

FY 2021 Financial Report & Proposed FY 2022 Budget Summary

Last year, we passed two budgets, one assuming we would be 100% online and the other assuming we would be 100% in-person. The in-person budget was balanced and the online budget had a \$30,000 deficit. We have been using the online budget as our baseline throughout the year, but have been flexible with expenditures, knowing that this was a very hard year to budget for. Some lines were more and others were less than what we guessed. The good news is that it looks like we will be ending the year with a bit of a surplus. We were able to carry over about \$60,000 from last year's surplus, which cushioned the uncertainty of this year, and helped us pay for some unexpected property expenses.

As of this report, we have a full month and a half of the fiscal year left, so we cannot offer final numbers at this time. The numbers in this report are as of May 13, which is approximately 87% through the fiscal year. A report of final numbers for FY2021 will be released in August.

Once again this year we will be voting on a program budget rather than a detailed line item budget. The first page after this narrative 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 2022 budget is balanced and includes

- \$594,047 in anticipated income (\$13,500 more than the FY21 in person budget and \$65,000 more than the FY21 online budget)
 - \$6,000 more from Endowment based on withdrawal rules
 - \$11,000/\$21,000 more in pledge income based on Stewardship Campaign numbers
- \$594,044.77 in budgeted expenses (\$13,500 more than the FY21 in person budget and \$35,000 more than the FY21 online budget)
 - FY 2022 Budget Requests totaled \$629,157.34 (all requests can be seen in spreadsheet, fourth column)
 - The increase in expenses can all be found in the staff lines.
 - With staff turnover, we are offering health insurance to more staff in the coming year.
 - Salary increases for both the Minister and Director of Faith Formation have not kept up with UUA recommendations over the past few years, as they have often been the first things to be cut to balance the budget. We are trying to correct that some this year.
 - Our Church Administrator is moving from a 35 hours/week position to 40 hours/week, to allow for time to be devoted to the extra administrative and technical demands of multiplatform worship and programing.

Once again this year, planning ahead is difficult. We are continuing to do church in new ways, and adjusting as conditions change. We will once again monitor the budget closely so that our expenses stay in line with our income, and we know how to adjust for FY23.

