

April 2020 Board of Trustees Meeting Packet

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President's Report

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Agenda April 16, 2020
FPBUU Board of Trustees

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	Minister

Guests:

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

6:55 Read Board Covenant – All

7:00 “Centering” Discussion - Jessica

7:15 Financial – Diane

7:45 Policy - Katharine

7:55 Facilities Plan (Hotchkiss date) - Jim

8:00 Brief Preview of Goals & Other Subjects – Jim

- GA 2020
- Covid-19 status & welfare of FPBUU
- LDC & Candidates
- Stewardship

8:25 Consent agenda: March 2020 Board minutes, President’s report, Minister’s Report, Admin and Finance report, Life Span Faith report, and Financial Reports, Policy Committee report & draft of the new policies,

8:30 Check-out / Closing

FIRST PARISH BREWSTER UU BOARD MINUTES

March 19, 2020 Zoom Meeting

Members in Attendance:

Jim Hild, President
Carol DiAnna, President-Elect
Pat Stover, Past President
Susan Smith, Clerk
Diane Pansire, Treasurer
Marian Brunck, Member at Large
Katharine Farnham, Member at Large
Liz Gordon, Member at Large
Frank Re, Member at Large

Staff in Attendance: Rev Jessica Clay, Twinks Hastings

Spiritual Opening/Focused Check-in Jessica led us in our opening and check in.

Centering Discussion Jessica led us in a discussion of Centering to page 127. Next month we will read to page 153.

Jessica's Evaluation feedback This discussion will be tabled until a later time. One point for discussion will be what is the congregation's responsibility?

Minister's Time Jessica We are in the first week of physical distancing and sheltering in place in light of the Coronavirus pandemic. Our world has changed and we are looking at a long haul. Although a decision hasn't been made, Jessica is concerned about her ability to care for everyone, while living in physical isolation alone. She is proposing to go to live with her family in Salt Lake City, Utah and do the work from there. She is confident that she can continue to perform as she is now. She will see how it goes and return at the first sign of physical distancing measures being lifted. The Board was generally in support.

Financial Diane The Finance Committee has created the dream budget. Where does that leave us, getting everything we aspire to on a gross of \$400,000, \$35K short on salary \$30K short on operating expenses? With the plunge in the markets and a certain recession, these are financially uncertain times, incomes and portfolios are negatively impacted. The Heed Fund currently has \$5,000, with two requests for assistance. There is a financial surplus this year, which will hopefully cover the offertory we may lose and the Thrift Store \$5,000/month we will lose. We have a bit of a cushion. So much is unknown. Can we have our auction? We are

mid-way through our stewardship campaign. We are committed to pay staff, who are working from home except for Ted who comes in and Jennie doing special projects like painting. Danica, recovering from shoulder surgery, will be back at the beginning of April. Gratefully, Susan Flaws comes in. The Offertory during online worship will be scrolling "text to give". Diane would like to see us change next year to a concept of having an aspirational budget before the stewardship campaign, to involve the congregation.

Policy Katharine, There is nothing to report at this time, as there was no meeting last month. We will postpone a discussion of consolidating our committees until a future meeting.

Facilities Plan/Capital Campaign Jim Our meeting with Dan Hotchkiss has been set, so hold the June 18 date. He is sending us an agreement. Jessica will keep us posted.

Review of Goals Jim **GA 2020**. Our best guess is that GA will be moving to an all virtual gathering. Hotel reservations can be canceled until mid-May. **Coronavirus response** The Thrift Store will be closed down. Linda is cleaning the store now, and volunteers need to stay home. Our new manager Celine will have reduced hours, while she organizes and gets ready for a reopening. **LDC & Candidates** Judy says two positions are unfilled. At the next Board meeting we will get a report with candidates. **The Building Committee** made a report that they have found a very affordable steeple and clock repair solution, using a steeplejack, who works without expensive scaffold. The Board expressed appreciation that the committee found this bid and passed a motion to accept the steeple proposal.

Other updates **Faith Family Kitchen** is continuing to provide meals, served by handing take-out bags through the window. **St. Joseph's Shelter** will still provide meals as we continue to do that work in the crisis. Planning for **FPB Summer Camp** is on hold at this time. Worship Service and all meetings are moving to video conferencing, **Zoom** sessions.

Consent Agenda The Board voted unanimously to accept the Consent Agenda which consisted of the February Board minutes, the Special Meeting Board minutes, the President's Report, the Minister's report, Admin and Finance report, Lifespan Faith Development report, and Financial reports.

Pat would like to write a letter of appreciation to all staff thanking them for all they are doing at this very challenging time.

Check out/Closing

Respectfully submitted, Susan Smith Clerk

President's Report, 16 April 2020

We continue to work this month under stress and concern of Pandemic coronavirus (Covid-19), which resulted in closing the Church, meeting electronically with people sequestered in their homes. The Board, as well as, other groups within FPBUU are working at home and meeting with each other electronically via Zoom (an electronic meeting app) when needed. The Board successfully met last month using Zoom and will be doing the same this month and most likely for several months to come. Rev Jessica, Carol DiAnna and I met via Zoom at the beginning of April to discuss the Agenda of our April Board meeting. Carol DiAnna, Pat Stover and I also met via Zoom before our April Board meeting to discuss our approach to completing our Board goals for this Church year as well as relevant topics to be discussed at our April Board meeting.

This month, the Board will be addressing where we are in our stewardship campaign as well as where we stand in meeting this year's financial commitments. Given the possible decrease in revenue because of the current financial crises in the country, we will address what the Finance Committee recommends and what the Board then may need to do to finish out this year's budget commitments. An example being: scheduled fundraisers may need to be modified or canceled, losing that budgeted income. Given the temporary closing of the Thrift store, will reduce the income projected for this church year.

General Assembly (GA) will most likely be canceled or possibly conducted electronically in some manner. I and many others are saddened by the loss of a GA experience in Providence RI, that logistically is so close to us on the Cape this year.

It appears that we have adjusted to working at home and communicating with each other successfully. Having to adjust to being isolated from each other and the community in general, is not an easy adjustment to do. We are learning new ways to occupy our time at home. Our Board trustee, Marian Brunck and others are making much needed face masks to give to the medical community. Thank you Marian. Others of us are reaching out to church members to check in with them, to see if they need help, but to also reassure them that we are all in this together.

Our minister, Twinks Hastings and the Worship Committee have been hard at work setting up weekly Zoom sessions that members of the church can attend which helps keep us informed as well as staying in touch with each other. In addition, they have been producing Sunday services which have been attended by well over 100 people each Sunday.

I am encouraged by the way our minister, church leadership and our church members who have risen to the occasion and adjusted to being isolated in our homes because of the Covid-19 pandemic. The interruption of being isolated and not being able physically attend church services and meetings along with so many of the Cape's businesses closing, has greatly affected our normal routines and ways of doing business. This too will pass. Stay safe.

Jim Hild

Board President

"Change is never painful, only resistance to change is painful." Buddha

Minister's Board Report for April 2020

Overall thoughts:

I am so grateful to the FPBUU Board for their hard work in supporting our congregation. Thank you for all that you are doing. I think that overall the congregation is weathering this pandemic well, even though it is wearing on us all.

