FINANCIAL STATEMENTS

Year Ended June 30, 2023



KERN THOMPSON

FINANCIAL STATEMENTS

Year Ended June 30, 2023

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KERN THOMPSON

INDEPENDENT ACCOUNTANT'S REVIEW REPORT

To the Board of Trustees First Unitarian Church of Portland Portland, Oregon

We have reviewed the accompanying financial statements of First Unitarian Church of Portland (a nonprofit organization), which comprise the statement of financial position as of June 30, 2023, and the related statements of activities, functional expenses, and cash flows for the year then ended, and the related notes to the financial statements. A review includes primarily applying analytical procedures to management's financial data and making inquiries of management. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statements as a whole. Accordingly, we do not express such an opinion.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement whether due to fraud or error.

Accountant's Responsibility

Our responsibility is to conduct the review engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. Those standards require us to perform procedures to obtain limited assurance as a basis for reporting whether we are aware of any material modifications that should be made to the financial statements for them to be in accordance with accounting principles generally accepted in the United States of America. We believe that the results of our procedures provide a reasonable basis for our conclusion.

We are required to be independent of First Unitarian Church of Portland and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements related to our review.

Accountant's Conclusion

Based on our review, we are not aware of any material modifications that should be made to the accompanying financial statements in order for them to be in accordance with accounting principles generally accepted in the United States of America.

Summarized Comparative Information

We previously reviewed First Unitarian Church of Portland's 2022 financial statements and in our conclusion dated May 26, 2023, stated that based on our review, we were not aware of any material modifications that should be made to the 2022 financial statements in order for them to be in accordance with accounting principles generally accepted in the United States of America. We are not aware of any material modifications that should be made to the summarized comparative information presented herein as of and for the year ended June 30, 2022, for it to be consistent with the reviewed financial statements from which it has been derived.

Kein & Thompson, LLC

Portland, Oregon July 10, 2024

STATEMENT OF FINANCIAL POSITION

June 30, 2023

(With Comparative Amounts as of June 30, 2022)

ASSETS

	_	2023	2022
Cash and cash equivalents Pledges receivable, net Prepaid expenses and other	\$	1,735,703 \$ 533,606 36,422	1,752,653 608,885 45,824
Investments Inventory		198,648 16,224	182,600 18,416
	-	2,520,603	2,608,378
Property and equipment, net	-	5,600,420	5,886,012
Total assets	\$_	<u>8,121,023</u> \$	8,494,390
LIABILITIES AND NET ASSETS			
Accounts payable and accrued expenses	\$	18,494 \$	18,110
Accrued vacation payable Deferred rent revenue		79,169 336,456	77,886 345,956
Long-term debt		22,551	22,099
Total liabilities	-	456,670	464,051
Net assets Without donor restrictions			
Available for operations		791,594	785,202
Invested in property and equipment		5,600,420	5,886,012
Board reserves		747,156	825,089
Total net assets without donor restrictions	_	7,139,170	7,496,303
With donor restrictions		525,183	534,036
Total net assets	-	7,664,353	8,030,339
Total liabilities and net assets	\$_	8,121,023 \$	8,494,390

STATEMENT OF ACTIVITIES

Year Ended June 30, 2023

(With Comparative Totals for the year ending June 30, 2022)

		Without	With		
		Donor	Donor	Tot	
		Restrictions	Restrictions	2023	2022
Revenues, gains and other support					
Operating pledge - net	\$	1,398,609	\$ - 9	5 1,398,609 \$	1,516,597
Paycheck Protection Program Forgiveness		-	-	-	275,421
Contributions non-pledge		55,589	-	55,589	180,058
Plate share		68,819	-	68,819	-
Sinkford Scholarship award		-	-	-	160,861
First Unitarian Church Foundation		89,891	-	89,891	82,208
Rental income		358,703	-	358,703	348,633
Program receipts		27,331	8,148	35,479	39,133
Bookstore receipts		19,369	-	19,369	1,488
Interest income		11,207	-	11,207	5,008
Program contributions		27,331	-	27,331	107,228
Net gain (loss) on investments		13,713	-	13,713	(20,897)
Miscellaneous		-	12,671	12,671	5,036
Fund 49/Alliance		16,299	73,854	90,153	-
Total revenues and other support		2,086,861	94,673	2,181,534	2,700,774
Net assets released from restrictions					
Satisfaction of donor restriction		103,526	(103,526)	_	_
	•	2,190,387	(8,853)	2,181,534	2,700,774
	•	<u> </u>		·	
Expenses					
Program services		1,568,611	-	1,568,611	1,625,062
General and administrative	-	978,909	-	978,909	930,056
Total expenses	-	2,547,520		2,547,520	2,555,118
Change in net assets		(357,133)	(8,853)	(365,986)	145,656
Net assets, beginning of year	-	7,496,303	534,036	8,030,339	7,884,683
Net assets, end of year	\$	7,139,170	\$ <u>525,183</u>	5 <u>7,664,353</u> \$	8,030,339

