

UUCB Treasurer's Report

Reported in August 2019

For the Twelve Months Jul 1, 2018 –June 30, 2019

Summary

FYE total pledge income at 91.0% of budget, 6.3% below our previous FYE received pledges, a budget shortfall in amount \$46,446. Our fiscal year end unrestricted surplus is \$64,700.

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

Our unrestricted endowment (Board Designated), funding and disbursement is controlled by congregational vote. The fund earned \$47,691 this fiscal year, this fund's portion of our annual draw was \$38,583; 60% of this FY18-19 draw was earmarked for building maintenance rather than operating expense. On January 28, 2018, the congregation voted to use accumulated interest earned in the unrestricted endowment for capital repairs. Summary of sources and uses of unrestricted endowment withdrawals as authorized by the congregation, through June 30, 2019:

<u>Sources</u>		<u>Uses</u>	
\$100,000	Draw February 2018	\$ 900.00	RE Mold Testing (result: no mold)
\$ 75,000	Draw July 2018	\$282,040.63	Safir Room repairs
\$100,000	Draw November 2018		
\$150,000	Draw June 2019		
\$425,000	Total Source of Funds	\$282,940.63	Total Use of Funds

Net cash remaining for endowment funded capital repairs \$142,059.37

The unused balance of funds withdrawn from the endowment for capital repairs is pending use for congregation approved Building and Grounds maintenance projects.

The Thompson bequest received in June \$29,538.20 is pending disbursement to endowment; the revenue is recorded in fund 3, not included as revenue in the fund 1 (unrestricted) revenue report herein; the transfer is pending review of the donor designation documentation on file with the endowment committee; bequests in excess of \$25,000 not specified by the donor as designated for the permanent endowment, as directed in our bylaws, are remitted to the unrestricted board designated endowment.

Operating cash available as of June 30, after transfer of the Thompson bequest is \$151,198; cash available includes \$34,712 in FY18-19 endowment draw earmarked for the Ladd-Griffith Building fund; loans totaling \$80,000 made by congregants in 2018 remain outstanding. We have not yet needed to withdraw funds from the unrestricted endowment for working capital. Our year end accounts payable includes an invoice payable to Mackey Builders for the final disbursement for Safir Room renovations, \$20,275. Altogether, without these pluses and minuses, our working capital position would be \$16,211 instead of \$151,198.

The TRNA is partially updated for FY18-19 for release of revenue from the Ellis Fund \$9487; the Minister's Discretionary Fund \$3900; other TRNA funds are pending reconciliation and release of revenue.

Revenues	YTD Actual	YTD Budget ¹	Bud Var	% var
Pledge income ¹	\$ 467,554	\$ 514,000	\$ (46,446)	-9.0%
Rental income	323,435	353,158	(29,723)	-8.4%
All other unrestricted	203,870	169,471	34,399	20.3%
Unrestricted	994,860	1,036,629	(41,769)	-4.0%
Board Restricted ²	58,870		58,870	
Total Revenues	1,053,730	1,036,629	17,101	

Expenses	YTD Actual	YTD Budget	Bud Var	% var
Personnel	619,516	657,805	(38,289)	-5.8%
All other unres.	310,644	374,702	(64,058)	-17.1%
Unrestricted	930,159	1,032,507	(102,348)	-9.9%
Board Restricted ²	44,261		44,261	
Total Expenses	974,421	1,032,507	(58,086)	

Net Unrestricted	64,700	4,122	60,578	1469.6%
Net Board Restricted ²	14,609	-	14,609	
Net Excess (Deficit)	\$ 79,309	\$ 4,122	\$ 75,187	1824.0%

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.

UUCB Treasurer's Report

Reported in August 2019
For the Twelve Months Jul 1, 2018 – June 30, 2019

Comparative Years

YTD June 30	<u>FY 18-19</u>	<u>FY 17-18</u>	<u>FY 16-17</u>	<u>FY15-16</u>	<u>FY14-15</u>
Community Rentals Income	\$ 80,473	\$ 64,888	\$ 96,811	\$ 79,631	\$ 97,299
prior year % difference	24%	-33%	22%	-18%	
Pledges Received	\$ 467,554	\$ 498,702	\$ 515,034	\$ 528,289	\$ 437,884
prior year % difference	-6%	-3%	-3%	21%	
Building and Grounds Maintenance & Supplies	\$ 49,321	\$ 68,899	\$ 69,546	\$ 45,093	\$ 32,867
prior year % difference	-28%	-1%	54%	37%	

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	\$ (363,583)	\$ 47,691	\$ 887,926	\$ 1,203,818
Donor Pooled Fund ***	\$ 49,981	(4,446)	\$ 2,719	\$ 48,254	\$ 49,981
Kay Davis Memorial Fund ***	\$ 139,592	(14,819)	\$ 7,450	\$ 132,223	\$ 139,592
Loan - Land Use TF ****	\$ 41,126		\$ (41,126)	\$ -	\$ -
Totals	\$ 1,458,498	\$ (382,848)	\$ 16,733	\$ 1,068,402	\$ 1,393,392
Building Fund **	\$ 46,546		\$ 2,779	\$ 49,325	\$ 46,546

