

## Summary

<u>Item</u>	<u>Amount</u>	<u>Notes</u>
<b>Income</b>		
Annual Pledges	\$ 98,164.00	
Campaigns	\$ -	
Offerings	\$ 7,430.00	
Prior FY Surplus or (Deficit)	\$ 400.00	
Other Income	\$ 21,981.00	
<b>TOTAL INCOME:</b>	<b>\$ 127,975.00</b>	
<b>Expenses</b>		
Base Expenses	\$ 51,811.04	
Professional Ministry	\$ 62,557.00	
Regular Sunday Activities	\$ 10,919.00	
Community Outreach	\$ 2,587.00	
Programs	\$ 100.00	
<b>TOTAL EXPENSES:</b>	<b>\$ 127,974.04</b>	
<b>TOTAL BALANCE:</b>	<b>\$ 0.96</b>	<b>= INCOME minus EXPENSES</b>
	<b>BALANCED</b>	<i>'BALANCED' is INCOME +/- 0.1250% of EXPENSES</i>

**If you are proud of this church,  
 Become its advocate.  
 If you are concerned for its future,  
 Share its message.  
 If its values resonate deep within you,  
 Give it a measure of your devotion.  
 Our community here cannot survive  
 Without your faith,  
 Your confidence,  
 Your enthusiasm!  
 Its destiny, the larger hope,  
 Rests in your hands.**



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## Income

<u>Item</u>	<u>Amount</u>	<u>Notes</u>
<b><i>Annual Pledges</i></b>		
Pledges FY2018-19	\$ 95,164.00	As of 5/5/2018
Pledges, Unfulfilled, Prior Years	\$ 3,000.00	Folks catching-up on previous pledges
	<b><i>Subtotal:</i></b>	\$98,164.00
<b><i>Campaigns</i></b>		
	\$ -	None for FY2018-19
<b><i>Offerings</i></b>		
Free-Will Offerings	\$ 6,680.00	A.k.a. Sunday Collection Plate. Note that 25% of undesignated cash is ear-marked for SJC
Special Offerings	\$ 750.00	Donations made as gifts during holidays, such as Easter and Christmas
	<b><i>Subtotal:</i></b>	\$7,430.00
Surplus or (Deficit) from Prior FY	\$ 400.00	TOTAL INCOME minus TOTAL EXPENSE from last fiscal year (rounded)
<b><i>Other Income, Usual</i></b>		
Fundraising	\$ 13,663.00	Tag Sale, Drum Circle, Concerts, etc.
Building Rental	\$ 6,500.00	
	<b><i>Subtotal:</i></b>	\$20,163.00
<b><i>Other Income, Extraordinary</i></b>		
Sanctuary Income		
Association Dues Overpayment	\$ 1,818.00	
	<b><i>Subtotal:</i></b>	\$0.00
<b>TOTAL</b>	<b>\$ 127,975.00</b>	