STATEMENT OF FUNCTIONAL EXPENSES

Year Ended June 30, 2023

(With Comparative Totals for the year ending June 30, 2022)

				PROGF	RAM SERVIC	ES				SUPPORTING SERVICES		
		Member Development and Comm-		Family	Music	Social	Adult	Associate	Total	General and Admin-	Tota	
_	Stewardship	unications	Ministry	Ministry	Ministry	Justice	Programs	Programs	Programs	istrative	2023	2022
Expenses												
5	\$ 91,861 \$	42 \$	363,607 \$	198,225 \$	201,215 \$	139,581 \$	41,458	- 3	\$ 1,035,989 \$	552,693 \$	1,588,682 \$	1,520,585
Program and office												
expense	17,489	1,890	46,642	10,546	55,507	10,633	3,263	84,244	230,214	109,416	339,630	249,201
Professional development	-	-	17,255	2,307	5,710	3,985	-	-	29,257	-	29,257	26,169
Building and grounds	254	-	8,072	919	843	899	124	280	11,391	172,868	184,259	188,864
Denominational dues												
and expenses	-	-	37,000	-	-	-	-	-	37,000	-	37,000	39,848
Insurance and fees	-	-	1,754	-	526	-	493	-	2,773	40,461	43,234	38,357
Sinkford Scholarship	-	-	-	-	-	-	-	-	-	-	-	160,811
Miscellaneous	-	-	-	-	-	-	-	-	-	-	-	23749
Ministerial Search	-	-	-	-	-	-	-	-	-	-	-	21,660
Donations	-	-	34,276	-	-	1,800	-	-	36,076	-	36,076	-
Depreciation	16,485	8	65,250	35,572	36,108	25,048	7,440	-	185,911	102,267	288,178	285,874
Interest expense	-	_	-	<i>.</i> –	, _	-	-	-	, _	1,204	1,204	, _

STATEMENT OF CASH FLOWS

Years Ended June 30, 2023

(With Comparative Totals for the year ending June 30, 2022)

		2023	2022
Cash flows from operating activities	-		
Cash received from contributions	\$	1,715,518 \$	2,117,814
Cash received from program fees		155,349	41,269
Cash received from interest		11,207	5,008
Cash received from rent		358,703	337,339
Cash paid for employees and vendors		(2,257,727)	(2,277,650)
Net cash flows provided by (used in) operating activities	_	(16,950)	223,780
	_		
Cash flows from investing activities			
Purchase of investments	-		(3,555)
Net cash provided by (used in) investing activities	-	<u> </u>	(3,555)
Cash flows from financing activities			
Principal payment on long-term debt	-		(3,468)
Net cash provided by (used in) financing activities	-		(3,468)
		<i></i>	
Net change in cash and cash equivalents		(16,950)	216,757
Cash and each any inclaste having ing of year		1 750 650	1 525 900
Cash and cash equivalents, beginning of year	-	1,752,653	1,535,896
Cash and cash equivalents, end of year	\$	<u>1,735,703</u> \$	1,752,653

NOTES TO FINANCIAL STATEMENTS

June 30, 2023

NOTE A – DESCRIPTION OF ORGANIZATION

First Unitarian Church of Portland (the Church), a not-for-profit organization established under the laws of the State of Oregon, operates as a religious organization. The mission is to covenant together 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. Support is primarily through contributions from the congregation.

The activities of the Church consist of the following:

> Program Services

Stewardship – Sharing freely to support the Church builds community and is an active part of the religious experience. This program includes activities, events and projects that support the Church's mission and vision.

Membership Development and Communication– Our Membership program helps visitors along the pathway to membership, builds connections for new members and makes our church more approachable and accessible for those who are getting acquainted here. Communication is the Church's outreach to members and the community on events, themes and programs, and other opportunities to engage.

Ministry – Includes three main areas of service: 1) planning and leading weekly Sunday worship services, other religious observances throughout the year, and special events – coordinating the participation of our other programs in these services as called for; 2) providing direct pastoral care to congregants, and directing the Church's lay ministry team to extend the outreach of pastoral care; and 3) taking a leadership role in the larger Unitarian Universalist movement maintaining connections with other Unitarian Universalist congregations and institutions.

