentarian, Tellers, and Confirmation of Quorum

Sarah Walker, Moderator, called the Zoom meeting to order. The Teller reported 129 in attendance including the 11 panelists meeting the quorum requirement of 47 [10% of eligible membership]. The Moderator recognized individuals performing official duties for this meeting: Eric Valpey (Parliamentarian), Kathleen Crompton & Patricia Graesser (Tellers), Gayle Childers (Secretary) with special thanks to Byron Krystad, Jessica Monahan, Janine Larsen and the Operations team for helping this meeting run smoothly.

The Board has set forward two motions for this meeting. The Moderator stated we will be using Robert's Rules per our Bylaws and provided a brief review, referring attendees to the previously published Gateway article on the website for more details. Robert's Rules are used as a way to discuss business and to keep the meeting moving efficiently in a balanced way. The Moderator described the process for voting on items: ask for the motion to be made, seconded, and open the floor for debate, followed by voting. Motion debate was structured where speakers had 3 minutes to express their thoughts, alternating between for and against until debate is closed. Voting was done through online polling with those connected by phone having had the opportunity to vote through absentee ballots.

Three common subsidiary motions were noted that could be used in response to a motion made: 1) postpone consideration of the motion, 2) refer to committee or 3) amend the language. The Moderator reiterated the request as stated in the Gateway article] to not amend the motion due to complexity of language and negating absentee votes, instead to refer to committee. Clarifications were also provided on the use of Point of Order [procedural concern], Point of Information [request information from speaker] and Point of Privilege [environmental distraction to having discussion]; they are not intended for sharing opinions.

Sarah shared a personal story of gratitude in finding UUC where her progressive views are heard, where voting on core religious principles is a statement of faith and shows the capacity of humans to deliberate and stay in community and connection, despite differing views. Thank you.

2. Motion to approve agenda

The Moderator called for the motion to approve the agenda for this meeting. The motion was made, seconded and with no discussion requested, passed with 126 votes cast – 124 YES, no objections and 2 abstentions. [simple majority requirement met]

3. Motion to accept the Minutes of the June 13, 2021 Annual Meeting

The Moderator called for the motion to approve the minutes from the June 13, 2021 Annual Meeting. The motion was made, seconded and with no discussion requested, passed with 139 votes cast – 130 YES, with no objections and 9 abstentions. [simple majority requirement met]

4. Financial Update

The Moderator invited Rev. Jon Luopa, Sr. Minister to offer introductory remarks. Rev. Luopa noted that the addition of mid-year updates to the congregation a few years ago is needed as we have more information than we typically do at the annual meeting on programmatic and financial positions. We are learning more about our changing pledging patterns and our reliance on legacy funds. We need each other as we navigate these changes.

Rev. Luopa introduced Mike Kasprzak, Board Treasurer. As of December 31, 2021, we are half-way through our fiscal year. The revenue for annual operating budget is dependent on pledges which accounts for ~93% of the budget [~\$911k of \$955k]. The ~\$45k gap is being partially offset by an increase in plate donations and other donations which are ~\$8k ahead from this time last year. Two areas of concern: 1) we received 340 pledges for the \$911k, leaving a gap of \$45k. If not closed, the gap will be closed by drawing down on our operating reserves and pinching expenses that will not be painless. 2) Actual pledge fulfillment is \$11k less when compared to this time last year. The fulfillment percentage decline is trending the last 5 years with history showing these often are not fulfilled.

Call to Action: Double check your mid-year giving statement. If you are behind and can catch up or if you would like to increase your giving, contact Byron Krystad.

Regarding expenses, we are ahead of budget with salary/benefit and program expenses below budget. General operating expenses are over

budget due to investments in technology/kiosks, and learning about new building maintenance. We will have a better handle on expenses for future years.

Finally, budgeting is but a manifestation of what we remind ourselves each Sunday: This church is a community of ourselves. Its energy and resources are our energy and resources. Its wealth is what we share. When we contribute to the life of this community, we affirm our lives within it.

