

INCOME

During March - April 2016, it was necessary to use \$5,000 of the accumulated 2015-2016 Prepaid Pledges. This leaves \$8,242.31 in 2015-2016 Prepaid Pledges in our Schwab account (earning interest). Also in our Schwab account is \$23,810.34 in Carry Forward monies (2011-2012 = \$15,824.37; 2012-2013 = \$7,985.97).

With 83 % of the fiscal year passed we have collected 88% of the pledges made. This percentage is higher than those seen in two of the previous three fiscal years as follows:

<u>MONTH/YEAR</u>	<u>% COLLECTED</u>	<u>\$ COLLECTED</u>
April 2016	87.98%	\$229,985
April 2015	80.94%	\$212,119
April 2014	82.89%	\$207,468
April 2013	88.65%	\$224,887

We have received thus far this fiscal year, \$7,630 worth of identifiable non-pledge giving. Through April 30, 2016 there remains \$5,600 worth of 2015-2016 pledges that have no payments made toward them. This amount represents 2.14% of the the pledges made for FY 2015-2016. In reviewing these Unpaid Pledges I believe the following to be true: 100% (\$5,600) will likely not have any payments made to them before 06.30.2016.

As evidenced by the Fundraising Tab, we have raised thus far this fiscal year, \$14,300 toward a goal of \$15,000. As monies are raised during the fiscal year, they will either post to the Fundraising line item (412000) or another already established line item. This Review Document assumes that no additional monies will be raised this FY through Fundraising efforts.

Columns have been added to the Pledge vs. Giving Tab in order to project a year-end amount for the Current Fiscal Year Pledge (417100) line item. These columns make certain assumptions about projected pledge collection based upon YTD results and individual circumstances. Scroll to the bottom of the Tab for a description of the Columns. We historically track pretty close to Column "I" (85%), so \$254,107.31 has been used for the Current Fiscal Year Pledge (417100) line item on the Budget Review Tab.

The projected fiscal year-end amount for the following income line items has been increased (since the previous Budget Review Document) based upon current YTD results: Rental Contributions (416000).

These adjustments have been highlighted in yellow.

EXPENSES

The projected fiscal year-end amount for the following expense line items has been raised (since the previous Budget Review Document) based upon

current YTD results: Snow Removal (516200); Sunday Sexton (553101); Custodian (553102).

The projected fiscal year-end amount for the following expense line items has been raised based upon current YTD results: Telephone (517500); Office Supplies (517700); Liability Insurance (518200); Administrative Assistant (556100).

The projected fiscal year-end amount for the following expense line items has been lowered based upon current YTD results: Natural Gas (516600).

There exists some potential savings in the following line items: Sexton (553103); Nursery & Child Care (557101). There has not yet been any change to the projected year-end amount for these line items.

The Guest Musicians/Choral Scholars (543200) line item has been budgeted for \$2,000. Through April 30, 2016 we have spent \$1,145 in this line item in addition to \$3,660 in the Section Leads (554104) line item. The total of these two line items now exceeds \$2,000, so funds (\$2,805) have been moved from the Friends of Music monies being held in the Schwab account and have been placed in the Music Program Fundraising (449000) line item.

These adjustments have been highlighted in yellow.

All other expense line items are currently tracking toward budgeted amounts.

OVERALL

As of April 30, 2016 we have received \$79,235.23 worth of donations toward the Solar project. We have made a loan from the Endowment of \$25,036.75 and have distributed \$103,376.98. At present, \$900 will be going back to the Endowment.

The protocol used previously, regarding the use of Carry Forward monies, will be used again this fiscal year. The monies from the oldest FY will be used first. As the Budget is reviewed during the fiscal year, rather than show a projected surplus, the amount of Prior Year Carry Forwards (414000) will be lowered. A projected deficit will still be noted as a deficit, with no addition to Prior Year Carry Forward (414000), unless mandated by the Finance Sub-Council and Board. The Prior Year Carry Forward (414000) line item will continue to be highlighted in orange.