Family Ministry – This program provides our children and youth with appropriate gradelevel opportunities to explore, reflect, and learn in a nurturing spiritual community, encouraging ethical growth (internalizing enduring values like justice, equity, and compassion, and gaining tools to act on them in everyday life), social growth (connecting with peers and people of all ages on a deeper level) and spiritual growth (feeling a connection with the sacred within and beyond).

Music Ministry – Our music program offers opportunities for singers and instrumentalists of different types and levels of proficiency. Considering high-quality music as an important part of worship, our staff and volunteer musicians aim to craft beautiful and meaningful musical experiences for the congregation every week and strive to build a deep sense of community among our ensembles.

Social Justice – The Social Justice Program at the Church includes the committed involvement of eight action groups. Each action group is engaged with the broader community, providing specific issues and avenues for members of the congregation to move spiritual beliefs to action. Our action groups offer education, opportunities for direct action, advocacy and service, and engagement with community partners. We seek to recognize the intersections of our various justice efforts with the root causes of oppression and understand that no one is free until all of us are free.

NOTES TO FINANCIAL STATEMENTS (CONTINUED)

June 30, 2023

NOTE A – DESCRIPTION OF ORGANIZATION (CONTINUED)

Program Services (Continued)

Adult Programs – Offers classes, events and retreats that support and challenge participants to discover how to bring their own faith to the world with greater clarity and presence. Participants explore a wide variety of topics such as faith development, Unitarian Universalist history and identity, ethics, spiritual practices, theology, world religions, and social justice, designed to meet a variety of needs, interests and learning styles.

Associate Programs – Programs grouped here are smaller in size but still integral to the Church. Some examples are Alliance, Bookstore and Archives. They also include non-budgeted programs and activities at Church such as the Congregant Care fund, the Shower Project, Quilts of Love, and other special projects.

> Supporting Services

General and Administrative – Includes the operation of the Church offices, administrative function, staff support, utilities, repairs and maintenance on the building and grounds, and other administrative costs.

NOTE B – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Revenue

Revenue streams applicable to the Church that qualify as exchange transactions with "customers" (primarily program fees) are recognized at a single point upon receipt when all risks and rewards transfer. Amounts received from customers in advance (program fees) are recorded as deferred revenue until the Church's performance obligations are satisfied.

Contributions

All contributions are considered available for the Church's general programs unless specifically restricted by the donor. Amounts received that are designated for future periods or restricted by the donor are reported as restricted support and increase net assets with donor restrictions. Contributions received with donor-imposed conditions and restrictions that are met in the same reporting period are reported as support without donor restrictions and increase net assets without donor restrictions.

Financial Statement Presentation

The Church is required to report information regarding its financial position and activities according to two classes of net assets: without donor restrictions and with donor restrictions.

Net assets and all balances and transactions are presented based on the existence or absence of donor-imposed restrictions as follows:

NOTES TO FINANCIAL STATEMENTS (CONTINUED)

June 30, 2023

NOTE B – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Net Assets Without Donor Restrictions – Net assets that are not subject to donor-imposed stipulations. The Board of Trustees may designate net assets without donor restrictions for specific purposes.

Net Assets With Donor Restrictions – Net assets either subject to donor-imposed stipulations that will be met either by actions of the Church and/or the passage of time, or net assets with donor restrictions that are not subject to appropriation or expenditure.

Expenses are reported as decreases in net assets without donor restrictions. Gains or losses on investments and other assets or liabilities are reported as increases or decreases in net assets without donor restrictions unless their use is restricted by explicit donor stipulation or by law.

Expirations of net assets with donor restrictions (i.e., the donor-stipulated purpose has been fulfilled and/or the stipulated time period has elapsed) are reported as net assets released from restrictions.

Cash and Cash Equivalents

For financial reporting purposes, the Church considers all highly liquid investments with an initial maturity of three months or less to be cash equivalents. Cash and cash equivalents held for long term purposes are excluded from cash and cash equivalents and are included in investments.

Investments and Fair Value Measurements

The Church has equity and bond securities which are carried at fair value based on quoted market prices using prevailing financial market information. All gains and losses on equity securities, realized and unrealized, are recognized in investment income. The investments are reviewed annually for impairment by management. No impairments were recognized by the Church during the year ended June 30, 2023.