## Expenses

<u>Item</u>	<u>Amount</u>	<u>Notes</u>	<u>Last FY</u>	<u>Change</u>
<b>Base Expenses</b>				
Operating Expenses excluding Mortgage	\$ 17,583.56	electricity, heat, office supply, etc.	\$ 17,307.56	\$ 276.00
Staff Salaries and FICA	\$ 9,127.28	FICA = SocSec + Medicare, portion paid by employer (UUCM)	\$ 7,325.93	\$ 1,801.35
Payroll Service	\$ 900.00	direct deposits, tax payments, tax filings	\$ 900.00	\$ -
Mortgage	\$ 11,851.20	Monthly: \$987.60; to be paid off by 2025	\$ 11,851.20	\$ -
Property Expenses	\$ 6,685.00	Lawn care, snow plowing, repairs and maintenance	\$ 6,155.00	\$ 530.00
Association Dues	\$ 5,000.00	UUA plus NE Region, based on membership size	\$ 14,575.50	\$ (9,575.50)
Stewardship Expenses	\$ 234.00	Coordinates annual pledging activities	\$ 262.20	\$ (28.20)
FUNdraising Expenses	\$ 200.00	General fundraising seed money	\$ 200.00	\$ -
Shared Ministry	\$ 100.00		\$ 100.00	\$ -
Leadership Development Expenses	\$ 130.00		\$ -	\$ 130.00
Various Other Expenses	\$ -	Minister's Discretionary Fund, Dues, etc.	\$ -	\$ -
	<b>Subtotal:</b>	\$51,811.04		
<b>Professional Ministry</b>				
Minister	\$ 62,557.00	Total Cost of Ministry (TCM) - 67%	\$ 62,557.00	\$ -
Director of Religious Education	\$ -		\$ -	\$ -
	<b>Subtotal:</b>	\$62,557.00		
<b>Regular Sunday Activities</b>				
Worship Expenses	\$ 6,590.00	Note: Incl. salary for Pianist	\$ 5,540.00	\$ 1,050.00
Children & Youth Religious Education	\$ 1,400.00		\$ 1,335.00	\$ 65.00
Childcare	\$ 2,219.00	From 10:15am thru 12:30pm	\$ 1,292.00	\$ 927.00
Membership Expenses	\$ 710.00		\$ 690.00	\$ 20.00
	<b>Subtotal:</b>	\$10,919.00		
<b>Community Outreach</b>				
Communications	\$ 660.00		\$ 260.00	\$ 400.00
Small Group Ministry	\$ 257.00		\$ 280.00	\$ (23.00)
Social Justice Council	\$ 1,670.00	SJC budget is 25% of undesignated Freewill Offerings	\$ 1,670.00	\$ -
	<b>Subtotal:</b>	\$2,587.00		
<b>Programs</b>				
Adult Religious Exploration	\$ 100.00		\$ 90.00	\$ 10.00
	<b>Subtotal:</b>	\$100.00		

## Expenses

**TOTAL   \$   127,974.04**

**\$   132,391.39   \$   (4,417.35)**

## Operating Expenses

<u>Item</u>	<u>Amount</u>	<u>Notes</u>
Bank Charges	\$ 300.00	Incl. Vanguard (endowment) fees
PayPal Fees	\$ 450.00	Cost is 2.2% + \$0.30 per transaction.
Electricity	\$ 3,400.00	
Heating Fuel	\$ 3,000.00	
Internet Access	\$ 767.76	
Mortgage	\$ 11,851.20	Monthly: \$987.60
Office Supply	\$ 1,000.00	Copier paper, pens, folders, petty cash, etc.
Postage	\$ 150.00	
Property Insurance	\$ 3,000.00	Estimate, \$250/mo.
Workman's Compensation Insurance	\$ 1,200.00	Estimate, \$300/quarter
Security Monitoring	\$ 120.00	Estimate, \$30/qtr.
Office Printer Lease	\$ 1,330.80	\$110.90/mo., 60 month lease started JAN 2015
Office Printer Usage	\$ 1,065.00	Per page, 1.2 cents B&W, 7.1 Color
Telephone	\$ 1,200.00	
Trash	\$ 300.00	\$75/qtr
Water-Sewer	\$ 300.00	
<b>TOTAL</b>	<b>\$ 29,434.76</b>	
 Office Printer Usage, other	 \$ 1,342.00	 info only; all other usages such as Worship, CYRE, SGM, etc.

## Staff

<u>Item</u>	<u>Amount</u>	<u>Notes</u>
FICA (Staff)	\$ 596.70	Employer contributions to SocSec and Medicare, for Staff
FICA (Music, Worship, Pianist)	\$ 730.58	On Pianist & Director salaries (see Worship page)
FICA (Childcare providers)	\$ -	Providers are contractors on 1099; hence no Employer contrib to FICA
Office Administrator Salary	\$ 7,800.00	
Sexton Salary	\$ -	
Payroll Service	\$ 900.00	ADP; arranges for payroll deposits and tax payments and filings

**TOTAL \$ 10,027.28**

FICA on DRE Salary	\$ -	Info only; on DRE page
Pianist Salary	\$ 5,250.00	Info only; on Worship page
<del>Choral Director Salary</del>	<del>\$ 4,300.00</del>	<del>Info only; on Worship page</del>

