

## FY 2022 Financial Report & Proposed FY 2023 Budget Summary

Last year, we passed a balanced budget. Both income and expenses have overall been tracking closely to the budget this year, so we anticipate ending the year with a balanced budget or a bit of a surplus. You may notice that the Property line is higher than you might expect for this point in the year. It is possible that that line will go over budget, but luckily we have other lines that will balance it out by being under budget.

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 11, which is approximately 86% through the fiscal year. A report of final numbers for FY2022 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 2023 budget is balanced and includes

- \$606,825 in anticipated income (\$12,000 more than the FY22 budget)
  - \$6,000 more from Endowment based on withdrawal rules
  - \$5,000 more in pledge income based on Stewardship Campaign numbers
  - \$1,325 more in Fundraising – this is a reach goal!
- \$606,825 in budgeted expenses (\$12,000 more than the FY22 budget)
  - FY 2023 Budget Requests totaled \$644,896 (all requests can be seen in spreadsheet, third column)
  - The increases include:
    - Modest salary increases for all staff
    - Increases to the Operations lines to accommodate increasing costs of goods and services

This year I am also providing a snapshot of our Current Operating Funds. This balance sheet details what we actually have in the bank account at the moment and how much of that is set aside for specific purposes. This can give you a sense of our cash flow and some of our out of budget expenses. The particularly relevant ones in this past year and the upcoming year are the Sabbatical Fund, the Bicentennial Fund, the Minister's Discretionary Reserve Fund, and the Community Dinner Reserve Fund. The Bicentennial Fund is managed by the Board and is designated for future-oriented projects. It is currently being used to fund our transition to multiplatform worship and the Building Our Vision Process. The Sabbatical Fund has paid for expenses related to staff leave time this year and will fund the Sabbatical Minister position in the fall. The other two are being used to supplement the budget line items of the same description.

While once again in our budgeting we have a large gap between what we would like to do and what we are able to fund, we are in a good financial position, especially given the turmoil and unpredictability of the last two years. We had a modest increase in pledging over last year, when a lot of congregations are experiencing decreases in total pledges. We also are using money from our endowment at a responsible, sustainable pace, ensuring that those funds will be able to support us well into the future. All of our staff are within the Fair Compensation Guidelines from the UUA, and our programs have adequate funds to continue. Over the last several years, we have managed to save nearly \$60,000 in a Building Maintenance Fund, a fund that did not exist prior to 2016. This is an important pot of money to have as our old buildings do require frequent unexpected maintenance expenses.

Overall, we are in a solid place financially as we move into talking about a major building project, and the major fundraising effort that would go with that.