The March - April 2016 Budget Review projects a deficit of \$9,581.17. This remains virtually unchanged from the previous Budget Review. This deficit already projects to utilize the budgeted \$11,000 in Prior Year Carry Forward monies. If it was decided to utilize additional Prior Year Carry Forward monies to balance this deficit, that would leave \$3,229.17 in Prior Year Carry Forward monies that could be used in future fiscal years.

	14-15 Yr-End Actual 06.30.2015	Approved Budget 2015-2016	Actual 04.30.2016	Budget Review 04.30.2016
Ordinary Income/Expense				
Income				
410000 · Administration				
411000 · Endowment				
411100 - Capital Clearing Account			-	-
411200 · Operations				
411201 - Monthly Distribution	41,340.00	39,364.12	32,803.40	39,364.12
411202 - Loan Repay UUMSB - Principal	1,666.21	1,444.14	1,441.22	1,444.14
411203 - Loan Repay UUMSB - Interest	1,969.67	2,191.74	1,588.68	2,191.74
411204 - Special Endowment Funds Income				
Total 411200 - Operations	<u>44,975.88</u>	<u>43,000.00</u>	<u>35,833.30</u>	<u>43,000.00</u>
Total 411000 · Endowment	44,975.88	43,000.00	35,833.30	43,000.00
412000 - Fundraising	15,555.11	15,000.00	7,539.98	7,789.00
412100 - Matching Grant	10,369.82	18,000.00	14,024.00	14,024.00
413000 · Holiday Letter				
414000 - Prior Years' Carry Over	15,064.94	11,000.00	-	11,000.00
415000 - Memorial Contributions			500.00	500.00
416000 · Rental Contributions	12,348.00	14,000.00	10,649.00	12,800.00
417000 · Stewardship				
417100 · Current Fiscal Year Pledge	244,829.39	254,000.00	223,932.28	254,107.31
417200 · Prior Fiscal Year Pledge	5,928.45	6,000.00	3,848.23	3,848.23
Total 417000 · Stewardship	<u>250,757.84</u>	<u>260,000.00</u>	<u>227,780.51</u>	<u>257,955.54</u>
418000 · Sunday Contributions	7,822.69	7,500.00	4,601.32	5,650.00
419000 · Minister's Discretionary Fund	1,103.87	-	4,229.42	4,229.42
Total 410000 · Administration	<u>357,998.15</u>	<u>368,500.00</u>	<u>305,157.53</u>	<u>356,947.96</u>
420000 · Community Within				
421000 · Festival of the Season	1,171.00		1,482.00	1,482.00
422000 - Used Book Sales	339.50		576.33	576.33
423000 · Performing Arts	3,732.10		4,456.00	4,456.00
424000 · Caring Network				
424100 - Memorial Receptions	917.30	200.00	300.00	300.00
426000 - Circle of Caring				

	14-15 Yr-End Actual 06.30.2015	Approved Budget 2015-2016	Actual 04.30.2016	Budget Review 04.30.2016
427000 - Membership	41.77			
427100 - Membership Initiative	1,039.60		241.33	241.33
428001 - Fellowship Hour Donations	179.57	100.00	109.72	109.72
429000 · UAMW	3,067.31		3,081.27	3,081.27
Total 420000 · Community Within	<u>10,488.15</u>	<u>300.00</u>	<u>10,246.65</u>	<u>10,246.65</u>
430000 · Social Justice				
431000 · SJ Sunday Collections	3,778.88		11,293.15	11,293.15
432000 · Coffee Ministry				
434500 - Interweave				
434000 · SJ Miscellaneous Income	100.00		41.90	-
434800 - Green Sanctuary	1,058.00		1,306.25	1,306.25
Total 430000 · Social Justice	<u>4,936.88</u>	<u>-</u>	<u>12,641.30</u>	<u>12,599.40</u>
440000 · Spiritual Life				
441000 · Annual Retreat				
442000 · Adult Programs	16,422.95	5,200.00	11,449.50	11,449.50
443000 · Flower Contributions			23.50	23.50
445000 · Music Sunday Contributions			-	-
447000 · Religious Education				
447100 · Soup Making	418.30	300.00	721.22	721.22
447200 · Guest at Your Table	170.00			
447300 - Sleeping Out in Boxes	1,850.00		1,178.79	1,178.79
447500 · Ski Trip	-	-	-	-
447600 - UNICEF	-	-	-	-
Total 447000 · Religious Education	<u>2,438.30</u>	<u>300.00</u>	<u>1,900.01</u>	<u>1,900.01</u>
448000 · Miscellaneous - Spiritual Life				
448100 · Recording Donations	34.00			
448200 - Hymnal Donations	655.00		927.00	927.00
448300 · Volunteer Recognition				
448000 - Miscellaneous				
449000 - Music Program Fundraising			2,805.00	2,805.00
Total 448000 · Miscellaneous - Spiritual Life	<u>689.00</u>	<u>-</u>	<u>3,732.00</u>	<u>3,732.00</u>
Total 440000 · Spiritual Life	<u>19,550.25</u>	<u>5,500.00</u>	<u>17,105.01</u>	<u>17,105.01</u>