# Property Expenses

<u>Item</u>	<u>Amount</u>	<u>Notes</u>
<b>Regular Indoor Items</b>		
Sexton Supplies	\$ 200.00	Cleaning supplies, toilet paper, etc.
Oil Heat Service Contract	\$ 400.00	Maintain operation of heating system
Alarm Inspection	\$ 225.00	Alarm and Fire System Inspection
Dishwasher Loan	\$ 600.00	\$50/month
Dishwasher Supplies	\$ 110.00	Soaps and rinses
	<b>Subtotal:</b>	\$1,535.00
<b>Regular Outdoor Items</b>		
Mowing and Landscaping	\$ 2,000.00	
Snow Removal, Parking Lot	\$ 1,500.00	NOTE: Past years indicate need of \$1500
Parking Lot Repairs	\$ 150.00	Seal holes
	<b>Subtotal:</b>	\$3,650.00
<b>Projects and Repair Items</b>		
General Building Maintenance	\$ 1,200.00	Also covers misc. unplanned events / damages
Building M&I:RE Room, Floor Painting	\$ 150.00	Moisture barrier, and enhancement for rentals
Weather Stripping, Main and Back doors	\$ 150.00	For better heating/cooling; and prevent rodent entry
	<b>Subtotal:</b>	\$1,500.00
<b>TOTAL</b>	<b>\$ 6,685.00</b>	

## Various

<u>Item</u>	<u>Amount</u>	<u>Notes</u>
<b>FUNdraising</b>		
Activities "Seed" Money	\$ 200.00	
<b>TOTAL</b>	<b>\$ 200.00</b>	
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<b>Stewardship</b>		
<b>Essential (Must Have) Items</b>		
Pledging Statements	\$ 75.00	3 mailings (SEP, DEC, MAR) and end-of-year tax info; includes Envelopes, Post-It notes
Pledging Statements Postage	\$ 120.00	
Pledging Forms	\$ 30.00	double sided, color (\$0.30 ea, 120 forms)
Misc. Mailings	\$ 9.00	Reminders (requested and as needed); stamps, envelopes, printing, etc.
<b>TOTAL</b>	<b>\$ 234.00</b>	
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<b>Association Dues</b>		
	Number of Members: 92	
UUA Annual Fund	\$ 5,000.00	BoT voted for \$7000 instead of requested \$9,200. Treasurer recommends \$5000
<b>TOTAL</b>	<b>\$ 5,000.00</b>	
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<b>Shared Ministry</b>		
<b>Materials</b>	<b>\$ 100.00</b>	COSM brochures, mission/ministry paraphernalia and other educational items.
<b>TOTAL</b>	<b>\$ 100.00</b>	
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<b>Leadership Development</b>		
<b>Workshop</b>		
<del>Training Facilitator</del>	<del>\$ 250.00</del>	<del>Outside facilitator</del>
<del>Food</del>	<del>\$ 200.00</del>	<del>Meals for attendees</del>
<b>Supplies</b>	<b>\$ 100.00</b>	<b>Notebooks, handouts, etc.</b>
	<b>Subtotal: \$100.00</b>	
 <b>Tools &amp; Resources</b>		
<b>Printing: Flyers &amp; Brochures</b>	<b>\$ 30.00</b>	
	<b>Subtotal: \$30.00</b>	
<del>Childeare</del>	<del>\$ 200.00</del>	
<b>TOTAL</b>	<b>\$ 130.00</b>	
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<b>Other</b>		
<del>Minister's Discretionary Fund</del>	<del>\$ 300.00</del>	
Sanctuary Expenses		
<b>TOTAL</b>	<b>\$ -</b>	



# Minister

<u>Item</u>	<u>Amount</u>	<u>Notes</u>
<b>Direct Compensation</b>		TCM = 67.0% of \$93,369.00
Salary	\$ 20,434.92	\$1,702.91/mo.
In Lieu of FICA	\$ 1,563.24	\$130.27/mo.
Housing	\$ 27,600.00	\$2,300.00/mo.
Pension	\$ 5,009.88	\$417.49/mo.
	<b>Subtotal:</b>	\$54,608.04
<b>Benefits</b>		
Dental Insurance	\$ 1,344.00	\$112.00/mo.
Health Insurance	\$ -	
Life Insurance	\$ 300.96	\$25.08/mo.
Long Term Disability	\$ 885.24	\$73.77/mo.
	<b>Subtotal:</b>	\$2,530.20
<b>Other Expenses</b>		
Professional Expenses	\$ 5,418.76	
<b>TOTAL</b>	<b>\$ 62,557.00</b>	