5. Motions regarding Bylaws replacement

The Moderator explained that 4 of the 5 motions require a simple majority to pass and the final motion to replace the bylaws requires a 2/3 majority to pass. The recommended language is included in the initial motions; should the motion fail, the alternative language will be voted on.

Rosemary Daszkiewicz, Board President made and spoke in favor of each initial motion. John Webber spoke in favor of the recommended language.

a. Article II. Membership: Section 2.3. Resignation or Removal (d)

The Moderator called for the motion to approve the recommended language for Article II. Membership: Section 2.3. Resignation or Removal (d). The motion was made and seconded* and the floor was opened for debate.

Rosemary Daszkiewicz acknowledged the Bylaws Working Group that included herself, Rev. Luopa, Chuck Harwood and John Webber. There was agreement on the Bylaw revisions with the exception of the 4 motions brought forth to the congregation in this meeting.

After closing the debate, the Moderator called for the vote. The motion passed with 187 votes cast – 153 YES, 10 NO and 24 abstentions. [simple majority requirement met; 81.8%]

b. Article III. Elected Positions and Officers: Section 3.1. Meetings (a)

The Moderator called for the motion to approve the recommended language for Article III. Elected Positions and Officers: Section 3.1. Meetings (a). The motion was made, seconded and the floor was opened for debate.

After closing the debate, the Moderator called for the vote. The motion passed with 182 votes cast – 150 YES, 22 NO and 10 abstentions. [simple majority requirement met; 82.4%]

c. Article III. Congregational Meetings: Section 3.3. Presiding Officer (c)

The Moderator called for the motion to approve the recommended language for Article III. Congregational Meetings: Section 3.3. Presiding Officer (c). The motion was made, seconded and floor opened for debate. After closing the debate, the Moderator called for the vote. The motion passed with 184 votes cast – 162 YES, 12 NO and 10 abstentions. [simple majority requirement met; 88%]

d. **Article IV. Elected Positions and Officers: Section 4.3. Nominations (a)**

The Moderator called for the motion to approve the recommended language for Article IV. Elected Positions and Officers: Section 4.3. Nominations (a). The motion was made, seconded and the floor was opened for debate. After closing the debate, the Moderator called for the vote. After closing the debate, the Moderator called for the vote. The motion passed with 183 votes cast – 131 YES, 28 NO and 24 abstentions. [simple majority requirement met; 71.6%]

e. **Replace the current UUC Bylaws with Proposed UUC Bylaws**

The Moderator called for the motion (1) to replace the current UUC Bylaws with Proposed UUC Bylaws including all language decisions made during this meeting. This change shall become effective on February 1, 2022. The motion was made, seconded and the floor opened for debate.

A new motion (2) was made to refer motion (1) back to committee for further study. The motion (2) was seconded and opened for debate. A new motion (3) was made to call the previous question and stop debate on motion (2) to refer motion (1) to back to committee. The motion (3) was seconded and passed with 159 votes cast – 141 YES, 12 NO and 6 abstentions. [2/3 majority requirement met]. The result of this vote is an immediate vote on motion (2) to refer motion (1) back to committee. This motion (2) failed with 154 votes cast – 34 YES, 113 NO and 7 abstentions. [simple majority requirement met]. The Moderator closed debate on the original motion. A new motion (4) was made to call the previous question and stop debate. The motion was seconded and passed with 156 votes cast – 150 YES, 2 NO and 4 abstentions. [2/3 majority requirement met].

* Before the first bylaw motion was seconded, Sara Jane Siegfried asked whether a grammatical correction could be made to the Bylaws, without requiring a vote, to Article II. Membership: Section 2.1 Qualifications(e) – changing ‘emeritus/emerita’ to ‘lifetime membership’ because the former relates to someone who held positions of authority. Rosemary Daszkiewicz, Board President, declined to accept the revision during this set of bylaw revisions.