Respectfully submitted,
Rev. Allison Palm

	FY21 In person Budget	FY21 Online Budget	FY21 Actuals (as of May 13)		FY22 Budget Requests	FY22 Budget Proposal
INCOME						
100 Questions	\$ 150.00	\$ 150.00	\$ (382.55)		\$ -	\$ -
Buddhist Meditation	\$ 600.00	\$ -	\$ -		\$ -	\$ -
Total Endowment	\$ 158,753.00	\$ 157,903.00	\$ 135,148.16		\$ 164,047.00	\$ 164,047.00
Total Fund Raisers	\$ 8,000.00	\$ 4,000.00	\$ 3,190.57		\$ 6,000.00	\$ 6,000.00
Outreach Collections	\$ 35,000.00	\$ 35,000.00	\$ 35,239.36		\$ 35,000.00	\$ 35,000.00
Total Pledges	\$ 342,000.00	\$ 332,000.00	\$ 295,585.85		\$ 353,000.00	\$ 353,000.00
User Fees	\$ 6,000.00	\$ -	\$ 390.00		\$ 6,000.00	\$ 6,000.00
Preschool Contribution	\$ 30,000.00	\$ -	\$ 15,000.00		\$ 30,000.00	\$ 30,000.00
Other Income	\$ -	\$ -	\$ 63,925.33		\$ -	\$ -
TOTAL INCOME	\$ 580,503.00	\$ 529,053.00	\$ 548,096.72		\$ 594,047.00	\$ 594,047.00
EXPENSES						
PROGRAMS						
Total Music & Worship	\$ 9,540.00	\$ 5,090.00	\$ 3,181.62		\$ 9,600.00	\$ 8,430.00
Total Faith Formation	\$ 4,800.00	\$ 4,150.00	\$ 2,410.08		\$ 6,500.00	\$ 4,700.00
Total Membership	\$ 2,550.00	\$ 1,500.00	\$ 636.48		\$ 2,750.00	\$ 2,000.00
Total Social Justice	\$ 39,850.00	\$ 38,350.00	\$ 34,965.43		\$ 40,550.00	\$ 39,950.00
Total Leadership Development	\$ 300.00	\$ 300.00	\$ 300.00		\$ 300.00	\$ 300.00
Total Board Expenses	\$ 1,300.00	\$ 1,300.00	\$ 597.51		\$ 2,300.00	\$ 1,000.00
Total Ministry Funds	\$ 2,000.00	\$ 2,000.00	\$ (1,660.66)		\$ 6,000.00	\$ -
TOTAL PROGRAM EXPENSES	\$ 60,340.00	\$ 52,690.00	\$ 40,430.46		\$ 68,000.00	\$ 56,380.00
OPERATIONS						
Total Administration	\$ 28,850.00	\$ 28,850.00	\$ 20,052.22		\$ 32,200.00	\$ 31,150.00
Total Communications	\$ 1,000.00	\$ 1,000.00	\$ 1,147.44		\$ 1,300.00	\$ 1,300.00
Total Stewardship	\$ 1,700.00	\$ 1,700.00	\$ 763.89		\$ 2,200.00	\$ 2,000.00
Total Denomination	\$ 28,712.00	\$ 28,712.00	\$ 25,840.00		\$ 25,920.00	\$ 25,920.00
Total Property	\$ 99,200.00	\$ 87,800.00	\$ 83,220.65		\$ 117,150.00	\$ 99,150.00
TOTAL OPERATIONS EXPENSES	\$ 159,462.00	\$ 148,062.00	\$ 131,024.20		\$ 178,770.00	\$ 159,520.00
STAFF						
Total Minister	\$ 141,462.90	\$ 141,462.90	\$ 119,165.32		\$ 149,519.22	\$ 147,536.60
Total Program Staff	\$ 124,649.83	\$ 122,146.96	\$ 101,990.60		\$ 126,794.72	\$ 124,534.07
Total Administrative Staff	\$ 94,583.59	\$ 94,583.59	\$ 87,559.50		\$ 106,073.40	\$ 106,073.40
TOTAL STAFF	\$ 360,696.31	\$ 358,193.45	\$ 308,715.42		\$ 382,387.34	\$ 378,144.07
TOTAL EXPENSES	\$ 580,498.31	\$ 558,945.45	\$ 480,170.08		\$ 629,157.34	\$ 594,044.07
Difference	\$ 4.69	\$ (29,892.45)	\$ 67,926.64		\$ (35,110.34)	\$ 2.93