## Director of RE

<u>Item</u>	<u>Amount</u>	<u>Notes</u>
<b><i>Direct Compensation</i></b>		
Salary	\$ -	
<b><i>Benefits</i></b>		
Dental Insurance	\$ -	purchased by UUCM via UUA
Life Insurance	\$ -	
Long Term Disability	\$ -	
	<b><i>Subtotal:</i></b>	<b><i>\$0.00</i></b>
<b><i>Other Expenses</i></b>		
FICA	\$ -	Employer contributions to SocSec and Medicare, for DRE
Professional Expenses	\$ -	(*usually) up to 10% of salary (capped)
Pension	\$ -	10% of salary (UUA recommendation); \$0.00/mo. (Note: DRE gets increase in salary by loss of pension.)
	<b><i>Subtotal:</i></b>	<b><i>\$0.00</i></b>
<b>TOTAL</b>	<b>\$ -</b>	

# Worship

<u>Item</u>	<u>Amount</u>	<u>Notes</u>
<b>Services</b>		
<del>Pulpit Guests</del>	<del>\$ 1,200.00</del>	<del>4 guests @ \$300 ea.</del>
Worship supplies	\$ 150.00	candles, chalice oil, etc.
Orders of Service & Announcements	\$ 850.00	Includes publicity for special services
<b>Music</b>		
Pianist Salary	\$ 5,250.00	(Alan) \$125/Sunday, 42 Sundays
<del>Guest Musicians</del>	<del>\$ 300.00</del>	
UU Musicians Network Membership	\$ 90.00	
Sheet Music	\$ 250.00	
<del>Choral Director</del>	<del>\$ 4,300.00</del>	<del>4hrs x 43wks x \$25</del>
<b>TOTAL</b>	<b>\$ 6,590.00</b>	
FICA on Pianist & Director salaries above	\$ 730.58	Info only; on Staff page
Childcare	\$ 2,219.00	Info only; on Childcare page

## Childcare

<u>Item</u>	<u>Amount</u>	<u>Notes</u>
<b>Regular Sunday, Directly CYRE</b>		"Regular Sunday" means 10:15am thru 12:30pm
Academic Yr Nursery	\$ 1,881.00	1.75hr x 43wks x 2ppl x \$12.50
<del>Academic Yr Discussion</del>	<del>\$ 538.00</del>	<del>.5hrs x 43wks x 2ppl x \$12.50</del>
Summer Nursery	\$ 338.00	1.5hrs x 9wks x 2ppl x \$12.50
<del>Summer Discussion</del>	<del>\$ 113.00</del>	<del>.5hrs x 9wks x 2ppl x \$12.50</del>
	<b>Subtotal:</b>	\$2,219.00

TOTAL \$ 2,219.00

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<b>Other</b>		Informational only! (Already included in respective budgets.)
<del>Adult RE</del>	<del>\$ 250.00</del>	
Membership	\$ 150.00	
<del>Leadership</del>	<del>\$ 200.00</del>	
	<b>Subtotal:</b>	\$150.00

## CYRE

<u>Item</u>	<u>Amount</u>	<u>Notes</u>
<b><i>Teacher Recruitment and Training</i></b>		
Background checks	\$ 500.00	All teachers and assistants must be checked then rechecked every five years.
<b><i>Our Whole Lives (OWL)</i></b>		
OWL Teacher Training	\$ 650.00	Only a few ppl trained now, several volunteers willing to be trained
<b><i>RE Sunday</i></b>		
Gifts and Thank-You Notes	\$ 50.00	Small gifts of appreciation for teachers and other volunteers
<b><i>Summer Session</i></b>		
Supplies	\$ 100.00	Supplies to support curriculum
<b><i>Special Activities</i></b>		
Supplies	\$ 100.00	Mystery Pals, craft supplies, yoga mats, etc.
<b>TOTAL</b>	<b>\$ 1,400.00</b>	