Investments are the only assets measured at fair value on a recurring basis. Valuation techniques used to measure fair value are prioritized into the following hierarchy:

Level 1 – Quoted prices in active markets for identical assets. Assets in this level typically include publicly traded equities, mutual fund investments and cash equivalents.

Level 2 – Quoted prices for similar assets in active or inactive markets, or inputs derived from observable market data such as published interest rates and yield curves, over-the-counter derivatives, market modeling, or other valuation methodologies.

Level 3 – Unobservable inputs that reflect management's assumptions and best estimates based on available data.

Investments in common stock, mutual funds and exchange traded funds are carried at fair value based on quoted prices in active markets in the Statement of Financial Position. The money market fund is reported at cost, which approximates fair value. Unrealized gains and losses are included in the change in net assets in the accompanying Statement of Activities.

NOTES TO FINANCIAL STATEMENTS (CONTINUED)

June 30, 2023

NOTE B – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Property and Equipment

Land, buildings and equipment are stated at cost, or fair value at the date of donation. Asset acquisitions in excess of \$10,000 are capitalized and depreciated. Depreciation is calculated on the straight-line method over the estimated useful lives of the assets. Buildings are depreciated over forty years and equipment is depreciated over five and seven years. Land improvements are depreciated over twenty years. Donations of equipment or fixtures are accepted by the Church but are accepted without restriction as to use or disposition.

Donated Goods and Services

Donated goods and services are provided in a number of ways by volunteers and other friends of the Church. Valuation of donated goods is based on an estimate of fair market value of the goods. No amounts have been reflected in the financial statements for donated services by the Board members involved in Board activities or for unpaid volunteers because criteria for recognition has not been met.

Income Taxes

The Church is a tax-exempt organization under the Internal Revenue Code 501(c)(3) and applicable state laws. The Church is not required to file federal or state tax information returns. Accordingly, no provision for income taxes is included in the accompanying financial statements. The Church does not believe it has unrelated trade or business income in excess of \$1,000.

Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures. Accordingly, actual results could differ from those estimates.

Summarized Comparative Information

The financial statements include certain prior year summarized comparative information in total but not by net asset class. Such information does not include sufficient detail to constitute a presentation in conformity with generally accepted accounting principles in the United States of America. Accordingly, such information should be read in conjunction with The Church's financial statements for the year ended June 30, 2022, from which the summarized information was derived.

Functional Allocation of Expenses

The statement of functional expenses presents the natural classification detail of expenses by function. Individual salaries are distributed based on each person's time spent in programs or supporting tasks. Payroll taxes and benefits are allocated on the basis of the direct salary expenses by program. Certain shared costs including occupancy and office expenses are allocated either on the basis of square footage or on the basis of direct salary expense by program.

NOTES TO FINANCIAL STATEMENTS (CONTINUED)

June 30, 2023

NOTE C - INVESTMENTS AND FAIR VALUE MEASUREMENTS

Fair values of investments as of June 30, 2023 are as follows:

	_	Level 1	 Level 2	Level 3	_	_	Total
Equity funds Bond funds	\$	110,544 88,104	\$ -	\$ -		\$	110,544 88,104
	\$_	198,648	\$ 	\$ 		\$_	198,648

Realized and unrealized gains and losses from investments are reported in the statement of activities as they occur. There have been no changes in valuation techniques and related inputs.

NOTE D – PROPERTY AND EQUIPMENT

Property and equipment as of June 30, 2023, consists of the following:

Land Buildings and improvements Equipment Total property and equipment	\$ -	613,424 9,260,889 303,272 10,177,585
Less accumulated depreciation	-	(4,577,165)
Property and equipment, net of depreciation	\$	5,600,420

Depreciation expense for the year ended June 30, 2023, was \$288,175.

NOTE E – PLEDGES RECEIVABLE

Pledges receivable include annual operating pledges and are expected to be collected by June 30, 2024.

Pledges receivable at June 30, 2023	\$	580,606
Less allowance for uncollectables	-	(47,000)
Net unconditional promises to give	\$	533,606

NOTES TO FINANCIAL STATEMENTS (CONTINUED)

June 30, 2023

NOTE F – LONG-TERM DEBT

Long-term debt consists of a note payable to Oregon Clean Power Cooperative for \$23,303, unsecured. Payments are \$3,468 per year including interest at 4.85%. This note finances a 12 year solar energy prepayment plan. The final payment of the note will occur August, 2031.

