

# August 2019 Board of Trustees Meeting Packet

## Table of Contents:

Meeting Agenda

July Meeting Minutes

President's Report

Minister's Report

AFD's Report

CYM Director's Report

Stewardship Report

Vision for Building a Bigger Table

Policy Documents

Financial Reports (including June and July Financials and  
FY2019 year-end actual vs projected vs budgeted)

**Agenda August 15, 2019**  
**FPBUU Board of Trustees**

In Attending:

Jim Hild	President
Pat Stover	Past President
Carol DiAnna	President Elect
Susan Smith	Clerk
Diane Pansire	Treasurer
Frank Re*	Member at Large
Katharine Farnham	Member at Large
Liz Gordon	Member at Large
Marian Brunck	Member at Large
Rev. Jessica Clay	Minister

Guests: Don Friend (COSM), Monica Goubaud and Bob Reynolds (Building Bigger Tables)

6:30 Spiritual opening and focused check-in – Jessica

6:50 Welcome new Board Members: Susan Smith – Jim

6:55 Appoint a timekeeper

7:00 Read Board Covenant – Jim

7:05 Building Bigger Tables - Monica Goubaud and Bob Reynolds

7:20 Minister's Time - Jessica

7:30 COSM Update - Don Friend

7:45 Financial – Diane

7:50 Policy: policy priorities - Katharine

8:00 Brief Preview – Jim

- Year's Board Calendar (draft)
- Board Books [both electronic & paper]

8:10 Board Retreat status - Jim

8:20 Consent agenda: July minutes, President's report, Minister's Report, Admin and Finance report, Treasurer's report, Personnel liaison report, CYM report, Building Bigger Tables info,

8:30 Check-out / Closing

8:40 Board picture

## FIRST PARISH BREWSTER UU BOARD MINUTES

July 18, 2019

### **Members in Attendance:**

Jim Hild, President  
Carol DiAnna, President-Elect  
Pat Stover, Past President  
Marian Brunck, Member at Large  
Liz Gordon, Member at Large  
Frank Re, Member at Large

### **Member Absent:**

Diane Pansire, Treasurer  
Susan Smith, Clerk  
Katharine Farnham, Member at Large

### **Staff in Attendance:**

Rev. Jessica Clay, Minister

### **Process Observer:**

Gisele Gauthier

### **Guests in Attendance:**

Bob Flannagan, Policy Committee Chair  
Karen Witting, Policy Committee Member

### **Chalice Lighting/Spiritual Opening/Focused Check-in**

Rev Jessica Clay started the meeting with a reading and all members participated in a focused check-in.

### **Welcome to New Board Members**

Jim welcomed Marian Brunck and Frank Re new board members.

### **Reading of Board Covenant**

Jim read the Board Covenant.

### **Policy Discussion**

Bob Flannagan, with input from Karen Witting, presented an overview of the status of the Policy Committee. Bob explained that the members of the Policy Committee look to the Board for direction and help with prioritizing their work on developing FBPUU policies. So far, 11 policies (which are posted on the FBPUU website) have been approved by the Board. There are 2 policies that were deemed unnecessary (Minister's, Chaplains and Rituals Policy and the Childcare Policy (The content in this policy is already contained within the Safe Congregation Policy). There are 3 policies that the committee is still working on (Gift Acceptance, Fire Policy & Medical Policy, Financial Controls). The Active Shooter Policy was approved by the Board with additions that were requested by the Board. There was some discussion about a list of 11 supposed policies that the committee has - as to whether or not these required an official policy. It was decided that Katharine

Farnham, the liaison to the Policy Committee and the members of the committee, will look over the list and make a recommendation to the Board as to what may need an official policy and what may not.

### **Minister's Time**

Rev Jessica continues with her busy schedule connecting with congregants and committees in a variety of ways. She reported that the July 14<sup>th</sup> service in which she answered questions from the congregation was a success. In the Healthy Communications Book, Jessica was asked if FPBUU needs a policy about not using paper plates during coffee hour. One of the Board members asked about the requirements of FPBUU's Green Sanctuary status. A suggestion was made to speak with Karena who may have the requirements of our initial Green Sanctuary application.

### **Brief Review**

Jim reviewed the following:

- Board Retreat – the Board retreat is on Friday, August 23 from 6:30 to 9 pm and Saturday, August 24<sup>th</sup> from 8:30 to around 3 pm. Saturday's retreat will be facilitated by Art Nava from UUA. In preparation for the Board retreat, **Jim asked that Board members read Chapter 8 in the Hotchkiss book.**
- Board Calendar for 2019/2020. Jim will provide the 2019/2020 calendar at the August meeting. Jim also mentioned that the new updated Board manuals will be handed out at the August Board meeting.
- Parking Lot Process – Jim wants uncovered items from the Board meeting to go under the label, "Parking Lot" to ensure that these items will be taken up at the next Board meeting or if decided, at a later date. The clerk will include "Parking Lot" items at the end of each monthly Board meeting minutes.
- Board Covenant – Jim had a new addition to the Board Covenant, *When communicating with the congregation and community at large, the Board speaks with one voice.* All board members who were present agreed to the addition. Since three board members were absent, we will wait for their input before making the addition official.
- Definition of committee vs. team – Jim talked about the definition of committee vs team partly defined in the Hotchkiss book. Right now, FPBUU only uses the term, "committee". Jim would like to see the use of "committee" or "team" be used to better describe the function of each group. **Jim asked Board members to look over definitions he provided (please refer to July Board packet) for discussion at the August Board meeting.**

### **Consent Agenda**

The Board voted unanimously to accept the Consent Agenda which consisted of the June minutes, the President's Report, the Minister's Report, and Admin and Finance report.

### **Process Observation Feedback**

Gisele gave constructive feedback on the board process.

### **Closing Circle and Affirmation**

All present took part in the closing circle.

### **Parking Lot Items**

- 2019/2020 Board calendar and manual to be handed out at August Board meeting.
- Discussion about using the term "committee" vs. "team" at August Board meeting.
- Approval of Board covenant with additions proposed by Jim at the August Board meeting.

Respectfully submitted by Carol DiAnna

## President's Report

15 August 2019

Into the second month of the new church year, we welcome Susan Smith, our new Clerk, welcome Susan to the Board.

I hope everyone is enjoying the summer. Our minister and the worship committee have introduced some new and fun Sunday services this summer. It is exciting to be a member of FPBUU.

We are now in the process of planning out the new year, our Board Books have been updated and we have introduced for the first time both a hard copy of the book, as well as an electronic version. Hopefully this will increase the usability and the information contained. Our past president, Pat, our president elect, Carol and I have met several times to go over possible ideas to bring before the Board and hopefully at our retreat later this month we will hopefully decide on our Board vision for the year. The retreat is early in the church year and will give us an opportunity to get to know each other better as well as plan out the church year.

As with any church year, we as a Board face on going issues, most of which are centered around change. The biggest change is in our governance model. We no longer have a council as part of this model and now need to establish a new model of governance. What does that new model look like? What committees and teams are under direct accountability to the Board and what committees and teams fall under the Minister? I agree with Dan Hotchkiss when he said, *"One goal of a governance change is to free the Board to spend more time thinking about the future while empowering staff to get things done efficiently right now."* Figure 8.1, p 118; Governance and Ministry, Rethinking Board Leadership.

Finally, I look forward to a productive, exciting and fun year ahead.

In loving kindness,

Jim

## Ministers Board Report August 2019 from Rev Jessica Clay

### Overall thoughts:

As the staff looks forward to fall, we can feel the pace of the church ramping up to kick off the church year in September. We continue to have many visitors each Sunday.

### Worship and Rites of Passage:

This month I had one interment and one baby dedication for people in the wider community. Our out of the box summer services seem to be going well, the community has received them very positively. We will be continuing with the play and question box services again next year. We will return to two services again on Sept 8<sup>th</sup>.

### Pastoral Care:

We have had 4 HEED requests this month, one from a FPBUU member, and the others from members of our wider community. I continue to meet with people in their homes and tend to the pastoral care needs of the congregation.

### Social Justice in the Public Square:

We had a great turnout for the Lights for Liberty Vigil in July. We have had some people withdraw from Beloved Conversations, overall our registration count is at 58 people. We will be having a meeting with facilitators in August as we prepare for the opening retreat Sept 13<sup>th</sup> & 14<sup>th</sup>. I have been supporting members of the Social Justice Committee as they plan the worship service they are leading Sept 22.

### Administration:

We had a wonderful dinner together with the stewardship committee as we processed the year and discussed hopes and dreams for the future. I will be announcing the overall results of the stewardship campaign and the end of year financials at ingathering Sunday. We are looking for a couple more people to join the stewardship team. The COSM and I also had a dinner together as we discussed the years that we have been together and the congregation as a whole. I continue to meet with new members who have joined the church to get to know them and welcome them to the community.

### Serves the Larger Unitarian Universalist Faith:

I have been in contact with district staff for support about issues that have come up; I will give an update on this in executive session. The local UUMA cluster will resume meeting again in Sept, as will my other clergy groups, the local interfaith women's group, the Deepening group and the newish ministers group that meets on zoom.

## **Report from Administration and Finance Director – August 2019**

### **Pledges & Financials**

- It's great that all the hard work of addressing our potential shortfall paid off, and we ended the FY18-19 with a surplus of \$3,295!
- Since we ended the year with a surplus, the Board may want to consider paying \$3,006 to the UUA APF to meet our commitment for FY 18-19.
- For FY19-20 we currently have 207 pledge unit for a total of \$377,306 pledged, which is already \$5,000 more than what we budgeted we would get. We are also starting with a strong in

### **Membership**

- The following members have been sent letters regarding their membership status and did not respond. Mahara Ashlie, Shera Ashlie, Mary Lou Brier, Sheila Cooper, Mary Cronin, Bonnie Jackman, Matt Kemp, Meghan Kemp, Amy Montgomery, Eryn Montgomery, Connor Mountain, Ellen O'Donnell, Jordan Parris, Trevor Pearson, Donna Pihl, Jean Reardon, Diane Siddell, Raelynn Spencer, Ben Walters, Michele Wolfson, Tom Wolfson.
- I am asking the Board to review and determine if they should be removed from FPBUU membership. All the names listed have been inactive for over a year and have not pledged or paid towards a pledge over the last year. They were all given the option to request a waiver because of financial hardship. If the Board determines to change their membership status, a letter will be sent to notify the individuals of this change.

### **Property Management**

- We were gifted mini boxwoods that were being discarded. The Landscape Committee planted them in front of Winslow House.
- I have been working with Linda and Jennie on a better system for Thrift Store donations received that need to be taken to the dump. We are going to be putting up some fencing beside the shed near the Barn to hold these items "out of sight" until they can be taken to the dump.

### **Administrative Responsibilities**

- All needed updates for bank and investment accounts as well as state articles of incorporation have been submitted.
- I have completed the updates for the Board Notebooks and Jim Hild will disbursement them at the August meeting. All these documents are also on the Board Notebook page at fpbuu.org. Password for this page is "loveisourdoctrine". This is an experiment with online Board notebook material, and I welcome feedback that will improve the accessibility to the Board notebook material.
- I have compiled the Beloved Conversations Notebooks for our group leaders.
- I met with Linda and a Thrift Store task force that she has assembled to evaluate and develop some new ways of structuring the work of accepting donations, managing inventory, advertising/pr, interior appearance and volunteer scheduling. It's a great team, and I am looking forward to seeing where their enthusiasm might take us. Linda and I will also be meeting with Donna Baldwin, who offered to help us with a business plan for the two stores.

### **HR Responsibilities**

- I continue to meet regularly with Jennie, Linda and Ted to offer supervisory support.

### **PTO**

- I will be on vacation August 12-23. During my time off, the COVE volunteers will be handling the day to day office duties.

