

## **FY 2019 Financial Report & Proposed FY 2020 Budget Summary**

Last year, we passed a budget with a \$11 surplus. However, this year we had a large unexpected expense because our boiler in the Faith Formation wing broke in January and needed to be replaced. The total cost for this was \$58,600. \$34,000 of this was paid from our Building Maintenance Fund. The rest was put into the budget, to be absorbed by the operating reserves we have built up from a few years of surplus budgets. Because of this unexpected expense, we anticipate ending the year with at least a \$20,000 deficit.

As of this report, we have a full month of the fiscal year left, so we cannot offer final numbers at this time. The numbers in this report are as of May 19, which is approximately 88.5% through the fiscal year. A report of final numbers for FY2019 will be released in August.

Once again this year we will be voting on a program budget rather than a detailed line item budget. You'll see that the first page after this one offers an overview of the budget based on major categories. This is the budget we will be voting on, to allow for freedom to move small amounts of money between line items as needed. The detailed line item budget is provided for your reference, so you know the estimated expenses for the year to come, and where the larger numbers in the summary budget came from.

The proposed FY 2020 budget includes

- \$575,249 in anticipated income (nearly the same as the FY 2019 budgeted income)
  - \$2,000 less from Endowment based on withdrawal rules
  - \$10,000 less in surplus carryover
  - \$1,000 less in fundraiser income
  - \$12,000 more in pledge income
  - \$2,000 more in CWG-WWS contribution
- \$575,237.26 in budgeted expenses (nearly the same as the FY2019 budgeted expenses)
  - FY 2018 Budget Requests totaled \$648,347.81 (all requests can be seen in spreadsheet, third column)
- An anticipated \$11.74 surplus

