

### **Changes to Revenue**

- Pledges 3% decrease to budget line items; Stewardship reports a 2% increase. Difference is no pool.
- Skytown lease renewal negotiation; current lease ends July 2017
- Community Rentals reduced - requires recruitment to help with marketing
- Intern Endowment Funds draw for two years **\$6059**
- Fundraising goals reduced and redistributed line items (Jewelry table, Music events, Group Fundraising)
- Free Snack table, coffee and UU group room use: these serve member needs so they can focus on goals of our congregation

### **Changes to Expense**

- Intern - full time, 9 months **\$33,967** with benefits
- Facilities Manager - MEM continues in this role; add Bookkeeper 15 hrs per month support **\$7,412**
- Market Rate wage increase for Custodial, Child Care, RE Assistant, Office Assistant and Music Section leads **\$26,165**
- COLA all other staff 1% **\$4,159**
- Family Ministry support staff for maternity leave; six weeks unpaid maternity leave
- Community Ministers 1st budget request, \$3250 reduced to \$1750
- Building Reserve Fund - 40% of Endowment draw
- Faith Forward Program start up costs \$600 scaled back from initial request \$4500

### **Significant risks FY17-18**

- Sustainability of UUCB campus and buildings - long term needs vs operational needs
- Fundraising benchmarks
- Community Rentals Income: affect of maintenance issues unknown
- Skytown rental: lease in renewal discussions

### **Significant opportunities FY17-18**

- Community Rentals: we have capacity
- Long term school rental is secured - 5 years through November 2020
- New Member growth potential

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**INCOME FY 2017-18**

**EXPENSE FY 2017-18**

  

UUCB FY17-18 Budget					
<u>Income</u>	<u>Income</u>		<u>Expense</u>	<u>Expense</u>	
Pledge	\$ 531,000	48%	Ministry	\$ 186,715	17%
Non-pledge contributions	70,939	6%	Family Ministry	133,961	12%
Programs	44,160	4%	Music	130,265	12%
Fundraising	40,000	4%	Programs	56,365	5%
Rentals	355,542	32%	Facilities Operations	276,590	24%
Endowment	58,142	5%	Shared Costs	70,783	6%
All Other	14,014	1%	Administration	214,436	19%
			Denomination	34,100	3%
			Fundraising	3,500	0%
			Building Reserve Fund	23,257	2%
<b>Total Income</b>	<b>\$ 1,113,797</b>	<b>100.0%</b>	<b>Total Expense</b>	<b>\$ 1,129,972</b>	<b>100.0%</b>
<b>Net surplus (deficit)</b>				<b>\$ (16,175)</b>	

  

Change from FY16-17 to FY17-18					
<u>Income</u>		<u>% +/-</u>	<u>Expense</u>		<u>% +/-</u>
Pledge	(14,000)	-3%	Ministry	8,955	5%
Non-pledge contributions	24,189	52%	Family Ministry	3,876	3%
Programs	(19,650)	-31%	Music	1,496	1%
Fundraising	(6,455)	-14%	Programs	(14,100)	-20%
Rentals	(18,421)	-5%	Facilities Operations	19,243	7%
Endowment	246	0%	Shared Costs	(2,506)	-3%
All Other	4,059	41%	Administration	(21,675)	-9%
			Denomination	-	0%
			Fundraising	(2,100)	-38%
			Building Reserve Fund	(16,743)	-42%
<b>Total Income</b>	<b>\$ (30,032)</b>	<b>-3%</b>	<b>Total Expense</b>	<b>\$ (23,554)</b>	<b>-2%</b>