	14-15 Yr-End Actual 06.30.2015	Approved Budget 2015-2016	Actual 04.30.2016	Budget Review 04.30.2016
450000 - Other Income	829.26		857.00	857.00
451000 - Search Income				
452000 - RE Support	6,817.62			
Total 450000 - Other Income	<u>7,646.88</u>	<u>-</u>	<u>857.00</u>	<u>857.00</u>
Total Income	400,620.31	374,300.00	346,007.49	397,756.02
Expense				
510000 · Administration Expenses				
512000 · UUA & District Payments				
512001 · Clara Barton District	3,190.00	3,720.00	2,840.00	3,410.00
512002 · UUA Fair Share	8,700.00	9,610.00	7,750.00	9,300.00
Total 512000 · UUA & District Payments	<u>11,890.00</u>	<u>13,330.00</u>	<u>10,590.00</u>	<u>12,710.00</u>
515000 · Stewardship				
515100 · Annual Canvass	138.84	300.00	23.50	300.00
515200 · Credit Card Expense	998.83	925.00	1,040.81	1,300.00
Total 528000 · Stewardship	<u>1,137.67</u>	<u>1,225.00</u>	<u>1,064.31</u>	<u>1,600.00</u>
516000 · Building & Grounds				
516100 · General Maintenance	10,187.72	7,500.00	13,807.48	16,800.00
516200 · Snow Removal	9,860.00	6,600.00	4,790.00	4,790.00
516300 · Lawn Care	6,400.00	5,560.00	3,900.00	5,560.00
516400 · Water	4,114.53	4,000.00	3,809.66	3,809.66
516500 · Electric	10,831.85	10,200.00	8,087.10	10,200.00
516600 · Natural Gas	9,800.33	10,000.00	6,642.12	8,400.00
516700 - Memorial Garden	500.00	-	378.00	378.00
Total 516000 · Building & Grounds	<u>51,694.43</u>	<u>43,860.00</u>	<u>41,414.36</u>	<u>49,937.66</u>
517000 · Office				
517100 · Equipment				
517101 - Equipment Purchases	1,058.84	1,500.00	1,646.30	1,646.30
517102 · Equipment Rental	6,576.00	6,800.00	5,554.09	6,800.00
517103 - Computer Maint. Agreement	1,188.00	1,188.00	1,284.00	1,284.00
Total 517100 · Equipment	<u>8,822.84</u>	<u>9,488.00</u>	<u>8,484.39</u>	<u>9,730.30</u>
517200 · Security	15.00	-	15.00	15.00
517300 - Printing	781.90	525.00	866.40	1,300.00