Worship and Rites of Passage:

Online worship began as of March 22nd, our attendance has been increasing since then. We are averaging around 150 people attending our worship services. The worship services are a lot of work for Twinks, Karena and I, and providing that there are no deaths in the week prior, we will be taking off Sunday April 19th and encouraging our people to worship with other Cape Cod congregations. We will be sending out links for this. I have had an average of 15 people for the short Wednesday night vespers service, these have been very sweet and I think people are benefitting from them.

Pastoral Care:

I continue to be in very close contact with Tavia Ossola who is in charge of pastoral care and helping hands, as we monitor the needs of the congregation. Several days during the week I have been individually reaching out to members to check in on them as well. Our caring circles seem to be working well, and some people have reported they no longer need phone calls to check in. So far, I have not heard of anyone in the congregation being ill from COVID-19. Twinks and I are offering 5 different online opportunities each week for the community to gather, people seem to be taking advantage of them and appreciating them.

Social Justice in the Public Square:

I received an ask from a member of our community around supporting the Wampanoags and sent out a video request to the community to call their representatives regarding the recent decision to steal the Wampanoag's land. I am in close contact with social justice as we change up the split plate organizations to try to send money to the organizations that are providing relief during this pandemic.

Administration:

Karena and I met with the Stewardship Committee co-chairs this week prior to the finance meeting. We will be meeting again towards the end of the month. Around half of our pledges for next year have been received, and we will be doing an ask for the remaining pledges around the beginning of May, once we have passed the peak of this virus. Karena and I drew up draft budgets for the remainder of this year and for next, which you will see in the board packet and I will discuss in detail in the board meeting.

Serves the Larger Unitarian Universalist Faith:

GA will be virtual, unfortunately. It has not been announced as cancelled yet because the UUA is waiting until the stay at home order has been extended into June so they can get a refund on their hotel and convention center deposits.

Report from Administration and Finance Director – April 2020

Pledges & Financials (see the cover page of the financial reports for more info)

- For FY19-20 we currently have 226 pledge units for a total of \$386,906 pledge commitments.
- For FY20-21 we currently have 106 pledge units for a total of \$240,615 pledge commitments
- I submitted the Federal Payroll Protection Plan loan application with Cape Code 5, April 7th, 2020. We could receive up to \$73,000 in funds, which can be forgiven if used per guidelines such as: three quarters of funds received must be used for qualifying payroll expenses, such as salary, health insurance and retirement payments and we must maintain our current payroll. I am not sure how quickly I might hear back on the status, but I will follow up as soon as I know more.

Property Management

- As you are probably aware, I changed the codes on the buildings last week. This was a decision I and Rev. Jessica made to ensure the safety of those few staff and volunteers who are still working on campus. If anyone needs to get in one of the buildings, they can contact me, and arrangements will be made.
- I met with the Building Maintenance Committee this week, and all upcoming special projects have been put on hold. Rog Smith has reached out to the company for the steeple repairs to determine any issues with delaying those repairs for a year due to the current situation. Any urgent property needs requiring funds will be brought to the Board for consideration, but the consensus of the Committee was that we are in pretty good shape.
- Jennie has been taking this opportunity to do some of the needed interior painting of the buildings; and Celine is busy cleaning up and organizing the stores along with setting up a more robust online presence for our Thrift Store.
- Landscape Committee members have been working on different parts of the campus following all the current physical distancing and other CDC recommendations. Keeping everyone safe is top priority.

Administration as Ministry

- I have had to learn how to do “all the things” differently; setting up new systems to adapt to the current situation. I am very grateful for our amazing Minister and dedicated staff; they continue to be a big support during this time. I also am immensely grateful to Susan Flaws, who continues to serve FPBUU by picking up and dropping off mail, checking phone messages, tracking pledges and other tasks as needed; she deserves an award! Working in this community at this time is truly amazing. And although working right now is exhausting, it is at the same time full of purpose and a beacon within this storm of uncertainty.
- I am preparing for if/or when no one is able to go into the office. Currently, Ted goes into the office to pay bills, make deposits and enter payroll. I am following guidelines from the UUA and AUUA (Association of Unitarian Universalist Administrators) and thankful for the support from both of these organizations. I have attended webinars and zoom meetings; read pages and pages of resources to best educate myself to help FPBUU navigate this as best as possible. The truth is, there is way too much unknown to really feel prepared, but I am reaching out and asking questions and listening to those with more information than I. I do have a tremendous amount of faith in the UUA’s ability to provide steady guidance and support.
- I have met several times with my COVE team via Zoom; to provide fellowship and building new skills together. These sessions have been incredibly moving and hopeful, and I am aware of what an amazing resource this congregation is to so many during this challenging time.
- I continue to meet virtually with the staff that I supervise as needed for support and guidance.

Worship and Congregational Support

- It has been a pleasure to collaborate and offer support for Sunday Morning Worship via Zoom. It’s been an imperfect process, and the appreciation of the congregants for what we have been able to provide for worship and support during this time of physical distance fills my soul. Being required to work on Sundays does prevent me from attending to other commitments, but we are all making adjustment during this time.

Blessings, Karena Stroh, Administration and Finance Director

Overview

This has been the most whacky month of my employment at FPB

Programing

We have successfully established on-line classes for all of our programs, Pre-K through Youth Group. The pre-k class meets before worship and it's a beautiful way to start the day – 6 littles waving and watching themselves move on the screen. Elenita and Judy finished out their teaching weeks online and did an unbelievable job. They created a full-scale cave in their house and dropped supplies off to each kid. We even have a child from Scotland participating. Myself and four members of the committee are working on the May program, I will be teaching with support from one of them each week.

I have been teaching COA and Youth Group. Both groups will do their respective services on-line. There is much disappointment amongst the seniors who will not get to walk over the bridge. If there is a suitable moment in the next church year for them to do this, I would like to make it happen.

One of our middle school youth had brain surgery this past week, Rev Jessica joined me and we hosted a healing/support circle the night before. She is doing well.

Our attendance has never been better.

Lifespan

Each week I hold a zoom parents/care givers circle. Fun Friday program and a lunch hour. I have been joining Jessica's zoom time as well to stay connected to the congregation.

Families

Each CYM member has adopted 3-4 families and calls once a week to check-in. I am also calling all the families and following up with any concerns from the CYM folks. Most families have reached out to me in person either with struggles or gratitude for what we are doing to support them at this time. I continue to take calls and provide as much comfort as I can. Our families are struggling.

I also through a series of random events I was able to facilitate food parcels (with the help of Tavia and Laura Gill) to many of our families who have one or more parents out of work and some other members of the congregation. It felt good to help with that need.

CYM Committee

This committee as ever are rocking this challenge. We are working well together to do what we can. The Brewster in Doom parade (that's the working title) will take place on May 2nd.

No bubbles will be blown as it was established that they were in fact just floating balls of plague.

Worship

I am supporting Jessica with worship. I am so impressed by Jessica's newly developed tech skills and leadership in this time.

In conclusion

There are no words for this time. My work is helping give me a sense of purpose through this challenge, and for that I am grateful. This congregation has risen to the task with grace, humor, bravery and love. I am lucky to belong. In some ways I feel a much deeper connection to our families through this, even though it is incredibly tough, our kids are resilient and beautiful and it's an honor to be part of this with them.