The initial motion to replace the current UUC Bylaws with Proposed UUC Bylaws including all language decisions made during this meeting. This change shall become effective on February 1, 2022 passed with 183 votes cast – 161 YES, 12 NO and 10 abstentions. [2/3 majority requirement met; 88%].

6. Motion to adopt the 8th Principle

The Moderator called for the motion to adopt the 8th Principle: Move that UUC adopts the following as its 8th Principle: “We covenant to affirm and promote: journeying toward spiritual wholeness by working to build a diverse multicultural Beloved Community by our actions that accountably dismantle racism and other oppressions in ourselves and our institutions.”

The motion was made by Jewels Mellen, seconded and the floor was opened for debate. Jewels Mellen spoke on behalf of the motion.

A new motion (1) was made to refer motion back to committee for further study. The motion was seconded and opened for debate. A new motion (2) was made to call the previous question and stop debate on the motion (1). This motion (2) was seconded and passed with 159 votes cast – 129 YES, 27 NO and 3 abstentions [2/3 majority required and met]. Motion (1) failed with 158 votes cast – 36 YES, 118 in opposition and 4 abstentions. Debate continued on the original motion. A new motion (3) was made to call the question and stop debate on the original motion. The motion (3) passed with 160 votes cast – 134 YES, 23 NO and 3 abstentions [2/3 majority required and met]. The original motion passed with 183 votes cast – 136 YES, 14 NO and 10 abstentions, including absentee votes [2/3 majority required and met; 86.9%].

7. Motion to adjourn

Before calling for the motion to adjourn, the Moderator thanked everyone and was very appreciative of the continued engagement throughout the meeting. Rosemary Daszkiewicz shared some remarks thanking everyone for their thoughtful participation at this meeting. We are reminded of our long period of change and uncertainty. This past year, we have had discussions on deeply important topics and we have showed up for one other, talking and continuing to talk. We are learning about ourselves, individually and collectively – some good with opportunities for growth, things to do better - to work on and reconnect on together. She is looking forward to continuing conversations, the growth we are having and the collective move to get better as a Beloved Community, and being in community together. Thank you.

The Moderator asked participants to signal their vote to adjourn by using the raised hand feature. Objections to adjournment were also invited. Hearing none, the Moderator adjourned the meeting at 4:15pm.

Recorded & submitted by Gayle Childers, Secretary | UUC Board of Trustees

*OPERATING BUDGET
REQUIRES A TWO-
THIRDS MAJORITY VOTE
FOR APPROVAL*

2022-23 OPERATING BUDGET

The annual operating budget of University Unitarian Church reflects the ongoing costs of compensation, administration, and programming of the church. Budgets are applied to the church's fiscal year, July through June. The following notes are included to explain Board-approved assumptions for budgeted revenue, support, and expenses in the coming year, compared to the current year.

Revenues

Projected pledge revenues reflect 297 pledges in hand as of May 17, 2022, of \$890,446. Additional commitments and gifts worth \$28,554 are expected by December 2022 from the remaining 54 member households that have not yet participated in this year's campaign, for a total of \$919,000 in pledged gifts to be received by June 30, 2022. An additional \$3,785 in late giving toward prior-year pledges will complete the budget for pledged donations.

Other Contributions unrelated to pledging are expected to increase over prior year budget, based on actual giving in 2021-22, which was nearly twice the amount originally budgeted. For 2022-23, a modest increase of 10% has been included in the budget for Other Contributions.

Other annual income sources (tuition, program collections or fees) specified by staff are included as well. Note that several areas such as Family Ministries and Member Connections have income at levels consistent with 2021-22 based on the time involved in rebuilding prior levels of programming and activities in the church building after the coronavirus pandemic. Modest incidental rental revenue is planned as organizations return to regular activities and postponed weddings and memorials are scheduled at the church.

Additional Supports

The Board of Trustees recommends using an annual release of earnings from the Jones Endowment and the Knatvold Legacy Quasi-Endowment in support of operating expenses beyond fundraising and fees. The Board approved a release of 4% of the March 31 value of the Jones Endowment (\$145,293) and 4% of the March 31 value of the Knatvold Legacy Quasi-Endowment (\$122,345), per UUC Finance Policies.