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1											
2				Unitarian Universalist Church of Berkeley							
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7	Account	Cc1	Cc2	Account Name	16-17 Expense	16-17 Income	17-18 Expense	17-18 Income	Increase (Decrease) Expense	Increase (Decrease) Revenue	Notes: Assumptions FY17-18
8											
9											
10											
11				<b>Ministry</b>							
12	6000	10	U999	Salary and Wages	114,000		112,353		(1,647)	-	
13	6010	10	U999	Housing	-		-		-	-	
14	6040	10	U999	Employee Benefits-Retirement	11,400		11,235		(165)	-	
15	6015	10	U999	In lieu of FICA	8,721		8,595		(126)	-	
16	6030	10	U999	Employee Benefits-Health/dental	6,333		9,171		2,838	-	
17	6035	10	U999	Employee Benefits-Life/Disability	1,905		1,905		-	-	
18	7000	10	U999	Insurance (w/c)	-		-		-	-	
19	7110	10	U999	Professional development	11,400		5,889		(5,511)	-	MM: pending contract addendum for compensation package redistribution
20		10		Moving expenses 10% of salary UUA guideline - could be less	11,000				(11,000)	-	MM: settled co ministry, no expense
21	7020	10	U999	Additional Ministerial Support	13,000		3,000		(10,000)	-	MM: changed pending Minister's budget
22	NEW	10	????	Faith Forward			600		600	-	Co-Minster's request
23											
24				<b>Intern</b>							
25	6005	15	U500	Intern minister salary	-		25,000		25,000	-	4 see salaries worksheet
26	6020	15	U500	Payroll Tax			1,913		1,913	-	4 see salaries worksheet
27	6005	15	U500	Prof expenses			1,250		1,250	-	4 see salaries worksheet
28	6030	15	U500	Employee Benefits-Health/dental			3,304		3,304	-	4 see salaries worksheet
29	6040	15	U500	Employee Benefits-Retirement			2,500		2,500	-	4 see salaries worksheet
30	9040	15	U500	Committee expenses					-	-	
31		15		Spatz income		-		4,007	-	4,007	
32		15		Morgan Income		-		2,052	-	2,052	
33				Total							
34				<b>Total Ministry</b>	<b>177,759</b>	<b>-</b>	<b>186,715</b>	<b>6,059</b>	<b>8,955</b>	<b>6,059</b>	
35				<b>Family Ministry</b>							
36	4235	20	U750	Religious Education Event	-				-	-	
37	6000	20	U999	Salary and Wages (dfm)	57,221		57,134		(87)	-	4 see salaries worksheet
38	6000	20	U717	Childcare	23,375		28,540		5,165	-	4 see salaries worksheet
39	6000	20		RE Summer Lead Teacher (new FY16-17)	1,200		-		(1,200)	-	4 see salaries worksheet
40	6000	20		RE Coming of Age Teacher (new FY16-17)	2,700		-		(2,700)	-	4 see salaries worksheet
41	6000	20	U719	Family Ministry Support Staff (12-16 hours/week)	12,730		15,600		2,870	-	4 see salaries worksheet
42											
43		20		Support staff retirement					-	-	
44		20		Family Ministry					-	-	
45	6010	20	U999	Housing					-	-	
46	6020	20	U999	Payroll Taxes	7,438		7,747		309	-	4 see salaries worksheet
47		20		Workers Comp Insurance	-		-		-	-	
48	6030	20	U999	Employee Benefits-Health	3,724		3,852		128	-	4 see salaries worksheet
49	6035	20	U999	Employee Benefits-Life/Disabil	840		840		-	-	
50	6040	20	U999	Employee Benefits-Retirement	5,722		5,113		(609)	-	4 see salaries worksheet
51	7025	20	U999	Honoraria/Classes	1,800		1,800		-	-	FM no change
52	7030	20	U999	Supplies	7,200		7,200		-	-	FM no change