Twinks Hastings, Director of Lifespan Religious Education

First Parish Brewster
Stewardship

As of 4/9/2020 we have the following in pledges for FY2021:

109 Pledge Units for a total of \$242,135

By Category:		New:	4
\$15,000+	3	Increased:	35
\$7,500-\$14,999	2	Same:	50
\$5,000-\$7,499	10	Decreased:	<u>20</u>
\$2,500-\$4,999	17		109
\$2,000-2,499	3		
\$1,000-\$1,999	28		
\$500-\$999	25		
\$1-\$499	<u>21</u>		
	109		

The Stewardship Committee plans to put pledge notice reminders in the weekly Angle through the month of April coupled with a few selected phone calls.

In May there will be a more direct appeal via mail, email, phone calls as well as announcements during our online Sunday services.

It is too early to predict where we will end up in terms of a total pledge amount. The Stewardship Committee continues to work with the Finance Committee to help craft a realistic budget for FY 21.

Also, we have discussed the possibility of a second campaign in the early fall, if needed. This is not without precedent, even in years when there was no pandemic! Step by Step.

In Faith,

Susan Flaws & Tavia Ossola
Stewardship Co-chairs

FPBUU Budget Worksheet FY20

No.		Approved FY20 Budget (2019-2020)	Projected FY20 FYE 6/30/20 as of 3/5/20	Projected FY20 FYE 6/30/20 as of 3/30/20	Initial Proposed FY21 Budget (2020-2021)	New Proposed FY21 Budget (2020-2021) Plan A	New Proposed FY21 Budget (2020-2021) Plan B	Modified Proposed FY21 Budget (2020-2021)	Final FY19 FYE Actual (2018-2019)
	INCOME								
1	A. Pledges								
2	Pledges	372,000	386,906		395,000	316,000	372,000	-	
3	Less: Lost Pledges (2%)	7,440	7,738		7,900	6,320	7,440	-	
4	Total	364,560	379,168	362,067	387,100	309,680	364,560	-	360,543
5	Pledges Prior Years	7,500	10,352	10,522	7,500	7,500	7,500		13,903
6	Total Pledges	372,060	389,520	372,589	394,600	317,180	372,060	0	374,446
7	TOTAL PLEDGES/TOTAL INCOME	68%	70%	74%	70%	71%	69%		70%
8	B. Other Income	0	375	417	300	300	300	0	345
9	C. Fund Raising Events								
10	Thrift Shop/Annex	95,000	95,000	77,000	95,000	76,000	95,000		88,831
11	Church Fundraisers	8,000	9,982	9,982	10,300	8,000	8,000		5,838
12	Spring Auction	13,000	13,000	6,500	13,000	10,000	13,000		15,402
13	CYM Summer Program	3,000	1,200	771	1,700	1,200	3,000		1,175
14	Small Group Fund Raisers	3,000	2,000	1,185	2,000	1,000	3,000		5,368
15	WCC - Gayla Ball	3,000	3,000	3,000	3,000	0	3,000		2,800
16	Food Certificate Sales	2,000	2,000	1,850	2,000	2,000	2,000		1,650
17	Women's Circle Alliance	1,500	1,500	810	1,500	750	1,500		2,058
18	Total Fund Raising	128,500	127,682	101,098	128,500	98,950	128,500	0	123,122
19	D. Offertory								
20	Offertory - Cash & Checks	27,000	21,000	18,500	22,000	18,500	22,000		25,671
21	Total Offertory	27,000	21,000	18,500	22,000	18,500	22,000		25,671
22	E. Building Use								
23	Space Rentals	7,000	7,000	5,400	7,000	4,500	7,000		4,334
24	Weddings/Memorials	3,500	3,500	1,750	3,500	2,500	3,500		2,895
25	Total Building Use	10,500	10,500	7,150	10,500	7,000	10,500	0	7,229
26	F. Investment, Interest, Misc Inc.								
27	Investment Income	5,000	5,000	5,000	5,000	5,000	5,000		5,832
28	Interest Income	250	250	250	250	250	250		97.26
29	Miscellaneous Income	0	0				0		0
30	Total Inv, Int, Misc Inc.	5,250	5,250	5,250	5,250	5,250	5,250	0	5,929
31	TOTAL INCOME	543,310	554,327	505,004	561,150	447,180	538,610	0	536,742
32	EXPENSES								
33	A. Staff Salaries includes dis. ins.)								
34	Minister (Includes Housing)	91,080	91,080	91,080	95,634	91,080	91,080		91,080
35	Admin & Finance Director .9 FTE	43,099	43,099	43,099	45,254	43,099	43,099		43,099
36	CYM Director .916 FTE	42,101	42,101	42,101	48,677	42,101	42,101		40,165
37	Music Director .625 FTE	35,308	35,308	35,308	37,073	35,308	35,308		35,308
38	Thrift Shop Manager .90 FTE	32,206	32,206	32,206	31,574	32,206	32,206		32,210
39	Sexton .51 FTE	19,491	19,491	19,491	21,534	19,491	19,491		19,543
40	Bookkeeper .375 FTE	14,461	14,461	14,461	15,184	14,461	14,461		14,464

