

UUCB Treasurer's Report

Reported in March 2017

For the Seven Months Jul 1, 2016 – January 31, 2017

Summary

Our YTD FY16-17 unrestricted surplus as reported includes a posting error: Cope Fund return of escrow \$16,050 is still reflected as income; the actual year to date unrestricted income is \$22,457. Correction for this transaction will reduce the Cope Fund note receivable.

Annual endowment transfer was made and posted to revenue in January, \$57,896.

Pledge receipts are at 66.8% of budget. Thank you for honoring your pledges!

Community rentals revenue analysis:

YTD this year through January 31 2017 \$57,540

YTD prior yr through January 31 2016 \$33,428

YTD prior yr through January 31 2015 \$54,674

With completion of Safir room repairs and upgrades, we expect a \$58,000 deficit over the planned budget deficit in FY16-17.

Revenues	YTD Actual	YTD Budget ¹	Bud Var	% var
Pledge income ¹	\$ 368,828	\$ 373,500	\$ (4,672)	-1.3%
Rental income	175,791	190,212	(14,421)	-7.6%
All other unrestricted	154,415	85,210	69,204	81.2%
Unrestricted	699,033	648,922	50,111	7.7%
Board Restricted ²	78,724		78,724	
Total Revenues	777,757	648,922	128,835	
Expenses	YTD Actual	YTD Budget	Bud Var	% var
Personnel	431,424	425,066	6,358	1.5%
All other unrest.	229,103	235,969	(6,866)	-2.9%
Unrestricted	660,527	661,035	(508)	-0.1%
Board Restricted ²	41,381		41,381	
Total Expenses	701,908	661,035	40,873	
Net Unrestricted	38,507	(12,113)	50,620	-417.9%
Net Board Restricted ²	37,343	-	37,343	
Net Excess (Deficit)	\$ 75,849	\$ (12,113)	\$ 87,962	-726.2%

¹ YTD Budget is adjusted for known variances, not divided into 12ths (number of months in fiscal year)

² Board Restricted is voluntary. Traditionally boards will voluntarily restrict funds in order to prudently manage extraordinary line items. The Board has restricted realized and unrealized endowment fund gains and losses.

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Fuun-draising Report (gross receipts)

Note: Supplemental fundraising report attached reflects net income as reported by various fundraising groups. Amounts are approximate and may include income and expenses not included in year to date reports.

Events and Other Fundraising Activities		Actual YTD	FY16-17 Budget	
GrUUP Fundraising		\$ 6,632	\$ 34,000	
FY15-16 auction stragglers, thank you!	\$ 228			
Rubios	\$ 50			
Jewelry Table	\$ 2,679			
Holiday Fair & Auction	\$ 3,675			
Music Events		\$ 8,311	\$ 6,455	
Charlie Brown	\$ 3,120			
Halloween Dance	\$ 375			
Messiah	\$ 4,816			
Snack Table		\$ 3,677	\$ 6,000	
Grand Total Fundraising		\$ 18,620	\$ 46,455	40.1%

Restricted Expenditures FY16-17

Capital Campaign	\$ 1,404
Lawrence Lecture	\$ 0
Asset Options TF (formerly Land Use TF)	\$ 0
Partner Church (posted as unrestricted other exp)	\$ 0

Endowment Value

The current value* of the UUCB Operating Endowment is	\$ 1,360,677
The Operating Endowment fiscal year to date unrealized gain (loss)	\$ 76,419
The building fund current value is	\$ 29,984

* Current value includes an interfund loan due to/from Endowment/UUCB operating fund for Land Use Task Force expenditures, \$17,653. Accounts are updated when our UUA statements are available. Current performance of the UUA Endowment Fund, which includes UUCB's endowment, can be found at <http://uucef.org/>

ROI (net of fees)	As of January 31, 2017
5-year	5.00%
3-year	2.60%
1-year	11.20%
1 month	2.60%

Building Reserve Fund

Building and Grounds committee is in process of assessing and quantifying our needs. A preliminary report made to the CT January 17, 2017, quantified immediate repairs required on the high end totalling \$120,000. After that report was made, it became apparent several heating systems also require service and/or replacement.