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8											
53	7040	20	U999	Printing and copying	1,000		1,000		-	-	FM no change
54	7110	20	U999	Professional development/expenses	5,135		5,135		-	-	FM: Kristin will submit
55				<b>Total Family Ministry</b>	<b>130,085</b>	-	<b>133,961</b>	-	3,876	-	
56				<b>Music</b>							
57	6000	30	U999	Salary and Wages	89,300		90,900		1,600	-	
58	6020	30	U999	Payroll Taxes	7,438		6,954		(484)	-	4 see salaries worksheet
59	6030	30	U999	Employee Benefits-Health/dental	7,587		8,153		566	-	
60	6040	30	U999	Employee Benefits-Retirement	6,494		6,558		64	-	
61	7020	30	U999	Consultants/Contractors (services)	1,800		2,000		200	-	BB budget submitted
62	7027	30	U710	Guest Musicians for events	900		1,000		100	-	BB budget submitted
63	7020	30	U713	Asst Org/Section Leader subs	2,900		3,200		300	-	BB budget submitted
64	7030	30	U999	Supplies	3,000		3,200		200	-	BB budget submitted
65	7035	30	U999	Small Equipment	-		-		-	-	
66		30		Yamaha regulation	-		-		-	-	
67		30		Gamelan purchase	-		-		-	-	
68	7060	30	U999	Equipment repair & maintenance	3,800		3,800		-	-	
69	7110	30	U999	Professional development	4,550		3,500		(1,050)	-	
70	9800	30	U710	Fundraising event expense	1,000		1,000		-	-	
71				<b>Total Music</b>	<b>128,769</b>	-	<b>130,265</b>	-	<b>1,496</b>	-	
72				<b>Programs</b>							
73	4030	40	U555	Good Neighbor collections		24,000		24,000	-	-	
74	4100	40	U999	Wednesday Night Supper		16,000			-	(16,000)	CT: eliminate TNS and Vespers
	4110	40	U615	Center for Spiritual Developmt/AWP		7,000		7,000	-	-	MM: inactive program - placeholder
75											
76	4120	40	U625	Personal Theology		1,800		1,800	-	-	
77	4130	40	U999	Berkeley Forum		-		-	-	-	
78	4140	40	U620	Other Program Income		-		-	-	-	
79	4140	40	U626	Other Program Income (Summer Forum)		200		200	-	-	
80	9040	40	U565	Generation UU	300	300			(300)	(300)	Inactive removed
81	4140	40	U999	Other Program Income		6,500		6,500	-	-	
82	4810	40	U510	Sales - Book Table		3,000		2,000	-	(1,000)	MM: book table sales 1617 \$1000 ytd 1/31/17
83	4860	40	U698	Sales-Jewelry		-		-	-	-	
84	4820	40	U520	Sales - Videos		60		60	-	-	
85	4830	40	U530	Sales - Altar Flowers		-		-	-	-	
	7025	40	U615	Honoraria/Classes (Awakening Wisdom)	7,000		7,000		-	-	MM: inactive program - placeholder
86											
87	7025	40	U625	Honoraria/Classes (Personal Theology)	1,800		1,800		-	-	
88	7025	40	U626	Honoraria/Classes (Social Action)	1,500		1,500		-	-	
89	7040	40	U640	Printing and copying (Pathways)	-		-		-	-	
90	7070	40	U640	Postage/mailhouse (Pathways)	-		-		-	-	
91	7090	40	U640	Advertising and PR (Pathways)	-		-		-	-	
92	7115	40	U999	GA Delegate & Leadership Schl	3,000		3,000		-	-	BOT budget request \$4000; CT reduced
93	8030	40	U515	Electricity/gas (Freestone)	-		-		-	-	
94	8040	40	U515	Maintenance (Freestone)	-		-		-	-	
95		40	U515	Rental/fundraising income	-		-		-	-	
96	9000	40	U999	Wednesday Night Supper	16,000				(16,000)	-	CT: eliminate TNS and Vespers
	9040	40	U510	Other Program Committee Exps (Bookstore)	2,000		500		(1,500)	-	MM: book table purchases 1617 \$0 (membership t shirts for outreach)
97											
98	9040	40	U520	Other Program Committee Exps (Video sales)	100		100		-	-	
99	9040	40	U530	Other Program Committee Exps(altar flowers)	520		520		-	-	
100	9040	40	U570	Other Program Committee Exps (Membership -Inreach)	1,285		2,250		965	-	LM budget request
101	9040	40	U570	Other Program Committee Exps (Membership-Outreach)	2,515				(2,515)	-	