In 2020 and 2021, the church participated in the CARES Act Payroll Protection Program and Employee Retention Credits. The \$270,933 received in CARES funds were closed to reserves in June 2021. For the FY22 budget, the Board approved releasing up to \$60,186 of reserved CARES funds in support of planned expenses. For FY23, the Board approved releasing \$42,742 of these reserved funds, which is shown under supports in this budget.

(FY23 Budget notes continued page 10)

Fiscal Year 2022-23 Budget (Submitted for Approval June 12, 2022)

		Unrestricted	Temporarily Restricted	Total
Revenues and Support				
	Pledge Donations	922,785		922,785
	Other Donations	50,000		50,000
	Special Events (net expenses)	-		-
	Tuition Revenue	5,000		5,000
	Rental Revenue	6,000		6,000
	Program Revenue			
	Family Ministries	1,950		1,950
	Worship and Care	-		-
	Music	15,400		15,400
	Congregational Life	2,400		2,400
	Investment Revenue	2,026		2,026
	Other Revenue	4,750		4,750
	Net Assets Released from Restriction*		18,064	18,064
	Total Revenues and Support	1,010,311	18,064	1,028,375
Expenses				
	Salaries	706,080		706,080
	Employee Benefits			
	Health Insurance	47,686		47,686
	Pension	66,470		66,470
	Elective Compensation	26,588		26,588
	Payroll Tax	53,764		53,764
	Staff Expense Accounts	23,000		23,000
	Housing	78,000		78,000
	General Operating Expenses			
	Tax, License, and Insurance	32,621		32,621
	Financing Expenses	-		-
	Denominational Pledges	45,000		45,000
	Office Expenses	30,323		30,323
	Building Maintenance Expenses	96,749		96,749
	Business Expenses	25,700		25,700
	Fundraising Expenses	1,000	3,064	4,064
	Program Expenses			
	Worship and Pastoral Care	6,150		6,150
	Family Ministries Program	22,500		22,500
	Music Program	10,860	10,000	20,860
	Congregational Life	11,600		11,600
	Social Justice Expenses	24,900	5,000	29,900
	Bank Expenses	10,000		10,000
	Other Expenses	1,700		1,700
	Total Expenses	1,320,691	18,064	1,338,755
	Balance	(310,380)	-	(310,380)
	Endowment Support			267,638
	Reserved CARES Act Support			42,742
	Net Balance After Supports			0
* Net Assets Released from Restriction (detail)				
	Seeds of Hope		8,064	8,064
	Music Program		10,000	10,000
	Total Net Assets Released from Restriction		18,064	18,064

Fiscal Year 2021-22 Budget (Approved June 13, 2021)

		Unrestricted	Temporarily Restricted	Total
Revenues and Support				
	Pledge Donations	955,000		955,000
	Other Donations	45,000		45,000
	Special Events (NET)	-		-
	Tuition Revenue	5,000		5,000
	Rental Revenue	-		-
	Program Revenue			
	Religious Education	4,800		4,800
	Worship and Care	-		-
	Music	15,400		15,400
	Congregational Life	-		-
	Investment Revenue	-		-
	Other Revenue	1,500		1,500
	Net Assets Released from Restriction*		3,064	3,064
	Total Revenues and Support	1,026,700	3,064	1,029,764
Expenses				
	Salaries	700,890		700,890
	Employee Benefits			
	Health Insurance	72,883		72,883
	Pension	66,902		66,902
	Elective Compensation	26,761		26,761
	Payroll Tax	54,475		54,475
	Staff Expense Accounts	24,000		24,000
	Housing	78,000		78,000
	General Operating Expenses			
	Tax, License, and Insurance	31,774		31,774
	Financing Expenses	-		-
	Denominational Pledges	40,000		40,000
	Office Expenses	21,650		21,650
	Building Maintenance Expenses	88,917		88,917
	Business Expenses	34,000		34,000
	Fundraising Expenses	1,000	3,064	4,064
	Program Expenses			
	Worship and Pastoral Care	6,150		6,150
	Religious Education Program	19,400		19,400
	Music Program	20,860		20,860
	Congregational Life	8,000		8,000
	Social Justice Expenses	19,900		19,900
	Bank Expenses	13,000		13,000
	Other Expenses	-		-
	Total Expenses	1,328,561	3,064	1,331,625
	Balance	(301,861)	-	(301,861)
	Endowment Support			241,675
	CARES Act Support			60,186
	Net Balance After Support			-
	* Net Assets Released from Restriction (detail)			
	Seeds of Hope		3,064	3,064
	Total Net Assets Released from Restriction		3,064	3,064