Blessings, Karena Stroh, Administration and Finance Director

## Board Report August 2019

### CYM Director

#### Overview

I am writing this report on day three of our summer program. We are having a blast. Its hard to decide if the kids or adult volunteers are having more fun. There have been so many touching moments, laughs and a spirit of kindness and connection.

#### Un-Paid Month

During the time I was unpaid there were several things that came up that I had to attend to. I tried as much as possible to do the minimal whilst trying to keep everything viable. I would like to note them here for the record.

#### 3 Childcare Provider Interviews

Registrations and payments for the summer program

Responding to summer program inquiries

Talking to three potential Coming of Age leaders

Programming for camp

Dealing with two scheduling issues for summer childcare

#### Summer Program

This trial has proved to be very successful – In the span of one week we had almost the equivalent of a years' worth of face to face programing. Whilst we didn't have the number of children we originally planned for, we still had a wonderful group of 9. I truly believe this model of summer programing can and will grow and expand (both the kids and volunteers are already talking about next year!) and is a really powerful, impactful way of doing Religious Education. The parts that needed improving are outreach and advertising, between the wrap up of the CYM year, and my un-paid month this is not something I was able to do as fully as I needed to.

The volunteer professors have been incredible.

#### CYM Committee

The CYM committee will hold our annual start up retreat on August 24<sup>th</sup>, we will be welcoming Rebecca Harrison and Liz Libby (Chair) to the committee. It feels great to have active parents involved.

#### Pathways

The fall pathways will be the Beloved Conversations program and the Geography of Grace retreat. There will be no other offerings until winter to allow for full participation in these important programs.

#### Multi-Gen

We will be hosting an all church BBQ on Friday the 6<sup>th</sup> of September.

#### Childcare



We have a temporary provider who will be here until the end of September, I am still actively looking for our second person.

### Credentialing

I continue to work on my credentialing, this month I am taking a Teacher Development Class and continuing to gain so much from this program. The one area that I am being given a lot of feedback on is self-care. I'm not surprised by this, its always my challenge, and I am committed to really trying to keep within my hours and take all of my vacation this year.

### In conclusion

Its great to be fully back into the swing of First Parish, I look forward to welcoming the families back after the summer break and continuing to work on developing and growing our program.

## Stewardship Report-August 2019

The stewardship committee (Tavia Ossola and Susan Flaws, co-chairs, myself, Dave Winther and Barry Powers, with Jessica and Karena supporting) had a dinner/debriefing meeting the last week of July. We would have had this meeting at the end of the church year, to take a look at how the campaign went this year, but our co-chair Tavia was laid up getting a new knee.

Everyone has re-upped for this year but we all agree we would like one or two new members for this year. I think it would be good if another board member would join, so be thinking if you are interested. I have been functioning not just as the board liaison but as an actual member of the committee, because that is what has been necessary. We have been in the process of rebuilding this committee since before Jessica began her ministry with us, Tavia had been managing the stewardship campaign basically on her own, with some helpers. There was a need to get a permanent committee established.

We felt the campaign went well last year but have some improvements in mind. We are going to move it back to an earlier start time, as it became difficult to mesh well with the other components –finance committee, personnel, board-as we were building the budget. The time-line was thrown off with too much to do to get everything ready for the annual meeting. Some reasons to have the campaign earlier were the date of Easter last year, and the desire to have the snowbirds back from southern climes, but those are not compelling reasons for this year.

Also, last year we each had personal meetings with a number of the higher givers to ask for their pledges with the hopes that a substantial number would raise their pledges. While we feel that personal meetings worked well and people did respond, this year we want to extend those meetings to the lower tier of givers, perhaps giving dinners or having meetings of small groups of people to talk about giving, and to facilitate people getting to know each other better. And we want to do this throughout the year, not just for the month of the pledge campaign.

Pat Stover

## Vision for Building a Bigger Table

Building A Bigger Table is a community designed to welcome a family that is seeking asylum as they transition from the Mexican Border in Nogales to our home and community on Cape Cod.

We are setting up caring teams of advocates to address the material, legal, medical, psychological, and educational needs of a family, from the time this family leaves Nogales until they become independent citizens. We hope to welcome a family into our home in Dennis at the end of September 2019. As members of the Building a Bigger Table community we hope to offer this family a nurturing home that provides a sense of safety, welcome and the opportunity to share in and contribute to our greater Cape Cod community.

“The measure of our compassion lies not in our service to those on the margins, but in our willingness to see ourselves in kinship with them.” Greg Boyle S.J.

Our community has been working closely with a team from the Kino Border Initiative to identify and sponsor a family, ensuring that they are here legally and have a viable asylum claim before matching them with our community. A family has not yet been assigned; we are remaining open and flexible to meet this family's unique needs. It is our hope that the group, Building a Bigger Table, will inspire other local families to sponsor another family seeking asylum, growing our community of welcome one family at a time. Thank you for sharing our vision.

Sue and Pat Gubbins

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Co-chairs of Building a Bigger Table

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Bob Reynolds ([bobreynolds.md@gmail.com](mailto:bobreynolds.md@gmail.com))

## Priority of Policies

1. Fundraising
2. Conflict of interest
3. Protests held on the FPBUU campus

These three policies will be what the policy committee concentrates on beginning in September.

# **Financial Reports - June 2019**

Submitted by Karena Stroh, Administration & Finance Director

## **Table of Contents**

Tab 2 (pages 2-5) - *Operating Fund* Profit & Loss Budget vs. Actual

Tab 3 (pages 6-8) - *Operating Fund* Profit & Loss Previous Year Comparison

Tab 4 (pages 9-10) - *Operating Fund* Balance Sheet Previous Year Comparison

Tab 5 (page 11) - Special Funds Profit & Loss Previous Year Comparison

Tab 6 (page 12) - Special Funds Balance Sheet Previous Year Comparison

**% of budget should typically be at 100%**

## **Points of Interest**

**Total Income** is at 97% of budget

Pledge Commitments FY 19-20            \$376,236

Pledge Commitments FY 18-19            \$355,563

Total Pledge Payments received 95% of budget

Offertory is at 86% of budget; 14% and \$4,329 short of budget. It is up from last year at this time by \$769.

Thrift Store Income is at 99% of budget

**Total Expenses** are at 95% of budget (without including depreciation)

**Total Split Plates** (monthly July & August, weekly starting in Sept.) **\$22,039** was distributed to 45 different organizations.

**Operating Funds**  
**Profit and Loss Budget vs Actual**  
**July 2018 through June 2019**

	<b>Jul '18 - Jun 19</b>	<b>Budget</b>	<b>\$ Over Budget</b>	<b>% of Budget</b>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
<b>Pledges</b>				
2018-2019 Pledges	360,543.36	387,100.00	-26,556.64	93.14%
2017-2018 Pledges	11,138.00	7,500.00	3,638.00	148.51%
2016-2017 Pledges	2,765.00	0.00	2,765.00	100.0%
<b>Total Pledges</b>	<u>374,446.36</u>	<u>394,600.00</u>	<u>-20,153.64</u>	<u>94.89%</u>
<b>Contributions</b>				
Offertory	25,670.89	30,000.00	-4,329.11	85.57%
Misc Contributions	345.13	0.00	345.13	100.0%
<b>Total Contributions</b>	<u>26,016.02</u>	<u>30,000.00</u>	<u>-3,983.98</u>	<u>86.72%</u>
<b>Fund Raising</b>				
Thrift Shop	88,830.94	90,000.00	-1,169.06	98.7%
Fall Fair	4,759.57	9,000.00	-4,240.43	52.88%
SpringAuct	15,401.50	10,000.00	5,401.50	154.02%
Holiday Fair	1,078.00			
CYM Summer Program	1,175.00	0.00	1,175.00	100.0%
Small Group Fund Raisers	5,250.01	6,600.00	-1,349.99	79.55%
Food Certificate Sales	1,650.00	2,000.00	-350.00	82.5%
Women's Circle Alliance	2,058.43	500.00	1,558.43	411.69%
Welcoming Congregation-Income	2,800.00	2,000.00	800.00	140.0%
<b>Total Fund Raising</b>	<u>123,003.45</u>	<u>120,100.00</u>	<u>2,903.45</u>	<u>102.42%</u>
<b>BldgUse</b>				
Space Rentals	4,333.90	3,000.00	1,333.90	144.46%
Weddings/Memorials	2,895.00	2,000.00	895.00	144.75%
<b>Total BldgUse</b>	<u>7,228.90</u>	<u>5,000.00</u>	<u>2,228.90</u>	<u>144.58%</u>
<b>Investment,Interest, MiscIncome</b>				
<b>Investment Income</b>				
UUA GIF Distribution	2,811.79	2,600.00	211.79	108.15%
Alton Smith Char Trust	1,660.98	1,200.00	460.98	138.42%
Alton Smith Irrev Trust	1,359.01	1,200.00	159.01	113.25%
<b>Total Investment Income</b>	<u>5,831.78</u>	<u>5,000.00</u>	<u>831.78</u>	<u>116.64%</u>
Interest Income	97.26	250.00	-152.74	38.9%
<b>Total Investment,Interest, MiscIncome</b>	<u>5,929.04</u>	<u>5,250.00</u>	<u>679.04</u>	<u>112.93%</u>
<b>Total Income</b>	<u>536,623.77</u>	<u>554,950.00</u>	<u>-18,326.23</u>	<u>96.7%</u>
<b>Gross Profit</b>	<u>536,623.77</u>	<u>554,950.00</u>	<u>-18,326.23</u>	<u>96.7%</u>
<b>Expense</b>				
<b>Staff Salaries</b>				
Clergy Housing	26,400.00	26,400.00	0.00	100.0%
Minister	64,680.00	64,680.00	0.00	100.0%
Admin&FinanceDir	43,098.96	43,099.00	-0.04	100.0%
CYM Dir	40,164.96	40,165.00	-0.04	100.0%
Music Director	35,307.60	35,308.00	-0.40	100.0%
ThriftShopManager	32,209.92	32,206.00	3.92	100.01%
Sexton	19,543.50	19,491.00	52.50	100.27%
Bookkeeper	14,463.60	14,461.00	2.60	100.02%
CYM-Childcare	2,313.01	2,273.00	40.01	101.76%
Pianist	5,320.00	8,174.30	-2,854.30	65.08%