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102	9040	40	U575	Other Program Committee Exps (Chalice circles)	745		745		-	-	LR Budget request
103	9040	40	U626	Other Program Committee Exps (Summer Forum)	500		500		-	-	
104	9040	40	U635	Other Program Committee Exps (Souper Center)	2,800		2,800		-	-	RW Budget request
105	9040	40	xxxx	Community Ministers	-		1,750		1,750	-	SM Budget request; CT cut \$1500
106	9040	40	Uxxx	Social Action (Social Justice Council)	2,500		2,500		-	-	RW Budget request
107	9040	40	????	Hospitality			4,000		4,000	-	
108	9040 / 4140	40	U850	Humanists	500	2,350	-	-	(500)	(2,350)	Humanist have discontinued donation request
109	9040	40	U999	Other Program Committee Exps	300		300		-	-	
110	9040	40	T230	Partner Church	1,500	1,000	1,500	1,000	-	-	
111		40	T250	Village Education Fund	-	-	-	-	-	-	
112	9045	40	T335	Denominational Outreach (Special Collections = 0)	-	-	-	-	-	-	
113	9045	40	U650	Denominational Outreach (UUSC)	500	500	500	500	-	-	
114	canvas exp	40		Denominational Outreach UULMCA/UUJM	600	600	600	600	-	-	
115	canvas exp	40		Denominational Outreach SKSM	500	500	500	500	-	-	
116	9050	40	U555	Donations to Non-Profit Orgs	24,000		24,000		-	-	
117				<b>Total Program</b>	<b>70,465</b>	<b>63,810</b>	<b>56,365</b>	<b>44,160</b>	<b>(14,100)</b>	<b>(19,650)</b>	
118				<b>Facilities</b>							
119	4300	50	U680	Community Use-Space Rental		178,000		145,000	-	(33,000)	MEM budget request: \$100k; MM: \$120k; CT discussed with MEM present agreed to bump this to \$145k
120	4310	50	U680	Community Use-Instrument Rntal					-	-	
121		50	T120	Freestone retreat - rent		-		-	-	-	
122		50		Freestone retreat - fundraising		-		-	-	-	
123	4360	50	U670	Skytown Pre-school		61,220		73,464	-	12,244	MEM budget request
124	4380	50	U665	Pine Crest School lease		114,000		119,478	-	5,478	MEM budget request
125	4390	50	U665	Pine Crest School-Custodial		15,943		14,400	-	(1,543)	MM: was \$15,943, reduced to actual FY1617
126	4395	50	U665	Pine Crest School-Utilities		4,800		3,200	-	(1,600)	MM: was \$4800, reduced to actual FY1617
127		50		Additional Revenue - Other School		-		-	-	-	
128	6000	50	U999	Salary and Wages	118,138		137,518		19,380	-	4 see salaries worksheet
129	6020	50	U999	Payroll Taxes	9,038		10,520		1,482	-	4 see salaries worksheet
	6030	50	U999	Employee Benefits-Health/dental	17,914		17,026		(888)	-	4 see salaries worksheet
130											
131	6040	50	U999	Employee Benefits-Retirement	8,843		11,984		3,141	-	4 see salaries worksheet
132	6035	50	U999	Employee Benefits-Life/Disability	640		640		-	-	
133	7060	50	U999	Equipment repair & maintenance	2,000		2,000		-	-	MEM budget request
134	8000	50	U999	Building & grounds supplies	15,000		18,000		3,000	-	MEM budget request
135	8005	50	U999	Kitchen supplies (new account FY16-17)	2,500		2,500		-	-	MEM budget request
136	8010	50	U999	Building & grounds maintenance	23,000		25,000		2,000	-	MEM budget request
137		50		Freestone supplies	-		-		-	-	
138	8030	50	U999	Electricity	275		303		28	-	MEM budget request revised
139	????	50	Fac	Building Reserve fund	40,000		23,257		(16,743)	-	Governance policy requires 40% of endowment payout
140		50		Solar Interest Expense	-		-		-	-	
141	????	50		Brokers Fees (from Prepaid)	5,000		6,000		1,000	-	MEM budget request \$5k; AGS budget request \$6k same line item FY1617 this posted to 7150-80-U999
142	8040	50	U999	Gas	10,000		10,000		-	-	MEM budget request
143	8050	50	U999	Garbage	10,000		10,000		-	-	MEM budget request
144	8060	50	U999	Water	6,000		7,100		1,100	-	MEM budget request
145	8070	50	U999	Fire Monitoring System	9,000		11,000		2,000	-	MEM budget request