* 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, \$150,000 June 2019; 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 June 30, 2019	As of June 30, 2018
5-year	4.50%	6.10%
3-year	9.40%	5.60%
1-year	6.00%	8.70%
1 month	4.70%	-0.50%

Trust Funds

Calkins Trust (net) balance	\$ 282,729	\$ 282,729
Pooled Fund balance	\$ 36,900	\$ 33,502

Events and Other Fundraising Activities	Actual YTD	FY18-19 Budget
GrUUP Fundraising	\$ 12,288	\$ 12,000
Jewelry Table	\$ 2,461	
Holiday Fair, auction etc	\$ 9,827	
Music Events	\$ 12,227	\$ 10,000
Various Music Events	\$ 12,227	
Grand Total Fundraising	\$ 24,515	\$ 22,000 111.4%

UUCB Treasurer's Report

Reported in August 2019

For the Twelve Months Jul 1, 2018 –June 30, 2019

Restricted Expenditures FY19-20

Capital Campaign	\$ 21,142
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

Prior Year Pledge Receipts The net shortfall of FY17-18 pledge receipts was (\$9,325). YTD prior year pledges received \$9,527.

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)		91.0%			
2	Budget Comparison Report								YTD Pledge receipts:		\$ 467,554			
3	Budget and Actual Period: 7/1/2018 - 6/30/2019								Total Pledge budget		\$ 514,000			
4	Budget Period: 7/1/2018 - 6/30/2019													
5	Fund = 1													
6									YTD Pledge budget		\$ 514,000			
7					Current Period Actual	Year-to-Date Actual	Year-to-Date Budget	Year-to-Date Variance			100.0%			
8	Revenue								Pledge	Rentals	Other Unrestricted	Board Restricted	Under budget variance > \$5,000	
9				Pledge Income	23,858	456,787	484,000	(27,213)	456,787				(27,213)	
10				Char Trust in lieu of pledge	0	1,240	0	1,240	1,240				-	
11				New member pledges	0	0	15,000	(15,000)	0				(15,000)	
12				Faith, Hope & Charity	0	1,000	0	1,000			1,000		-	
13				Plate collections	1,036	11,786	14,000	(2,214)			11,786		-	
14				Special Offering Collections	0	1,200	0	1,200			1,200		-	
15				Good Neighbor collections	1,884	19,295	24,000	(4,705)			19,295		-	
16				Other unpledged contributions	3,286	32,681	5,000	27,681			32,681		-	
17				Special Projects Donations	20	12,369	0	12,369			12,369		-	
18				Bequest Income	0	42,046	1,000	41,046			42,046		-	
19				Weddings/Memorials/Celebration	400	3,062	0	3,062			3,062		-	
20				Endowment Transfer	0	3,875	62,856	(58,981)				3,875	(58,981)	
21	(2)	(4)		Restricted Contrib.-Released	13,387	32,652	0	32,652				32,652	-	
22				Prior Year Pledge Payments	320	9,527	15,000	(5,473)	9,527				(5,473)	
23				Seder	0	886	0	886			886		-	
24				Center for Spiritual Developmt	0	0	7,000	(7,000)			0		(7,000)	
25				Personal Theology	327	1,797	1,800	(3)			1,797		-	
26				Other Program Income	128	3,483	2,800	683			3,483		-	
27				Cottage Rental	0	0	20,000	(20,000)		0			(20,000)	
28				Fundraising GrUUp Projects	306	9,827	10,000	(173)			9,827		-	
29				Music Events	20	12,227	10,000	2,227			12,227		-	
30				Religious Education Event	0	876	0	876			876		-	
31				Capital Campaign	1,900	2,005	0	2,005			2,005		-	
32				Community Use-Space Rental	6,638	80,473	100,000	(19,527)		80,473			(19,527)	
33				Preschool	8,761	103,861	92,400	11,461		103,861			-	
34				Preschool CAM	0	0	15,000	(15,000)		0			(15,000)	
35				RE Bulding-Lease	14,680	136,009	123,048	12,961		136,009			-	
36				RE Building Custodial	0	0	14,400	(14,400)		0			(14,400)	
37				RE Building-Utilities	585	3,092	8,310	(5,218)		3,092			(5,218)	
38				Sales - Book Table	127	692	1,000	(308)			692		-	
39				Sales - Videos	0	0	60	(60)			0		-	
40				Sales - Snack Table	0	73	0	73			73		-	
41				Sales - Other	84	2,461	2,000	461			2,461		-	
42				Scrip income	0	52	500	(448)			52		-	
43				Other Revenue	697	45,853	3,000	42,853			45,853		-	
44				Interest Income-general	92	198	2,700	(2,502)			198		-	
45	(2)			Endowment earnings	1,628	14,433	0	14,433				14,433	-	
46	(2)			Investment realized gain/loss	0	(38,583)	0	(38,583)				(38,583)	(38,583)	
47	(2)			Endowment unrealized change	38,429	44,815	0	44,815				44,815	-	
48	(2)			Income from Trusts	137	1,679	1,755	(76)				1,679	-	
49												0	-	
50	Total Revenue				118,729	1,053,730	1,036,629	17,101	\$ 467,554	\$ 323,435	\$ 203,870	\$ 58,870		
51									44%	31%	19%	6%		