FPBUU Budget Worksheet FY20

		Approved FY20 Budget (2019-2020)	Projected FY20 FYE 6/30/20 as of 3/5/20	Projected FY20 FYE 6/30/20 as of 3/30/20	Initial Proposed FY21 Budget (2020-2021)	New Proposed FY21 Budget (2020-2021) Plan A	New Proposed FY21 Budget (2020-2021) Plan B	Modified Proposed FY21 Budget (2020-2021)	Final FY19 FYE Actual (2018-2019)
41	Pianist .15 FTE	10,920	10,920	10,920	11,117	10,920	10,920		5,320
42	Child Care Workers	4,636	4,636	4,636	3,634	4,636	4,636		2,313
43	Total Staff Salaries	293,302	293,302	293,302	309,681	293,302	293,302	0	283,502
44	B. Staff Benefits/Payroll Expenses								
45	Bonus/Staff Appreciation	-	900	900	1,000		-		
46	Pension Contributions(10% of	26,016	26,016	26,016	25,520	25,520	25,520		25,224
47	Employee Health	34,014	34,014	34,014	37,387	35,000	35,000		27,734
48	FICA (7.65% of salary)	15,301	15,301	15,301	16,255	15,301	15,301		14,288
49	Minister's FICA (7.65%)	6,885	6,885	6,885	7,229	6,885	6,885		6,876
50	Minister's Term Life Insurance	734	734	734	734	734	734		673
51	Workers Comp. Insurance	2,667	2,667	2,667	2,910	2,910	2,910		2,598
52	Total Staff Benefits	85,617	86,517	86,517	91,035	86,350	86,350	0	77,393
53	C. Staff Professional Expenses								
54	Minister Prof. Exp.	9,000	9,000	9,000	9,450	9,000	9,000		8,964
55	Admin & Finance Dir Prof. Exp.	1,704	1,704	1,704	2,683	1,704	1,704		1,704
56	CYM Director Prof. Exp.	1,664	1,664	1,664	2,860	1,664	1,664		1,588
57	Music Director Prof. Exp.	1,396	1,396	1,396	2,198	1,396	1,396		1,396
58	Total Staff Professional Expenses	13,764	13,764	13,764	17,191	13,764	13,764	0	13,652
59	D. Property Management								
60	Properties-Maintenance	13,800	13,800	12,000	13,800	13,800	13,800		14,262
61	Properties-Capital Imps	8,366	8,366	3,183	14,258	6,400	8,366		13,858
62	Total Maint & Cap. Imp (5% policy)	22,166	22,166	15,183	28,058	22,359	26,931		28,120
63	Properties-Supplies	4,200	4,200	2,400	4,200	4,200	4,200		3,299
64	Grounds Keeping	15,000	15,000	10,500	15,000	15,000	15,000		10,121
65	Liability/Property Insurance	13,215	13,215	13,215	13,500	13,500	13,500		5,602
66	Housekeeping-Contractor	8,320	8,320	8,320	8,320	8,320	8,320		8,040
67	Electric	4,500	5,000	4,500	5,000	5,000	5,000		4,169
68	Gas	5,000	5,200	5,000	5,200	5,200	5,200		5,695
69	Phone/Internet	4,000	4,300	4,300	4,300	4,300	4,300		4,011
70	Water	1,500	1,500	1,500	1,500	1,500	1,500		1,419
71	Total Property Management	77,901	78,901	64,918	85,078	79,379	83,951	0	70,476
72	E. Office Expenses								
73	Office Equipment & Maintenance	6,200	6,200	4,100	7,000	4,500	6,200		6,618
74	Office Expenses & Supplies	4,000	4,000	3,300	4,000	3,300	4,000		4,400
75	Credit Card Fees/ Bank Fees	1,500	2,300	2,500	2,300	2,300	1,500		2,231
76	Software Expense	1,200	1,200	1,675	1,500	1,800	1,200		1,911
77	Advertising	1,500	1,500	1,200	1,500	1,500	1,500		1,593
78	Payroll Expense	800	800	850	800	800	800		795
79	Computer Assistance	350	350	0	100	0	350		-
80	Financial Audit/Review (6-30-18)	0	0		2,500	0	0		0

FPBUU Budget Worksheet FY20

		Approved FY20 Budget (2019-2020)	Projected FY20 FYE 6/30/20 as of 3/5/20	Projected FY20 FYE 6/30/20 as of 3/30/20	Initial Proposed FY21 Budget (2020-2021)	New Proposed FY21 Budget (2020-2021) Plan A	New Proposed FY21 Budget (2020-2021) Plan B	Modified Proposed FY21 Budget (2020-2021)	Final FY19 FYE Actual (2018-2019)
81	Total Office Expenses	15,550	16,350	13,625	19,700	14,200	15,550	0	17,548
82	F. Loan Payments								
83	Endowment Loan Pymts	4,784	4,784	4,784	12,000	4,784	4,784		10,399
84	MH Mortgage Principal Pymts	4,038	4,038	4,038	4,038	4,038	4,038		4,623
85	MH Mortgage Interest Pymts	4,597	4,597	4,597	4,597	4,597	4,597		4,012
86	Total Loan Payments	13,419	13,419	13,419	20,635	13,419	13,419	0	19,034
87	G. Denominational Dues - UUA/NE	21,407	21,407	21,407	33,122	21,407	21,407		21,671
88	I. Worship and Ministry								
89	Pulpit Support/Guest Speakers	2,000	2,000	1,750	3,000	2,000	2,000		2,650
90	Substitute Sexton	800	800	580	1,000	800	800		613
91	Pastoral Care Coverage	-	450	450	350		350		
92	Hospitalty	650	650	400	700	700	700		644
93	Materials and Supplies	1,250	1,250	800	1,500	1,250	1,250		1,390
94	Total Worship and Ministry	4,700	5,150	3,980	6,550	4,750	5,100	0	5,297
95	J. Committees								
96	Board of Trustees	1,000	1,000	520	1,200	100	1,000		710
97	Covenant Groups				155				
98	Helping Hands	100	100	60	100		100		72
99	Landscape Committee	1,000	1,000	406	1,000	500	1,000		1,132
100	Membership Committee	575	650	490	950	500	575		347
101	Paul Hush Forums	600	600	0	-				1,200
102	OEOP/Racial Justice	500	500	0	500	-	500		1,674
103	Social Justice	1,000	1,000	406	1,000	100	1,000		2,398
104	Stewardship Committee	1,000	1,000	275	1,000	250	1,000		914
105	UU Connections	500	500	350	700	100	500		1,665
106	Council	-	-		-		-	-	252
107	Green Sanctuary Committee	-	-		-		-	-	175
108	Total Committees	6,275	6,350	2,507	6,605	1,550	5,675	0	10,539
109	K. Community Outreach								
110	Faith Family Kitchen				500	0			
111	Split Plates Offertory	27,000	21,000		22,000				22,039
112	Total Community Outreach				22,500				
113	K. Children and Youth Ministries								
114	Special Programming/Multigen	1,500	1,500	775	1,500	800	1,500		1,484
115	O.W.L. (Our Whole Lives)/COA	1,000	1,000	781	1,000	500	1,000		801
116	Office/Library	300	300	206	500	200	300		453
117	Pre-K to Grade 8	450	450	410	1,000	650	450		501
118	High School Youth Group	625	650	508	800	500	625		753
119	Child Abuse Prevention Training	200	200	0	-		200		-
120	Pathways-Adult Ed.	-	-		200		-		-
121	CYM Childcare	600	600	420	800	600	600		853
122	Child Care Supplies	200	200	155	300	200	200		227

FPBUU Budget Worksheet FY20

		Approved FY20 Budget (2019-2020)	Projected FY20 FYE 6/30/20 as of 3/5/20	Projected FY20 FYE 6/30/20 as of 3/30/20	Initial Proposed FY21 Budget (2020-2021)	New Proposed FY21 Budget (2020-2021) Plan A	New Proposed FY21 Budget (2020-2021) Plan B	Modified Proposed FY21 Budget (2020-2021)	Final FY19 FYE Actual (2018-2019)
123	Total CYM	4,875	4,900	3,255	6,100	3,450	4,875	0	5,072
124	L. Music								
125	Pianist - Contract	-	-		-		-	-	2,239
126	OMG Music-Contractor	2,400	2,400	2,400	2,400	-	-		2,400
127	Guest Musicians	1,000	1,000	425	1,250	500	1,000		975
128	Music Scores	1,000	1,000	460	1,300	500	1,000		1,310
129	Piano/Organ Mntnce/Tuning	1,600	1,600	1,090	1,800	800	1,600		1,327
130	Music Support/Supplies	500	500	117	500	250	500		1,012
131	Total Music	6,500	6,500	4,492	7,250	2,050	4,100	0	9,263
132	M. Contingencies & Other Funds								
133	Contingency for Emergencies								
134	Contingency for Sabattical Leave								
135	Facilities Assessment								
136	Visioning Consultant								
137	Total Contingencies & Other Funds	-	-		-		-	-	-
138	TOTAL EXPENSES	543,310	546,560	521,186	603,447	533,621	547,493	0	533,447
139	NET INCOME	0	7,767	-16,182	-42,297	-86,441	-8,883	0	3,295