Respectfully submitted,  
Rev. Allison Palm

	FY19 Approved Budget	FY19 Actuals as of 5/19	FY20 Requests	FY20 Proposed Budget
<b>INCOME</b>				
100 Questions	\$ 500.00	\$ (73.71)	\$ 250.00	\$ 250.00
Buddhist Meditation	\$ 600.00	\$ 792.28	\$ 600.00	\$ 600.00
Coffee Hour	\$ 200.00	\$ 181.52	\$ -	\$ -
Total Endowment	\$ 153,886.00	\$ 133,444.61	\$ 151,599.00	\$ 151,599.00
Total Fund Raisers	\$ 10,800.00	\$ (692.41)	\$ 9,800.00	\$ 9,800.00
Outreach Collections	\$ 35,000.00	\$ 33,986.64	\$ 35,000.00	\$ 35,000.00
Total Pledges	\$ 330,000.00	\$ 281,605.19	\$ 342,000.00	\$ 342,000.00
User Fees	\$ 6,000.00	\$ 5,523.00	\$ 6,000.00	\$ 6,000.00
WW Contribution	\$ 28,000.00	\$ 22,400.00	\$ 30,000.00	\$ 30,000.00
Other Income	\$ 10,000.00	\$ 12,008.00	\$ -	\$ -
<b>TOTAL INCOME</b>	<b>\$ 574,986.00</b>	<b>\$ 489,175.12</b>	<b>\$ 575,249.00</b>	<b>\$ 575,249.00</b>
<b>EXPENSES</b>				
<b>PROGRAMS</b>				
Total Music & Worship	\$ 10,200.00	\$ 6,457.89	\$ 10,000.00	\$ 8,900.00
Total Faith Formation	\$ 6,900.00	\$ 3,754.76	\$ 10,100.00	\$ 5,550.00
Total Membership	\$ 2,900.00	\$ 3,014.25	\$ 3,250.00	\$ 2,850.00
Total Social Justice	\$ 39,850.00	\$ 32,777.48	\$ 41,350.00	\$ 39,850.00
Total Leadership Development	\$ 300.00	\$ 200.00	\$ 300.00	\$ 300.00
Total Board Expenses	\$ 1,600.00	\$ 865.89	\$ 2,000.00	\$ 1,300.00
Total Ministry Funds	\$ 1,000.00	\$ 787.00	\$ 3,200.00	\$ 1,000.00
<b>TOTAL PROGRAM EXPENSES</b>	<b>\$ 62,750.00</b>	<b>\$ 47,857.27</b>	<b>\$ 70,200.00</b>	<b>\$ 59,750.00</b>
<b>OPERATIONS</b>				
Total Administration	\$ 29,150.00	\$ 24,761.10	\$ 28,700.00	\$ 28,700.00
Total Communications	\$ 2,000.00	\$ 1,257.90	\$ 1,500.00	\$ 1,000.00
Total Stewardship	\$ 2,725.00	\$ 1,469.28	\$ 2,750.00	\$ 2,200.00
Total Denomination	\$ 24,593.00	\$ 24,593.00	\$ 27,052.00	\$ 27,052.00
Total Property	\$ 99,450.00	\$ 108,540.25	\$ 158,205.00	\$ 104,300.00
<b>TOTAL OPERATIONS EXPENSES</b>	<b>\$ 157,918.00</b>	<b>\$ 160,621.53</b>	<b>\$ 218,207.00</b>	<b>\$ 163,252.00</b>
<b>STAFF</b>				
Total Minister	\$ 136,820.30	\$ 121,546.73	\$ 141,466.45	\$ 139,067.46
Total Program Staff	\$ 125,704.94	\$ 104,998.36	\$ 124,070.63	\$ 120,238.66
Total Administrative Staff	\$ 91,781.58	\$ 81,779.25	\$ 94,403.73	\$ 92,929.14
<b>TOTAL STAFF</b>	<b>\$ 354,306.82</b>	<b>\$ 308,324.34</b>	<b>\$ 359,940.81</b>	<b>\$ 352,235.26</b>
<b>TOTAL EXPENSES</b>	<b>\$ 574,974.82</b>	<b>\$ 516,803.14</b>	<b>\$ 648,347.81</b>	<b>\$ 575,237.26</b>
Difference	\$ 11.18	\$ (27,628.02)	\$ (73,098.81)	\$ 11.74

