

UUCB Treasurer's Report

Reported in July 2019
For the Eleven Months Jul 1, 2018 –May 31, 2019

Summary

YTD pledge income at 86.3% of budget, 9.4% below our previous year to date received pledges. Year end projected pledge receipts will fall short of budget about \$50,000 (10%). The year to date surplus is \$39,136.

Safir room expenditures have been removed from expense and capitalized (included as fixed assets on the balance sheet).

While net rent income has fallen short of budget, we have salary savings \$17,000 from restructuring wages for facilities and administration, and discontinuing providing janitorial services to our school tenants. In addition, personnel expense was reduced by switching from employer sponsored plan to providing employees with reimbursement for Covered California Health care effective January 1, providing \$13,000 savings vs budgeted expense.

We received a bequest from Nancy Kelly (aka Kelly Kelly) estate, Fidelity opened an account in our name rather than send us a check (why we missed posting the \$17k in bequest income - this item is still pending and not included in the YTD surplus).

On reviewing ytd accounting expense, we have reclassified \$6,000 in tax preparation expense which belongs to the Calkins Fund (Fund 4), and is not a general fund expense (Fund 1 - the fund presented in these financial statements).

Previous estimates for year end deficit did not take into account \$30,000 in personnel expense savings or the \$6,000 in tax preparation expense posted to the wrong fund. This restates our year end projection from a deficit of \$15,000 to a surplus of \$21,000. With the posting of Kelly's bequest, this will further increase our expected year end surplus to \$38,000.

Cash available for operations is \$49,217 available as of May 31.

The TRNA is not updated for FY18-19.

Revenues	YTD Actual	YTD Budget ¹	Bud Var	% var
Pledge income ¹	\$ 443,526	\$ 492,140	\$ (48,614)	-9.9%
Rental income	294,770	323,603	(28,833)	-8.9%
All other unrestricted	175,074	145,208	29,866	20.6%
Unrestricted	913,370	960,951	(47,581)	-5.0%
Board Restricted ²	5,291		5,291	
Total Revenues	918,661	960,951	(42,290)	
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Expenses	YTD Actual	YTD Budget	Bud Var	% var
Personnel	569,830	602,529	(32,699)	-5.4%
All other unrest.	304,405	330,251	(25,846)	-7.8%
Unrestricted	874,235	932,780	(58,545)	-6.3%
Board Restricted ²	29,969		29,969	
Total Expenses	904,204	932,780	(28,576)	
Net Unrestricted	39,136	28,172	10,964	38.9%
Net Board Restricted ²	(24,678)	-	(24,678)	
Net Excess (Deficit)	\$ 14,457	\$ 28,172	\$ (13,714)	-48.7%

¹YTD Budget is corrected manually on the summary provided. Adjusted for known variances.

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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Comparative Years

YTD May 31	<u>FY 18-19</u>	<u>FY 17-18</u>	<u>FY 16-17</u>	<u>FY15-16</u>
Community Rentals Income prior year % difference	\$ 73,834 21%	\$ 60,959 -36%	\$ 94,631 23%	\$ 76,786
Pledges Received prior year % difference	\$ 443,526 -3%	\$ 455,694 -16%	\$ 539,649 9%	\$ 494,289
Building and Grounds Maintenance & Supplies prior year % difference	\$ 47,043 -32%	\$ 68,899 -1%	\$ 69,546 54%	\$ 45,093

Endowment Report - this fiscal year activity

Fund details	Balance at 6/30/18	Increase (Decrease)*	Fiscal YTD Net Income	Current Balance	YTD Balance Prior Year
Board Designated Fund **	\$ 1,203,818	\$ (213,583)	\$ 8,540	\$ 998,775	\$ 1,209,305
Donor Pooled Fund ***	\$ 49,981	(4,446)	\$ 591	\$ 46,126	\$ 50,209
Kay Davis Memorial Fund ***	\$ 139,592	(14,819)	\$ 1,620	\$ 126,393	\$ 140,229
Loan - Land Use TF ****	\$ 41,126		\$ (41,126)	\$ -	\$ -
Totals	\$ 1,458,498	\$ (232,848)	\$ (30,375)	\$ 1,171,294	\$ 1,399,743
Building Fund **	\$ 46,546		\$ 604	\$ 47,150	\$ 46,758

* Increases (Decreases) are deposits and withdrawals; increase to loan is decrease to fund.