FPBUU Budget Worksheet FY20

No.	<u>INCOME</u>	Notes for Projected FYE 6/30/20 As of 03/30/20	Notes for FY21 Budget (2020-2021) Plan A
1	A. Pledges		
2	Pledges	See line 6	The Stewardship Co-chairs estimated \$395,000 prior to the devastating effects of COVID19 so 80% of that is \$316,000
3	Less: Lost Pledges (2%)	included in the 80% referenced below	
4	Total	We currently have \$386,956 in 19-20 pledge commitments. \$124,444 is still owed and 80% of that is \$99,555 giving us a projection of \$362,067	
5	Pledges Prior Years	what has already been collected	
6	Total Pledges		
7	TOTAL PLEDGES/TOTAL INCOME		
8	B. Other Income		
9	C. Fund Raising Events		
10	Thrift Shop/Annex	estimating 50% of last year's sales if we are able to opening up before June 1st	80% of FY20's budget
11	Church Fundraisers	what we have already raised	expect impact of COVID19 on future fundraisers
12	Spring Auction	although we have already planning to hold this online due to restrictions that may still be ineffect, we expect this fundraiser that is largely about people gathering for things like dinners and trips will not be as successful as years past	
13	CYM Summer Program		
14	Small Group Fund Raisers		
15	WCC - Gayla Ball	already raised	may not have Gayla Ball due to continued concerns of COVID19
16	Food Certificate Sales		
17	Women's Circle Alliance	what we have already raised	
18	Total Fund Raising		
19	D. Offertory		
20	Offertory - Cash & Checks		
21	Total Offertory		
22	E. Building Use		
23	Space Rentals	what we have already raised	
24	Weddings/Memorials	what we have already raised	
25	Total Building Use		
26	F. Investment, Interest, Misc Inc.		
27	Investment Income		
28	Interest Income		
29	Miscellaneous Income		
30	Total Inv, Int, Misc Inc.		

FPBUU Budget Worksheet FY20

31	TOTAL INCOME		
32	EXPENSES		
33	A. Staff Salaries includes dis. ins.)		same as FY20
34	Minister (Includes Housing)		
35	Admin & Finance Director .9 FTE		
36	CYM Director .916 FTE		
37	Music Director .625 FTE		
38	Thrift Shop Manager .90 FTE		
39	Sexton .51 FTE		
40	Bookkeeper .375 FTE		
41	Pianist .15 FTE		
42	Child Care Workers		
43	Total Staff Salaries		
44	B. Staff Benefits/Payroll Expenses		
45	Bonus/Staff Appreciation		
46	Pension Contributions(10% of salary)		
47	Employee Health		New Manager is choosing to wait until December to compare UUA plan with her current plan
48	FICA (7.65% of salary)		
49	Minister's FICA (7.65%)		
50	Minister's Term Life Insurance		
51	Workers Comp. Insurance		
52	Total Staff Benefits		
53	C. Staff Professional Expenses	budgets frozen	same as FY20
54	Minister Prof. Exp.		
55	Admin & Finance Dir Prof. Exp.		
56	CYM Director Prof. Exp.		
57	Music Director Prof. Exp.		
58	Total Staff Professional Expenses		
59	D. Property Management		
60	Properties-Maintenance		
61	Properties-Capital Imps	budget frozen	Due to our projected financial situation Rev. Jessica and Karena both advise that we make this line 0 and use endowment for needed special projects.
62	Total Maint & Cap. Imp (5% policy)		
63	Properties-Supplies	small savings due to being closed	
64	Grounds Keeping	savings due to no snow plowing	
65	Liability/Property Insurance		
66	Housekeeping-Contractor		
67	Electric	small savings due to being closed	

FPBUU Budget Worksheet FY20

68	Gas	small savings due to being closed	
69	Phone/Internet		these fees have increased
70	Water		
71	Total Property Management		
72	<u>E. Office Expenses</u>		
73	Office Equipment & Maintenance	minimal maintance with no replacements which are needed	minimal maintance with no replacements which are needed
74	Office Expenses & Supplies	small savings due to no oos while we are out of the building	
75	Credit Card Fees/ Bank Fees	increases due to more cc payments	increases due to more cc payments
76	Software Expense	these expenses have increased as we are trying to navigate this pandemic	hoping to take advantage of discount subscriptions
77	Advertising		
78	Payroll Expense	increase due to new hire	
79	Computer Assistance		
80	Financial Audit/Review (6-30-18)		recommending pushing out another year
81	Total Office Expenses		
82	<u>F. Loan Payments</u>		
83	Endowment Loan Pymts		
84	MH Mortgage Principal Pymts		
85	MH Mortgage Interest Pymts		
86	Total Loan Payments		
87	<u>G. Denominational Dues - UUA/NE</u>	if we pay what we have agreed to pay	if we pay what we agreed to pay FY20
88	<u>I. Worship and Ministry</u>		
89	Pulpit Support/Guest Speakers		
90	Substitute Sexton		
91	Pastoral Care Coverage		
92	Hospitalty		
93	Materials and Supplies		
94	Total Worship and Ministry		
95	<u>J. Committees</u>	all program budgets frozen	
96	Board of Trustees		
97	Covenant Groups		
98	Helping Hands		
99	Landscape Committee		
100	Membership Committee		
101	Paul Hush Forums		
102	OEOP/Racial Justice		
103	Social Justice		
104	Stewardship Committee		
105	UU Connections		

FPBUU Budget Worksheet FY20

106	Council		
107	Green Sanctuary Committee		
108	Total Committees		
109	K. Community Outreach		
110	Faith Family Kitchen		
111	Split Plates Offertory		
112	Total Community Outreach		
113	<u>K. Children and Youth Ministries</u>		
114	Special Programming/Multigen		
115	O.W.L. (Our Whole Lives)/COA		
116	Office/Library		
117	Pre-K to Grade 8		
118	High School Youth Group		
119	Child Abuse Prevention Training		
120	Pathways-Adult Ed.		
121	CYM Childcare		
122	Child Care Supplies		
123	Total CYM		
124	<u>L. Music</u>		
125	Pianist - Contract		
126	OMG Music-Contractor		
127	Guest Musicians		
128	Music Scores		
129	Piano/Organ Mntnce/Tuning		
130	Music Support/Supplies		
131	Total Music		
132	<u>M. Contingencies & Other Funds</u>		
133	Contingency for Emergencies		
134	Contingency for Sabbatical Leave		
135	Facilities Assessment		
136	Visioning Consultant		
137	Total Contingencies and Other Funds		
138	TOTAL EXPENSES		
139			
140	NET INCOME		

Financial Reports - March 2020

**these reports are through March 31 2020, 2020*

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 75%

Points of Interest

Total Income is at 71% of budget

Pledge Commitments FY 19-20 \$386,906

Total Pledge Payments received 73% of budget

*Offeratory is at 55% of budget

Thrift Store Income is at 72% of budget

Total Expenses are at 70% of budget

***Total Weekly Split Plates** - \$12,692.50 was distributed to 29 different organizations.

*Please note that Split Plates and Offeratory are not completely up to date as there is a delay for people to mail in checks.

Some of the income from space rentals may need to be returned due to cancelled events.