	FY19 Approved Budget	FY19 Actuals as of 5/19	FY20 Requests	FY20 Proposed Budget
<b>INCOME</b>				
100 Questions	\$ 500.00	\$ (73.71)	\$ 250.00	\$ 250.00
Buddhist Meditation	\$ 600.00	\$ 792.28	\$ 600.00	\$ 600.00
Coffee Hour	\$ 200.00	\$ 181.52	\$ -	\$ -
<i>Endowment</i>				
Restricted				
Restricted: Blodgett (MD Fund)	\$ 250.00	\$ 309.85	\$ 250.00	\$ 250.00
Restricted: Lyon (Flowers)	\$ 750.00	\$ 908.47	\$ 750.00	\$ 750.00
Restricted: Slanetz (Membership)	\$ 260.00	\$ 317.80	\$ 260.00	\$ 260.00
Restricted: Stevens (Instruments)	\$ 700.00	\$ 822.64	\$ 700.00	\$ 700.00
Unrestricted	\$ 151,926.00	\$ 131,085.85	\$ 149,639.00	\$ 149,639.00
<b>Total Endowment</b>	<b>\$ 153,886.00</b>	<b>\$ 133,444.61</b>	<b>\$ 151,599.00</b>	<b>\$ 151,599.00</b>
<i>Fundraisers</i>				
Auction	\$ 9,000.00	\$ 0.67		
Fall Clean Up	\$ 1,800.00	\$ -	\$ 1,800.00	\$ 1,800.00
Other Fundraisers		\$ (693.08)	\$ 8,000.00	\$ 8,000.00
<b>Total Fund Raisers</b>	<b>\$ 10,800.00</b>	<b>\$ (692.41)</b>	<b>\$ 9,800.00</b>	<b>\$ 9,800.00</b>
<b>Outreach Collections</b>	<b>\$ 35,000.00</b>	<b>\$ 33,986.64</b>	<b>\$ 35,000.00</b>	<b>\$ 35,000.00</b>
<i>Pledges</i>				
Early Pledges	\$ 32,000.00	\$ 27,699.88	\$ 32,000.00	\$ 32,000.00
FY Pledges	\$ 298,000.00	\$ 253,905.31	\$ 310,000.00	\$ 310,000.00
<b>Total Pledges</b>	<b>\$ 330,000.00</b>	<b>\$ 281,605.19</b>	<b>\$ 342,000.00</b>	<b>\$ 342,000.00</b>
<b>User Fees</b>	<b>\$ 6,000.00</b>	<b>\$ 5,523.00</b>	<b>\$ 6,000.00</b>	<b>\$ 6,000.00</b>
<b>WW Contribution</b>	<b>\$ 28,000.00</b>	<b>\$ 22,400.00</b>	<b>\$ 30,000.00</b>	<b>\$ 30,000.00</b>
<b>Other Income</b>	<b>\$ 10,000.00</b>	<b>\$ 12,008.00</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL INCOME</b>	<b>\$ 574,986.00</b>	<b>\$ 489,175.12</b>	<b>\$ 575,249.00</b>	<b>\$ 575,249.00</b>
<b>EXPENSES</b>				
<b>PROGRAMS</b>				
<i>MUSIC &amp; WORSHIP</i>				
Guest Preachers	\$ 1,000.00	\$ 900.00	\$ 1,000.00	\$ 350.00
Worship Supplies	\$ 850.00	\$ 609.33	\$ 850.00	\$ 850.00
Flowers	\$ 1,000.00	\$ 1,036.50	\$ 750.00	\$ 750.00
<i>Music</i>				
Choir Expenses	\$ 100.00	\$ 103.98	\$ 150.00	\$ 150.00
Christmas Choir Expenses	\$ 150.00	\$ 142.00	\$ 150.00	\$ 150.00
Guest Musician	\$ 450.00	\$ -	\$ 450.00	\$ 250.00
Sheet Music	\$ 2,400.00	\$ 1,791.59	\$ 2,400.00	\$ 2,400.00
Organ/Piano R&M	\$ 1,100.00	\$ 844.50	\$ 1,100.00	\$ 1,100.00
Substitute Music Director	\$ 2,700.00	\$ 1,025.00	\$ 2,700.00	\$ 2,700.00
Guest Service/Workshop Leader	\$ 250.00	\$ -	\$ 250.00	\$ -
CIC Sheet Music	\$ 200.00	\$ 4.99	\$ 200.00	\$ 200.00
<i>Total Music</i>	\$ 7,350.00	\$ 3,912.06	\$ 7,400.00	\$ 6,950.00
<b>Total Music &amp; Worship</b>	<b>\$ 10,200.00</b>	<b>\$ 6,457.89</b>	<b>\$ 10,000.00</b>	<b>\$ 8,900.00</b>
<i>FAITH FORMATION</i>				
<i>Children &amp; Youth Faith Formation</i>				
Appreciation	\$ 600.00	\$ 324.46	\$ 600.00	\$ 600.00
Curriculum/Books	\$ 350.00	\$ 310.83	\$ 250.00	\$ 250.00
Events	\$ 450.00	\$ 228.81	\$ -	\$ -
Jr High OWL	\$ -		\$ 400.00	\$ 400.00
ROPES	\$ 500.00	\$ 285.94	\$ -	\$ -
Milestones	\$ 400.00	\$ -	\$ 400.00	\$ 200.00
Refreshments	\$ 200.00	\$ 235.28	\$ 300.00	\$ 300.00
Senior High	\$ 900.00	\$ 261.05	\$ 900.00	\$ 900.00
Supplies	\$ 900.00	\$ 654.23	\$ 900.00	\$ 900.00
Training	\$ 1,000.00	\$ 710.00	\$ 800.00	\$ 800.00
AREA	\$ 300.00	\$ 128.01	\$ 200.00	\$ 200.00