Respectfully submitted,  
Rev. Allison Palm

## Program Budget - To Vote On

	FY22 Approved Budget	FY22 Actuals (As of May 11)		FY23 Requests	FY23 Proposed Budget
<b>INCOME</b>					
100 Questions	\$ -	\$ 179.05		\$ -	\$ -
Total Endowment	\$ 164,047.00	\$ 152,577.74		\$ 170,500.00	\$ 170,500.00
Fundraisers	\$ 6,000.00	\$ 4,915.92		\$ 7,000.00	\$ 7,325.00
Outreach Collections	\$ 35,000.00	\$ 27,308.57		\$ 35,000.00	\$ 35,000.00
Total Pledges	\$ 353,000.00	\$ 320,499.14		\$ 358,000.00	\$ 358,000.00
User Fees	\$ 6,000.00	\$ 790.00		\$ 6,000.00	\$ 6,000.00
Preschool Contribution	\$ 30,000.00	\$ 24,000.00		\$ 30,000.00	\$ 30,000.00
Other Income	\$ -	\$ 2,120.91		\$ -	\$ -
<b>TOTAL INCOME</b>	<b>\$ 594,047.00</b>	<b>\$ 532,391.33</b>		<b>\$ 606,500.00</b>	<b>\$ 606,825.00</b>
<b>EXPENSES</b>					
<b>PROGRAMS</b>					
Total Music & Worship	\$ 8,430.00	\$ 2,025.38		\$ 8,860.00	\$ 7,760.00
Total Faith Formation	\$ 4,700.00	\$ 3,598.72		\$ 5,500.00	\$ 4,700.00
Total Membership	\$ 2,000.00	\$ 1,231.33		\$ 2,750.00	\$ 2,450.00
Total Social Justice	\$ 39,950.00	\$ 28,565.06		\$ 39,940.00	\$ 39,440.00
Total Leadership Development	\$ 300.00	\$ -		\$ 300.00	\$ 200.00
Total Board Expenses	\$ 1,000.00	\$ 89.40		\$ 2,300.00	\$ 800.00
Total Ministry Funds	\$ -	\$ -		\$ 2,000.00	\$ 275.00
<b>TOTAL PROGRAM EXPENSES</b>	<b>\$ 56,380.00</b>	<b>\$ 35,509.89</b>		<b>\$ 61,650.00</b>	<b>\$ 55,625.00</b>
<b>OPERATIONS</b>					
Total Administration	\$ 31,150.00	\$ 28,370.08		\$ 33,800.00	\$ 33,100.00
Total Communications	\$ 1,300.00	\$ 1,062.58		\$ 1,300.00	\$ 1,300.00
Total Stewardship	\$ 2,000.00	\$ 943.36		\$ 2,000.00	\$ 1,500.00
Total Denomination	\$ 25,920.00	\$ 25,920.00		\$ 24,909.00	\$ 24,909.00
Total Property	\$ 99,150.00	\$ 97,587.50		\$ 111,200.00	\$ 101,200.00
<b>TOTAL OPERATIONS EXPENSES</b>	<b>\$ 159,520.00</b>	<b>\$ 153,883.52</b>		<b>\$ 173,209.00</b>	<b>\$ 162,009.00</b>
<b>STAFF</b>					
Total Minister	\$ 147,536.60	\$ 127,773.71		\$ 154,383.50	\$ 150,440.02
Total Program Staff	\$ 124,534.07	\$ 103,123.97		\$ 135,576.32	\$ 128,031.02
Total Administrative Staff	\$ 106,073.40	\$ 88,198.47		\$ 120,077.70	\$ 110,720.75
<b>TOTAL STAFF</b>	<b>\$ 378,144.07</b>	<b>\$ 319,096.15</b>		<b>\$ 410,037.52</b>	<b>\$ 389,191.78</b>
<b>TOTAL EXPENSES</b>	<b>\$ 594,044.07</b>	<b>\$ 508,489.56</b>		<b>\$ 644,896.52</b>	<b>\$ 606,825.78</b>
Difference	\$ 2.93	\$ 23,901.77		\$ (38,396.52)	\$ (0.78)