Operating Funds Profit & Loss Budget vs. Actual July 2019 through March 2020

	Jul - Mar 20	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Pledges				
2019-2020 Pledges	262,511.61	364,560.00	-102,048.39	72.01%
2018-2019 Pledges	10,222.00	7,500.00	2,722.00	136.29%
2017-2018 Pledges	300.00	0.00	300.00	100.0%
Total Pledges	273,033.61	372,060.00	-99,026.39	73.38%
Contributions				
Offertory	14,877.61	27,000.00	-12,122.39	55.1%
Misc Contributions	417.73	0.00	417.73	100.0%
Total Contributions	15,295.34	27,000.00	-11,704.66	56.65%
Fund Raising				
Thrift Shop	67,952.97	95,000.00	-27,047.03	71.53%
Church Fundraisers	9,981.70	8,000.00	1,981.70	124.77%
SpringAuct	373.00	13,000.00	-12,627.00	2.87%
CYM Summer Program	770.92	3,000.00	-2,229.08	25.7%
Small Group Fund Raisers	1,185.00	3,000.00	-1,815.00	39.5%
Food Certificate Sales	1,850.00	2,000.00	-150.00	92.5%
Women's Circle Alliance	810.00	1,500.00	-690.00	54.0%
Welcoming Congregation-Income	0.00	3,000.00	-3,000.00	0.0%
Total Fund Raising	82,923.59	128,500.00	-45,576.41	64.53%
BldgUse				
Space Rentals	6,006.55	7,000.00	-993.45	85.81%
Weddings/Memorials	1,750.00	3,500.00	-1,750.00	50.0%
Total BldgUse	7,756.55	10,500.00	-2,743.45	73.87%
Investment,Interest, MiscIncome				
Investment Income				
UUA GIF Distribution	2,159.27	2,600.00	-440.73	83.05%
Alton Smith Char Trust	1,219.26	1,200.00	19.26	101.61%
Alton Smith Irrev Trust	1,057.96	1,200.00	-142.04	88.16%
Total Investment Income	4,436.49	5,000.00	-563.51	88.73%
Interest Income	182.85	250.00	-67.15	73.14%
Total Investment,Interest, MiscIncome	4,619.34	5,250.00	-630.66	87.99%
Total Income	383,628.43	543,310.00	-159,681.57	70.61%
Gross Profit	383,628.43	543,310.00	-159,681.57	70.61%
Expense				
Staff Salaries				
Bonus	900.00			
Clergy Housing	18,300.00	26,400.00	-8,100.00	69.32%
Minister	50,062.00	64,680.00	-14,618.00	77.4%
Admin&FinanceDir	32,324.22	43,099.00	-10,774.78	75.0%
CYM Dir	31,702.32	42,101.00	-10,398.68	75.3%
Music Director	26,480.70	35,308.00	-8,827.30	75.0%
ThriftShopManager	24,762.44	32,206.00	-7,443.56	76.89%
Sexton	14,602.50	19,491.00	-4,888.50	74.92%
Bookkeeper	10,847.70	14,461.00	-3,613.30	75.01%
CYM-Childcare	1,747.50	4,636.00	-2,888.50	37.69%
Pianist	7,472.50	10,920.00	-3,447.50	68.43%
Total Staff Salaries	219,201.88	293,302.00	-74,100.12	74.74%

Operating Funds
Profit & Loss Budget vs. Actual
July 2019 through March 2020

	Jul - Mar 20	Budget	\$ Over Budget	% of Budget
Staff Benefits/Payroll Expenses				
WorkComplnsurance	73.00	2,667.00	-2,594.00	2.74%
Taxes	10,860.10	15,301.00	-4,440.90	70.98%
Minister Benefit (FICA)	5,166.00	6,885.00	-1,719.00	75.03%
Health Insurance	24,546.78	34,014.00	-9,467.22	72.17%
Pension	17,857.96	26,016.00	-8,158.04	68.64%
Minister's Term Life	619.20	734.00	-114.80	84.36%
Total Staff Benefits/Payroll Expenses	59,123.04	85,617.00	-26,493.96	69.06%
Staff Professional Expenses				
Minister's Professional Exp	8,082.64	9,000.00	-917.36	89.81%
Admin&FinanceDirProf Ex	412.30	1,704.00	-1,291.70	24.2%
CYM Professional Exp	50.00	1,664.00	-1,614.00	3.01%
Music Director Prof Exp	941.65	1,396.00	-454.35	67.45%
Total Staff Professional Expenses	9,486.59	13,764.00	-4,277.41	68.92%
BldgGrounds				
Electric	3,884.90	4,500.00	-615.10	86.33%
Gas	3,488.09	5,000.00	-1,511.91	69.76%
Groundskeeping	7,683.88	15,000.00	-7,316.12	51.23%
Reg. Maintenance				
Supplies	1,532.29	4,200.00	-2,667.71	36.48%
Reg. Maintenance - Other	10,237.66	13,800.00	-3,562.34	74.19%
Total Reg. Maintenance	11,769.95	18,000.00	-6,230.05	65.39%
Maint-Special Bldg Projects	3,182.82	8,366.00	-5,183.18	38.05%
Liability/Property Insurance	6,344.50	13,215.00	-6,870.50	48.01%
Telephone & Internet	3,272.34	4,000.00	-727.66	81.81%
Water	1,477.23	1,500.00	-22.77	98.48%
Total BldgGrounds	41,103.71	69,581.00	-28,477.29	59.07%
OfficeExpense				
Advertising	1,182.00	1,500.00	-318.00	78.8%
Credit Card/Bank/PayPal Fees	2,210.00	1,500.00	710.00	147.33%
ComputerAsst	0.00	350.00	-350.00	0.0%
Office Expense/Supplies	2,990.96	4,000.00	-1,009.04	74.77%
OfficeEquip/Maint	3,180.31	6,200.00	-3,019.69	51.3%
Payroll Expenses	850.00	800.00	50.00	106.25%
Software Expense	1,295.10	1,200.00	95.10	107.93%
Total OfficeExpense	11,708.37	15,550.00	-3,841.63	75.3%
Loan & Mortgage Payments				
Mortgage Principal Payments	3,529.02	4,623.00	-1,093.98	76.34%
Mortgage Interest Payments	2,870.18	4,012.00	-1,141.82	71.54%
EndowLoanRepayment	3,591.00	4,784.00	-1,193.00	75.06%
Total Loan & Mortgage Payments	9,990.20	13,419.00	-3,428.80	74.45%
Denominational Dues				
UUA-NER	10,704.00	21,407.00	-10,703.00	50.0%
Total Denominational Dues	10,704.00	21,407.00	-10,703.00	50.0%
Consultants/Contract Employees				
Substitute Sexton	580.00	800.00	-220.00	72.5%
OMG Music	1,200.00	2,400.00	-1,200.00	50.0%
Housekeeping	6,240.00	8,320.00	-2,080.00	75.0%
Total Consultants/Contract Employees	8,020.00	11,520.00	-3,500.00	69.62%