**Operating Funds**  
**Profit and Loss Budget vs Actual**  
**July 2018 through June 2019**

<b>Total Staff Salaries</b>	283,501.55	286,257.30	-2,755.75	99.04%
<b>Staff Benefits/Payroll Expenses</b>				
<b>WorkCompInsurance</b>	2,598.00	2,667.00	-69.00	97.41%
<b>Taxes</b>	14,287.65	14,138.00	149.65	101.06%
<b>Minister Benefit (FICA)</b>	6,876.00	6,885.00	-9.00	99.87%
<b>Health Insurance</b>	27,733.58	26,098.00	1,635.58	106.27%
<b>Pension</b>	25,224.28	25,163.00	61.28	100.24%
<b>Minister's Term Life</b>	673.20	734.00	-60.80	91.72%
<b>Total Staff Benefits/Payroll Expenses</b>	<u>77,392.71</u>	<u>75,685.00</u>	<u>1,707.71</u>	<u>102.26%</u>
<b>Staff Professional Expenses</b>				
<b>Minister's Professional Exp</b>	8,964.27	9,000.00	-35.73	99.6%
<b>Admin&amp;FinanceDirProf Ex</b>	1,704.00	1,704.00	0.00	100.0%
<b>CYM Professional Exp</b>	1,588.00	1,588.00	0.00	100.0%
<b>Music Director Prof Exp</b>	1,396.00	1,396.00	0.00	100.0%
<b>Total Staff Professional Expenses</b>	<u>13,652.27</u>	<u>13,688.00</u>	<u>-35.73</u>	<u>99.74%</u>
<b>BldgGrounds</b>				
<b>Depreciation Expense</b>	42,262.00	0.00	42,262.00	100.0%
<b>Electric</b>	4,169.22	4,500.00	-330.78	92.65%
<b>Gas</b>	5,695.12	5,000.00	695.12	113.9%
<b>Groundskeeping</b>	10,120.93	15,000.00	-4,879.07	67.47%
<b>Reg. Maintenance</b>				
<b>Supplies</b>	3,298.62	4,200.00	-901.38	78.54%
<b>Reg. Maintenance - Other</b>	14,261.78	13,800.00	461.78	103.35%
<b>Total Reg. Maintenance</b>	<u>17,560.40</u>	<u>18,000.00</u>	<u>-439.60</u>	<u>97.56%</u>
<b>Maint-Special Bldg Projects</b>	13,857.82	13,948.00	-90.18	99.35%
<b>Liability/Property Insurance</b>	5,601.50	10,403.00	-4,801.50	53.85%
<b>Telephone &amp; Internet</b>	4,010.93	3,745.00	265.93	107.1%
<b>Water</b>	1,418.91	1,500.00	-81.09	94.59%
<b>Total BldgGrounds</b>	<u>104,696.83</u>	<u>72,096.00</u>	<u>32,600.83</u>	<u>145.22%</u>
<b>OfficeExpense</b>				
<b>Advertising</b>	1,592.85	1,500.00	92.85	106.19%
<b>Credit Card/Bank/PayPal Fees</b>	2,230.78	1,500.00	730.78	148.72%
<b>ComputerAsst</b>	0.00	350.00	-350.00	0.0%
<b>Office Expense/Supplies</b>	4,400.45	4,000.00	400.45	110.01%
<b>OfficeEquip/Maint</b>	6,617.82	7,000.00	-382.18	94.54%
<b>Payroll Expenses</b>	794.76	800.00	-5.24	99.35%
<b>Software Expense</b>	1,911.12	1,200.00	711.12	159.26%
<b>Total OfficeExpense</b>	<u>17,547.78</u>	<u>16,350.00</u>	<u>1,197.78</u>	<u>107.33%</u>
<b>Loan &amp; Mortgage Payments</b>				
<b>Mortgage Principal Payments</b>	4,621.97	4,038.00	583.97	114.46%
<b>Mortgage Interest Payments</b>	4,012.27	4,597.00	-584.73	87.28%
<b>EndowLoanRepayment</b>	10,399.20	10,399.00	0.20	100.0%
<b>Total Loan &amp; Mortgage Payments</b>	<u>19,033.44</u>	<u>19,034.00</u>	<u>-0.56</u>	<u>100.0%</u>
<b>Denominational Dues</b>				
<b>UUA-NER</b>	21,670.82	26,005.00	-4,334.18	83.33%
<b>Total Denominational Dues</b>	<u>21,670.82</u>	<u>26,005.00</u>	<u>-4,334.18</u>	<u>83.33%</u>
<b>Consultants/Contract Employees</b>				
<b>Pianist</b>	2,238.70	2,113.70	125.00	105.91%
<b>Substitute Sexton</b>	612.50	800.00	-187.50	76.56%
<b>OMG Music</b>	2,400.00	2,400.00	0.00	100.0%

**Operating Funds**  
**Profit and Loss Budget vs Actual**

**July 2018 through June 2019**

Housekeeping	8,040.00	8,320.00	-280.00	96.64%
<b>Total Consultants/Contract Employees</b>	<b>13,291.20</b>	<b>13,633.70</b>	<b>-342.50</b>	<b>97.49%</b>
<b>Committees</b>				
Board	710.32	1,500.00	-789.68	47.36%
HelpingHands	71.82	100.00	-28.18	71.82%
Green Sanctuary	175.00	350.00	-175.00	50.0%
Landscape Committee	1,013.60	1,200.00	-186.40	84.47%
Membership	346.59	575.00	-228.41	60.28%
One Earth One People	1,674.23	1,675.00	-0.77	99.95%
Paul Hush Forums	1,200.00	1,200.00	0.00	100.0%
Social Justice	2,398.00	4,150.00	-1,752.00	57.78%
Stewardship	913.63	1,500.00	-586.37	60.91%
Sunday Morning Worship Support	0.00	150.00	-150.00	0.0%
Council	252.15	500.00	-247.85	50.43%
UU Connections	1,665.20	3,000.00	-1,334.80	55.51%
<b>Total Committees</b>	<b>10,420.54</b>	<b>15,900.00</b>	<b>-5,479.46</b>	<b>65.54%</b>
<b>CYM</b>				
Special Programing/Multigen	1,484.45	1,500.00	-15.55	98.96%
OWL/COA	800.84	1,000.00	-199.16	80.08%
High School Youth Program	753.57	800.00	-46.43	94.2%
Pre K-Grade 6/7	501.30	900.00	-398.70	55.7%
Contract Childcare	853.25	1,000.00	-146.75	85.33%
Office/Library	453.36	500.00	-46.64	90.67%
Child Care Supplies	227.17	300.00	-72.83	75.72%
<b>Total CYM</b>	<b>5,073.94</b>	<b>6,000.00</b>	<b>-926.06</b>	<b>84.57%</b>
<b>Music</b>				
OMG Music Supplies	0.00	400.00	-400.00	0.0%
Music Scores	1,309.67	1,000.00	309.67	130.97%
Music Support/Supplies	1,012.10	500.00	512.10	202.42%
Guest Musicians	975.00	2,000.00	-1,025.00	48.75%
PianoOrgan	1,327.42	1,600.00	-272.58	82.96%
<b>Total Music</b>	<b>4,624.19</b>	<b>5,500.00</b>	<b>-875.81</b>	<b>84.08%</b>
<b>Worship</b>				
Pastoral Care Coverage	0.00	300.00	-300.00	0.0%
Hospitality	644.05	500.00	144.05	128.81%
Materials/Supplies	1,389.70	800.00	589.70	173.71%
Pulpit Support	2,650.00	3,200.00	-550.00	82.81%
<b>Total Worship</b>	<b>4,683.75</b>	<b>4,800.00</b>	<b>-116.25</b>	<b>97.58%</b>
<b>Total Expense</b>	<b>575,589.02</b>	<b>554,949.00</b>	<b>20,640.02</b>	<b>103.72%</b>
<b>Net Ordinary Income</b>	<b>-38,965.25</b>	<b>1.00</b>	<b>-38,966.25</b>	<b>-3,896,525.0%</b>
<b>Net Income</b>	<b>-38,965.25</b>	<b>1.00</b>	<b>-38,966.25</b>	<b>-3,896,525.0%</b>
<b>Net Income Minus Depreciation</b>	<b>3,296.75</b>			



**Operating Funds**  
**Profit and Loss Previous Year Comparision**  
**July 2018 through June 2019**

	<u>Jul '18 - Jun 19</u>	<u>Jul '17 - Jun 18</u>	<u>\$ Change</u>	<u>% Change</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
<b>Pledges</b>				
2018-2019 Pledges	360,543.36	-12,014.00	372,557.36	3,101.03%
2017-2018 Pledges	11,138.00	341,349.51	-330,211.51	-96.74%
2015-2016 Pledges	0.00	200.00	-200.00	-100.0%
2016-2017 Pledges	2,765.00	9,534.00	-6,769.00	-71.0%
<b>Total Pledges</b>	<u>374,446.36</u>	<u>339,069.51</u>	<u>35,376.85</u>	<u>10.43%</u>
<b>Contributions</b>				
Offertory	25,670.89	24,901.50	769.39	3.09%
Misc Contributions	345.13	796.00	-450.87	-56.64%
<b>Total Contributions</b>	<u>26,016.02</u>	<u>25,697.50</u>	<u>318.52</u>	<u>1.24%</u>
<b>Fund Raising</b>				
Thrift Shop	88,830.94	89,929.47	-1,098.53	-1.22%
Fall Fair	4,759.57	9,158.77	-4,399.20	-48.03%
SpringAuct	15,401.50	10,561.00	4,840.50	45.83%
Holiday Fair	1,078.00	0.00	1,078.00	100.0%
CYM Summer Program	1,175.00	0.00	1,175.00	100.0%
Small Group Fund Raisers	5,250.01	6,908.43	-1,658.42	-24.01%
Food Certificate Sales	1,650.00	2,100.00	-450.00	-21.43%
Women's Circle Alliance	2,058.43	1,052.41	1,006.02	95.59%
Welcoming Congregation-Income	2,800.00	3,547.00	-747.00	-21.06%
<b>Total Fund Raising</b>	<u>123,003.45</u>	<u>123,257.08</u>	<u>-253.63</u>	<u>-0.21%</u>
<b>BldgUse</b>				
Space Rentals	4,333.90	3,436.20	897.70	26.13%
Weddings/Memorials	2,895.00	2,750.00	145.00	5.27%
Hospitality	0.00	327.22	-327.22	-100.0%
<b>Total BldgUse</b>	<u>7,228.90</u>	<u>6,513.42</u>	<u>715.48</u>	<u>10.99%</u>
<b>Investment,Interest, MiscIncome</b>				
<b>Investment Income</b>				
UUA GIF Distribution	2,811.79	2,841.67	-29.88	-1.05%
Alton Smith Char Trust	1,660.98	1,442.85	218.13	15.12%
Alton Smith Irrev Trust	1,359.01	1,296.94	62.07	4.79%
<b>Total Investment Income</b>	<u>5,831.78</u>	<u>5,581.46</u>	<u>250.32</u>	<u>4.49%</u>
Interest Income	97.26	186.88	-89.62	-47.96%
<b>Total Investment,Interest, MiscIncome</b>	<u>5,929.04</u>	<u>5,768.34</u>	<u>160.70</u>	<u>2.79%</u>
<b>Total Income</b>	<u>536,623.77</u>	<u>500,305.85</u>	<u>36,317.92</u>	<u>7.26%</u>
<b>Gross Profit</b>	536,623.77	500,305.85	36,317.92	7.26%
<b>Expense</b>				
<b>Staff Salaries</b>				
Clergy Housing	26,400.00	13,200.00	13,200.00	100.0%
Minister	64,680.00	76,800.00	-12,120.00	-15.78%
Admin&FinanceDir	43,098.96	35,914.72	7,184.24	20.0%