## Detailed Budget - For Reference

	FY22 Approved Budget	FY22 Actuals (As of May 11)	FY23 Requests	FY23 Proposed Budget
<b>INCOME</b>				
100 Questions	\$ -	\$ 179.05	\$ -	\$ -
Endowment				
Restricted				
Restricted: Blodgett (MD Fund)	\$ 275.00	\$ -	\$ 275.00	\$ 275.00
Restricted: Lyon (Flowers)	\$ 850.00	\$ 500.00	\$ 850.00	\$ 850.00
Restricted: Slanetz (Membership)	\$ 300.00	\$ 392.48	\$ 375.00	\$ 375.00
Restricted: Stevens (Instruments)	\$ 750.00	\$ 1,015.95	\$ 1,000.00	\$ 1,000.00
Unrestricted	\$ 161,872.00	\$ 150,669.31	\$ 168,000.00	\$ 168,000.00
<b>Total Endowment</b>	<b>\$ 164,047.00</b>	<b>\$ 152,577.74</b>	<b>\$ 170,500.00</b>	<b>\$ 170,500.00</b>
<b>Fundraisers</b>	<b>\$ 6,000.00</b>	<b>\$ 4,915.92</b>	<b>\$ 7,000.00</b>	<b>\$ 7,325.00</b>
<b>Outreach Collections</b>	<b>\$ 35,000.00</b>	<b>\$ 27,308.57</b>	<b>\$ 35,000.00</b>	<b>\$ 35,000.00</b>
Pledges				
Early Pledges	\$ 32,000.00	\$ 15,350.00	\$ 18,000.00	\$ 18,000.00
FY Pledges	\$ 321,000.00	\$ 305,149.14	\$ 340,000.00	\$ 340,000.00
<b>Total Pledges</b>	<b>\$ 353,000.00</b>	<b>\$ 320,499.14</b>	<b>\$ 358,000.00</b>	<b>\$ 358,000.00</b>
<b>User Fees</b>	<b>\$ 6,000.00</b>	<b>\$ 790.00</b>	<b>\$ 6,000.00</b>	<b>\$ 6,000.00</b>
<b>Preschool Contribution</b>	<b>\$ 30,000.00</b>	<b>\$ 24,000.00</b>	<b>\$ 30,000.00</b>	<b>\$ 30,000.00</b>
<b>Other Income</b>	<b>\$ -</b>	<b>\$ 2,120.91</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL INCOME</b>	<b>\$ 594,047.00</b>	<b>\$ 532,391.33</b>	<b>\$ 606,500.00</b>	<b>\$ 606,825.00</b>
<b>EXPENSES</b>				
<b>PROGRAMS</b>				
<b>MUSIC &amp; WORSHIP</b>				
Guest Preachers	\$ 770.00	\$ 400.00	\$ 800.00	\$ 400.00
Worship Supplies	\$ 1,000.00	\$ 855.02	\$ 1,000.00	\$ 900.00
Flowers	\$ 850.00	\$ 275.00	\$ 850.00	\$ 850.00
<b>Music</b>				
Choir Expenses	\$ 200.00	\$ 109.98	\$ 200.00	\$ 200.00
Christmas Choir Expenses	\$ 200.00	\$ -	\$ 200.00	\$ 200.00
Guest Musician	\$ 250.00	\$ -	\$ 250.00	\$ 250.00
Sheet Music	\$ 2,000.00	\$ 255.38	\$ 2,000.00	\$ 1,800.00
Organ/Piano R&M	\$ 1,100.00	\$ 130.00	\$ 1,100.00	\$ 1,100.00
Substitute Music Director	\$ 2,000.00	\$ -	\$ 2,400.00	\$ 2,000.00
CIC Sheet Music	\$ 60.00	\$ -	\$ 60.00	\$ 60.00
<b>Total Music</b>	<b>\$ 5,810.00</b>	<b>\$ 495.36</b>	<b>\$ 6,210.00</b>	<b>\$ 5,610.00</b>
<b>Total Music &amp; Worship</b>	<b>\$ 8,430.00</b>	<b>\$ 2,025.38</b>	<b>\$ 8,860.00</b>	<b>\$ 7,760.00</b>
<b>FAITH FORMATION</b>				
<b>Children &amp; Youth Faith Formation</b>				
Appreciation	\$ 300.00	\$ -	\$ -	\$ -
Curriculum/Books	\$ 250.00	\$ 546.00	\$ 300.00	\$ 300.00
Jr High OWL	\$ 500.00	\$ 298.69	\$ -	\$ -
ROPES	\$ -	\$ -	\$ 500.00	\$ 500.00
Milestones	\$ 100.00	\$ -	\$ -	\$ -
Refreshments	\$ 250.00	\$ 32.24	\$ -	\$ -
Senior High	\$ 700.00	\$ 460.80	\$ 700.00	\$ 500.00
Supplies	\$ 1,000.00	\$ 1,292.74	\$ 1,800.00	\$ 1,800.00
Training	\$ 800.00	\$ 333.25	\$ 1,200.00	\$ 800.00
AREA	\$ -	\$ -	\$ -	\$ -
<b>Total Children &amp; Youth FF</b>	<b>\$ 3,900.00</b>	<b>\$ 2,963.72</b>	<b>\$ 4,500.00</b>	<b>\$ 3,900.00</b>