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Other Items of Note This Month

Cope Fund - Drainage work advances from the fund were made in March.

Calkin's Trust - Communication with East Coast Trust Management firm UBS has been problematic. Ann Greenwood has recommended we move the management of this trust to RBC. I concur with her assessment. We request the board propose and pass a resolution to this end. We need to recruit two members of the congregation as our representatives to manage the Trust.

Endowment Fund - November receipts included a gift to the Endowment fund in amount \$10,864.91. This was posted in error to "Endowment Transfer" revenue account. This amount is included as restricted to ensure this is reported correctly in the summary above.

Endowment Committee - The committee has replaced two outgoing members, Anne Greenwood and Linda Laskowski, and now requires nominations to replace Abbott Foote and Austin Henderson.

FY15-16 CPA Review - In process.

FY17-18 Draft Budget - I met with the Coordinating Team yesterday, March 15. Ongoing discussion and review continues. Draft 3.1 is submitted at this Board of Trustees meeting for review.

Reclassification of prior period entries

none

UUCB Treasurer's Report Reported in March 2017

UUCB Event \$ Comparison - as provided via Google Docs for Event Fundraising

	12/18/2016	11/24/2016	10/30/2016	Oct-16	7/31/2016
MISSING DATA/GUESTIMATE (in salmon colored cells)	Messiah Sing Along	Thanksgiving Dinner	Halloween Potluck/Dance	Charlie Brown Musical (x3)	Lieder Concert
ATTENDEES		72	34 pd (55 counted)	192	68
SUGGESTED DONATION AMOUNT		\$10 w/food; \$15 without	\$10 w/food; \$15 without	\$15/\$20	\$20
EXPENSES (exclusive of budget items and "rent")					
Stipend/Honoraria					
Fee (musicians/band)	780		\$100		
DVD Rental					
Royalties				\$1,281	
PR expenses					
Snack/food/drink exp		\$371	\$62		
Flyers			\$100	\$100	
Decorations		\$58	\$8		
Other	134				
TOTAL EXPENSES	\$ 914	\$429	\$269	\$1,381	\$0
REVENUE					
Admission donations	\$ 4,816	\$675	\$385	\$3,360	\$1,355
Snack/drink donations	\$ 34		\$32		
Auction					
Sales of merchandise					
Raffle					
Lunch Fundraiser					
TOTAL REVENUE	\$ 4,850	\$675	\$417	\$3,360	\$1,355
REVENUE NET OF EXPENSES	\$ 3,936	\$246	\$148	\$1,979	\$1,355
GIFT/TRANSFERS/SUBSIDIES (from UUCB members)					
Joanne, Beth, Lynne, Karen and Craig(?)					
Decorations (Gail)					
FUND TRANSFERS (UUCB funds used to cover costs)					
Ellis Fund				\$1,281	
Soc Justice funds					
Peace Committee fund					
TOTAL TRANSFER OFFSET	0	\$0	\$0	\$1,281	\$0
NET GAIN (LOSS) TO UUCB AFTER OFFSET	\$3,936	\$246	\$148	\$3,260	\$1,355