**Operating Funds**  
**Profit and Loss Previous Year Comparision**  
**July 2018 through June 2019**

CYM Dir	40,164.96	39,456.70	708.26	1.8%
Music Director	35,307.60	35,377.44	-69.84	-0.2%
ThriftShopManager	32,209.92	30,025.88	2,184.04	7.27%
Sexton	19,543.50	17,540.88	2,002.62	11.42%
Bookkeeper	14,463.60	14,318.84	144.76	1.01%
CYM Youth Ministry Coordinator	0.00	3,163.12	-3,163.12	-100.0%
CYM-Childcare	2,313.01	1,321.85	991.16	74.98%
Pianist	5,320.00	0.00	5,320.00	100.0%
<b>Total Staff Salaries</b>	<b>283,501.55</b>	<b>267,119.43</b>	<b>16,382.12</b>	<b>6.13%</b>
<b>Staff Benefits/Payroll Expenses</b>				
WorkComplnsurance	2,598.00	3,793.00	-1,195.00	-31.51%
Taxes	14,287.65	16,158.23	-1,870.58	-11.58%
Minister Benefit (FICA)	6,876.00	4,595.00	2,281.00	49.64%
Health Insurance	27,733.58	19,453.28	8,280.30	42.57%
Pension	25,224.28	21,829.39	3,394.89	15.55%
Minister's Term Life	673.20	673.20	0.00	0.0%
Minister Moving Expense	0.00	5,000.00	-5,000.00	-100.0%
<b>Total Staff Benefits/Payroll Expenses</b>	<b>77,392.71</b>	<b>71,502.10</b>	<b>5,890.61</b>	<b>8.24%</b>
<b>Staff Professional Expenses</b>				
Minister's Professional Exp	8,964.27	8,250.00	714.27	8.66%
Admin&FinanceDirProf Ex	1,704.00	1,420.00	284.00	20.0%
CYM Professional Exp	1,588.00	779.37	808.63	103.75%
Music Director Prof Exp	1,396.00	1,398.00	-2.00	-0.14%
<b>Total Staff Professional Expenses</b>	<b>13,652.27</b>	<b>11,847.37</b>	<b>1,804.90</b>	<b>15.24%</b>
<b>BldgGrounds</b>				
Barn Restoration	0.00	-1,796.38	1,796.38	100.0%
Signs	0.00	265.00	-265.00	-100.0%
Depreciation Expense	42,262.00	42,262.00	0.00	0.0%
Electric	4,169.22	4,039.30	129.92	3.22%
Gas	5,695.12	6,157.38	-462.26	-7.51%
Groundskeeping	10,120.93	13,640.37	-3,519.44	-25.8%
<b>Reg. Maintenance</b>				
Supplies	3,298.62	0.00	3,298.62	100.0%
Reg. Maintenance - Other	14,261.78	18,376.65	-4,114.87	-22.39%
<b>Total Reg. Maintenance</b>	<b>17,560.40</b>	<b>18,376.65</b>	<b>-816.25</b>	<b>-4.44%</b>
Maint-Special Bldg Projects	13,857.82	6,076.73	7,781.09	128.05%
Liability/Property Insurance	5,601.50	11,058.00	-5,456.50	-49.34%
Telephone & Internet	4,010.93	3,856.55	154.38	4.0%
Water	1,418.91	1,265.66	153.25	12.11%
<b>Total BldgGrounds</b>	<b>104,696.83</b>	<b>105,201.26</b>	<b>-504.43</b>	<b>-0.48%</b>
<b>OfficeExpense</b>				
Advertising	1,592.85	1,324.06	268.79	20.3%
Credit Card/Bank/PayPal Fees	2,230.78	2,033.79	196.99	9.69%
ComputerAsst	0.00	165.00	-165.00	-100.0%
Financial Audit	0.00	2,200.00	-2,200.00	-100.0%

**Operating Funds**  
**Profit and Loss Previous Year Comparision**  
**July 2018 through June 2019**

Office Expense/Supplies	4,400.45	4,970.19	-569.74	-11.46%
Office Equip/Maint	6,617.82	7,457.67	-839.85	-11.26%
Payroll Expenses	794.76	1,683.88	-889.12	-52.8%
Software Expense	1,911.12	1,543.95	367.17	23.78%
<b>Total Office Expense</b>	<b>17,547.78</b>	<b>21,378.54</b>	<b>-3,830.76</b>	<b>-17.92%</b>
<b>Loan &amp; Mortgage Payments</b>				
Mortgage Interest Payments	4,012.27	4,219.35	-207.08	-4.91%
Endow Loan Repayment	10,399.20	10,399.20	0.00	0.0%
<b>Total Loan &amp; Mortgage Payments</b>	<b>14,411.47</b>	<b>14,618.55</b>	<b>-207.08</b>	<b>-1.42%</b>
<b>Denominational Dues</b>				
UUA-NER	21,670.82	21,152.00	518.82	2.45%
<b>Total Denominational Dues</b>	<b>21,670.82</b>	<b>21,152.00</b>	<b>518.82</b>	<b>2.45%</b>
<b>Consultants/Contract Employees</b>				
Pianist	2,238.70	6,967.73	-4,729.03	-67.87%
Substitute Sexton	612.50	750.00	-137.50	-18.33%
OMG Music	2,400.00	1,950.00	450.00	23.08%
Housekeeping	8,040.00	7,540.00	500.00	6.63%
<b>Total Consultants/Contract Employees</b>	<b>13,291.20</b>	<b>17,207.73</b>	<b>-3,916.53</b>	<b>-22.76%</b>
<b>Committees</b>				
Board	710.32	1,395.25	-684.93	-49.09%
Helping Hands	71.82	0.00	71.82	100.0%
Green Sanctuary	175.00	249.08	-74.08	-29.74%
Landscape Committee	1,013.60	547.51	466.09	85.13%
Membership	346.59	463.46	-116.87	-25.22%
One Earth One People	1,674.23	1,674.25	-0.02	-0.0%
Paul Hush Forums	1,200.00	600.00	600.00	100.0%
Search Committee	0.00	-943.63	943.63	100.0%
Social Justice	2,398.00	4,108.53	-1,710.53	-41.63%
Stewardship	913.63	821.54	92.09	11.21%
Council	252.15	165.78	86.37	52.1%
UU Connections	1,665.20	3,550.00	-1,884.80	-53.09%
<b>Total Committees</b>	<b>10,420.54</b>	<b>12,631.77</b>	<b>-2,211.23</b>	<b>-17.51%</b>
<b>CYM</b>				
CYM Director Search	0.00	114.48	-114.48	-100.0%
Special Programing/Multigen	1,484.45	1,291.78	192.67	14.92%
OWL/COA	800.84	526.66	274.18	52.06%
High School Youth Program	753.57	625.13	128.44	20.55%
Pre K-Grade 6/7	501.30	379.03	122.27	32.26%
Contract Childcare	853.25	360.00	493.25	137.01%
Office/Library	453.36	200.76	252.60	125.82%
Child Care Supplies	227.17	0.00	227.17	100.0%
<b>Total CYM</b>	<b>5,073.94</b>	<b>3,497.84</b>	<b>1,576.10</b>	<b>45.06%</b>
<b>Music</b>				
OMG Music Supplies	0.00	279.00	-279.00	-100.0%
Music Scores	1,309.67	944.33	365.34	38.69%

**Operating Funds**  
**Profit and Loss Previous Year Comparison**  
**July 2018 through June 2019**

Music Support/Supplies	1,012.10	322.69	689.41	213.65%
Guest Musicians	975.00	700.00	275.00	39.29%
PianoOrgan	1,327.42	1,628.13	-300.71	-18.47%
<b>Total Music</b>	<b>4,624.19</b>	<b>3,874.15</b>	<b>750.04</b>	<b>19.36%</b>
Reconciliation Discrepancies	0.00	80.00	-80.00	-100.0%
<b>Justice</b>				
Alliance for ImmigrationJustice	0.00	22.23	-22.23	-100.0%
<b>Total Justice</b>	<b>0.00</b>	<b>22.23</b>	<b>-22.23</b>	<b>-100.0%</b>
<b>Worship</b>				
Hospitality	644.05	0.00	644.05	100.0%
Materials/Supplies	1,389.70	503.85	885.85	175.82%
Pulpit Support	2,650.00	2,356.99	293.01	12.43%
Installation/Ordination	0.00	3,895.20	-3,895.20	-100.0%
<b>Total Worship</b>	<b>4,683.75</b>	<b>6,756.04</b>	<b>-2,072.29</b>	<b>-30.67%</b>
<b>Total Expense</b>	<b>570,967.05</b>	<b>556,889.01</b>	<b>14,078.04</b>	<b>2.53%</b>
<b>Net Ordinary Income</b>	<b>-34,343.28</b>	<b>-56,583.16</b>	<b>22,239.88</b>	<b>39.31%</b>
<b>Net Income</b>	<b>-34,343.28</b>	<b>-56,583.16</b>	<b>22,239.88</b>	<b>39.31%</b>

**Operating Funds**  
**Balance Sheet Previous Year Comparision**  
**July 2018 through June 2019**

	<u>Jun 30, 19</u>	<u>Jun 30, 18</u>	<u>\$ Change</u>	<u>% Change</u>
<b>ASSETS</b>				
<b>Current Assets</b>				
<b>Checking/Savings</b>				
CC5 Ckg - 5859	26,608.87	25,297.03	1,311.84	5.19%
Repo Sweep - 0998	89,870.68	81,973.15	7,897.53	9.63%
<b>Total Checking/Savings</b>	<u>116,479.55</u>	<u>107,270.18</u>	<u>9,209.37</u>	<u>8.59%</u>
<b>Other Current Assets</b>				
Clergy Housing Repayment	3,300.00	6,600.00	-3,300.00	-50.0%
Emergency Reserve Fund	-29,400.00	-29,400.00	0.00	0.0%
Capital Expense Fund	-25,250.00	-25,250.00	0.00	0.0%
Unearned Pledges	-54,167.32	-56,504.82	2,337.50	4.14%
<b>Total Other Current Assets</b>	<u>-105,517.32</u>	<u>-104,554.82</u>	<u>-962.50</u>	<u>-0.92%</u>
<b>Total Current Assets</b>	<u>10,962.23</u>	<u>2,715.36</u>	<u>8,246.87</u>	<u>303.71%</u>
<b>Fixed Assets</b>	1,761,018.93	1,803,280.93	-42,262.00	-2.34%
<b>Other Assets</b>				
Food Coupon Inventory	3,500.00	7,900.00	-4,400.00	-55.7%
Petty Cash	100.00	100.00	0.00	0.0%
<b>Total Other Assets</b>	<u>3,600.00</u>	<u>8,000.00</u>	<u>-4,400.00</u>	<u>-55.0%</u>
<b>TOTAL ASSETS</b>	<u><u>1,775,581.16</u></u>	<u><u>1,813,996.29</u></u>	<u><u>-38,415.13</u></u>	<u><u>-2.12%</u></u>
<b>LIABILITIES &amp; EQUITY</b>				
<b>Liabilities</b>				
<b>Current Liabilities</b>				
<b>Other Current Liabilities</b>				
Split Plate	3,650.50	2,036.00	1,614.50	79.3%
UUSC Coffee Sales	614.45	1,020.66	-406.21	-39.8%
Current Portion-Loan Endow	10,399.00	10,399.00	0.00	0.0%
Current portion-Loan Meeting H	4,080.00	4,080.00	0.00	0.0%
Payroll Liabilities	6,949.14	7,607.31	-658.17	-8.65%
<b>Total Other Current Liabilities</b>	<u>25,693.09</u>	<u>25,142.97</u>	<u>550.12</u>	<u>2.19%</u>
<b>Total Current Liabilities</b>	<u>25,693.09</u>	<u>25,142.97</u>	<u>550.12</u>	<u>2.19%</u>
<b>Long Term Liabilities</b>				
Loan-Meeting House Improvements	80,744.66	85,366.63	-4,621.97	-5.41%
Loan-Endowment Fund	185,385.71	218,292.70	-32,906.99	-15.08%
<b>Total Long Term Liabilities</b>	<u>266,130.37</u>	<u>303,659.33</u>	<u>-37,528.96</u>	<u>-12.36%</u>
<b>Total Liabilities</b>	<u>291,823.46</u>	<u>328,802.30</u>	<u>-36,978.84</u>	<u>-11.25%</u>
<b>Equity</b>				
Unrealized Endow Loan Gain/Loss	106,584.59	73,677.60	32,906.99	44.66%
Retained Earnings	1,411,516.39	1,468,099.55	-56,583.16	-3.85%
Net Income	-34,343.28	-56,583.16	22,239.88	39.31%
<b>Total Equity</b>	<u>1,483,757.70</u>	<u>1,485,193.99</u>	<u>-1,436.29</u>	<u>-0.1%</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>1,775,581.16</u></u>	<u><u>1,813,996.29</u></u>	<u><u>-38,415.13</u></u>	<u><u>-2.12%</u></u>