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8											
146	new	50	U999	Facilities Marketing	20,000		7,000		(13,000)	-	MEM budget request \$10k; MM reduced
147				<b>Total Facilities</b>	<b>297,348</b>	<b>373,963</b>	<b>299,847</b>	<b>355,542</b>	<b>2,500</b>	<b>(18,421)</b>	
148				<b>Shared Costs</b>	-		-		-	-	
149	7000	60	U999	Insurance	24,000		24,000		-	-	
150	7030	60	U999	Supplies	7,140		4,000		(3,140)	-	AGS budget request \$5000; MM revised 3/27/17
151	7035	60	U999	Small Equipment	1,050		2,000		950	-	AGS budget request
152	7040	60	U999	Printing and copying	1,365		3,000		1,635	-	AGS budget request
153	7050	60	U999	Equipment leases	8,700		8,100		(600)	-	AGS budget request \$7300; MM revised 3/27/17
154	7060	60	U999	Equipment Repair/Maintenance	1,607		1,600		(7)	-	AGS budget request
155	7070	60	U999	Postage	5,775		4,500		(1,275)	-	AGS budget request
156	7080	60	U999	Telecommunications/IT	15,420		12,000		(3,420)	-	AGS budget request
157	7100	60	U515	Property Taxes (Freestone)	-		-		-	-	
158	7100	60	U999	Property Taxes (1 Lawson Rd)	7,300		7,300		-	-	AGS budget request
159	7120	60	U999	Staff & volunteer appreciation	700		2,000		1,300	-	AGS budget request
	7150	60	U999	Other Expense	231		2,283		2,052	-	AGS budget request \$250; MM monthly coffee \$186.50 plus Jan ytd
160											
161				<b>Total Shared Costs</b>	<b>73,288</b>	<b>-</b>	<b>70,783</b>	<b>-</b>	<b>(2,506)</b>	<b>-</b>	
162											
163				<b>Administration</b>							
164	4000	80	U999	Pledge Income (net 95% of pledged, plus challenge match)		529,000		506,000		(23,000)	Stewardship Canvas, no discount
165	4010	80	U999	New member pledges		16,000		25,000		9,000	CT: new members \$1k each
166	4020	80	U999	Plate collections		14,000		14,000		-	
167	4040	80	U999	Other unpledged contributions		14,000		40,939		26,939	MM: no pool FY1718
168	4050	80	U999	Bequest Income		1,000		1,000		-	
	4080	80	U999	Endowment Transfer		57,896		58,142		246	MM: 13 quarters avg FY1718 \$57,973, increased by \$169 calculation change FY1617
169											
	4070	80	U999	Budget Augmenting/1st Sundays		10,250		-		(10,250)	CT: eliminated this FY15-16, September 2015 missed including change in FY16-17 budget
170											
171	4090	80	T120	Restricted Contrib.-Released		-		-		-	
	4099	80	U999	Prior Year Pledge Payments		7,500		15,000		7,500	CT: 3.30.2017 discuss large pledges expected to be late.
172											
173	4880	80	U999	Scrip income		500		500		-	
174	4890	80	U999	Other Revenue		5,000		3,000		(2,000)	MM: Eliminate room rentals
175	4900	80	U999	Interest Income-general		2,700		2,700		-	
176	4933	80	U999	Income from Trusts		1,755		1,755		-	
177	4938	80	U999	UUA Pooled Fund Income		-		-		-	
178	6000	80	U999	Salary and Wages	129,735		122,988		(6,747)	-	4 see salaries worksheet
179	6020	80	U999	Payroll Taxes	9,925		9,409		(516)	-	4 see salaries worksheet
180	6030	80	U999	Employee Benefits-Health/dental	17,980		11,941		(6,039)	-	4 see salaries worksheet
181	6040	80	U999	Employee Benefits-Retirement	12,974		12,298		(676)	-	4 see salaries worksheet
182	6050	80	U999	Workers Compensation	9,000		9,000		-	-	
183	7010	80	U999	Accounting Services	23,000		23,000		-	-	
184	9040	80	U999	CT Contingencies	2,500		2,500		-	-	
185	9040	80	U999	Board Contingencies	3,000		1,000		(2,000)	-	BOT budget request; CT cut \$1k
186	TBD	80	U999	Board Training	-		-		-	-	
	7020	80	U999	Consultants/Contractors	7,500		-		(7,500)	-	last year request from Jim Gasperoni; now included in AGS line 7080-80
187											
188	7090	80	U999	Advertising and PR	3,190		3,500		310	-	AGS budget request
	7080	80	U999	Communications	1,950		3,800		1,850	-	AGS budget request for Communications & Website
189											
	9040	80	U375	Stewardship	2,500		2,500		-	-	Stewardship request: \$5k included \$3k secretarial support; MM no change to FY1617
190											