(FY23 Budget notes continued from page 7)

Expenses

Salary and benefit expenses for the full year of paid staff is \$1,001,587 and represent 76% of unrestricted annual expenses. The compensation budget covers 10.975 FTE (full-time equivalent) employees.

The following distribution of annual salary and benefit expenses for programs shows their amounts and their associated percent of all program salary and expenses. The number of full-time and part-time employees are also indicated per program.

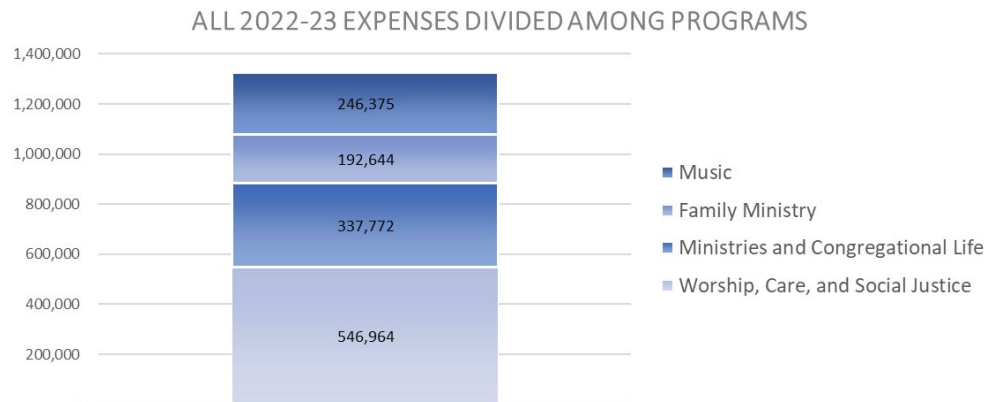
Program	FT	PT	Program Compensation	% prg comp
Worship, Care, and Social Justice	2		278,802	41%
Ministries and Congregational Life	1	2	179,746	27%
Family Ministry	1	1	86,631	13%
Music		7	128,710	19%
TOTAL	4	10	673,889	

Administration total compensation for 2022-23 is \$327,699, representing three full-time and four part-time staff members, and accounting for 33% of all compensation expenses of the church.

Total operating expenses of the church reflect a 6% decrease over 2021-22 operating expenses. Significant decreases include \$25,443 in health insurance costs and \$10,000 of expenses related to sabbaticals. Increases to operating expenses include \$8,675 in IT and technology licensing and support, as well as \$7,830 in HVAC and grounds maintenance expenses.

The Board of Trustees approved a total contribution to the UUA in support of national and regional activities of \$45,000, a \$5,000 increase to the contribution made in 2021-22. The UUA asked for \$62,463.

The following chart illustrates the cost of programs (compensation and program expenses plus a corresponding portion of administration expenses) as a total of all expenses.



Submitted by Byron Krystad, Director of Operations, May 2022

*ELECTION OF
CANDIDATES TO BOARD
OF TRUSTEES REQUIRES
A SIMPLE MAJORITY
VOTE FOR APPROVAL*

NOMINEES FOR ELECTION

The Nominating Committee is pleased to announce nominations for election to key leadership positions at UUC. We are so grateful for the commitment to service that these individuals make as they stand for election. It is a gift to our beloved community today and well into the future.