		FY19 Approved Budget	FY19 Actuals as of 5/19	FY20 Requests	FY20 Proposed Budget
	<i>Total Children &amp; Youth FF</i>	\$ 5,600.00	\$ 3,138.61	\$ 4,750.00	\$ 4,550.00
	<i>Adult Faith Formation</i>				
	General	\$ 900.00	\$ 498.36	\$ 5,050.00	\$ 1,000.00
	Covenant Groups	\$ 100.00	\$ -	\$ -	\$ -
	Young Adults	\$ 300.00	\$ 117.79	\$ 300.00	\$ -
	<i>Total Adult Faith Formation</i>	\$ 1,300.00	\$ 616.15	\$ 5,350.00	\$ 1,000.00
	<b>Total Faith Formation</b>	<b>\$ 6,900.00</b>	<b>\$ 3,754.76</b>	<b>\$ 10,100.00</b>	<b>\$ 5,550.00</b>
	<i>MEMBERSHIP</i>				
	Membership Team	\$ 1,000.00	\$ 915.37	\$ 1,000.00	\$ 600.00
	Pastoral Care Team	\$ 200.00	\$ -	\$ 50.00	\$ 50.00
	Fellowship & Fun	\$ 500.00	\$ 571.67	\$ 1,000.00	\$ 1,000.00
	Coffee Hour Supplies	\$ 1,200.00	\$ 1,527.21	\$ 1,200.00	\$ 1,200.00
	<b>Total Membership</b>	<b>\$ 2,900.00</b>	<b>\$ 3,014.25</b>	<b>\$ 3,250.00</b>	<b>\$ 2,850.00</b>
	<i>SOCIAL JUSTICE</i>				
	SJ Leadership Team	\$ 500.00	\$ 411.95	\$ 500.00	\$ 500.00
	<i>Budgeted Outreach</i>				
	Community Dinners/Soup Kitchen	\$ 3,000.00	\$ (922.00)	\$ 4,500.00	\$ 3,000.00
	GSOP	\$ 750.00	\$ 750.00	\$ 750.00	\$ 750.00
	NAIC	\$ 50.00	\$ 50.00	\$ 50.00	\$ 50.00
	UU Action NH	\$ 550.00	\$ 544.00	\$ 550.00	\$ 550.00
	Outreach Offering Disbursement	\$ 35,000.00	\$ 31,943.53	\$ 35,000.00	\$ 35,000.00
	<b>Total Budgeted Outreach</b>	<b>\$ 39,350.00</b>	<b>\$ 32,365.53</b>	<b>\$ 40,850.00</b>	<b>\$ 39,350.00</b>
	<b>Total Social Justice</b>	<b>\$ 39,850.00</b>	<b>\$ 32,777.48</b>	<b>\$ 41,350.00</b>	<b>\$ 39,850.00</b>
	<i>LEADERSHIP DEVELOPMENT</i>				
	Leadership Development	\$ 300.00	\$ 200.00	\$ 300.00	\$ 300.00
	<b>Total Leadership Development</b>	<b>\$ 300.00</b>	<b>\$ 200.00</b>	<b>\$ 300.00</b>	<b>\$ 300.00</b>
	<i>BOARD EXPENSES</i>				
	Board of Trustees Discretionary Fund	\$ 1,000.00	\$ 865.89	\$ 1,000.00	\$ 1,000.00