	FY21 In person Budget	FY21 Online Budget	FY21 Actuals (as of May 13)	FY22 Budget Requests	FY22 Budget Proposal
INCOME					
100 Questions	\$ 150.00	\$ 150.00	\$ (382.55)	\$ -	\$ -
Buddhist Meditation	\$ 600.00	\$ -	\$ -	\$ -	\$ -
Endowment					
Restricted					
Restricted: Blodgett (MD Fund)	\$ 275.00	\$ 275.00	\$ 306.63	\$ 275.00	\$ 275.00
Restricted: Lyon (Flowers)	\$ 850.00	\$ -	\$ -	\$ 850.00	\$ 850.00
Restricted: Slanetz (Membership)	\$ 300.00	\$ 300.00	\$ 314.50	\$ 300.00	\$ 300.00
Restricted: Stevens (Instruments)	\$ 750.00	\$ 750.00	\$ 814.09	\$ 750.00	\$ 750.00
Unrestricted	\$ 156,578.00	\$ 156,578.00	\$ 133,712.94	\$ 161,872.00	\$ 161,872.00
Total Endowment	\$ 158,753.00	\$ 157,903.00	\$ 135,148.16	\$ 164,047.00	\$ 164,047.00
Fundraisers					
Fall Clean Up	\$ -	\$ -	\$ -	\$ -	\$ -
Other Fundraisers	\$ 8,000.00	\$ 4,000.00	\$ 3,190.57	\$ 6,000.00	\$ 6,000.00
Total Fund Raisers	\$ 8,000.00	\$ 4,000.00	\$ 3,190.57	\$ 6,000.00	\$ 6,000.00
Outreach Collections	\$ 35,000.00	\$ 35,000.00	\$ 35,239.36	\$ 35,000.00	\$ 35,000.00
Pledges					
Early Pledges	\$ 32,000.00	\$ 32,000.00	\$ 11,615.00	\$ 32,000.00	\$ 32,000.00
FY Pledges	\$ 310,000.00	\$ 300,000.00	\$ 283,970.85	\$ 321,000.00	\$ 321,000.00
Total Pledges	\$ 342,000.00	\$ 332,000.00	\$ 295,585.85	\$ 353,000.00	\$ 353,000.00
User Fees	\$ 6,000.00	\$ -	\$ 390.00	\$ 6,000.00	\$ 6,000.00
Preschool Contribution	\$ 30,000.00	\$ -	\$ 15,000.00	\$ 30,000.00	\$ 30,000.00
Other Income	\$ -	\$ -	\$ 63,925.33	\$ -	\$ -
TOTAL INCOME	\$ 580,503.00	\$ 529,053.00	\$ 548,096.72	\$ 594,047.00	\$ 594,047.00
EXPENSES					
PROGRAMS					
MUSIC & WORSHIP					
Guest Preachers	\$ 1,540.00	\$ 1,540.00	\$ 1,505.00	\$ 1,540.00	\$ 770.00
Worship Supplies	\$ 900.00	\$ 500.00	\$ 432.62	\$ 1,000.00	\$ 1,000.00
Flowers	\$ 850.00	\$ -	\$ 21.00	\$ 850.00	\$ 850.00
Music					
Choir Expenses	\$ 200.00	\$ 200.00	\$ 90.00	\$ 200.00	\$ 200.00
Christmas Choir Expenses	\$ 200.00	\$ -	\$ -	\$ 200.00	\$ 200.00
Guest Musician	\$ 250.00	\$ 250.00	\$ 550.00	\$ 250.00	\$ 250.00
Sheet Music	\$ 2,000.00	\$ 500.00	\$ 100.00	\$ 2,000.00	\$ 2,000.00
Organ/Piano R&M	\$ 1,100.00	\$ 1,100.00	\$ 483.00	\$ 1,100.00	\$ 1,100.00
Substitute Music Director	\$ 2,400.00	\$ 1,000.00	\$ -	\$ 2,400.00	\$ 2,000.00
Guest Service/Workshop Leader	\$ -	\$ -	\$ -	\$ -	\$ -
CIC Sheet Music	\$ 100.00	\$ -	\$ -	\$ 60.00	\$ 60.00
Total Music	\$ 6,250.00	\$ 3,050.00	\$ 1,223.00	\$ 6,210.00	\$ 5,810.00
Total Music & Worship	\$ 9,540.00	\$ 5,090.00	\$ 3,181.62	\$ 9,600.00	\$ 8,430.00
FAITH FORMATION					
Children & Youth Faith Formation					
Appreciation	\$ 400.00	\$ 400.00	\$ -	\$ 300.00	\$ 300.00
Curriculum/Books	\$ 250.00	\$ 250.00	\$ 147.00	\$ 250.00	\$ 250.00
Jr High OWL	\$ -	\$ -	\$ -	\$ 500.00	\$ 500.00
ROPES	\$ 500.00	\$ 500.00	\$ 257.26	\$ -	\$ -
Milestones	\$ 200.00	\$ 200.00		\$ 200.00	\$ 100.00
Refreshments	\$ 250.00	\$ -	\$ -	\$ 250.00	\$ 250.00
Senior High	\$ 700.00	\$ 300.00	\$ -	\$ 800.00	\$ 700.00
Supplies	\$ 900.00	\$ 900.00	\$ 1,964.36	\$ 1,000.00	\$ 1,000.00
Training	\$ 800.00	\$ 800.00		\$ 1,200.00	\$ 800.00
AREA	\$ -	\$ -	\$ -	\$ 1,000.00	\$ -
Total Children & Youth FF	\$ 4,000.00	\$ 3,350.00	\$ 2,368.62	\$ 5,500.00	\$ 3,900.00
Adult Faith Formation					
General	\$ 800.00	\$ 800.00	\$ 41.46	\$ 1,000.00	\$ 800.00
Total Adult Faith Formation	\$ 800.00	\$ 800.00	\$ 41.46	\$ 1,000.00	\$ 800.00
Total Faith Formation	\$ 4,800.00	\$ 4,150.00	\$ 2,410.08	\$ 6,500.00	\$ 4,700.00
MEMBERSHIP					