**Special Funds**  
**Previous Year Comparison**  
**July 2018 through June 2019**

	<u>Jul '18 - Jun 19</u>	<u>Jul '17 - Jun 18</u>	<u>\$ Change</u>	<u>% Change</u>
<b>Income</b>				
WelcCong/CochraneFund	17,970.00	16,545.00	1,425.00	8.61%
Heed-Income	4,934.00	4,664.37	269.63	5.78%
Minister's Discretionary-Income	1,882.20	1,100.00	782.20	71.11%
MemorialMarker-Income	1,200.00	840.00	360.00	42.86%
Interest-Checking 6071	10.12	12.04	-1.92	-15.95%
<b>Total Income</b>	<b>25,996.32</b>	<b>23,161.41</b>	<b>2,834.91</b>	<b>12.24%</b>
<b>Expense</b>				
WelcCong/CochraneFund-E	17,328.14	17,986.97	-658.83	-3.66%
Heed-E	4,164.38	6,367.33	-2,202.95	-34.6%
Minister'sDiscretionary-E	3,089.79	1,308.13	1,781.66	136.2%
MemorialMarker-E	1,027.40	1,397.79	-370.39	-26.5%
Suspense Acct-Debit Card	0.00	0.00	0.00	0.0%
<b>Total Expense</b>	<b>25,609.71</b>	<b>27,060.22</b>	<b>-1,450.51</b>	<b>-5.36%</b>
<b>Net Income</b>	<b>386.61</b>	<b>-3,898.81</b>	<b>4,285.42</b>	<b>109.92%</b>

**Special Funds**  
**Balance Sheet Previous Year Comparision**  
**July 2018 through June 2019**

	<u>Jun 30, 19</u>	<u>Jun 30, 18</u>	<u>\$ Change</u>	<u>% Change</u>
<b>ASSETS</b>				
<b>Current Assets</b>				
<b>Checking/Savings</b>				
Cape Cod Five-CK - 6071	19,458.56	19,071.95	386.61	2.03%
<b>Total Checking/Savings</b>	<u>19,458.56</u>	<u>19,071.95</u>	<u>386.61</u>	<u>2.03%</u>
<b>Other Current Assets</b>				
HSYG Fundraiser	0.00	-26.00	26.00	100.0%
Memorial Marker	-3,557.02	-4,114.81	557.79	13.56%
Minister's Discretionary	-3,590.73	-3,772.86	182.13	4.83%
Heed	-3,521.54	-5,224.50	1,702.96	32.6%
Welc.Cong./Cochrane Fund	-2,056.09	-3,498.06	1,441.97	41.22%
<b>Total Other Current Assets</b>	<u>-12,725.38</u>	<u>-16,636.23</u>	<u>3,910.85</u>	<u>23.51%</u>
<b>Total Current Assets</b>	<u>6,733.18</u>	<u>2,435.72</u>	<u>4,297.46</u>	<u>176.44%</u>
<b>TOTAL ASSETS</b>	<u><u>6,733.18</u></u>	<u><u>2,435.72</u></u>	<u><u>4,297.46</u></u>	<u><u>176.44%</u></u>
<b>LIABILITIES &amp; EQUITY</b>				
<b>Equity</b>				
Retained Earnings	6,346.57	6,334.53	12.04	0.19%
Net Income	386.61	-3,898.81	4,285.42	109.92%
<b>Total Equity</b>	<u>6,733.18</u>	<u>2,435.72</u>	<u>4,297.46</u>	<u>176.44%</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>6,733.18</u></u>	<u><u>2,435.72</u></u>	<u><u>4,297.46</u></u>	<u><u>176.44%</u></u>

# **Financial Reports - July 2019**

Submitted by Karena Stroh, Administration & Finance Director

## **Table of Contents**

Tab 2 (pages 2-5) - *Operating Fund* Profit & Loss Budget vs. Actual

Tab 3 (pages 6-8) - *Operating Fund* Profit & Loss Previous Year Comparison

Tab 4 (pages 9-10) - *Operating Fund* Balance Sheet Previous Year Comparison

**% of budget should typically be at 8%**

## **Points of Interest**

**Total Income** is at 17% of budget

Pledge Commitments FY 19-20            \$377,046

Total Pledge Payments received 20% of budget

Offertory is at 5% of budget \*last year we only had one split plate each for July and August

Thrift Store Income is at 9% of budget

**Total Expenses** are at 7% of budget

**Total Weekly Split Plates** - \$1,542.50 was distributed to 4 different organizations.

July 24, 2019 - transferred \$6,000 of unrestricted retained earnings from the Special Funds Account into the Operating Fund and it shows up on the Balance Sheet within Current Assets/Checking/Savings.



**Operating Funds**  
**Profit and Loss Budget vs Actual**  
**July 2019**

	<u>Jul 19</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
<b>Pledges</b>				
2019-2020 Pledges	73,684.98	364,560.00	-290,875.02	20.21%
2018-2019 Pledges	2,330.00	7,500.00	-5,170.00	31.07%
<b>Total Pledges</b>	<u>76,014.98</u>	<u>372,060.00</u>	<u>-296,045.02</u>	<u>20.43%</u>
<b>Contributions</b>				
Offertory	1,447.50	27,000.00	-25,552.50	5.36%
Misc Contributions	50.00	0.00	50.00	100.0%
<b>Total Contributions</b>	<u>1,497.50</u>	<u>27,000.00</u>	<u>-25,502.50</u>	<u>5.55%</u>
<b>Fund Raising</b>				
Thrift Shop	8,883.50	95,000.00	-86,116.50	9.35%
Church Fundraisers	900.26	8,000.00	-7,099.74	11.25%
SpringAuct	83.00	13,000.00	-12,917.00	0.64%
CYM Summer Program	0.00	3,000.00	-3,000.00	0.0%
Small Group Fund Raisers	0.00	3,000.00	-3,000.00	0.0%
Food Certificate Sales	250.00	2,000.00	-1,750.00	12.5%
Women's Circle Alliance	300.00	1,500.00	-1,200.00	20.0%
Welcoming Congregation-Income	0.00	3,000.00	-3,000.00	0.0%
<b>Total Fund Raising</b>	<u>10,416.76</u>	<u>128,500.00</u>	<u>-118,083.24</u>	<u>8.11%</u>
<b>BldgUse</b>				
Space Rentals	1,542.60	7,000.00	-5,457.40	22.04%
Weddings/Memorials	500.00	3,500.00	-3,000.00	14.29%
<b>Total BldgUse</b>	<u>2,042.60</u>	<u>10,500.00</u>	<u>-8,457.40</u>	<u>19.45%</u>
<b>Investment,Interest, MiscIncome</b>				
<b>Investment Income</b>				
UUA GIF Distribution	0.00	2,600.00	-2,600.00	0.0%
Alton Smith Char Trust	0.00	1,200.00	-1,200.00	0.0%
Alton Smith Irrev Trust	0.00	1,200.00	-1,200.00	0.0%
<b>Total Investment Income</b>	<u>0.00</u>	<u>5,000.00</u>	<u>-5,000.00</u>	<u>0.0%</u>
Interest Income	0.00	250.00	-250.00	0.0%
<b>Total Investment,Interest, MiscIncome</b>	<u>0.00</u>	<u>5,250.00</u>	<u>-5,250.00</u>	<u>0.0%</u>
<b>Total Income</b>	<u>89,971.84</u>	<u>543,310.00</u>	<u>-453,338.16</u>	<u>16.56%</u>
<b>Gross Profit</b>	89,971.84	543,310.00	-453,338.16	16.56%
<b>Expense</b>				
<b>Staff Salaries</b>				
Clergy Housing	2,200.00	26,400.00	-24,200.00	8.33%
Minister	5,390.00	64,680.00	-59,290.00	8.33%
Admin&FinanceDir	3,591.58	43,099.00	-39,507.42	8.33%
CYM Dir	3,508.44	42,101.00	-38,592.56	8.33%
Music Director	2,942.30	35,308.00	-32,365.70	8.33%
ThriftShopManager	2,684.16	32,206.00	-29,521.84	8.33%
Sexton	1,585.50	19,491.00	-17,905.50	8.14%

**Operating Funds**  
**Profit and Loss Budget vs Actual**  
**July 2019**

Bookkeeper	1,205.30	14,461.00	-13,255.70	8.34%
CYM-Childcare	0.00	4,636.00	-4,636.00	0.0%
Pianist	735.00	10,920.00	-10,185.00	6.73%
<b>Total Staff Salaries</b>	<b>23,842.28</b>	<b>293,302.00</b>	<b>-269,459.72</b>	<b>8.13%</b>
<b>Staff Benefits/Payroll Expenses</b>				
WorkCompInsurance	73.00	2,667.00	-2,594.00	2.74%
Taxes	1,177.88	15,301.00	-14,123.12	7.7%
Minister Benefit (FICA)	574.00	6,885.00	-6,311.00	8.34%
Health Insurance	2,727.42	34,014.00	-31,286.58	8.02%
Pension	1,826.44	26,016.00	-24,189.56	7.02%
Minister's Term Life	128.90	734.00	-605.10	17.56%
<b>Total Staff Benefits/Payroll Expenses</b>	<b>6,507.64</b>	<b>85,617.00</b>	<b>-79,109.36</b>	<b>7.6%</b>
<b>Staff Professional Expenses</b>				
Minister's Professional Exp	0.00	9,000.00	-9,000.00	0.0%
Admin&FinanceDirProf Ex	0.00	1,704.00	-1,704.00	0.0%
CYM Professional Exp	0.00	1,664.00	-1,664.00	0.0%
Music Director Prof Exp	125.00	1,396.00	-1,271.00	8.95%
<b>Total Staff Professional Expenses</b>	<b>125.00</b>	<b>13,764.00</b>	<b>-13,639.00</b>	<b>0.91%</b>
<b>BldgGrounds</b>				
Electric	439.81	4,500.00	-4,060.19	9.77%
Gas	119.74	5,000.00	-4,880.26	2.4%
Groundskeeping	1,546.63	15,000.00	-13,453.37	10.31%
<b>Reg. Maintenance</b>				
Supplies	99.00	4,200.00	-4,101.00	2.36%
Reg. Maintenance - Other	646.46	13,800.00	-13,153.54	4.68%
<b>Total Reg. Maintenance</b>	<b>745.46</b>	<b>18,000.00</b>	<b>-17,254.54</b>	<b>4.14%</b>
Maint-Special Bldg Projects	0.00	8,366.00	-8,366.00	0.0%
Liability/Property Insurance	35.00	13,215.00	-13,180.00	0.27%
Telephone & Internet	343.83	4,000.00	-3,656.17	8.6%
Water	502.09	1,500.00	-997.91	33.47%
<b>Total BldgGrounds</b>	<b>3,732.56</b>	<b>69,581.00</b>	<b>-65,848.44</b>	<b>5.36%</b>
<b>OfficeExpense</b>				
Advertising	220.00	1,500.00	-1,280.00	14.67%
Credit Card/Bank/PayPal Fees	0.00	1,500.00	-1,500.00	0.0%
ComputerAsst	0.00	350.00	-350.00	0.0%
Office Expense/Supplies	0.00	4,000.00	-4,000.00	0.0%
OfficeEquip/Maint	527.90	6,200.00	-5,672.10	8.52%
Payroll Expenses	0.00	800.00	-800.00	0.0%
Software Expense	0.00	1,200.00	-1,200.00	0.0%
<b>Total OfficeExpense</b>	<b>747.90</b>	<b>15,550.00</b>	<b>-14,802.10</b>	<b>4.81%</b>
<b>Loan &amp; Mortgage Payments</b>				
Mortgage Principal Payments	399.30	4,623.00	-4,223.70	8.64%
Mortgage Interest Payments	320.22	4,012.00	-3,691.78	7.98%
EndowLoanRepayment	399.00	4,784.00	-4,385.00	8.34%
<b>Total Loan &amp; Mortgage Payments</b>	<b>1,118.52</b>	<b>13,419.00</b>	<b>-12,300.48</b>	<b>8.34%</b>