BOARD OF TRUSTEES 3-YEAR TERMS BEGINNING JUNE 2022

(Two open seats, voted as slate)

Jim Thompson



A UUC member since 1996, Jim Thompson was Co-Head Usher and has volunteered on the Finance Committee, managed the church-in-a-box van and trailer task for the remodel and truly valued the Coming of Age and Our Whole Lives programs for his son.

Jim recognizes that encouraging church members to participate starts with small things that match their interests. He believes the three largest challenges for the board are integrating the Eighth Principle into our policies and making it a living part of our church,

continuing to address the difference between income and expenses, and changing how the church works from our traditional in-person model to a hybrid model of online and in-person, and addressing the challenges and opportunities of that change.

Jim has served as a board member of Seattle Public Theatre, his college alumni group and Scouts BSA Troop 166 of Wedgwood.

Jim works as a project manager at Amazon and has been a project manager in the aerospace, software, medical devices and banking industries. He has a BA in Economics from the University of Chicago.

Paula Nurius*



Paula has been a member of UUC for 17 years, stimulated in part by her and her husband Jerry's interest in their then-young daughter having access to the type of spiritual education and community that UUC cultivates. Paula has served across multiple UUC roles: three years as a Coming of Age mentor, planning women's retreats and triathlon supports (under Alicia Grace's leadership), family participation in a

Friends of El Porvenir Nicaragua service trip, a term on the Leadership Development Committee, on the Social Justice Steering Committee, and on the Stewardship Committee.

As a career-long social worker and social welfare scholar (UW professor), UUC principles and priorities around both social justice as well as fostering healthy, inclusive community engagement mesh well with her values and background. Paula has extensive experience working on boards for national

** As required by UUC's Conflict of Interest Policy, Nominating Committee member Jerry Gillmore, who is the spouse of Paula Nurius, did not participate in gathering information or evaluating her statement of interest for Board nomination, nor did he attempt to influence any action taken, and he was not present at the meeting during discussion of and vote on the action. Because Paula Nurius was recommended by the Committee for nomination, this statement, identifying the potential conflict of interest and the steps taken to avoid any undue influence, is required to be distributed to church members in preparation for the election.*

and local organizations, finding this work both complex and rewarding. Of late, this has included challenges of the pandemic alongside prominent social issues/disparities. All of these changes can be deeply unsettling. Yet, the times also call for innovation and creative visioning, which offers our UUC Board and congregation opportunities to potentially expand who we are and how we thrive in pluralistic ways to do and be a church.

*ELECTION OF
CANDIDATE TO
POSITION OF
MODERATOR REQUIRES
A SIMPLE MAJORITY
VOTE FOR APPROVAL*

**MODERATOR
2-YEAR TERM BEGINNING JULY 2022**

(One open seat)

Chuck Harwood



After attending the First Unitarian Church in Portland, where my parents were members, I drifted away during college. I resumed attending church in 2016 at UUC. In between, Barbara and I raised two children in Seattle, dealt with the usual string of life events, and lived temporarily in Washington, D.C. We were in Washington in connection with my career as a federal government attorney.

After our D.C. sojourn, Barbara and I participated in UUC's Exploring Membership classes. I later joined UUC. (Barbara listens patiently to my sermon and music reports after Sunday services.) Even when I was not attending a Unitarian church, I remained emotionally and intellectually attached to the church through its priorities, such as a dialogue of many faiths, cultures, and lifestyles, and its social and economic justice advocacy themes.

Since joining UUC, I have participated in the Sunday Welcoming Team, particularly Coffee Crew, attended various classes, and aspired with occasional success to participate in other UUC activities. I mull over the insights or observations shared by our ministers and find our congregation's dedication to community and service invigorating. Finally, I enjoy participating in our governance process, where respectfulness, thoughtfulness, and inclusiveness are the fundamental rules we follow.