		FY21 In person Budget	FY21 Online Budget	FY21 Actuals (as of May 13)		FY22 Budget Requests	FY22 Budget Proposal
	Membership Team	\$ 500.00	\$ 500.00	\$ 304.59		\$ 500.00	\$ 400.00
	Pastoral Care Team	\$ 50.00	\$ -	\$ -		\$ 50.00	\$ 50.00
	Fellowship & Fun	\$ 1,000.00	\$ 1,000.00	\$ 331.89		\$ 1,000.00	\$ 800.00
	Coffee Hour Supplies	\$ 1,000.00	\$ -	\$ -		\$ 1,200.00	\$ 750.00
	Total Membership	\$ 2,550.00	\$ 1,500.00	\$ 636.48		\$ 2,750.00	\$ 2,000.00
	SOCIAL JUSTICE						
	SJ Leadership Team	\$ 500.00	\$ 500.00	\$ 108.00		\$ 500.00	\$ 500.00
	Budgeted Outreach						
	Community Dinners/Soup Kitchen	\$ 3,000.00	\$ 1,500.00	\$ -		\$ 3,600.00	\$ 3,000.00
	GSOP	\$ 750.00	\$ 750.00	\$ -		\$ 750.00	\$ 750.00
	NAIC	\$ 50.00	\$ 50.00	\$ -		\$ 50.00	\$ 50.00
	NHCC	\$ -	\$ -	\$ -		\$ 100.00	\$ 100.00
	UU Action NH	\$ 550.00	\$ 550.00	\$ 570.69		\$ 550.00	\$ 550.00
	Outreach Offering Disbursement	\$ 35,000.00	\$ 35,000.00	\$ 34,286.74		\$ 35,000.00	\$ 35,000.00
	Total Budgeted Outreach	\$ 39,350.00	\$ 37,850.00	\$ 34,857.43		\$ 40,050.00	\$ 39,450.00
	Total Social Justice	\$ 39,850.00	\$ 38,350.00	\$ 34,965.43		\$ 40,550.00	\$ 39,950.00
	LEADERSHIP DEVELOPMENT						
	Leadership Development	\$ 300.00	\$ 300.00	\$ 300.00		\$ 300.00	\$ 300.00
	Total Leadership Development	\$ 300.00	\$ 300.00	\$ 300.00		\$ 300.00	\$ 300.00
	BOARD EXPENSES						
	Board of Trustees Discretionary Fund	\$ 1,000.00	\$ 1,000.00	\$ 597.51		\$ 1,000.00	\$ 700.00
	Annual Meeting Expenses	\$ 300.00	\$ 300.00	\$ -		\$ 300.00	\$ 300.00
	GA Delegate Subsidies	\$ -	\$ -	\$ -		\$ 1,000.00	\$ -
	Total Board Expenses	\$ 1,300.00	\$ 1,300.00	\$ 597.51		\$ 2,300.00	\$ 1,000.00
	MINISTRY FUNDS						
	Minister's Discretionary Fund	\$ 1,000.00	\$ 1,000.00	\$ (1,660.66)		\$ 1,000.00	\$ -
	Sabbatical Fund	\$ 1,000.00	\$ 1,000.00	\$ -		\$ 5,000.00	\$ -
	Total Ministry Funds	\$ 2,000.00	\$ 2,000.00	\$ (1,660.66)		\$ 6,000.00	\$ -