**Operating Funds**  
**Profit and Loss Budget vs Actual**  
**July 2019**

<b>Denominational Dues</b>				
<b>UUA-NER</b>	3,568.00	21,407.00	-17,839.00	16.67%
<b>Total Denominational Dues</b>	<u>3,568.00</u>	<u>21,407.00</u>	<u>-17,839.00</u>	<u>16.67%</u>
<b>Consultants/Contract Employees</b>				
<b>Substitute Sexton</b>	0.00	800.00	-800.00	0.0%
<b>OMG Music</b>	0.00	2,400.00	-2,400.00	0.0%
<b>Housekeeping</b>	800.00	8,320.00	-7,520.00	9.62%
<b>Total Consultants/Contract Employees</b>	<u>800.00</u>	<u>11,520.00</u>	<u>-10,720.00</u>	<u>6.94%</u>
<b>Committees</b>				
<b>Board</b>	0.00	1,000.00	-1,000.00	0.0%
<b>HelpingHands</b>	0.00	100.00	-100.00	0.0%
<b>Landscape Committee</b>	147.00	1,000.00	-853.00	14.7%
<b>Membership</b>	29.00	575.00	-546.00	5.04%
<b>One Earth One People</b>	0.00	500.00	-500.00	0.0%
<b>Paul Hush Forums</b>	0.00	600.00	-600.00	0.0%
<b>Social Justice</b>	0.00	1,000.00	-1,000.00	0.0%
<b>Stewardship</b>	0.00	1,000.00	-1,000.00	0.0%
<b>UU Connections</b>	0.00	500.00	-500.00	0.0%
<b>Total Committees</b>	<u>176.00</u>	<u>6,275.00</u>	<u>-6,099.00</u>	<u>2.81%</u>
<b>CYM</b>				
<b>Special Progaming/Multigen</b>	0.00	1,500.00	-1,500.00	0.0%
<b>OWL/COA</b>	0.00	1,000.00	-1,000.00	0.0%
<b>High School Youth Program</b>	0.00	625.00	-625.00	0.0%
<b>Pre K-Grade 6/7</b>	0.00	450.00	-450.00	0.0%
<b>Contract Childcare</b>	22.50	600.00	-577.50	3.75%
<b>Office/Library</b>	0.00	300.00	-300.00	0.0%
<b>Child Care Supplies</b>	0.00	200.00	-200.00	0.0%
<b>Child Abuse Prevention Training</b>	0.00	200.00	-200.00	0.0%
<b>Total CYM</b>	<u>22.50</u>	<u>4,875.00</u>	<u>-4,852.50</u>	<u>0.46%</u>
<b>Music</b>				
<b>Music Scores</b>	0.00	1,000.00	-1,000.00	0.0%
<b>Music Support/Supplies</b>	0.00	500.00	-500.00	0.0%
<b>Guest Musicians</b>	0.00	1,000.00	-1,000.00	0.0%
<b>PianoOrgan</b>	150.00	1,600.00	-1,450.00	9.38%
<b>Total Music</b>	<u>150.00</u>	<u>4,100.00</u>	<u>-3,950.00</u>	<u>3.66%</u>
<b>Worship</b>				
<b>Pastoral Care Coverage</b>	350.00	0.00	350.00	100.0%
<b>Hospitality</b>	0.00	650.00	-650.00	0.0%
<b>Materials/Supplies</b>	0.00	1,250.00	-1,250.00	0.0%
<b>Pulpit Support</b>	0.00	2,000.00	-2,000.00	0.0%
<b>Total Worship</b>	<u>350.00</u>	<u>3,900.00</u>	<u>-3,550.00</u>	<u>8.97%</u>
<b>Total Expense</b>	<u>41,140.40</u>	<u>543,310.00</u>	<u>-502,169.60</u>	<u>7.57%</u>
<b>Net Ordinary Income</b>	<u>48,831.44</u>	<u>0.00</u>	<u>48,831.44</u>	<u>100.0%</u>
<b>Net Income</b>	<u><u>48,831.44</u></u>	<u><u>0.00</u></u>	<u><u>48,831.44</u></u>	<u><u>100.0%</u></u>

**Operating Funds**  
**Profit and Loss Previous Year Comparision**  
**July 2019**

	<u>Jul 19</u>	<u>Jul 18</u>	<u>\$ Change</u>	<u>% Change</u>
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
<b>Pledges</b>				
2019-2020 Pledges	73,684.98	0.00	73,684.98	100.0%
2018-2019 Pledges	2,330.00	69,349.82	-67,019.82	-96.64%
2017-2018 Pledges	0.00	4,051.50	-4,051.50	-100.0%
2016-2017 Pledges	0.00	35.00	-35.00	-100.0%
<b>Total Pledges</b>	<u>76,014.98</u>	<u>73,436.32</u>	<u>2,578.66</u>	<u>3.51%</u>
<b>Contributions</b>				
Offertory	1,447.50	2,168.94	-721.44	-33.26%
Misc Contributions	50.00	6.00	44.00	733.33%
<b>Total Contributions</b>	<u>1,497.50</u>	<u>2,174.94</u>	<u>-677.44</u>	<u>-31.15%</u>
<b>Fund Raising</b>				
Thrift Shop	8,883.50	8,152.11	731.39	8.97%
Church Fundraisers	900.26	0.00	900.26	100.0%
SpringAuct	83.00	205.00	-122.00	-59.51%
Small Group Fund Raisers	0.00	976.11	-976.11	-100.0%
Food Certificate Sales	250.00	0.00	250.00	100.0%
Women's Circle Alliance	300.00	0.00	300.00	100.0%
<b>Total Fund Raising</b>	<u>10,416.76</u>	<u>9,333.22</u>	<u>1,083.54</u>	<u>11.61%</u>
<b>BldgUse</b>				
Space Rentals	1,542.60	280.00	1,262.60	450.93%
Weddings/Memorials	500.00	0.00	500.00	100.0%
<b>Total BldgUse</b>	<u>2,042.60</u>	<u>280.00</u>	<u>1,762.60</u>	<u>629.5%</u>
<b>Investment,Interest, MiscIncome</b>				
<b>Investment Income</b>				
UUA GIF Distribution	0.00	700.37	-700.37	-100.0%
<b>Total Investment Income</b>	<u>0.00</u>	<u>700.37</u>	<u>-700.37</u>	<u>-100.0%</u>
<b>Interest Income</b>	<u>0.00</u>	<u>10.66</u>	<u>-10.66</u>	<u>-100.0%</u>
<b>Total Investment,Interest, MiscIncome</b>	<u>0.00</u>	<u>711.03</u>	<u>-711.03</u>	<u>-100.0%</u>
<b>Total Income</b>	<u>89,971.84</u>	<u>85,935.51</u>	<u>4,036.33</u>	<u>4.7%</u>
<b>Gross Profit</b>	89,971.84	85,935.51	4,036.33	4.7%
<b>Expense</b>				
<b>Staff Salaries</b>				
Clergy Housing	2,200.00	2,200.00	0.00	0.0%
Minister	5,390.00	5,390.00	0.00	0.0%
Admin&FinanceDir	3,591.58	3,591.58	0.00	0.0%
CYM Dir	3,508.44	3,347.08	161.36	4.82%
Music Director	2,942.30	2,942.30	0.00	0.0%
ThriftShopManager	2,684.16	2,684.16	0.00	0.0%
Sexton	1,585.50	1,585.50	0.00	0.0%
Bookkeeper	1,205.30	1,205.30	0.00	0.0%
CYM-Childcare	0.00	68.18	-68.18	-100.0%

**Operating Funds**  
**Profit and Loss Previous Year Comparision**  
**July 2019**

Pianist	735.00	0.00	735.00	100.0%
<b>Total Staff Salaries</b>	<b>23,842.28</b>	<b>23,014.10</b>	<b>828.18</b>	<b>3.6%</b>
<b>Staff Benefits/Payroll Expenses</b>				
WorkCompInsurance	73.00	0.00	73.00	100.0%
Taxes	1,177.88	1,173.42	4.46	0.38%
Minister Benefit (FICA)	574.00	572.00	2.00	0.35%
Health Insurance	2,727.42	1,896.60	830.82	43.81%
Pension	1,826.44	1,826.44	0.00	0.0%
Minister's Term Life	128.90	61.20	67.70	110.62%
<b>Total Staff Benefits/Payroll Expenses</b>	<b>6,507.64</b>	<b>5,529.66</b>	<b>977.98</b>	<b>17.69%</b>
<b>Staff Professional Expenses</b>				
Minister's Professional Exp	0.00	6,173.86	-6,173.86	-100.0%
Music Director Prof Exp	125.00	0.00	125.00	100.0%
<b>Total Staff Professional Expenses</b>	<b>125.00</b>	<b>6,173.86</b>	<b>-6,048.86</b>	<b>-97.98%</b>
<b>BldgGrounds</b>				
Electric	439.81	472.60	-32.79	-6.94%
Gas	119.74	50.14	69.60	138.81%
Groundskeeping	1,546.63	1,827.50	-280.87	-15.37%
<b>Reg. Maintenance</b>				
Supplies	99.00	244.62	-145.62	-59.53%
Reg. Maintenance - Other	646.46	923.68	-277.22	-30.01%
<b>Total Reg. Maintenance</b>	<b>745.46</b>	<b>1,168.30</b>	<b>-422.84</b>	<b>-36.19%</b>
Liability/Property Insurance	35.00	0.00	35.00	100.0%
Telephone & Internet	343.83	328.56	15.27	4.65%
Water	502.09	453.49	48.60	10.72%
<b>Total BldgGrounds</b>	<b>3,732.56</b>	<b>4,300.59</b>	<b>-568.03</b>	<b>-13.21%</b>
<b>OfficeExpense</b>				
Advertising	220.00	220.00	0.00	0.0%
Credit Card/Bank/PayPal Fees	0.00	46.57	-46.57	-100.0%
Office Expense/Supplies	0.00	364.97	-364.97	-100.0%
OfficeEquip/Maint	527.90	807.64	-279.74	-34.64%
Payroll Expenses	0.00	19.13	-19.13	-100.0%
Software Expense	0.00	220.08	-220.08	-100.0%
<b>Total OfficeExpense</b>	<b>747.90</b>	<b>1,678.39</b>	<b>-930.49</b>	<b>-55.44%</b>
<b>Loan &amp; Mortgage Payments</b>				
Mortgage Interest Payments	320.22	337.67	-17.45	-5.17%
EndowLoanRepayment	399.00	866.60	-467.60	-53.96%
<b>Total Loan &amp; Mortgage Payments</b>	<b>719.22</b>	<b>1,204.27</b>	<b>-485.05</b>	<b>-40.28%</b>
<b>Denominational Dues</b>				
UUA-NER	3,568.00	0.00	3,568.00	100.0%
<b>Total Denominational Dues</b>	<b>3,568.00</b>	<b>0.00</b>	<b>3,568.00</b>	<b>100.0%</b>
<b>Consultants/Contract Employees</b>				
Pianist	0.00	603.22	-603.22	-100.0%
Housekeeping	800.00	720.00	80.00	11.11%
<b>Total Consultants/Contract Employees</b>	<b>800.00</b>	<b>1,323.22</b>	<b>-523.22</b>	<b>-39.54%</b>