	Annual Meeting Expenses	\$ 300.00	\$ -	\$ 300.00	\$ 300.00
	District Annual Meeting Delegates	\$ 100.00	\$ -	\$ 200.00	\$ -
	GA Delegate Subsidies	\$ 200.00	\$ -	\$ 500.00	\$ -
	<b>Total Board Expenses</b>	<b>\$ 1,600.00</b>	<b>\$ 865.89</b>	<b>\$ 2,000.00</b>	<b>\$ 1,300.00</b>
	<i>MINISTRY FUNDS</i>				
	Minister's Discretionary Fund	\$ 1,000.00	\$ 787.00	\$ 1,200.00	\$ 1,000.00
	Sabbatical Fund	\$ -	\$ -	\$ 2,000.00	\$ -
	<b>Total Ministry Funds</b>	<b>\$ 1,000.00</b>	<b>\$ 787.00</b>	<b>\$ 3,200.00</b>	<b>\$ 1,000.00</b>
	<b>TOTAL PROGRAM EXPENSES</b>	<b>\$ 62,750.00</b>	<b>\$ 47,857.27</b>	<b>\$ 70,200.00</b>	<b>\$ 59,750.00</b>
	<i>OPERATIONS</i>				
	<i>ADMINISTRATION</i>				
	Background Checks	\$ 300.00	\$ 310.66	\$ 500.00	\$ 500.00
	Electronic Transaction Fees	\$ 500.00	\$ 368.72	\$ 500.00	\$ 500.00
	Insurance	\$ 15,000.00	\$ 13,714.44	\$ 15,000.00	\$ 15,000.00
	Internet	\$ 2,500.00	\$ 2,385.88	\$ 2,500.00	\$ 2,500.00
	Office Machines	\$ 5,000.00	\$ 2,144.40	\$ 3,000.00	\$ 3,000.00
	Office Supplies	\$ 3,000.00	\$ 2,848.00	\$ 3,000.00	\$ 3,000.00
	Software Subscriptions	\$ 2,750.00	\$ 2,837.00	\$ 3,000.00	\$ 3,000.00
	Fees	\$ 100.00	\$ 152.00	\$ 200.00	\$ 200.00
	Audit Fund	\$ -	\$ -	\$ 1,000.00	\$ 1,000.00
	<b>Total Administration</b>	<b>\$ 29,150.00</b>	<b>\$ 24,761.10</b>	<b>\$ 28,700.00</b>	<b>\$ 28,700.00</b>
	<i>COMMUNICATIONS</i>				
	Communications Team	\$ 2,000.00	\$ 1,257.90	\$ 1,500.00	\$ 1,000.00
	<b>Total Communications</b>	<b>\$ 2,000.00</b>	<b>\$ 1,257.90</b>	<b>\$ 1,500.00</b>	<b>\$ 1,000.00</b>
	<i>STEWARDSHIP</i>				
	Stewardship Team Training	\$ 225.00	\$ 90.00	\$ 300.00	\$ 200.00
	Stewardship Campaign	\$ 1,500.00	\$ 483.23	\$ 1,450.00	\$ 1,000.00
	Auction Expenses	\$ 1,000.00	\$ 896.05	\$ -	\$ -
	Fundraising Expenses	\$ -	\$ -	\$ 1,000.00	\$ 1,000.00