UUCB Treasurer's Report

	A	B	C	D	E	G	M	O	Q	X	Y	Z	AA
1				Unitarian Universalist Church of Berkeley						% Pledges rec'd YTD)		66.8%	
2				Budget Comparison Report						YTD Pledge receipts:		\$ 368,828	
3				Budget and Actual Period: 7/1/2016 - 01/31/2017						Total Pledge budget		\$ 552,500	
4				Budget Period: 7/1/2016 - 01/31/2017									
5				Fund = 1									
6										YTD Pledge budget		\$ 373,500	
7												67.6%	
9				Revenue						Pledge	Rentals	Other Unrestricted	Board Restricted
10				Pledge Income	30,482	337,186	360,000	(22,814)		337,186			
11				Char Trust in lieu of pledge	0	2,025	0	2,025		2,025			
12				New member pledges	0	0	6,000	(6,000)		0			
13				Plate collections	1,313	7,103	9,380	(2,277)				7,103	
14				Special Offering Collections	0	1,000	0	1,000				1,000	
15				Good Neighbor collections	2,188	15,947	14,000	1,947				15,947	
16				Other unpledged contributions	810	7,446	8,500	(1,054)				7,446	
17				Special Projects Donations	0	5,359	0	5,359				5,359	
18				Bequest Income	0	4,000	1,000	3,000				4,000	
19				Weddings/Memorials/Celebration	0	5,571	0	5,571			5,571		
20				Budget Augmenting	0	0	0	0				0	
21				Endowment Transfer	57,896	69,283	0	69,283				57,896	11,387
22	(2)	(4)		Restricted Contrib.-Released	3,594	41,381	0	41,381					41,381
23				Prior Year Pledge Payments	100	29,617	7,500	22,117		29,617			
24				Thursday Night Supper	1,197	4,605	8,500	(3,895)				4,605	
25				Center for Spiritual Developmt	0	90	0	90				90	
26				Personal Theology	196	1,168	1,050	118				1,168	
27				Other Program Income	781	5,067	6,603	(1,536)				5,067	
28				Fundraising GRUUp Projects	604	4,483	8,000	(3,517)				4,483	
29				Music Events	200	8,753	5,000	3,753				8,753	
30				Religious Education Event	0	996	0	996				996	
31				Community Use-Space Rental	9,260	57,540	88,000	(30,460)			57,540		
32				Community Use-Other	2,016	2,016	0	2,016			2,016		
33				Skytown Pre-school	5,258	36,804	35,712	1,093			36,804		
34	>			Freestone-Rental							0		
35				RE Bulding-Lease	9,500	66,500	66,500	0			66,500		
36				RE Building-Custodial	1,200	6,000	9,275	(3,275)			6,000		
37				RE Building-Utilities	271	1,359	2,800	(1,441)			1,359		
38				Sales - Book Table	301	1,003	1,750	(747)				1,003	
39				Sales - Videos	0	0	35	(35)				0	
40				Sales - Snack Table	466	3,677	3,500	177				3,677	
41	>			Sales - Other	100	2,779	0	2,779				2,779	
42				Scrip income	9	81	280	(199)				81	
43				Other Revenue	464	21,924	2,940	18,984				21,924	
44	(4b)			Interest Income-general	24	170	1,575	(1,405)				170	
45	(2)			Investment interest & dividend	0	31	0	31					31
46				Endowment earnings	674	7,424	0	7,424					7,424
47	>	(2)		Investment realized gain/loss	(57,896)	(57,918)	0	(57,918)					(57,918)
48	(2)			Investment unrealized gain/los	0	1,636	0	1,636					1,636
49	(2)			Endowment unrealized change	30,518	74,783	0	74,783					74,783
50	(2)			Income from Trusts	0	868	1,022	(154)				868	
51				Total Revenue	101,526	777,757	648,922	128,835		\$ 368,828	\$ 175,791	\$ 154,415	\$ 78,724
52										47%	23%	20%	10%