# Membership

<u>Item</u>	<u>Amount</u>	<u>Notes</u>
<b><i>Greeting Newcomers</i></b>		
Welcome from Minister (Postage)	\$ 10.00	
UUA Brochures	\$ 80.00	Cut from original request of \$280
Name Tags	\$ 50.00	
Roses For New Members	\$ 20.00	New member Sundays
<b><i>Newcomer Sessions</i></b>		
Folders	\$ 20.00	
Handout Copies	\$ 50.00	
<del>Lunch for Next Steps Sessions</del>	<del>\$ 150.00</del>	
UU Seeker Issues	\$ 60.00	Less expensive publication than previously used
Childcare	\$ 150.00	
<b><i>Hosting Refreshments</i></b>		
Fair Trade Coffee (Regular)	\$ 125.00	Are we able to fund through donations? 1/2 prior year
Fair Trade Coffee (Decaf)	\$ 50.00	1/3 prior year
Tea	\$ 15.00	
Hot Chocolate	\$ 10.00	
Sugar	\$ 10.00	
Honey	\$ 10.00	
Artificial Sweeteners	\$ -	
Napkins	\$ 20.00	
<b><i>Caring and Concern</i></b>		
Cards and Postage	\$ 30.00	
<b>TOTAL</b>	<b>\$ 710.00</b>	

## Communications

<u>Item</u>	<u>Amount</u>	<u>Notes</u>
<b>Newsletter</b>		
Printing & Mailing	\$ 400.00	Reduced from initial request of \$1200
<b>Website</b>		
Domain Registration	\$ 80.00	
Hosting	\$ 100.00	
Domain Privacy	\$ 63.00	
Backup Service	\$ 17.00	
<b>Other</b>		
<del>Outside Publicity</del>	<del>\$ 500.00</del>	<del>Newspaper advertising, signage, etc.</del>
<b>TOTAL</b>	<b>\$ 660.00</b>	

## Small Group Ministry

<u>Item</u>	<u>Amount</u>	<u>Notes</u>
Resources materials	\$ 65.00	Guides & manuals
Copied Materials	\$ 92.00	For facilitator training, meetings, brochures, etc.
SGM Network Membership	\$ 100.00	UUCM membership, UU SGM Network
<del>Food</del>	<del>\$ 75.00</del>	<del>Food for facilitator meetings</del>
<b>TOTAL</b>	<b>\$ 257.00</b>	



## Social Justice Council

<u>Item</u>	<u>Amount</u>	<u>Notes</u>
City Mission Society	\$ 25.00	
Humanitarian of the Year Honorarium	\$ 100.00	
Stone Soup Luncheon	\$ 30.00	
Ad for UACT Annual Banquet	\$ 100.00	
Anti-Racism Activity	\$ 150.00	
LGBTI Teen Space	\$ 50.00	
LGBTI Group	\$ 50.00	
Other Causes/Activities	\$ 1,165.00	Misc. items to do/support as determined by SJC during the year.
<b>TOTAL</b>	<b>\$ 1,670.00</b>	SJC budgetted income is 25% of undesignated Freewill Offerings Any surplus will be allotted to charitable causes. Any shortfall to be covered by SJC run fundraising events.

## Adult RE

<u>Item</u>	<u>Amount</u>	<u>Notes</u>
<b>Classes &amp; Workshops</b>		
Training	\$240.00	<del>Curricula or offset cost of leadership training</del>
Supplies	\$100.00	Books, handouts, supplies based on curricula/workshop
<b>Subtotal:</b>	<b>\$100.00</b>	
<b>Tools and Resources</b>		
Publicity	<del>\$50.00</del>	<del>Flyers, booklets, and ads</del>
Video/Web Conferencing Service	<del>\$180.00</del>	<del>To provide greater accessibility to members</del>
<b>Subtotal:</b>	<b>\$0.00</b>	
<b>Childcare</b>		
<del>Childcare, All Programs</del>	<del>\$250.00</del>	<del>Extends accessibility for families to participate in programs</del>
<b>Subtotal:</b>	<b>\$0.00</b>	
<b>TOTAL \$</b>	<b>100.00</b>	