Unitarian Universalist Church of Berkeley  
DRAFT Budget FY17-18

	D	E	F	G	H	I	J	K	L	M	N
6											
7	Account	Cc1	Cc2	Account Name	16-17 Expense	16-17 Income	17-18 Expense	17-18 Income	Increase (Decrease) Expense	Increase (Decrease) Revenue	Notes: Assumptions FY17-18
8											
191	7110	80	U999	Professional development	3,521		1,500		(2,021)	-	4 see salaries worksheet
192	7140	80	U999	Bank Fees	2,000		5,000		3,000	-	MM: revised 3/26/17 vanco, pp, svc charges, etc
193	7155	80	U999	Payroll service	2,887		3,800		913	-	MM: revised 3/26/17 pr processing
	7150	80	U999	Other Expense	3,749		1,500		(2,249)	-	MM: revised 3/26/17; \$6k broker fees GL posted here budgeted in facilities
194											
195	9040	80	U610	Endowment Committee Expense	700		700		-	-	
				<b>Total Administration</b>	<b>236,111</b>	<b>659,601</b>	<b>214,436</b>	<b>668,036</b>	<b>(21,675)</b>	<b>8,435</b>	
196											
197				<b>Denomination</b>							
198	7160	80	U999	UUA Annual Program Dues	22,993		22,993		-	-	
199	7170	80	U999	UUA Pacific Central Dist Dues	11,107		11,107		-	-	
200				<b>Total Denomination</b>	<b>34,100</b>	<b>-</b>	<b>34,100</b>	<b>-</b>	<b>-</b>	<b>-</b>	
201				<b>Fundraising</b>							
202	4200	90	U700	Fundraising GrUUp Projects		34,000		22,500	-	(11,500)	MM: FY1516 \$15,777
203	4210	30	U710	Music Events		6,455		12,000	-	5,545	MM: FY1516 \$12,591; BB \$6500
204	4230	90	U730	Board Event		-		-	-	-	
205	4240	90	U750	Other Events		-		-	-	-	
206	4850	90	U656	Sales/Donations -Snack Table		6,000		2,500	-	(3,500)	CT: free snack table; AH: budget 1617
	4860	90	U698	Sales - Jewelry		-		3,000	-	3,000	CT: New line item with Lee taking on Jewelry table
207											
208	4860	90	U999	Sales - Other		-		-	-	-	
209	9040	90	U655	Other Program Committee Exps (Snack table)	2,200		2,500		300	-	AH: program budget 1617
210	9040	90	U999	Other Program Committee Exps	-		-		-	-	
211	9800	90	U700	Fundraising event expense	3,400		1,000		(2,400)	-	MM: revised 3/26/17
212	9800	90	U999	Fundraising event expense	-		-		-	-	
213				<b>Total Fundraising</b>	<b>5,600</b>	<b>46,455</b>	<b>3,500</b>	<b>40,000</b>	<b>(2,100)</b>	<b>(6,455)</b>	
214											
				Total - Unrestricted	1,153,525	1,143,829	1,129,972	1,113,797	(23,554)	(30,032)	
215											
216				Excess (deficit)	<b>(9,696)</b>		<b>(16,175)</b>		<b>(6,478)</b>		
217											
218											difference is Ministerial compensation package redistributed over three years
219											
220				CHECKSUM SALARIES			-				
221				CheckSUM Benefits			-				
222											
223				CHECKSUM PIVOT (CHART TAB)			-				
224											