	TOTAL PROGRAM EXPENSES	\$ 60,340.00	\$ 52,690.00	\$ 40,430.46		\$ 68,000.00	\$ 56,380.00
	OPERATIONS						
	ADMINISTRATION						
	Background Checks	\$ 300.00	\$ 300.00	\$ 11.50		\$ 300.00	\$ 250.00
	Electronic Transaction Fees	\$ 200.00	\$ 200.00	\$ 114.55		\$ -	\$ -
	Insurance	\$ 15,750.00	\$ 15,750.00	\$ 8,882.06		\$ 15,750.00	\$ 15,750.00
	Internet	\$ 3,500.00	\$ 3,500.00	\$ 4,741.70		\$ 5,000.00	\$ 5,000.00
	Office Machines	\$ 3,000.00	\$ 3,000.00	\$ 2,315.66		\$ 3,000.00	\$ 3,000.00
	Office Supplies	\$ 3,000.00	\$ 1,000.00	\$ 1,104.76		\$ 3,000.00	\$ 2,500.00
	Software Subscriptions	\$ 3,000.00	\$ 5,000.00	\$ 2,808.99		\$ 5,000.00	\$ 4,500.00
	Fees	\$ 100.00	\$ 100.00	\$ 73.00		\$ 150.00	\$ 150.00
	Audit Fund	\$ -	\$ -	\$ -		\$ -	\$ -
	Total Administration	\$ 28,850.00	\$ 28,850.00	\$ 20,052.22		\$ 32,200.00	\$ 31,150.00
	COMMUNICATIONS						
	Communications Team	\$ 1,000.00	\$ 1,000.00	\$ 1,147.44		\$ 1,300.00	\$ 1,300.00
	Total Communications	\$ 1,000.00	\$ 1,000.00	\$ 1,147.44		\$ 1,300.00	\$ 1,300.00
	STEWARDSHIP						
	Stewardship Team Training	\$ 200.00	\$ 200.00	\$ -		\$ 200.00	\$ 200.00
	Stewardship Campaign	\$ 900.00	\$ 900.00	\$ 463.89		\$ 1,000.00	\$ 900.00
	Auction Expenses	\$ -	\$ -	\$ -		\$ -	\$ -
	Fundraising Expenses	\$ 600.00	\$ 600.00	\$ 300.00		\$ 1,000.00	\$ 900.00
	Total Stewardship	\$ 1,700.00	\$ 1,700.00	\$ 763.89		\$ 2,200.00	\$ 2,000.00
	DENOMINATION						
	UUA Fair Share	\$ 28,712.00	\$ 28,712.00	\$ 25,840.00		\$ 25,920.00	\$ 25,920.00
	Total Denomination	\$ 28,712.00	\$ 28,712.00	\$ 25,840.00		\$ 25,920.00	\$ 25,920.00
	PROPERTY						
	Sexton Coverage	\$ 600.00	\$ 600.00	\$ -		\$ 50.00	\$ 50.00
	Utilities						
	Electricity	\$ 9,000.00	\$ 7,000.00	\$ 4,803.00		\$ 9,000.00	\$ 9,000.00
	Gas	\$ 12,000.00	\$ 10,000.00	\$ 8,529.14		\$ 13,000.00	\$ 12,000.00
	Water	\$ 6,000.00	\$ 4,000.00	\$ 6,343.70		\$ 6,000.00	\$ 6,000.00
	Total Utilities	\$ 27,000.00	\$ 21,000.00	\$ 19,675.84		\$ 28,000.00	\$ 27,000.00