Year Ending June 30,	-	
2024	\$	2,374
2025		2,489
2026		2,610
2027		2,737
2028		2,870
Thereafter		9,471
	\$	22,551

NOTE G - RESTRICTIONS ON NET ASSETS

Restrictions on net assets as of June 30, 2023, consist of the following:

Without Donor Restrictions, Board designated		
Major donor reserve	\$	190,795
Major repair and equipment reserve		189,935
Safety reserve		140,235
Contingency reserve		70,750
Rental income reserve		61,736
Tax rebate reserve		48,935
Loan reserve		30,718
Special projects		13,052
Sabbatical reserve		1,000
Net assets - board designated	\$_	747,156

NOTES TO FINANCIAL STATEMENTS (CONTINUED)

June 30, 2023

NOTE G – RESTRICTIONS ON NET ASSETS (CONTINUED)

With Donor Restrictions		
Sewell lecture	\$	173,415
Chesney intern fund		75,446
Family ministries		18,982
Auction		46,704
Sleger music fund		32,599
Music		27,314
Hessler Deale Women in Ministry		25,399
Other		24,874
Executive team		17,300
Hollingsworth		15,731
Justice		14,311
Salmon Shelter		13,701
Congregant care		12,548
Commemoration fund		11,982
Contingency		5,168
Alliance		5,037
Adult program	-	4,672
Net assets with donor restrictions	\$	525,183

Annual pledges are considered without donor restriction and available for operations when pledge is made.

NOTE H – CONCENTRATIONS OF CREDIT RISK

Financial instruments that potentially subject the Church to concentrations of credit risk consist principally of cash and cash equivalents.

The Church places its cash in financial institutions insured by the Federal Deposit Insurance Corporation (FDIC). As of June 30, 2023, \$1,604,000 was uninsured.

NOTE I – ORGANIZATION'S RETIREMENT PLAN

A retirement plan is available to all salaried employees who are employed 1,000 hours or more per year after one year of employment. Employees may contribute up to the lesser of \$30,000 or 25% of "taxable compensation". The Church contributes approximately 10% of the employees' gross annual salaries. During the year ended June 30, 2023, employer contributions to the plan totaled \$94,642.

NOTES TO FINANCIAL STATEMENTS (CONTINUED)

June 30, 2023

NOTE J – DEFERRED RENT REVENUE

Deferred rent revenue represents prepayments of rental income on the property leased to Outside In, an Oregon non-profit corporation. The lease commenced on November 30, 1998 and expires November 29, 2058. The full rental payment of the 60-year period was paid in three large installments by Outside In. The difference between the cash payments and the annual rental revenue recognition of \$9,500 is recorded as unearned revenue.

NOTE K – RELATED PARTY TRANSACTIONS

To assure a stable financial base by protecting endowment funds to meet long term needs and by attracting future gifts and bequests, the congregation directed the Board of Trustees of the Church to establish a foundation to manage endowed funds that support the mission of the Church. The First Unitarian Church Foundation (Foundation) is governed by a Board of Stewards, which is separate from the Board of Trustees of the Church. There are two individuals who serve on both the Foundation's Board of Stewards as well as the Church's Board of Trustees. The two individuals will always be a minority of the overall voting power of the Foundation, hence, Board control of the Foundation by the Church is not present, and the financial statements of the Foundation are not consolidated with those of the Church.

The Foundation makes distributions of Foundation assets to the Church in accordance with IRS regulations.

NOTE L – LEASE REVENUE

The Church owns properties that it leases to others as follows:

- Various spaces within First Unitarian's buildings are leased to Northwest Academy under a month to month agreement with lease payments of \$25,318.
- There are two leases for office space and one for land with Outside In. Space at 13th Avenue Portland Oregon and space at Main Street, Portland Oregon are leased under an agreement that expires on June 30, 2025 unless extended, with a monthly rent of \$1,822 and \$1,161, respectively. Land is also leased to Outside In under an agreement that expires November 29, 2058. The rent for the land has been prepaid as described in Note J.

NOTES TO FINANCIAL STATEMENTS (CONTINUED)

June 30, 2023

NOTE M – LIQUIDITY

The following chart represents the Church's financial assets available to meet cash needs for general expenditures within one year of June 30, 2023:

Financial assets at year-end Cash and cash equivalents Pledges receivable Investments	\$	1,735,703 533,606 198,648
Total financial assets	-	2,467,957
Less those unavailable for general expenditure within one year due to:		
Net assets with donor restrictions Purpose restricted funds Board designated funds	_	(525,183) (747,156)
Financial assets available to meet cash needs for general expenditures within one year	\$_	1,195,618

NOTE N – SUBSEQUENT EVENTS

Subsequent events have been evaluated through July 10, 2024, which is the date the financial statements were available to be issued.