The status of the building project is included for reference only. No motions or votes related to this information are being presented at this meeting.

REPORT ON THE “NOT FOR OURSELVES ALONE” BUILDING PROJECT

During the pandemic, additional operational requirements emerged for streaming services, video conferencing, Web conferencing, and Webinars. Classrooms, meeting rooms, and gathering spaces needed to be adapted to satisfy the requirements for hybrid (multi-modal) programming (in person and online participation).

The first phase of this expanded technology for the hybrid church were completed during the 2021-22 church year. These included the following:

- Large form-factor Zoom conferencing equipment for groups with support for multi-modal presentation-- cameras, microphones, speakers, screens or projectors where not already present (Knatvold, King, Channing)
- Small form-factor Zoom conferencing equipment for committees and small groups (admin/board conference room, Dix, Servetus)
- Mobile small form-factor Zoom conferencing equipment for ad hoc use of spaces by classes or small groups (Emerson, Fahs-Mann, Frazee)
- Audio and video presentation in younger children’s classrooms without conferencing features (Bridges, Potter, and Alcott)

Total costs associated with the work on the first phase of technology build out came to \$171,685.

The second phase of the expanded technology needed for the hybrid church is in progress as of spring 2022, and the following quotes on total costs of work are in negotiation at this time.

Project Description	Proposal Budget (WSST incl.)
Expanded livestreaming capacity in Chapel (multi-camera configuration, video switching equipment, additional microphones, integration with existing livestream video and audio equipment) and in Nathan Johnson social hall (Zoom conferencing capacity with matrix microphones and cameras) as well as complete Sunday worship overflow functionality	\$162,931
Enhancements to building network and Internet service to support hybrid programming and increased bandwidth demands upstream and downstream	\$30,000
Contracted electrician and IT for any required electrical and network modifications to building	\$11,000
Contingency budget of 10%	\$20,294
TOTAL	\$224,225

The status of the capital project and its multi-year budget is included for reference only. No motions or votes related to this information are being presented at this meeting.

REPORT ON THE “NOT FOR OURSELVES ALONE” CAPITAL BUDGET

The following table reflects a summary of actual revenue and expenses through April 2022 and projected remaining revenues and expenses, including the additional work items described in the previous section, from May 2022 through June 2023.

	Totals Thru	Remaining	Project
FUNDING	Apr-22	Balance	Totals
Payments on receivables	3,759,057	1,199,882	4,958,939
Additional cash gifts	1,393,048	-	1,393,048
Additional fundraising goals	-	-	-
Reserve	-	(4,997)	(4,997)
Keystone 1	6,000,000	-	6,000,000
Keystone 2	5,000,000	-	5,000,000
Total cash in	16,152,106	1,194,885	17,346,991
CONSTRUCTION	15,045,031	-	15,045,031
OWNER'S MISC COSTS	1,572,320	199,449	1,771,769
PROFESSIONAL FEES	1,861,356	-	1,861,356
OWNER'S CONTINGENCIES	70,755	20,294	91,049
Total cash out	18,549,462	219,743	18,769,205
Net activity	(2,397,356)	975,142	(1,422,214)

Given these projections, the final draw from the line of credit extended by Columbia Bank will be \$3,954,265. As gifts to the NFOA capital campaign are received through June 2023, this draw on the line of credit will be paid back as far as possible. Through April 2022, the sum of all repayments made toward the line of credit is \$1,377,072. Any balance left will be converted to a 10-year commercial loan in 2023. Current projections show that the balance to be converted to a loan will be \$1,422,214.

Total interest paid on the line of credit to date (interest is calculated monthly at a rate of the 1-month LIBOR plus 2.75%) is \$257,874. Current projections show the total amount of interest to be paid for the line of credit through 2023 will be \$340,069. All interest costs are paid with unrestricted capital reserves, which remain in the Capital Investment fund and are released as needed for payments month to month.

Submitted by Byron Krystad, Director of Operations, May 2022