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2	Budget Comparison Report									YTD Pledge receipts:		\$ 368,828		
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4	Budget Period: 7/1/2016 - 01/31/2017													
5	Fund = 1													
6										YTD Pledge budget		\$ 373,500		
7												67.6%		
53	Expenses									Personnel		Other Unrestricted		Board Restricted
54				Salary and Wages		42,167	291,541	291,704	163	291,541				
55				Housing		3,791	28,878	21,753	(7,125)	28,878				
56				SECA		405	3,803	4,965	1,162	3,803				
57				Payroll Taxes		3,209	21,601	19,739	(1,862)	21,601				
58				Moving Expenses		0	9,708	11,000	1,292	9,708				
59				Employee Benefits-Health		4,448	28,685	32,257	3,572	28,685				
60				Employee Benefits-Life/Disabil		267	1,583	1,976	394	1,583				
61				Employee Benefits-Retirement		3,986	30,863	22,068	(8,794)	30,863				
62				Workers Compensation		753	5,318	0	(5,318)	5,318				
63				Insurance		0	14,168	14,000	(168)			14,168		
64				Worker's Comp Insurance		1,289	(1,234)	5,250	6,484	(1,234)				
65				Accounting Services		0	9,120	13,417	4,297			9,120		
66				Board Contingencies		0	0	1,750	1,750			0		
67				CT Contingencies		0	0	1,458	1,458			0		
68				Search Committee		0	9,029	0	(9,029)			9,029		
69				Consultants/Contractors		300	7,186	14,700	7,514			7,186		
70				Honoraria/Classes		0	1,190	1,050	(140)			1,190		
71				Guest Musicians		0	550	525	(25)			550		
72				Supplies		1,086	12,548	10,115	(2,433)			12,548		
73				Small Equipment		1,291	1,291	613	(678)			1,291		
74				Printing and copying		459	2,344	1,380	(964)			2,344		
75				Equipment leases		832	5,437	5,075	(362)			5,437		
76				Equipment repair & maintenance		0	2,910	4,321	1,411			2,910		
77				Postage		0	2,047	3,369	1,322			2,047		
78				Telecommunications		726	9,206	8,995	(211)			9,206		
79				Advertising and PR		0	980	1,861	881			980		
80				Communications & Web Site		498	1,743	1,138	(606)			1,743		
81				Canvass Expenses		0	0	1,458	1,458			0		
82				Property Taxes		0	5,835	4,258	(1,577)			5,835		
83				Professional development		471	10,678	14,354	3,676	10,678				
84				GA Delegate & Leadership Schl		0	1,500	1,750	250			1,500		
85				Staff & volunteer appreciation		16	743	408	(335)			743		
86	>	(1)		Depreciation									0	
87				Bank Fees		388	2,994	1,167	(1,827)			2,994		
88		(2)		Management fees		1,313	8,119	0	(8,119)			8,119		
89	>	(1)		Endowment-Contributions								0	0	
90				Other Expense		694	15,798	2,322	(13,476)			15,798		
91				Endowment Committee		0	350	408	58			350		
92				Payroll Processing Fees		146	2,147	1,684	(463)			2,147		
93				UUA Annual Program Dues		2,226	13,356	13,413	57			13,356		
94				UUA Pacific Central Dist Dues		1,076	6,455	6,479	24			6,455		

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5				Fund = 1													
6														YTD Pledge budget		\$ 373,500	
7						Current Period Actual		Year-to-Date Actual		Year-to-Date Budget		Year-to-Date Variance				67.6%	
95																	
96			Expenses											Personnel		Other Unrestricted	Board Restricted
97			Building & grounds supplies			1,586		20,395		8,750		(11,645)				20,395	
98			Building & grounds maintenance			995		21,971		13,417		(8,554)				21,971	
99			Kitchen Supplies			572		1,073		1,458		385				1,073	
100			Electricity			33		231		160		(71)				231	
101			Gas			3,359		8,306		5,833		(2,473)				8,306	
102			Garbage			984		6,104		5,833		(271)				6,104	
103			Water			0		3,497		3,500		3				3,497	
104			Fire Monitoring System			2,190		6,806		5,250		(1,556)				6,806	
105			Facilities Marketing			0		0		11,667		11,667				0	
106			Building Reserve Fund			0		0		23,333		23,333				0	
107			Broker's Fees			0		0		2,917		2,917				0	
108			Thursday Night Supper			3,788		8,439		8,000		(439)				8,439	
109			Berkeley Forum			0		93		0		(93)				93	
110		(4a)	Other Program Committee Exps													0	
111	>		Denominational Outreach			5,918		39,196		12,171		(27,025)				39,196	
112			Donations to Non-Profit Orgs			2,461		13,729		14,000		271				13,729	
113			Fundraising event expense			4		239		2,567		2,328				239	
114		(1)	Capital Campaign			0		1,404		0		(1,404)				1,404	
115			Prior Period Expense			0		1,955		0		(1,955)				1,955	
116		(4)	Restricted Released													(41,381)	41,381
117			Total Expenses			93,725		701,908		661,035		(40,873)		\$ 431,424		\$ 229,103	\$ 41,381
118														61%		33%	6%
119			Excess or (Deficiency) of Revenue Over Expenses			7,801		75,849		(12,113)		87,962					\$ 37,343
121																	
122			Footnotes														
123		(1)	Capital Campaign activity														
124		(2)	Board Restricted Surplus (Deficit)					\$ 37,343									
125		(3)	Unrestricted Surplus (Deficit)					\$ 38,507									
126		(4a)	Restricted Released includes Other Program Committee expense \$16,200 Pilgrimage to Transylvania; revenue received in FY15-16														
127		(4b)	Cope fund return of escrow advance \$16,050 posted as revenue; should reduce notes receivable instead.														
128																	