		FY22 Approved Budget	FY22 Actuals (As of May 11)		FY23 Requests	FY23 Proposed Budget
	<i>Adult Faith Formation</i>					
	General	\$ 800.00	\$ 635.00		\$ 1,000.00	\$ 800.00
	<i>Total Adult Faith Formation</i>	\$ 800.00	\$ 635.00		\$ 1,000.00	\$ 800.00
	<b>Total Faith Formation</b>	<b>\$ 4,700.00</b>	<b>\$ 3,598.72</b>		<b>\$ 5,500.00</b>	<b>\$ 4,700.00</b>
	<i>MEMBERSHIP</i>					
	Membership Team	\$ 400.00	\$ 245.04		\$ 500.00	\$ 400.00
	Pastoral Care Team	\$ 50.00	\$ -		\$ 50.00	\$ 50.00
	Fellowship & Fun	\$ 800.00	\$ 364.69		\$ 1,000.00	\$ 800.00
	Coffee Hour Supplies	\$ 750.00	\$ 621.60		\$ 1,200.00	\$ 1,200.00
	<b>Total Membership</b>	<b>\$ 2,000.00</b>	<b>\$ 1,231.33</b>		<b>\$ 2,750.00</b>	<b>\$ 2,450.00</b>
	<i>SOCIAL JUSTICE</i>					
	SJ Leadership Team	\$ 500.00	\$ 750.00		\$ 2,000.00	\$ 1,500.00
	<i>Budgeted Outreach</i>					
	Community Dinners/Soup Kitchen	\$ 3,000.00	\$ -		\$ 1,000.00	\$ 1,000.00
	GSOP	\$ 750.00	\$ -		\$ 750.00	\$ 750.00
	NAIC	\$ 50.00	\$ 50.00		\$ 50.00	\$ 50.00
	NHCC	\$ 100.00	\$ 100.00		\$ 100.00	\$ 100.00
	UU Action NH	\$ 550.00	\$ -		\$ 1,040.00	\$ 1,040.00
	Outreach Offering Disbursement	\$ 35,000.00	\$ 27,665.06		\$ 35,000.00	\$ 35,000.00
	<b>Total Budgeted Outreach</b>	<b>\$ 39,450.00</b>	<b>\$ 27,815.06</b>		<b>\$ 37,940.00</b>	<b>\$ 37,940.00</b>
	<b>Total Social Justice</b>	<b>\$ 39,950.00</b>	<b>\$ 28,565.06</b>		<b>\$ 39,940.00</b>	<b>\$ 39,440.00</b>
	<i>LEADERSHIP DEVELOPMENT</i>					
	Leadership Development	\$ 300.00	\$ -		\$ 300.00	\$ 200.00
	<b>Total Leadership Development</b>	<b>\$ 300.00</b>	<b>\$ -</b>		<b>\$ 300.00</b>	<b>\$ 200.00</b>
	<i>BOARD EXPENSES</i>					
	Board of Trustees Discretionary Fund	\$ 700.00	\$ 89.40		\$ 1,000.00	\$ 500.00
	Annual Meeting Expenses	\$ 300.00	\$ -		\$ 300.00	\$ 300.00
	GA Delegate Subsidies	\$ -	\$ -		\$ 1,000.00	\$ -
	<b>Total Board Expenses</b>	<b>\$ 1,000.00</b>	<b>\$ 89.40</b>		<b>\$ 2,300.00</b>	<b>\$ 800.00</b>
	<i>MINISTRY FUNDS</i>					
	Minister's Discretionary Fund	\$ -	\$ -		\$ 1,000.00	\$ 275.00
	Sabbatical Fund	\$ -	\$ -		\$ 1,000.00	\$ -
	<b>Total Ministry Funds</b>	<b>\$ -</b>	<b>\$ -</b>		<b>\$ 2,000.00</b>	<b>\$ 275.00</b>
	<b>TOTAL PROGRAM EXPENSES</b>	<b>\$ 56,380.00</b>	<b>\$ 35,509.89</b>		<b>\$ 61,650.00</b>	<b>\$ 55,625.00</b>
	<i>OPERATIONS</i>					
	<i>ADMINISTRATION</i>					
	Background Checks	\$ 250.00	\$ 52.75		\$ 200.00	\$ 200.00
	Insurance	\$ 15,750.00	\$ 13,505.10		\$ 15,750.00	\$ 15,750.00
	Internet/Phone	\$ 5,000.00	\$ 5,220.30		\$ 7,000.00	\$ 6,500.00
	Office Machines	\$ 3,000.00	\$ 3,450.55		\$ 3,000.00	\$ 2,900.00
	Office Supplies	\$ 2,500.00	\$ 1,923.39		\$ 3,000.00	\$ 2,900.00
	Software Subscriptions	\$ 4,500.00	\$ 4,121.76		\$ 4,700.00	\$ 4,700.00
	Fees	\$ 150.00	\$ 96.23		\$ 150.00	\$ 150.00
	<b>Total Administration</b>	<b>\$ 31,150.00</b>	<b>\$ 28,370.08</b>		<b>\$ 33,800.00</b>	<b>\$ 33,100.00</b>
	<i>COMMUNICATIONS</i>					
	Communications Team	\$ 1,300.00	\$ 1,062.58		\$ 1,300.00	\$ 1,300.00
	<b>Total Communications</b>	<b>\$ 1,300.00</b>	<b>\$ 1,062.58</b>		<b>\$ 1,300.00</b>	<b>\$ 1,300.00</b>
	<i>STEWARDSHIP</i>					
	Stewardship Team Training	\$ 200.00	\$ 34.00		\$ 200.00	\$ 200.00
	Stewardship Campaign	\$ 900.00	\$ 609.36		\$ 900.00	\$ 800.00
	Fundraising Expenses	\$ 900.00	\$ 300.00		\$ 900.00	\$ 500.00