** Board Designated Fund FY18-19 withdrawals for Capital R&M \$75,000 July 2018, \$100,000 November 2018; FY18-19 budget allocated withdrawal less reallocated withdrawal from Donor Pooled Fund and Kay Davis Memorial Fund for FY 17-18 and FY 16-17

*** Donor Pooled Fund and Kay Davis Memorial Funds FY18-19 withdrawal, FY 17-18 and FY 16-17 reallocated withdrawal.

**** Debt forgiven by resolution passed at 5.19.2019 Congregational Meeting

ROI (net of fees)	As of May 31, 2019	As of May 31, 2018
5-year	3.80%	5.70%
3-year	7.40%	5.30%
1-year	0.80%	10.00%
1 month	-3.60%	0.60%

Trust Funds

Calkins Trust (net) balance	\$ 282,729	\$ 282,729
Pooled Fund balance	\$ 33,410	\$ 33,410

Events and Other Fundraising Activities	Actual YTD	FY18-19 Budget
GrUUP Fundraising	\$ 11,807	\$ 10,000
Jewelry Table	\$ 2,411	
Holiday Fair, auction etc	\$ 9,395	
Music Events	\$ 12,207	\$ 10,000
Various Music Events	\$ 12,207	
Grand Total Fundraising	\$ 24,013	\$ 20,000 120.1%

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Restricted Expenditures FY19-20

Capital Campaign	\$ 14,237
Capital Improvements Project	\$ 238,289
Lawrence Lecture	\$ 4,709
Asset Options TF (formerly Land Use TF)	\$ 0 debt forgiven by congregational vote 5/19/2019
Partner Church	\$ 0

Other Items of Note This Month

Repairs and Maintenance: At a special congregational meeting January 28, 2018, the congregation approved expending \$758,000 from the Board Designated Endowment Fund on designated building repairs and maintenance projects. UUA LLC guidelines for withdrawals: only one withdrawal every 30 days, 30 days advance notice for withdrawals over \$100,000, 10 days advance notice for withdrawals up to \$100,000. \$29,100 of the approved expenditures will not be needed for mold remediation. The new net amount available for Capital Improvements Project is \$728,900, with \$275,000 withdrawn from the Quasi Endowment in calendar 2018.

Prior Year Pledge Receipts The net shortfall of FY17-18 pledge receipts was (\$9,325). YTD prior year pledges received \$9,207.