UUCB Treasurer's Report

1	A	B	C	D	E	F	G	H	I	J	K
1	Unitarian Universalist Church of Berkeley										
2	Balance Sheet										
3	As of January 31, 2017										
4											
5									Current Year		Prior Year
7	Assets										
8	Current Assets - cash and investment accounts (6)										
34	Total Current Assets (6)								2,401,437.32		2,353,426.13
35											
36	Fixed Assets										
49	Total Fixed Assets net of depreciation								1,955,144.63		1,395,463.12
50											
51	Total Assets								4,356,581.95		3,748,889.25
52											
53	Liabilities & Net Assets										
54	Liabilities										
55	Current Liabilities										
56						Accounts payable (5)		3,570.85		9,548.23	
57						Salaries Payable		23,109.46		21,446.21	
58						Vacation Payable		15,091.65		15,363.98	
59						Retirement Payable		11,947.43		2,421.04	
61						Rental Deposits		4,898.50		3,350.00	
62						School Security Deposits		19,000.00		19,000.00	
63	Total Current Liabilities								77,617.89		71,129.46
64											
65	Total Liabilities								77,617.89		71,129.46
66											
67	Net Assets										
68						Net Assets		1,547,329.06		946,124.79	
69						Cope Ministerial Housing Fund		301,285.38		301,285.38	
70						UUA-Pooled Fund		32,034.65		32,034.65	
71						Fixed Assets, Net of deprec		1,393,545.83		1,393,545.83	
72						UUA-Anna Spatz (RE)		45,000.00		45,000.00	
73						UUA-Morgan Theological Ed Fund		14,500.00		14,500.00	
74						Building Fund		10,625.29		10,625.29	
75						UUA-Genl Endowment		934,643.85		934,643.85	
76	Total Net Assets								4,278,964.06		3,677,759.79
77											
78	Total Liabilities & Net Assets								4,356,581.95		3,748,889.25
79											
80											
81											
82	Footnotes										
83	(5) Accounts Payable includes prepaid items. Recorded as expense in wrong month.										
84	(6) Current Assets includes Notes Receivable Cope Fund, this \$279k is a long term asset. Asset is overstated by \$16k (see report summary). Fund EZ does not have this asset class.										

UUCB Treasurer's Report

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Promissory Note Activity - Cope Fund - Equity Sharing Repair Fund (net funds available through August 29, 2026)

reported for the period from inception through this month (all applicable fiscal years)

<u>Date</u>	<u>Description</u>	<u>Transactions</u> - Recorded	<u>Net</u> <u>Available</u>
08/29/16	Promissory Note		\$ 49,000
12/15/16	Furnace replacement, Hassler inv I-1612927.1 12/14/16	5,661	43,339
03/14/17	Carty Construction, Inc - drainage contract (paid in three installments, 4 checks, \$4000, \$4833.33, \$8833.33, \$8833.34)	26,500	16,839