	14-15 Yr-End Actual	Approved Budget	Actual	Budget Review
	06.30.2015	2015-2016	04.30.2016	04.30.2016
517400 · Postage	672.62	1,000.00	597.80	1,000.00
517500 · Telephone	2,568.40	2,400.00	2,291.52	2,800.00
517600 · Dues and Subscriptions	1,102.33	725.00	784.05	784.05
517700 · Office Supplies	2,834.83	2,100.00	2,736.95	3,300.00
517800 · Service Contracts	-	-	-	-
517900 · Service Charges				
517910 - Bank	116.13	-	26.90	26.90
517920 · Credit Card Expense	351.25	900.00	219.45	250.00
517930 - Payroll Expense	560.88	600.00	565.93	650.00
517940 - Miscellaneous	4.66		-	-
Total 517900 · Service Charges	<u>1,032.92</u>	<u>1,500.00</u>	<u>812.28</u>	<u>926.90</u>
Total 517000 · Office	<u>17,830.84</u>	<u>17,738.00</u>	<u>16,588.39</u>	<u>19,856.25</u>
518000 · Insurance				
518100 · Workers' Compensation	2,679.75	2,700.00	2,691.75	2,700.00
518200 · Liability Insurance	13,860.65	13,700.00	12,114.10	15,143.10
518300 · Umbrella	700.00	700.00	700.00	700.00
Total 518000 · Insurance	<u>17,240.40</u>	<u>17,100.00</u>	<u>15,505.85</u>	<u>18,543.10</u>
519000 · Administration - Other				
519200 · Rental Expense	40.00		29.85	29.85
519300 · General Assembly Expense	-	-	-	-
519400 · Minister Discretionary Fund	1,103.87		4,229.42	4,229.42
519500 - Board Expense		-	-	-
519600 - Staff Development	-	500.00	250.02	500.00
Total 519000 · Administration - Other	<u>1,143.87</u>	<u>500.00</u>	<u>4,509.29</u>	<u>4,759.27</u>
Total 510000 · Administration Expenses	<u>100,937.21</u>	<u>93,753.00</u>	<u>89,672.20</u>	<u>107,406.28</u>
520000 · Community Within Expenses				
521000 · Caring Network	-			
522000 · Communications				
522100 - Hard Copy Mailings	-	1,500.00	-	1,500.00
522200 · Telephone Advertisement				
522300 - Web Page	515.90	1,000.00	861.30	1,000.00
522400 · External Marketing	192.00	-	83.40	83.40

	14-15 Yr-End Actual 06.30.2015	Approved Budget 2015-2016	Actual 04.30.2016	Budget Review 04.30.2016
522500 · Software Upgrades	-	-	-	-
Total 522000 · Communications	707.90	2,500.00	944.70	2,583.40
523000 - Performing Arts	594.50	-	226.69	226.69
523100 - Credit Card Expense	2.96	-	2.91	2.91
Total 523000 - Performing Arts	597.46	-	229.60	229.60
524000 · Festival of the Season	518.36	-	167.48	-
527000 · Membership				
527000 - Membership	56.67	-	286.12	286.12
527100 - Membership Initiative	1,039.60	500.00	251.33	251.33
Total 527000 - Membership	1,096.27	500.00	537.45	537.45
529000 · Community Within - Other				
529300 · UAMW	3,067.31	-	3,081.27	3,081.27
529500 · Memorial Receptions	768.88	200.00	292.85	292.85
529600 - Fellowship Hour Supplies	449.26	600.00	306.24	600.00
Total 529000 · Community Within - Other	4,285.45	800.00	3,680.36	3,974.12
Total 520000 · Community Within Expenses	7,205.44	3,800.00	5,559.59	7,324.57
530000 · Social Justice Expenses				
531000 · Info & Advocacy Sub-Council	35.00			
532000 - Miscellaneous		500.00	263.74	500.00
533000 · SJ Collection Disbursements	3,778.88	-	10,710.65	11,293.15
534000 · Interweave	-			
537000 · Equal Access	-			
538000 · Green Sanctuary	93.08			
539000 - Noah Webster Partnership	-			
Total 530000 · Social Justice Expenses	3,906.96	500.00	10,974.39	11,793.15
540000 · Spiritual Life Expenses				
541000 · Adult Programs				
541100 · Administrative Expenses	1,995.58		1,364.02	1,364.02
541200 · Compensation	10,339.00		7,087.00	7,087.00
541300 · Credit Card Expense	17.51		1.06	1.06
Total 541000 · Adult Programs	12,352.09	5,000.00	8,452.08	8,452.08
542000 · Annual Retreat				