UUCB Treasurer's Report

	A	B	C	D	G	M	O	Q	X	Y	Z	AA	AC	
1	Unitarian Universalist Church of Berkeley								% Pledges rec'd YTD)		86.3%			
2	Budget Comparison Report								YTD Pledge receipts:		\$ 443,526			
3	Budget and Actual Period: 7/1/2018 - 5/31/2019								Total Pledge budget		\$ 514,000			
4	Budget Period: 7/1/2018 - 5/31/2019													
5	Fund = 1													
6									YTD Pledge budget		\$ 492,140			
7				Current Period Actual	Year-to-Date Actual	Year-to-Date Budget	Year-to-Date Variance				95.7%			
8	Revenue								Pledge	Rentals	Other Unrestricted	Board Restricted	Under budget variance > \$5,000	
9				Pledge Income	20,811	433,079	464,640	(31,561)	433,079				(31,561)	
10				Char Trust in lieu of pledge	0	1,240	0	1,240	1,240				-	
11				New member pledges	0	0	13,750	(13,750)	0				(13,750)	
12				Faith, Hope & Charity	0	1,000	0	1,000			1,000		-	
13				Plate collections	800	10,750	12,833	(2,084)			10,750		-	
14				Special Offering Collections	0	1,200	0	1,200			1,200		-	
15				Good Neighbor collections	1,380	17,411	22,000	(4,589)			17,411		-	
16				Other unpledged contributions	1,089	29,495	4,583	24,912			29,495		-	
17				Special Projects Donations	50	12,549	0	12,549			12,549		-	
18				Bequest Income	0	25,000	917	24,083			25,000		-	
19				Weddings/Memorials/Celebration	400	2,662	0	2,662			2,662		-	
20				Endowment Transfer	0	3,875	57,856	(53,981)				3,875	(53,981)	
21	(2)	(4)		Restricted Contrib.-Released	0	19,266	0	19,266				19,266	-	
22				Prior Year Pledge Payments	0	9,207	13,750	(4,543)	9,207				-	
23				Seder	711	886	0	886			886		-	
24				Center for Spiritual Developmt	0	0	0	0			0		-	
25				Personal Theology	192	1,470	1,800	(330)			1,470		-	
26				Other Program Income	125	3,655	700	2,955			3,655		-	
27				Cottage Rental	0	0	17,000	(17,000)		0			(17,000)	
28				Fundraising GrUUp Projects	580	9,521	8,000	1,521			9,521		-	
29				Music Events	65	12,207	9,167	3,040			12,207		-	
30				Religious Education Event	50	876	0	876			876		-	
31				Capital Campaign	25	105	0	105			105		-	
32				Community Use-Space Rental	8,626	73,834	91,667	(17,832)		73,834			(17,832)	
33				Community Use-Instrument Rntal	0	1,000	0	1,000		1,000			-	
34				Preschool	12,931	95,100	84,700	10,400		95,100			-	
35				Preschool CAM	0	0	13,750	(13,750)		0			(13,750)	
36				Freestone Rental	0	1,000	0	1,000		1,000			-	
37				RE Blding-Lease	10,379	121,329	112,669	8,660		121,329			-	
38				RE Building Custodial	0	0	13,200	(13,200)		0			(13,200)	
39				RE Building-Utilities	585	2,507	7,618	(5,111)		2,507			(5,111)	
40				Sales - Book Table	22	565	1,000	(435)			565		-	
41				Sales - Videos	0	0	60	(60)			0		-	
42				Sales - Snack Table	0	73	0	73			73		-	
43				Sales - Other	65	2,377	2,000	377			2,377		-	
44				Scrip income	2	52	458	(406)			52		-	
45				Other Revenue	302	43,156	2,750	40,406			43,156		-	
46				Interest Income-general	5	63	2,475	(2,412)			63		-	
47	(2)			Endowment earnings	755	12,805	0	12,805				12,805	-	
48	(2)			Investment realized gain/loss	0	(38,583)	0	(38,583)				(38,583)	(38,583)	
49	(2)			Endowment unrealized change	(37,504)	6,386	0	6,386				6,386	-	
50	(2)			Income from Trusts	137	1,542	1,609	(67)				1,542	-	
51												0	-	
52	Total Revenue				22,583	918,661	960,951	(42,290)	\$ 443,526	\$ 294,770	\$ 175,074	\$ 5,291		
53									48%	32%	19%	1%		

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1	Unitarian Universalist Church of Berkeley								% Pledges rec'd YTD)		86.3%		
2	Budget Comparison Report								YTD Pledge receipts:		\$ 443,526		
3	Budget and Actual Period: 7/1/2018 - 5/31/2019								Total Pledge budget		\$ 514,000		
4	Budget Period: 7/1/2018 - 5/31/2019												
5	Fund = 1												
6									YTD Pledge budget		\$ 492,140		
7					Current Period Actual	Year-to-Date Actual	Year-to-Date Budget	Year-to-Date Variance			95.7%		
54	Expenses								Personnel		Other Unrestricted	Board Restricted	Over budget variance \$5,000+
55				Salary and Wages	35,987	413,210	466,284	53,075	413,210				-
56				Intern Minister	0	1,250	0	(1,250)	1,250				-
57				Housing	3,317	36,490	0	(36,490)	36,490				(36,490)
58				SECA	716	7,879	7,879	0	7,879				-
59				Payroll Taxes	2,308	26,507	27,790	1,283	26,507				-
60				Employee Benefits-Health	(719)	29,263	45,191	15,928	29,263				-
61				Employee Benefits-Life/Disabil	0	2,455	3,103	648	2,455				-
62				Employee Benefits-Retirement	3,148	31,793	33,015	1,222	31,793				-
63				Workers Compensation	0	(876)	8,245	9,121	(876)				-
64				Insurance	1,903	21,764	24,544	2,779			21,764		-
65				Worker's Comp Insurance	803	10,378	0	(10,378)	10,378				(10,378)
66				Accounting Services	225	19,306	0	(19,306)			19,306		(19,306)
67				Consultants/Contractors	1,750	21,709	14,744	(6,965)			21,709		(6,965)
68				Honoraria/Classes	620	3,411	3,368	(43)			3,411		-
69				Guest Musicians	150	10,880	688	(10,193)			10,880		(10,193)
70				Supplies	1,104	14,012	11,770	(2,242)			14,012		-
71				Small Equipment	0	0	1,833	1,833			0		-
72				Printing and copying	60	1,139	2,429	1,290			1,139		-
73				Equipment leases	522	7,694	7,425	(269)			7,694		-
74				Equipment repair & maintenance	1,305	4,087	6,096	2,008			4,087		-
75				Postage	0	3,045	4,125	1,081			3,045		-
76				Telecommunications	2,983	10,084	14,487	4,403			10,084		-
77				Advertising and PR	267	3,019	3,208	189			3,019		-
78				Communications & Web Site	274	3,412	0	(3,412)			3,412		-
79				Property Taxes	0	14,525	11,000	(3,525)			14,525		-
80				Professional development	469	11,481	11,022	(459)	11,481				-
81				GA Delegate & Leadership Schl	500	500	3,000	2,500			500		-
82				Staff & volunteer appreciation	0	634	1,375	741			634		-
83				Bank Fees	379	3,764	5,133	1,369			3,764		-
84	(2)			Management fees	925	10,704	0	(10,704)				10,704	(10,704)
85				Other Expense	274	2,557	4,538	1,981			2,557		-
86				Payroll Processing Fees	303	3,523	3,850	327			3,523		-
87				UUA Annual Program Dues	0	0	20,038	20,038			0		-
88				UUA Pacific Central Dist Dues	0	0	9,680	9,680			0		-