			FY21 In person Budget	FY21 Online Budget	FY21 Actuals (as of May 13)		FY22 Budget Requests	FY22 Budget Proposal
		<i>Services</i>						
		Trash Removal	\$ 4,000.00	\$ 2,000.00	\$ 5,456.89		\$ 6,000.00	\$ 6,000.00
		Cleaning Services	\$ 2,000.00	\$ 2,000.00	\$ -		\$ 2,000.00	\$ 2,000.00
		Laundry	\$ 1,000.00	\$ -	\$ 70.00		\$ 1,000.00	\$ 1,000.00
		Groundskeeping	\$ 5,000.00	\$ 5,000.00	\$ 1,971.81		\$ 4,500.00	\$ 4,500.00
		Snow Removal	\$ 14,400.00	\$ 14,400.00	\$ 12,641.00		\$ 14,400.00	\$ 14,400.00
		<i>Total Services</i>	\$ 26,400.00	\$ 23,400.00	\$ 20,139.70		\$ 27,900.00	\$ 27,900.00
		Alarm Systems	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00		\$ 1,000.00	\$ 1,000.00
		Furnishings & Fixtures	\$ 700.00	\$ -	\$ -		\$ 700.00	\$ 700.00
		Building Inspections	\$ 200.00	\$ 200.00	\$ 238.00		\$ 200.00	\$ 200.00
		Elevator	\$ 1,800.00	\$ 1,800.00	\$ 1,709.01		\$ 1,800.00	\$ 1,800.00
		Janitorial Supplies	\$ 2,500.00	\$ 1,800.00	\$ 1,383.00		\$ 2,500.00	\$ 2,500.00
		<i>Maintenance</i>						
		Corrective Maintenance	\$ 21,000.00	\$ 20,000.00	\$ 32,360.44		\$ 35,000.00	\$ 20,000.00
		Preventative Maintenance	\$ 10,000.00	\$ 10,000.00	\$ 6,714.66		\$ 10,000.00	\$ 10,000.00
		Building Maintenance Fund	\$ 8,000.00	\$ 8,000.00	\$ -		\$ 10,000.00	\$ 8,000.00
		<i>Total Maintenance</i>	\$ 39,000.00	\$ 38,000.00	\$ 39,075.10		\$ 55,000.00	\$ 38,000.00
		Total Property	\$ 99,200.00	\$ 87,800.00	\$ 83,220.65		\$ 117,150.00	\$ 99,150.00
		TOTAL OPERATIONS EXPENSES	\$ 159,462.00	\$ 148,062.00	\$ 131,024.20		\$ 178,770.00	\$ 159,520.00
		STAFF						
		Total Minister	\$ 141,462.90	\$ 141,462.90	\$ 119,165.32		\$ 149,519.22	\$ 147,536.60
		Total Program Staff	\$ 124,649.83	\$ 122,146.96	\$ 101,990.60		\$ 126,794.72	\$ 124,534.07
		Total Administrative Staff	\$ 94,583.59	\$ 94,583.59	\$ 87,559.50		\$ 106,073.40	\$ 106,073.40
		TOTAL STAFF	\$ 360,696.31	\$ 358,193.45	\$ 308,715.42		\$ 382,387.34	\$ 378,144.07
		TOTAL EXPENSES	\$ 580,498.31	\$ 558,945.45	\$ 480,170.08		\$ 629,157.34	\$ 594,044.07
		Difference	\$ 4.69	\$ (29,892.45)	\$ 67,926.64		\$ (35,110.34)	\$ 2.93