	14-15 Yr-End Actual 06.30.2015	Approved Budget 2015-2016	Actual 04.30.2016	Budget Review 04.30.2016
543000 · Music				
543200 · Guest Musicians / Choral Scholars	3,033.99	2,000.00	1,145.00	2,000.00
543201 - Substitute Keyboardists	250.00	600.00	825.00	825.00
543300 · Sheet Music	174.19	500.00	369.81	500.00
543400 · Instrument Maintenance				
543401 · Organ	1,372.00	1,072.00	1,072.00	1,072.00
543402 · Piano	270.00	580.00	320.00	580.00
Total 543400 · Instrument Maintenance	<u>1,642.00</u>	<u>1,652.00</u>	<u>1,392.00</u>	<u>1,652.00</u>
Total 543000 · Music	<u>5,100.18</u>	<u>4,752.00</u>	<u>3,731.81</u>	<u>4,977.00</u>
544000 - Religious Education				
544200 · Supplies	394.09	600.00	494.57	600.00
544300 - Guest at Your Table	170.00	-	-	-
544400 - UNICEF	-	-	-	-
544500 · Ski Trip	-	-	-	-
544700 · Curriculum	253.90	400.00	344.89	400.00
544800 · Religious Education - Other				
544802 · Training	92.53	300.00	190.62	300.00
544803 · RE Staff Recruitment	-	100.00	-	100.00
544804 · RE Staff Security Checks	15.60	40.00	7.80	40.00
544805 · RE Classroom Refurbishment	-	100.00	-	100.00
544806 - Sleeping Out In Boxes	1,850.00	-	1,178.79	1,178.79
Total 544800 · Religious Education - Other	<u>1,958.13</u>	<u>540.00</u>	<u>1,377.21</u>	<u>1,718.79</u>
Total 544000 · Religious Education	<u>2,776.12</u>	<u>1,540.00</u>	<u>2,216.67</u>	<u>2,718.79</u>
545000 · Worship				
545100 · Guest Speakers				
545101 - Guest Speakers	1,650.00	2,000.00	1,378.33	2,000.00
545102 - Guest Speakers - Mileage		400.00	50.00	400.00
Total 545100 - Guest Speakers		<u>2,400.00</u>	<u>1,428.33</u>	<u>2,400.00</u>
545200 · Flowers & Candles	323.76	500.00	344.98	500.00
545201 - Hymnals	655.00	-	324.00	927.00
545300 · Recording Expense				
545400 - Summer Music	1,350.00	2,000.00	1,575.00	1,575.00

	14-15 Yr-End Actual 06.30.2015	Approved Budget 2015-2016	Actual 04.30.2016	Budget Review 04.30.2016
Total 545000 · Worship	<u>3,978.76</u>	<u>4,900.00</u>	<u>3,672.31</u>	<u>5,402.00</u>
Spiritual Life Other				
Total 540000 · Spiritual Life Expenses	<u>24,207.15</u>	<u>16,192.00</u>	<u>18,072.87</u>	<u>21,549.87</u>
550000 · Compensation				
551000 · DRE				
551100 · Salary/Wages	16,848.00	17,016.48	15,976.64	19,045.44
Consultant	-	-	-	-
551200 · Pension	-	-	767.20	1,355.00
551300 · Insurance	-	-	-	-
551400 · Professional Development	175.00	1,000.00	1,000.00	1,000.00
551500 · FICA	1,288.88	1,307.76	1,222.21	1,456.98
551700 - Health Reimbursement		-	-	-
Total 551000 · DRE	<u>18,311.88</u>	<u>19,324.24</u>	<u>18,966.05</u>	<u>22,857.42</u>
552000 · Minister				
552100 · Salary/Wages	63,800.00		54,000.00	68,400.00
552200 · Pension	7,700.00		7,000.00	8,400.00
552300 · Insurance	12,553.50	15,142.77	12,123.14	15,142.77
552400 · Professional Development	1,753.01			
552402 - Prof Dev. Cathy	4,287.18		5,396.39	5,880.00
552403 - Prof Dev. Heather	6,643.66		3,798.72	5,880.00
Total 552400 - Professional Development	12,683.85		9,195.11	11,760.00
552500 · FICA	5,890.50		5,355.00	6,426.00
552600 · Housing Allowance	15,625.00		16,000.00	15,600.00
552700 - Health Reimbursement	-			
522800 - Per Diem Living Expenses	4,947.45			
Total 552000 · Minister	<u>123,200.30</u>	<u>125,728.77</u>	<u>103,673.25</u>	<u>125,728.77</u>
553000 · Building Staff				
553100 · Salary/Wages				
553101 · Sunday Sexton	2,907.50	3,140.00	2,843.50	3,412.00
553102 · Custodian	3,857.50	4,830.00	4,563.00	5,475.00
553103 · Sexton	16,632.00	16,380.00	11,130.00	16,380.00
553104 · Evening Attendant				