		<b>FY19 Approved Budget</b>	<b>FY19 Actuals as of 5/19</b>	<b>FY20 Requests</b>	<b>FY20 Proposed Budget</b>
	<b>Total Stewardship</b>	<b>\$ 2,725.00</b>	<b>\$ 1,469.28</b>	<b>\$ 2,750.00</b>	<b>\$ 2,200.00</b>
	<i>DENOMINATION</i>				
	UUA Fair Share	\$ 24,593.00	\$ 24,593.00	\$ 27,052.00	\$ 27,052.00
	<b>Total Denomination</b>	<b>\$ 24,593.00</b>	<b>\$ 24,593.00</b>	<b>\$ 27,052.00</b>	<b>\$ 27,052.00</b>
	<i>PROPERTY</i>				
	Sexton Coverage	\$ 600.00	\$ 658.75	\$ 600.00	\$ 600.00
	<i>Utilities</i>				
	Electricity	\$ 8,000.00	\$ 8,491.96	\$ 8,000.00	\$ 8,000.00
	Gas	\$ 14,000.00	\$ 12,286.51	\$ 14,000.00	\$ 14,000.00
	Water	\$ 6,000.00	\$ 5,333.12	\$ 6,000.00	\$ 6,000.00
	<i>Total Utilities</i>	<b>\$ 28,000.00</b>	<b>\$ 26,111.59</b>	<b>\$ 28,000.00</b>	<b>\$ 28,000.00</b>
	<i>Services</i>				
	Trash Removal	\$ 4,000.00	\$ 3,303.00	\$ 4,000.00	\$ 4,000.00
	Cleaning Services	\$ 2,000.00	\$ 1,918.90	\$ 2,000.00	\$ 2,000.00
	Laundry	\$ 1,000.00	\$ 703.50	\$ 1,000.00	\$ 1,000.00
	Groundskeeping	\$ 10,000.00	\$ 3,992.01	\$ 4,000.00	\$ 4,000.00
	Snow Removal	\$ 12,000.00	\$ 11,148.00	\$ 12,000.00	\$ 12,000.00
	<i>Total Services</i>	<b>\$ 29,000.00</b>	<b>\$ 21,065.41</b>	<b>\$ 23,000.00</b>	<b>\$ 23,000.00</b>
	Alarm Systems	\$ 1,500.00	\$ 1,207.94	\$ 7,000.00	\$ 1,500.00
	Furnishings & Fixtures	\$ 700.00	\$ 716.18	\$ 700.00	\$ 700.00
	Building Inspections	\$ 400.00	\$ -	\$ 200.00	\$ 200.00
	Elevator	\$ 1,500.00	\$ 1,589.01	\$ 1,800.00	\$ 1,800.00
	Janitorial Supplies	\$ 2,500.00	\$ 2,486.28	\$ 3,300.00	\$ 3,000.00
	<i>Maintenance</i>				
	Corrective Maintenance	\$ 20,000.00	\$ 47,644.66	\$ 58,605.00	\$ 25,000.00
	Preventative Maintenance	\$ 7,750.00	\$ 7,060.43	\$ 10,000.00	\$ 10,500.00
	Building Maintenance Fund	\$ 7,500.00	\$ -	\$ 25,000.00	\$ 10,000.00
	<i>Total Maintenance</i>	<b>\$ 35,250.00</b>	<b>\$ 54,705.09</b>	<b>\$ 93,605.00</b>	<b>\$ 45,500.00</b>
	<b>Total Property</b>	<b>\$ 99,450.00</b>	<b>\$ 108,540.25</b>	<b>\$ 158,205.00</b>	<b>\$ 104,300.00</b>
	<b>TOTAL OPERATIONS EXPENSES</b>	<b>\$ 157,918.00</b>	<b>\$ 160,621.53</b>	<b>\$ 218,207.00</b>	<b>\$ 163,252.00</b>
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	<b>Total Minister</b>	<b>\$ 136,820.30</b>	<b>\$ 121,546.73</b>	<b>\$ 141,466.45</b>	<b>\$ 139,067.46</b>
	<b>Total Program Staff</b>	<b>\$ 125,704.94</b>	<b>\$ 104,998.36</b>	<b>\$ 124,070.63</b>	<b>\$ 120,238.66</b>
	<b>Total Administrative Staff</b>	<b>\$ 91,781.58</b>	<b>\$ 81,779.25</b>	<b>\$ 94,403.73</b>	<b>\$ 92,929.14</b>
	<b>TOTAL STAFF</b>	<b>\$ 354,306.82</b>	<b>\$ 308,324.34</b>	<b>\$ 359,940.81</b>	<b>\$ 352,235.26</b>
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	Difference	\$ 11.18	\$ (27,628.02)	\$ (73,098.81)	\$ 11.74