**Operating Funds**  
**Profit and Loss Previous Year Comparision**  
**July 2019**

<b>Committees</b>				
Landscape Committee	147.00	0.00	147.00	100.0%
Membership	29.00	0.00	29.00	100.0%
<b>Total Committees</b>	<u>176.00</u>	<u>0.00</u>	<u>176.00</u>	<u>100.0%</u>
<b>CYM</b>				
OWL/COA	0.00	820.00	-820.00	-100.0%
High School Youth Program	0.00	67.00	-67.00	-100.0%
Contract Childcare	22.50	0.00	22.50	100.0%
<b>Total CYM</b>	<u>22.50</u>	<u>887.00</u>	<u>-864.50</u>	<u>-97.46%</u>
<b>Music</b>				
PianoOrgan	150.00	0.00	150.00	100.0%
<b>Total Music</b>	<u>150.00</u>	<u>0.00</u>	<u>150.00</u>	<u>100.0%</u>
<b>Worship</b>				
Pastoral Care Coverage	350.00	0.00	350.00	100.0%
Materials/Supplies	0.00	575.00	-575.00	-100.0%
Pulpit Support	0.00	350.00	-350.00	-100.0%
<b>Total Worship</b>	<u>350.00</u>	<u>925.00</u>	<u>-575.00</u>	<u>-62.16%</u>
<b>Total Expense</b>	<u>40,741.10</u>	<u>45,036.09</u>	<u>-4,294.99</u>	<u>-9.54%</u>
<b>Net Ordinary Income</b>	<u>49,230.74</u>	<u>40,899.42</u>	<u>8,331.32</u>	<u>20.37%</u>
<b>Net Income</b>	<u><u>49,230.74</u></u>	<u><u>40,899.42</u></u>	<u><u>8,331.32</u></u>	<u><u>20.37%</u></u>

**Operating Funds**  
**Balance Sheet Previous Year Comparision**  
**July 2019**

	<u>Jul 31, 19</u>	<u>Jul 31, 18</u>	<u>\$ Change</u>	<u>% Change</u>
<b>ASSETS</b>				
<b>Current Assets</b>				
<b>Checking/Savings</b>				
CC5 Ckg - 5859	30,973.87	23,029.06	7,944.81	34.5%
Repo Sweep - 0998	89,870.68	79,757.28	10,113.40	12.68%
<b>Total Checking/Savings</b>	<u>120,844.55</u>	<u>102,786.34</u>	<u>18,058.21</u>	<u>17.57%</u>
<b>Other Current Assets</b>				
Clergy Housing Repayment	3,025.00	6,325.00	-3,300.00	-52.17%
Emergency Reserve Fund	-29,400.00	-29,400.00	0.00	0.0%
Capital Expense Fund	-25,250.00	-25,250.00	0.00	0.0%
Unearned Pledges	0.00	-12,014.00	12,014.00	100.0%
<b>Total Other Current Assets</b>	<u>-51,625.00</u>	<u>-60,339.00</u>	<u>8,714.00</u>	<u>14.44%</u>
<b>Total Current Assets</b>	<u>69,219.55</u>	<u>42,447.34</u>	<u>26,772.21</u>	<u>63.07%</u>
<b>Fixed Assets</b>	1,761,018.93	1,803,280.93	-42,262.00	-2.34%
<b>Other Assets</b>				
Food Coupon Inventory	4,575.00	5,525.00	-950.00	-17.2%
Petty Cash	100.00	100.00	0.00	0.0%
<b>Total Other Assets</b>	<u>4,675.00</u>	<u>5,625.00</u>	<u>-950.00</u>	<u>-16.89%</u>
<b>TOTAL ASSETS</b>	<u><u>1,834,913.48</u></u>	<u><u>1,851,353.27</u></u>	<u><u>-16,439.79</u></u>	<u><u>-0.89%</u></u>
<b>LIABILITIES &amp; EQUITY</b>				
<b>Liabilities</b>				
<b>Current Liabilities</b>				
<b>Other Current Liabilities</b>				
Split Plate	2,622.00	100.00	2,522.00	2,522.0%
Current Portion-Loan Endow	10,399.00	10,399.00	0.00	0.0%
Current portion-Loan Meeting H	4,080.00	4,080.00	0.00	0.0%
Payroll Liabilities	11,974.45	7,403.38	4,571.07	61.74%
<b>Total Other Current Liabilities</b>	<u>29,075.45</u>	<u>21,982.38</u>	<u>7,093.07</u>	<u>32.27%</u>
<b>Total Current Liabilities</b>	29,075.45	21,982.38	7,093.07	32.27%
<b>Long Term Liabilities</b>				
Loan-Meeting House Improvements	80,744.66	84,984.78	-4,240.12	-4.99%
Loan-Endowment Fund	185,385.71	218,292.70	-32,906.99	-15.08%
<b>Total Long Term Liabilities</b>	<u>266,130.37</u>	<u>303,277.48</u>	<u>-37,147.11</u>	<u>-12.25%</u>
<b>Total Liabilities</b>	295,205.82	325,259.86	-30,054.04	-9.24%
<b>Equity</b>				
Unrealized Endow Loan Gain/Loss	106,584.59	73,677.60	32,906.99	44.66%
Retained Earnings	1,383,173.11	1,411,516.39	-28,343.28	-2.01%
Net Income	49,949.96	40,899.42	9,050.54	22.13%
<b>Total Equity</b>	<u>1,539,707.66</u>	<u>1,526,093.41</u>	<u>13,614.25</u>	<u>0.89%</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>1,834,913.48</u></u>	<u><u>1,851,353.27</u></u>	<u><u>-16,439.79</u></u>	<u><u>-0.89%</u></u>

**FPBUU FY2019 Year-end Actual vs Projected/Budgeted**

		Actual FYE 6/30/19	Projected FYE 6/30/19 As of 05/09/19	Approved FY19 Budget (2018-2019)
<b>No.</b>	<b>INCOME</b>			
1	<b>A. Pledges</b>			
2	Pledges	354,438	365,900	395,000
3	Less: Lost Pledges (2%)	6,105	-7,318	-7,900
4	<b>Total</b>	<b>360,543</b>	<b>358,582</b>	<b>387,100</b>
5	Pledges Prior Years	13,903	13,228	7,500
6	<b>Total Pledges</b>	<b>374,446</b>	<b>371,810</b>	<b>394,600</b>
7	<b>TOTAL PLEDGES/TOTAL INCOME</b>	<b>70%</b>	<b>70%</b>	<b>71%</b>
8	<b>B. Other Income</b>	345	315	0
9	<b>C. Fund Raising Events</b>			
10	Thrift Shop/Annex	88,831	90,000	90,000
11	Church Fundraisers	5,838	5,837	9,000
12	Spring Auction	15,402	13,000	10,000
13	CYM Summer Program	1,175	3,000	
14	Small Group Fund Raisers	5,368	4,600	6,600
15	Welcoming Congregation Gift - Gayla Ball	2,800	2,800	2,000
16	Food Certificate Sales	1,650	2,000	2,000
17	Women's Circle Alliance	2,058	1,500	500
18	<b>Total Fund Raising</b>	<b>123,122</b>	<b>122,737</b>	<b>120,100</b>
19	<b>D. Offertory</b>			
20	Offertory - Cash & Checks	25,671	25,000	30,000
21	<b>Total Offertory</b>	<b>25,671</b>	<b>25,000</b>	<b>30,000</b>
22	<b>E. Building Use</b>			
23	Space Rentals	4,334	3,800	3,000
24	Weddings/Memorials	2,895	2,700	2,000
25	Hospitality/Social Hour	0		0
26	<b>Total Building Use</b>	<b>7,229</b>	<b>6,500</b>	<b>5,000</b>
27	<b>F. Investment, Interest, Misc Inc.</b>			
28	Investment Income	5,832	5,000	5,000
29	Interest Income	97.26	250	250
30	<b>Total Inv, Int, Misc Inc.</b>	<b>5,929</b>	<b>5,250</b>	<b>5,250</b>
31	<b>TOTAL INCOME</b>	<b>536,741</b>	<b>531,612</b>	<b>554,950</b>
32	<b>EXPENSES</b>			
33	<b>A. Staff Salaries includes dis. ins.)</b>			
34	Minister (Includes Housing)	91,080	91,080	91,080
35	Admin & Finance Director .9 FTE	43,099	43,099	43,099
36	CYM Director .916 FTE	40,165	40,165	40,165
37	Music Director .625 FTE	35,308	35,308	35,308
38	Thrift Shop Manager .90 FTE	32,210	32,206	32,206
39	Sexton .51 FTE	19,543	19,491	19,491
40	Pianist .15 FTE	5,320	5,125	8,174
41	Bookkeeper .375 FTE	14,464	14,461	14,461
42	Youth Ministry Coordinator	-	-	-
43	Child Care Workers	2,313	2,273	2,273
44	<b>Total Staff Salaries</b>	<b>283,502</b>	<b>283,208</b>	<b>286,257</b>
45	<b>B. Staff Benefits/Payroll Expenses</b>			
46	Pension Contributions (max 10% of salary)	25,224	25,164	25,164
47	Employee Health	27,734	28,098	26,098
48	FICA (7.65% of salary)	14,288	14,138	14,138
49	Minister's FICA Reimbursement (7.65%)	6,876	6,885	6,885
50	Minister's Term Life Insurance	673	734	734
51	Workers Comp. Insurance	2,598	2,667	2,667
52	<b>Total Staff Benefits</b>	<b>77,393</b>	<b>77,686</b>	<b>75,686</b>
53	<b>C. Staff Professional Expenses</b>			



**FPBUU FY2019 Year-end Actual vs Projected/Budgeted**

		<b>Actual FYE 6/30/19</b>	<b>Projected FYE 6/30/19 As of 05/09/19</b>	<b>Approved FY19 Budget (2018-2019)</b>
54	Minister Prof. Exp.	8,964	9,000	9,000
55	Admin & Finance Dir Prof. Exp.	1,704	1,704	1,704
56	CYM Director Prof. Exp.	1,588	1,588	1,588
57	Music Director Prof. Exp.	1,396	1,396	1,396
58	<b>Total Staff Professional Expenses</b>	<b>13,652</b>	<b>13,688</b>	<b>13,688</b>
59	<b><u>D. Property Management</u></b>			
60	Properties-Maintenance	14,262	12,800	13,800
61	Properties-Capital Imps	13,858	13,948	13,948
62	<i>Total Maint &amp; Cap. Imp (5% per policy)</i>	<i>28,120</i>	<i>26,748</i>	<i>27,748</i>
63	Properties-Supplies	3,299	4,200	4,200
64	Grounds Keeping	10,121	12,500	15,000
65	Liability/Property Insurance	5,602	5,610	10,403
66	Housekeeping-Contractor	8,040	8,320	8,320
67	Electric	4,169	4,500	4,500
68	Gas	5,695	5,500	5,000
69	Phone/Internet	4,011	3,962	3,745
70	Water	1,419	1,419	1,500
71	<b>Total Property Management</b>	<b>70,475</b>	<b>72,759</b>	<b>80,416</b>
72	<b><u>E. Office Expenses</u></b>			
73	Office Equipment & Maintenance	6,618	7,000	7,000
74	Office Expenses & Supplies	4,400	4,000	4,000
75	Credit Card Fees/ Bank Fees	2,231	1,500	1,500
76	Software Expense	1,911	1,200	1,200
77	Advertising	1,593	1,500	1,500
78	Payroll Expense	795	800	800
79	Computer Assistance	0	350	350
80	Financial Audit/Review (Last one FYE 6-30-18)			-
81	<b>Total Office Expenses</b>	<b>17,548</b>	<b>16,350</b>	<b>16,350</b>
82	<b><u>F. Loan Payments</u></b>			
83	Endowment Loan Pymts	10,399	10,399	10,399
84	Meeting House Mortgage Principal Pymts	4,623	4,038	4,038
85	Meeting House Mortgage Interest Pymts	4,012	4,597	4,597
86	<b>Total Loan Payments</b>	<b>19,034</b>	<b>19,034</b>	<b>19,034</b>
87	<b><u>G. Denominational Dues - UUA &amp; NE Regio</u></b>	<b>21,671</b>	<b>26,005</b>	<b>26,005</b>
88	<b><u>H. Worship and Ministry</u></b>			
89	Pulpit Support/Guest Speakers	2,650	2,800	3,200
90	Substitute Sexton	613	613	800
91	Pastoral Care Coverage	-	-	300
92	Hospitalty	644	500	500
93	Materials and Supplies	1,390	800	800
94	<b>Total Worship and Ministry</b>	<b>5,296</b>	<b>4,713</b>	<b>5,600</b>
95	<b><u>I. Committees</u></b>			
96	Social Justice	2,398	2,500	4,150
97	One Earth One People/Racial Justice	1,674	1,675	1,675
98	Green Sanctuary Committee	175	175	350
99	Paul Hush Forums Committee	1,200	1,200	1,200
100	UU Connections	1,665	1,500	3,000
101	Stewardship Committee	914	914	1,500
102	Landscape Committee	1,132	1,200	1,200
103	Board of Trustees	710	800	1,500
104	Council	252	300	500
105	Membership Committee	347	600	575
106	Sunday Morning Worship Support	-	-	150