Operating Funds
Profit & Loss Budget vs. Actual
July 2019 through March 2020

	Jul - Mar 20	Budget	\$ Over Budget	% of Budget
Committees				
Board	519.24	1,000.00	-480.76	51.92%
HelpingHands	58.14	100.00	-41.86	58.14%
Landscape Committee	405.92	1,000.00	-594.08	40.59%
Membership	487.48	575.00	-87.52	84.78%
One Earth One People	0.00	500.00	-500.00	0.0%
Paul Hush Forums	0.00	600.00	-600.00	0.0%
Social Justice	405.50	1,000.00	-594.50	40.55%
Stewardship	273.70	1,000.00	-726.30	27.37%
UU Connections	350.00	500.00	-150.00	70.0%
Total Committees	2,499.98	6,275.00	-3,775.02	39.84%
CYM				
Special Programing/Multigen	1,121.15	1,500.00	-378.85	74.74%
OWL/COA	1,530.97	1,000.00	530.97	153.1%
High School Youth Program	357.18	625.00	-267.82	57.15%
Pre K-Grade 6/7	390.38	450.00	-59.62	86.75%
Contract Childcare	420.00	600.00	-180.00	70.0%
Office/Library	206.11	300.00	-93.89	68.7%
Child Care Supplies	154.24	200.00	-45.76	77.12%
Child Abuse Prevention Training	0.00	200.00	-200.00	0.0%
Total CYM	4,180.03	4,875.00	-694.97	85.74%
Music				
Music Scores	459.59	1,000.00	-540.41	45.96%
Music Support/Supplies	116.78	500.00	-383.22	23.36%
Guest Musicians	425.00	1,000.00	-575.00	42.5%
PianoOrgan	1,088.21	1,600.00	-511.79	68.01%
Total Music	2,089.58	4,100.00	-2,010.42	50.97%
Reconciliation Discrepancies	129.04			
Worship				
Pastoral Care Coverage	450.00	0.00	450.00	100.0%
Hospitality	380.35	650.00	-269.65	58.52%
Materials/Supplies	678.85	1,250.00	-571.15	54.31%
Pulpit Support	1,500.00	2,000.00	-500.00	75.0%
Total Worship	3,009.20	3,900.00	-890.80	77.16%
Total Expense	381,245.62	543,310.00	-162,064.38	70.17%
Net Ordinary Income	2,382.81	0.00	2,382.81	100.0%
Net Income	2,382.81	0.00	2,382.81	100.0%

Operating Funds Profit & Loss Prev Year Comparison July 2019 through March 2020

	Jul - Mar 20	Jul - Mar 19	\$ Change	% Change
Ordinary Income/Expense				
Income				
Pledges				
2019-2020 Pledges	262,511.61	0.00	262,511.61	100.0%
2018-2019 Pledges	10,222.00	257,044.30	-246,822.30	-96.02%
2017-2018 Pledges	300.00	10,193.00	-9,893.00	-97.06%
2016-2017 Pledges	0.00	1,875.00	-1,875.00	-100.0%
Total Pledges	273,033.61	269,112.30	3,921.31	1.46%
Contributions				
Offertory	14,877.61	18,992.14	-4,114.53	-21.66%
Misc Contributions	417.73	305.13	112.60	36.9%
Total Contributions	15,295.34	19,297.27	-4,001.93	-20.74%
Fund Raising				
Thrift Shop	67,952.97	61,559.06	6,393.91	10.39%
Church Fundraisers	9,981.70	0.00	9,981.70	100.0%
Fall Fair	0.00	4,759.57	-4,759.57	-100.0%
SpringAuct	373.00	510.00	-137.00	-26.86%
Holiday Fair	0.00	1,078.00	-1,078.00	-100.0%
CYM Summer Program	770.92	0.00	770.92	100.0%
Small Group Fund Raisers	1,185.00	3,702.90	-2,517.90	-68.0%
Food Certificate Sales	1,850.00	1,650.00	200.00	12.12%
Women's Circle Alliance	810.00	2,142.41	-1,332.41	-62.19%
Welcoming Congregation-Income	0.00	2,800.00	-2,800.00	-100.0%
Total Fund Raising	82,923.59	78,201.94	4,721.65	6.04%
BldgUse				
Space Rentals	6,006.55	3,202.90	2,803.65	87.54%
Weddings/Memorials	1,750.00	2,420.00	-670.00	-27.69%
Total BldgUse	7,756.55	5,622.90	2,133.65	37.95%
Investment,Interest, MiscIncome				
Investment Income				
UUA GIF Distribution	2,159.27	2,104.88	54.39	2.58%
Alton Smith Char Trust	1,219.26	1,275.79	-56.53	-4.43%
Alton Smith Irrev Trust	1,057.96	990.12	67.84	6.85%
Total Investment Income	4,436.49	4,370.79	65.70	1.5%
Interest Income	182.85	71.78	111.07	154.74%
Total Investment,Interest, MiscIncome	4,619.34	4,442.57	176.77	3.98%
Total Income	383,628.43	376,676.98	6,951.45	1.85%
Gross Profit	383,628.43	376,676.98	6,951.45	1.85%
Expense				
Staff Salaries				
Bonus	900.00	0.00	900.00	100.0%
Clergy Housing	18,300.00	19,800.00	-1,500.00	-7.58%
Minister	50,062.00	48,785.00	1,277.00	2.62%
Admin&FinanceDir	32,324.22	32,324.22	0.00	0.0%
CYM Dir	31,702.32	30,123.72	1,578.60	5.24%
Music Director	26,480.70	26,480.70	0.00	0.0%
ThriftShopManager	24,762.44	24,157.44	605.00	2.5%

Operating Funds Profit & Loss Prev Year Comparison July 2019 through March 2020

	Jul - Mar 20	Jul - Mar 19	\$ Change	% Change
Sexton	14,602.50	14,787.00	-184.50	-1.25%
Bookkeeper	10,847.70	10,847.70	0.00	0.0%
CYM-Childcare	1,747.50	1,758.01	-10.51	-0.6%
Pianist	7,472.50	3,185.00	4,287.50	134.62%
Total Staff Salaries	219,201.88	212,248.79	6,953.09	3.28%
Staff Benefits/Payroll Expenses				
WorkCompInsurance	73.00	-312.00	385.00	123.4%
Taxes	10,860.10	10,754.53	105.57	0.98%
Minister Benefit (FICA)	5,166.00	5,154.00	12.00	0.23%
Health Insurance	24,546.78	19,557.74	4,989.04	25.51%
Pension	17,857.96	16,437.96	1,420.00	8.64%
Minister's Term Life	619.20	550.80	68.40	12.42%
Total Staff Benefits/Payroll Expenses	59,123.04	52,143.03	6,980.01	13.39%
Staff Professional Expenses				
Minister's Professional Exp	8,082.64	8,652.55	-569.91	-6.59%
Admin&FinanceDirProf Ex	412.30	719.26	-306.96	-42.68%
CYM Professional Exp	50.00	724.10	-674.10	-93.1%
Music Director Prof Exp	941.65	1,396.00	-454.35	-32.55%
Total Staff Professional Expenses	9,486.59	11,491.91	-2,005.32	-17.45%
BldgGrounds				
Electric	3,884.90	2,371.64	1,513.26	63.81%
Gas	3,488.09	4,791.60	-1,303.51	-27.2%
Groundskeeping	7,683.88	8,091.50	-407.62	-5.04%
Reg. Maintenance				
Supplies	1,532.29	2,668.85	-1,136.56	-42.59%
Reg. Maintenance - Other	10,237.66	9,236.18	1,001.48	10.84%
Total Reg. Maintenance	11,769.95	11,905.03	-135.08	-1.14%
Maint-Special Bldg Projects	3,182.82	12,672.00	-9,489.18	-74.88%
Liability/Property Insurance	6,344.50	-1,008.00	7,352.50	729.42%
Telephone & Internet	3,272.34	2,986.41	285.93	9.57%
Water	1,477.23	1,418.91	58.32	4.11%
Total BldgGrounds	41,103.71	43,229.09	-2,125.38	-4.92%
OfficeExpense				
Advertising	1,182.00	1,367.85	-185.85	-13.59%
Credit Card/Bank/PayPal Fees	2,210.00	959.09	1,250.91	130.43%
Office Expense/Supplies	2,990.96	3,539.29	-548.33	-15.49%
OfficeEquip/Maint	3,180.31	3,763.24	-582.93	-15.49%
Payroll Expenses	850.00	680.01	169.99	25.0%
Software Expense	1,295.10	1,443.65	-148.55	-10.29%
Total OfficeExpense	11,708.37	11,753.13	-44.76	-0.38%
Loan & Mortgage Payments				
Mortgage Interest Payments	2,870.18	3,021.17	-150.99	-5.0%
EndowLoanRepayment	3,591.00	7,799.40	-4,208.40	-53.96%
Total Loan & Mortgage Payments	6,461.18	10,820.57	-4,359.39	-40.29%
Denominational Dues				
UUA-NER	10,704.00	19,503.74	-8,799.74	-45.12%
Total Denominational Dues	10,704.00	19,503.74	-8,799.74	-45.12%