		<b>FY22 Approved Budget</b>	<b>FY22 Actuals (As of May 11)</b>		<b>FY23 Requests</b>	<b>FY23 Proposed Budget</b>
	<b>Total Stewardship</b>	<b>\$ 2,000.00</b>	<b>\$ 943.36</b>		<b>\$ 2,000.00</b>	<b>\$ 1,500.00</b>
	<i>DENOMINATION</i>					
	UUA Fair Share	\$ 25,920.00	\$ 25,920.00		\$ 24,909.00	\$ 24,909.00
	<b>Total Denomination</b>	<b>\$ 25,920.00</b>	<b>\$ 25,920.00</b>		<b>\$ 24,909.00</b>	<b>\$ 24,909.00</b>
	<i>PROPERTY</i>					
	Sexton Coverage	\$ 50.00	\$ 75.00		\$ 400.00	\$ 400.00
	<i>Utilities</i>					
	Electricity	\$ 9,000.00	\$ 6,486.71		\$ 9,000.00	\$ 9,000.00
	Gas	\$ 12,000.00	\$ 11,429.45		\$ 13,000.00	\$ 13,000.00
	Water	\$ 6,000.00	\$ 7,890.20		\$ 8,000.00	\$ 8,000.00
	<i>Total Utilities</i>	<b>\$ 27,000.00</b>	<b>\$ 25,806.36</b>		<b>\$ 30,000.00</b>	<b>\$ 30,000.00</b>
	<i>Services</i>					
	Trash Removal	\$ 6,000.00	\$ 2,521.44		\$ 4,000.00	\$ 4,000.00
	Cleaning Services	\$ 2,000.00	\$ 1,780.00		\$ 2,000.00	\$ 2,000.00
	Laundry	\$ 1,000.00	\$ -		\$ 1,000.00	\$ 1,000.00
	Groundskeeping	\$ 4,500.00	\$ 3,088.00		\$ 4,500.00	\$ 4,500.00
	Snow Removal	\$ 14,400.00	\$ 12,588.00		\$ 12,600.00	\$ 12,600.00
	<i>Total Services</i>	<b>\$ 27,900.00</b>	<b>\$ 19,977.44</b>		<b>\$ 24,100.00</b>	<b>\$ 24,100.00</b>
	Alarm Systems	\$ 1,000.00	\$ 90.00		\$ 1,200.00	\$ 1,200.00
	Furnishings & Fixtures	\$ 700.00	\$ 442.94		\$ 500.00	\$ 500.00
	Building Inspections	\$ 200.00	\$ 300.00		\$ 200.00	\$ 200.00
	Elevator	\$ 1,800.00	\$ 1,852.08		\$ 1,800.00	\$ 1,800.00
	Janitorial Supplies	\$ 2,500.00	\$ 3,073.19		\$ 3,000.00	\$ 3,000.00
	<i>Maintenance</i>					
	Corrective Maintenance	\$ 20,000.00	\$ 30,495.44		\$ 28,000.00	\$ 25,000.00
	Preventative Maintenance	\$ 10,000.00	\$ 15,475.05		\$ 12,000.00	\$ 10,000.00