**FPBUU FY2019 Year-end Actual vs Projected/Budgeted**

		<b>Actual FYE 6/30/19</b>	<b>Projected FYE 6/30/19 As of 05/09/19</b>	<b>Approved FY19 Budget (2018-2019)</b>
107	Helping Hands	72	72	100
108	<b>Total Committees</b>	<b>10,539</b>	<b>10,936</b>	<b>15,900</b>
109	<b><u>J. Children and Youth Ministries</u></b>			
110	Special Programming/Multigen	1,484	1,500	1,500
111	O.W.L. (Our Whole Lives)/COA	801	500	1,000
112	Office/Library	453	500	500
113	Pre-K to Grade 8	501	900	900
114	High School Youth Group	753	800	800
115	CYM Childcare	853	1,000	1,000
116	Child Care Supplies	227	300	300
117	<b>Total CYM</b>	<b>5,074</b>	<b>5,500</b>	<b>6,000</b>
118	<b><u>K. Music</u></b>			
119	Pianist - Contract	2,239	2,264	2,114
120	OMG Music-Contractor	2,400	2,400	2,400
121	OMG Music/Supplies	-	-	400
122	Guest Musicians	975	2,000	2,000
123	Music Scores	1,310	1,000	1,000
124	Piano/Organ Mntnce/Tuning	1,327	1,600	1,600
125	Music Support/Supplies	1,012	500	500
126	<b>Total Music</b>	<b>9,263</b>	<b>9,764</b>	<b>10,014</b>
127	<b><u>L. Contingencies &amp; Other Funds</u></b>			
128	Contingency for Emergencies			
129	Contingency for Sabbatical Leave			
130	Facilities Assessment (Building Use)			
131	<b>Total Contingencies and Other Funds</b>	-	-	-
132	<b>TOTAL EXPENSES</b>	<b>533,446</b>	<b>539,643</b>	<b>554,950</b>
133				
134	<b>NET INCOME</b>	<b>3,295</b>	<b>-8,031</b>	<b>1</b>

**FPBUU FY2019 Year-end Actual vs Projected/Budgeted**

<b>No.</b>	<b>INCOME</b>	<b>Actual FYE 6/30/19</b>	<b>Difference from Projection</b>	<b>Difference from Budget</b>
1	<b>A. Pledges</b>			
2	Pledges	354,438	-11,462	-40,562
3	Less: Lost Pledges (2%)	6,105	13,423	14,005
4	Total	360,543	1,961	-26,557
5	Pledges Prior Years	13,903	675	6,403
6	<b>Total Pledges</b>	<b>374,446</b>	2,636	-20,154
7	<b>TOTAL PLEDGES/TOTAL INCOME</b>	<b>70%</b>		
8	<b>B. Other Income</b>	345	30	345
9	<b>C. Fund Raising Events</b>		0	0
10	Thrift Shop/Annex	88,831	-1,169	-1,169
11	Church Fundraisers	5,838	1	-3,162
12	Spring Auction	15,402	2,402	5,402
13	CYM Summer Program	1,175	-1,825	1,175
14	Small Group Fund Raisers	5,368	768	-1,232
15	Welcoming Congregation Gift - Gayla Ball	2,800	0	800
16	Food Certificate Sales	1,650	-350	-350
17	Women's Circle Alliance	2,058	558	1,558
18	<b>Total Fund Raising</b>	<b>123,122</b>	385	3,022
19	<b>D. Offertory</b>		0	0
20	Offertory - Cash & Checks	25,671	671	-4,329
21	<b>Total Offertory</b>	<b>25,671</b>	671	-4,329
22	<b>E. Building Use</b>		0	0
23	Space Rentals	4,334	534	1,334
24	Weddings/Memorials	2,895	195	895
25	Hospitality/Social Hour	0	0	0
26	<b>Total Building Use</b>	<b>7,229</b>	729	2,229
27	<b>F. Investment, Interest, Misc Inc.</b>		0	0
28	Investment Income	5,832	832	832
29	Interest Income	97.26	-153	-153
30	<b>Total Inv, Int, Misc Inc.</b>	<b>5,929</b>	679	679
31	<b>TOTAL INCOME</b>	<b>536,741</b>	5,129	-18,209
32	<b>EXPENSES</b>		0	0
33	<b>A. Staff Salaries includes dis. ins.)</b>		0	0
34	Minister (Includes Housing)	91,080	0	0
35	Admin & Finance Director .9 FTE	43,099	0	0
36	CYM Director .916 FTE	40,165	0	0
37	Music Director .625 FTE	35,308	0	0
38	Thrift Shop Manager .90 FTE	32,210	4	4
39	Sexton .51 FTE	19,543	52	52
40	Pianist .15 FTE	5,320	195	-2,854
41	Bookkeeper .375 FTE	14,464	3	3
42	Youth Ministry Coordinator	-	0	0
43	Child Care Workers	2,313	40	40
44	<b>Total Staff Salaries</b>	<b>283,502</b>	294	-2,755
45	<b>B. Staff Benefits/Payroll Expenses</b>		0	0
46	Pension Contributions (max 10% of salary)	25,224	60	60
47	Employee Health	27,734	-364	1,636
48	FICA (7.65% of salary)	14,288	150	150
49	Minister's FICA Reimbursement (7.65%)	6,876	-9	-9
50	Minister's Term Life Insurance	673	-61	-61
51	Workers Comp. Insurance	2,598	-69	-69

**FPBUU FY2019 Year-end Actual vs Projected/Budgeted**

	Actual FYE 6/30/19	Difference from Projection	Difference from Budget
52 <b>Total Staff Benefits</b>	<b>77,393</b>	-293	1,707
53 <b>C. Staff Professional Expenses</b>		0	0
54 Minister Prof. Exp.	8,964	-36	-36
55 Admin & Finance Dir Prof. Exp.	1,704	0	0
56 CYM Director Prof. Exp.	1,588	0	0
57 Music Director Prof. Exp.	1,396	0	0
58 <b>Total Staff Professional Expenses</b>	<b>13,652</b>	-36	-36
59 <b>D. Property Management</b>			
60 Properties-Maintenance	14,262	1,462	462
61 Properties-Capital Imps	13,858	-90	-90
62 <i>Total Maint &amp; Cap. Imp (5% per policy)</i>	<i>28,120</i>		
63 Properties-Supplies	3,299	-901	-901
64 Grounds Keeping	10,121	-2,379	-4,879
65 Liability/Property Insurance	5,602	-8	-4,801
66 Housekeeping-Contractor	8,040	-280	-280
67 Electric	4,169	-331	-331
68 Gas	5,695	195	695
69 Phone/Internet	4,011	49	266
70 Water	1,419	0	-81
71 <b>Total Property Management</b>	<b>70,475</b>	-2,284	-9,940
72 <b>E. Office Expenses</b>		0	0
73 Office Equipment & Maintenance	6,618	-382	-382
74 Office Expenses & Supplies	4,400	400	400
75 Credit Card Fees/ Bank Fees	2,231	731	731
76 Software Expense	1,911	711	711
77 Advertising	1,593	93	93
78 Payroll Expense	795	-5	-5
79 Computer Assistance	0	-350	-350
80 Financial Audit/Review (Last one FYE 6-30-18)		0	0
81 <b>Total Office Expenses</b>	<b>17,548</b>	1,198	1,198
82 <b>F. Loan Payments</b>		0	0
83 Endowment Loan Pymts	10,399	0	0
84 Meeting House Mortgage Principal Pymts	4,623	585	585
85 Meeting House Mortgage Interest Pymts	4,012	-585	-585
86 <b>Total Loan Payments</b>	<b>19,034</b>	0	0
87 <b>G. Denominational Dues - UUA &amp; NE Regio</b>	<b>21,671</b>	-4,334	-4,334
88 <b>H. Worship and Ministry</b>		0	0
89 Pulpit Support/Guest Speakers	2,650	-150	-550
90 Substitute Sexton	613	-1	-188
91 Pastoral Care Coverage	-	0	-300
92 Hospitality	644	144	144
93 Materials and Supplies	1,390	590	590
94 <b>Total Worship and Ministry</b>	<b>5,296</b>	583	-304
95 <b>I. Committees</b>		0	0
96 Social Justice	2,398	-102	-1,752
97 One Earth One People/Racial Justice	1,674	-1	-1
98 Green Sanctuary Committee	175	0	-175
99 Paul Hush Forums Committee	1,200	0	0
100 UU Connections	1,665	165	-1,335
101 Stewardship Committee	914	0	-586

**FPBUU FY2019 Year-end Actual vs Projected/Budgeted**

	<b>Actual FYE 6/30/19</b>	<b>Difference from Projection</b>	<b>Difference from Budget</b>
102 Landscape Committee	1,132	-68	-68
103 Board of Trustees	710	-90	-790
104 Council	252	-48	-248
105 Membership Committee	347	-253	-228
106 Sunday Morning Worship Support	-	0	-150
107 Helping Hands	72	0	-28
<b>108 Total Committees</b>	<b>10,539</b>	<b>-397</b>	<b>-5,361</b>
<b>109 J. Children and Youth Ministries</b>		0	0
110 Special Programming/Multigen	1,484	-16	-16
111 O.W.L. (Our Whole Lives)/COA	801	301	-199
112 Office/Library	453	-47	-47
113 Pre-K to Grade 8	501	-399	-399
114 High School Youth Group	753	-47	-47
115 CYM Childcare	853	-147	-147
116 Child Care Supplies	227	-73	-73
<b>117 Total CYM</b>	<b>5,074</b>	<b>-426</b>	<b>-926</b>
<b>118 K. Music</b>		0	0
119 Pianist - Contract	2,239	-25	125
120 OMG Music-Contractor	2,400	0	0
121 OMG Music/Supplies	-	0	-400
122 Guest Musicians	975	-1,025	-1,025
123 Music Scores	1,310	310	310
124 Piano/Organ Mntnce/Tuning	1,327	-273	-273
125 Music Support/Supplies	1,012	512	512
<b>126 Total Music</b>	<b>9,263</b>	<b>-501</b>	<b>-751</b>
<b>127 L. Contingencies &amp; Other Funds</b>		0	0
128 Contingency for Emergencies		0	0
129 Contingency for Sabattical Leave		0	0
130 Facilities Assessment (Building Use)		0	0
<b>131 Total Contingencies and Other Funds</b>	<b>-</b>	<b>0</b>	<b>0</b>
<b>132 TOTAL EXPENSES</b>	<b>533,446</b>	<b>-6,197</b>	<b>-21,503</b>
133		0	0
<b>134 NET INCOME</b>	<b>3,295</b>	<b>11,326</b>	<b>3,295</b>

UUA APF for FY 19 - balance due \$3,006  
 Liability Insurance half payment