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	A	B	C	D	G	M	O	Q	X	Y	Z	AA	AC
1	Unitarian Universalist Church of Berkeley								% Pledges rec'd YTD)	86.3%			
2	Budget Comparison Report								YTD Pledge receipts:	\$ 443,526			
3	Budget and Actual Period: 7/1/2018 - 5/31/2019								Total Pledge budget	\$ 514,000			
4	Budget Period: 7/1/2018 - 5/31/2019												
5	Fund = 1												
6									YTD Pledge budget	\$ 492,140			
7					Current Period Actual	Year-to-Date Actual	Year-to-Date Budget	Year-to-Date Variance		95.7%			
89													
90	Expenses								Personnel	Other Unrestricted	Board Restricted	Over budget variance \$5,000+	
91				Building & grounds supplies	1,728	20,883	18,333	(2,550)		20,883		-	
92				Building & grounds maintenance	4,238	26,160	22,917	(3,243)		26,160		-	
93				Building Maintenance Reserve	0	0	31,819	31,819		0		-	
94				Brokers Fees	0	10,915	9,800	(1,115)		10,915		-	
95				Kitchen Supplies	0	141	2,292	2,151		141		-	
96				Electricity	21	497	364	(133)		497		-	
97				Gas	502	13,966	14,208	243		13,966		-	
98				Garbage	909	9,770	12,375	2,605		9,770		-	
99				Water	0	7,728	11,458	3,730		7,728		-	
100				Fire Monitoring System	0	13,459	13,750	291		13,459		-	
101				Other Program Committee Exps	1,534	25,500	15,688	(9,812)		25,500		(9,812)	
102				Donations to Non-Profit Orgs	0	0	0	0		0		-	
103				Denominational Outreach	1,548	23,259	22,000	(1,259)		23,259		-	
104				Fundraising event expense	0	1,186	1,917	730		1,186		-	
105	(1)			Capital Campaign	145	21,142	0	(21,142)		21,142		(21,142)	
106	> (4)			Restricted Released					-	(19,266)	19,266		
107	Total Expenses				70,198	904,204	932,780	28,576	\$ 569,830	\$ 304,405	\$ 29,969		
108									63%	34%	3%		
109	Excess or (Deficiency) of Revenue Over Expenses				(47,615)	14,457	28,172	(13,714)			\$ (24,678)		
111													
112	Footnotes												
113	(1)			Capital Campaign activity									
114	(2)			Board Restricted Surplus (Deficit)		\$ (24,678)							
115	(3)			Unrestricted Surplus (Deficit)		\$ 39,136							
116													
117													
118													