	14-15 Yr-End Actual	Approved Budget	Actual	Budget Review
	06.30.2015	2015-2016	04.30.2016	04.30.2016
Total 553100 · Salary/Wages	23,397.00	24,350.00	18,536.50	25,267.00
553500 · FICA	1,827.71	1,862.78	1,679.36	1,932.29
Total 553000 · Building Staff	<u>25,224.71</u>	<u>26,212.78</u>	<u>20,215.86</u>	<u>27,199.29</u>
554000 · Music Staff				
554100 · Salary/Wages				
554101 · Music Director	19,957.34	18,765.00	7,252.84	9,665.00
554102 · Acting Accompanist			6,601.88	9,100.00
554103 · RE Music Director				
554104 · Section Leads			3,660.00	3,660.00
Total 554100 · Salary/Wages	<u>19,957.34</u>	<u>18,765.00</u>	<u>17,514.72</u>	<u>22,425.00</u>
554400 - Professional Development	603.29	500.00	252.00	500.00
554500 · FICA	1,316.47	1,435.52	1,232.81	1,570.92
Total 554000 · Music Staff	<u>21,877.10</u>	<u>20,700.52</u>	<u>18,999.53</u>	<u>24,495.92</u>
555000 · Business Manager				
555100 · Salary/Wages	34,297.85	28,991.04	12,589.28	12,589.28
555101 - Bookkeeper			4,470.00	6,685.00
555200 · Pension	3,575.01	2,870.40	1,444.93	1,444.93
555300 · Insurance	6,897.66	7,094.00	4,100.49	3,652.74
555500 · FICA	2,626.85	2,217.81	1,306.57	1,474.48
555700 - Health Reimbursement	2,192.40	2,182.04	1,147.20	1,147.20
Total 555000 · Business Manager	<u>49,589.77</u>	<u>43,355.29</u>	<u>25,058.47</u>	<u>26,993.63</u>
556000 · Administrative Assistant				
556100 · Salary/Wages	9,288.65	13,338.00	16,548.44	20,112.00
556200 · Pension				660.00
556500 · FICA	713.68	1,020.36	1,253.69	1,538.56
Total 556000 · Administrative Assistant	<u>10,002.33</u>	<u>14,358.36</u>	<u>17,802.13</u>	<u>22,310.56</u>
557000 · Religious Education				
557100 · Paid RE Staff				
557101 · Nursery & Child Care	4,160.00	4,900.00	3,960.00	6,400.00
557103 · Youth Advisor	4,501.90	4,501.90	2,071.95	2,590.00
Total 557100 · Paid RE Staff	<u>8,661.90</u>	<u>9,401.90</u>	<u>6,031.95</u>	<u>8,990.00</u>
557105 · Paid RE Staff FICA	677.94	719.25	491.90	687.73

	14-15 Yr-End Actual	Approved Budget	Actual	Budget Review
	06.30.2015	2015-2016	04.30.2016	04.30.2016
Total 557000 · Paid RE Staff	<u>9,339.84</u>	<u>10,121.15</u>	<u>6,523.85</u>	<u>9,677.73</u>
Total 550000 · Compensation	<u>257,545.93</u>	<u>259,801.11</u>	<u>211,239.14</u>	<u>259,263.32</u>
590000 - Other Expense	-	-	-	-
591000 - Search Expenses	-	-	-	-
591001 - Installation Expenses	<u>6,817.62</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total 590000 - Other Expenses	<u>6,817.62</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expense	<u>400,620.31</u>	<u>374,046.11</u>	<u>335,518.19</u>	<u>407,337.19</u>
Net Ordinary Income	<u>-</u>	<u>253.89</u>	<u>10,489.30</u>	<u>(9,581.17)</u>