Operating Funds Profit & Loss Prev Year Comparison July 2019 through March 2020

	Jul - Mar 20	Jul - Mar 19	\$ Change	% Change
Consultants/Contract Employees				
Pianist	0.00	2,113.70	-2,113.70	-100.0%
Substitute Sexton	580.00	612.50	-32.50	-5.31%
OMG Music	1,200.00	1,600.00	-400.00	-25.0%
Housekeeping	6,240.00	6,160.00	80.00	1.3%
Total Consultants/Contract Employees	8,020.00	10,486.20	-2,466.20	-23.52%
Committees				
Board	519.24	635.32	-116.08	-18.27%
HelpingHands	58.14	71.82	-13.68	-19.05%
Green Sanctuary	0.00	175.00	-175.00	-100.0%
Landscape Committee	405.92	972.13	-566.21	-58.24%
Membership	487.48	79.61	407.87	512.34%
One Earth One People	0.00	641.68	-641.68	-100.0%
Paul Hush Forums	0.00	900.00	-900.00	-100.0%
Social Justice	405.50	1,163.00	-757.50	-65.13%
Stewardship	273.70	579.87	-306.17	-52.8%
Council	0.00	114.40	-114.40	-100.0%
UU Connections	350.00	1,323.20	-973.20	-73.55%
Total Committees	2,499.98	6,656.03	-4,156.05	-62.44%
CYM				
Special Programing/Multigen	1,121.15	1,347.02	-225.87	-16.77%
OWL/COA	1,530.97	-155.00	1,685.97	1,087.72%
High School Youth Program	357.18	338.84	18.34	5.41%
Pre K-Grade 6/7	390.38	242.08	148.30	61.26%
Contract Childcare	420.00	522.00	-102.00	-19.54%
Office/Library	206.11	275.22	-69.11	-25.11%
Child Care Supplies	154.24	0.00	154.24	100.0%
Total CYM	4,180.03	2,570.16	1,609.87	62.64%
Music				
Music Scores	459.59	893.63	-434.04	-48.57%
Music Support/Supplies	116.78	903.65	-786.87	-87.08%
Guest Musicians	425.00	575.00	-150.00	-26.09%
PianoOrgan	1,088.21	1,152.42	-64.21	-5.57%
Total Music	2,089.58	3,524.70	-1,435.12	-40.72%
Reconciliation Discrepancies	129.04	0.00	129.04	100.0%
Worship				
Pastoral Care Coverage	450.00	0.00	450.00	100.0%
Hospitality	380.35	494.79	-114.44	-23.13%
Materials/Supplies	678.85	1,337.72	-658.87	-49.25%
Pulpit Support	1,500.00	1,600.00	-100.00	-6.25%
Total Worship	3,009.20	3,432.51	-423.31	-12.33%
Total Expense	377,716.60	387,859.86	-10,143.26	-2.62%
Net Ordinary Income	5,911.83	-11,182.88	17,094.71	152.87%
Net Income	5,911.83	-11,182.88	17,094.71	152.87%

Operating Funds
Balance Sheet Prev Year Comparison
As of March 31, 2020

	Mar 31, 20	Mar 31, 19	\$ Change	% Change
ASSETS				
Current Assets				
Checking/Savings				
CC5 Ckg - 5859	15,507.07	16,369.12	-862.05	-5.27%
Repo Sweep - 0998	77,294.30	30,665.07	46,629.23	152.06%
Total Checking/Savings	92,801.37	47,034.19	45,767.18	97.31%
Other Current Assets				
Payroll Corrections	-129.04	0.00	-129.04	-100.0%
Clergy Housing Repayment	825.00	3,850.00	-3,025.00	-78.57%
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	-26,646.00	-12,514.00	-14,132.00	-112.93%
Total Other Current Assets	-80,600.04	-63,314.00	-17,286.04	-27.3%
Total Current Assets	12,201.33	-16,279.81	28,481.14	174.95%
Fixed Assets	1,761,018.93	1,803,280.93	-42,262.00	-2.34%
Other Assets				
Food Coupon Inventory	6,525.00	11,225.00	-4,700.00	-41.87%
Petty Cash	100.00	100.00	0.00	0.0%
Total Other Assets	6,625.00	11,325.00	-4,700.00	-41.5%
TOTAL ASSETS	1,779,845.26	1,798,326.12	-18,480.86	-1.03%
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Other Current Liabilities				
Split Plate	3,146.00	1,628.00	1,518.00	93.24%
UUSC Coffee Sales	48.60	294.55	-245.95	-83.5%
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	5,608.58	7,708.64	-2,100.06	-27.24%
Total Other Current Liabilities	23,282.18	24,110.19	-828.01	-3.43%
Total Current Liabilities	23,282.18	24,110.19	-828.01	-3.43%
Long Term Liabilities				
Loan-Meeting House Improvements	77,560.86	81,912.12	-4,351.26	-5.31%
Loan-Endowment Fund	185,385.71	218,292.70	-32,906.99	-15.08%
Total Long Term Liabilities	262,946.57	300,204.82	-37,258.25	-12.41%
Total Liabilities	286,228.75	324,315.01	-38,086.26	-11.74%
Equity				
Unrealized Endow Loan Gain/Loss	106,584.59	73,677.60	32,906.99	44.66%
Retained Earnings	1,380,423.27	1,411,516.39	-31,093.12	-2.2%
Net Income	6,608.65	-11,182.88	17,791.53	159.1%
Total Equity	1,493,616.51	1,474,011.11	19,605.40	1.33%
TOTAL LIABILITIES & EQUITY	1,779,845.26	1,798,326.12	-18,480.86	-1.03%