UUCB Treasurer's Report

A	B	C	D	E	F	G	H	I	J	K	L
1	Unitarian Universalist Church of Berkeley										
2	Balance Sheet										
3	As of May 31, 2019										
5								Current Year		Prior Year	
7	Assets										
8	Current Assets - cash and investment accounts (6)										
9					Cash- Checking (unrestricted)			49,217			22,235
10					Cash- Savings			0			52,039
12					Cash - Savings (Endowment Capital			73,327			264
15					Cash - Checking (unrestricted)			726			726
16					Cash - Endowment Armstrong Garden Fund			20,474			20,474
17					Cash - Endowment Lawrence Lecture			64,666			61,813
18					Cash - Endowment Kay Davis Memorial			126,393			140,229
20					Health Expense Receivable			155			0
23					Prepaid expenses			24,044			37,607
24					Note Receivable-Cope Fund (6)			303,021			293,161
25					Cash - Endowment Donor Restricted			46,126			50,209
26					Cash - Endowment (Board Designated) quasi			998,775			1,209,305
27					Cash - Trust-Calkins Char Rmndr current			324,587			324,587
29					Contra Asset Calkins CRT-Payable to UUSC			(41,859)			(41,859)
30					Cash - Trust Pooled Income			33,410			33,410
31					Cash - Endowment Anna Spatz (RE)			53,613			53,167
32					Cash - Endowment Wm. Morgan Theological			27,491			27,263
33					Cash - Endowment Staff Pension Fund			6,723			6,667
34					Cash - Endowment Building Maintenance			47,150			46,758
35	Total Current Assets (6)							2,158,039			2,338,054
36											
37	Fixed Assets										
38					Office Equipment			114,093			112,797
39					Organ			348,805			348,805
40					Land - Church & RE Buildings			97,578			97,578
41					Buildings - Church & RE			3,008,734			2,993,544
42					Bldg Improvements - Church & RE			462,964			462,964
43					Capital WIP			261,766			32,873
44					Land - Cottage			5,000			5,000
45					Building - Cottage			34,342			34,342
46					Land - Freestone			5,782			5,782
47					Building - Freestone			11,772			11,772
48					Bldg Improvements - Freestone			81,647			81,647
49					Accumulated Depreciation			(2,385,677)			(2,288,235)
50	Total Fixed Assets net of depreciation							2,046,805			1,898,868
51											
52	Total Assets							4,204,844			4,236,923
53											

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1	Unitarian Universalist Church of Berkeley										
2	Balance Sheet										
3	As of May 31, 2019										
5								Current Year		Prior Year	
54	Liabilities & Net Assets										
55	Liabilities										
56	Current Liabilities										
57					Accounts payable (5)			9,809		8,485	
58					Salaries Payable			18,036		25,600	
59					Vacation Payable			18,008		18,008	
60					Retirement Payable			3,805		5,833	
61					Loans Payable (7)			100		0	
62					Garnishments Payable			80,000		0	
63					Rental Deposits			1,346		3,733	
64					School Security Deposits			29,700		26,700	
65					Total Current Liabilities			160,805		88,359	
67					Total Liabilities			160,805		88,359	
69	Net Assets										
70					Net Assets (8)			420,764		339,926	
72					Temporarily Restricted Fund			342,013		337,135	
73					UUA-Permanent Endowment Pooled			45,530		49,590	
74					UUA-Staff Pension Fund			6,636		6,585	
75					Fixed Assets, Net of deprec			1,896,137		1,873,329	
76					UUA-Spatz Educational Fund			52,921		56,519	
77					UUA-Morgan Theological Ed Fund			27,136		24,875	
78					UUA-Building Fund			46,541		46,181	
79					Armstrong Garden Fund			20,474		20,474	
80					UUA-Lawrence Lecture Fund			62,290		61,051	
81					UUA-Kay Davis Fund			124,760		138,500	
82					Board Designated Endowment			998,836		1,194,400	
83					Total Net Assets			4,044,039		4,148,564	
85					Total Liabilities & Net Assets			4,204,844		4,236,923	
87											
88											
89	Footnotes										
90	(5) Accounts Payable may include prepaid items recorded as expense in wrong month.										
91	(6) Current Assets includes Notes Receivable Cope Fund, this \$303k is a long term asset.										
92	(7) Notes payable - loans from congergants for cash flow										
93	(8) Net assets unrestricted before corrected allocation										
94					Calkins Fund and pooled Trust			\$ (316,138)			
95					Cope Note Receivable			(303,021)			
96					Net Assets other line items (Fixed Assets, etc)			(156,954)			
97					Net Assets Unrestricted			\$ (355,349)			