	Building Maintenance Fund	\$ 8,000.00	\$ -		\$ 10,000.00	\$ 5,000.00
	<i>Total Maintenance</i>	<b>\$ 38,000.00</b>	<b>\$ 45,970.49</b>		<b>\$ 50,000.00</b>	<b>\$ 40,000.00</b>
	<b>Total Property</b>	<b>\$ 99,150.00</b>	<b>\$ 97,587.50</b>		<b>\$ 111,200.00</b>	<b>\$ 101,200.00</b>
	<b>TOTAL OPERATIONS EXPENSES</b>	<b>\$ 159,520.00</b>	<b>\$ 153,883.52</b>		<b>\$ 173,209.00</b>	<b>\$ 162,009.00</b>
	<b>STAFF</b>					
	<b>Total Minister</b>	<b>\$ 147,536.60</b>	<b>\$ 127,773.71</b>		<b>\$ 154,383.50</b>	<b>\$ 150,440.02</b>
	<b>Total Program Staff</b>	<b>\$ 124,534.07</b>	<b>\$ 103,123.97</b>		<b>\$ 135,576.32</b>	<b>\$ 128,031.02</b>
	<b>Total Administrative Staff</b>	<b>\$ 106,073.40</b>	<b>\$ 88,198.47</b>		<b>\$ 120,077.70</b>	<b>\$ 110,720.75</b>
	<b>TOTAL STAFF</b>	<b>\$ 378,144.07</b>	<b>\$ 319,096.15</b>		<b>\$ 410,037.52</b>	<b>\$ 389,191.78</b>
	<b>TOTAL EXPENSES</b>	<b>\$ 594,044.07</b>	<b>\$ 508,489.56</b>		<b>\$ 644,896.52</b>	<b>\$ 606,825.78</b>
	Difference	\$ 2.93	\$ 23,901.77		\$ (38,396.52)	\$ (0.78)

**Unitarian Universalist Church of Nashua**  
**Current Operating Funds**  
As of May 19, 2022

		<u>Total</u>
<b>Bank Accounts</b>		
CHECKING (XXXXXX 9701)		241,007.90
<b>Total Bank Accounts</b>	<b>\$</b>	<b>241,007.90</b>
<b>Restricted Operating Funds</b>		
Audit Fund		3,600.00
Bicentennial Fund		29,474.74
Building Maintenance Fund		59,735.00
Community Dinner Fund		3,422.11
Ministers Discretionary Reserve		5,312.89
Sabbatical Fund		8,766.25
Senior High Youth Group Fundraising		477.85
UU Action NH		4,414.30
<b>Total Restricted Operating Funds</b>	<b>\$</b>	<b>115,203.14</b>
<b>Total Unrestricted in Checking</b>	<b>\$</b>	<b>125,804.76</b>

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