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)		91.0%		
2	Budget Comparison Report								YTD Pledge receipts:		\$ 467,554		
3	Budget and Actual Period: 7/1/2018 - 6/30/2019								Total Pledge budget		\$ 514,000		
4	Budget Period: 7/1/2018 - 6/30/2019												
5	Fund = 1												
6									YTD Pledge budget		\$ 514,000		
7				Current Period Actual	Year-to-Date Actual	Year-to-Date Budget	Year-to-Date Variance				100.0%		
52	Expenses								Personnel		Other Unrestricted	Board Restricted	Over budget variance \$5,000+
53			Salary and Wages	34,421	447,630	508,674	61,044	447,630					-
54			Intern Minister	0	1,250	0	(1,250)	1,250					-
55			Housing	3,317	39,807	0	(39,807)	39,807					(39,807)
56			SECA	716	8,595	8,595	0	8,595					-
57			Payroll Taxes	2,121	28,629	30,316	1,687	28,629					-
58			Employee Benefits-Health	1,603	31,309	49,300	17,991	31,309					-
59			Employee Benefits-Life/Disabil	376	2,830	3,385	555	2,830					-
60			Employee Benefits-Retirement	6,255	38,047	36,016	(2,031)	38,047					-
61			Workers Compensation	0	(876)	8,995	9,871	(876)					-
62			Insurance	1,997	23,761	26,775	3,014				23,761		-
63			Worker's Comp Insurance	0	10,378	0	(10,378)	10,378					(10,378)
64			Accounting Services	144	19,450	0	(19,450)				19,450		(19,450)
65			Consultants/Contractors	743	22,652	15,630	(7,022)				22,652		(7,022)
66			Honoraria/Classes	225	3,436	12,010	8,574				3,436		-
67			Guest Musicians	995	11,875	750	(11,125)				11,875		(11,125)
68			Supplies	1,039	14,996	12,840	(2,156)				14,996		-
69			Small Equipment	0	0	2,000	2,000				0		-
70			Printing and copying	0	852	2,650	1,798				852		-
71			Equipment leases	559	8,253	8,100	(153)				8,253		-
72			Equipment repair & maintenance	380	4,467	6,650	2,183				4,467		-
73			Postage	23	3,068	4,500	1,432				3,068		-
74			Telecommunications	3,520	13,604	15,804	2,200				13,604		-
75			Advertising and PR	267	3,286	3,500	214				3,286		-
76			Communications & Web Site	274	3,686	0	(3,686)				3,686		-
77			Canvass Expenses	498	498	0	(498)				498		-
78			Property Taxes	0	14,673	12,000	(2,673)				14,673		-
79			Professional development	435	11,916	12,524	608	11,916					-
80			GA Delegate & Leadership Schl	0	500	3,000	2,500				500		-
81			Staff & volunteer appreciation	21	655	1,500	845				655		-
82			Bank Fees	200	3,964	5,600	1,636				3,964		-
83	(2)		Management fees	906	11,609	0	(11,609)					11,609	(11,609)
84			Other Expense	55	2,462	4,950	2,488				2,462		-
85			Payroll Processing Fees	275	3,798	4,200	402				3,798		-
86			UUA Annual Program Dues	0	0	22,264	22,264				0		-
87			UUA Pacific Central Dist Dues	0	0	10,755	10,755				0		-

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)	91.0%			
2	Budget Comparison Report								YTD Pledge receipts:	\$ 467,554			
3	Budget and Actual Period: 7/1/2018 - 6/30/2019								Total Pledge budget	\$ 514,000			
4	Budget Period: 7/1/2018 - 6/30/2019												
5	Fund = 1												
6									YTD Pledge budget	\$ 514,000			
7					Current Period Actual	Year-to-Date Actual	Year-to-Date Budget	Year-to-Date Variance		100.0%			
88													
89	Expenses								Personnel		Other Unrestricted	Board Restricted	Over budget variance \$5,000+
90				Building & grounds supplies	1,531	22,414	20,000	(2,414)			22,414		-
91				Building & grounds maintenance	747	26,906	25,000	(1,906)			26,906		-
92				Building Maintenance Reserve	0	0	34,712	34,712			0		-
93				Brokers Fees	0	10,915	9,800	(1,115)			10,915		-
94				Kitchen Supplies	0	141	2,500	2,359			141		-
95				Electricity	32	528	397	(131)			528		-
96				Gas	787	14,752	15,500	748			14,752		-
97				Garbage	909	10,679	13,500	2,821			10,679		-
98				Water	1,188	8,916	12,500	3,584			8,916		-
99				Fire Monitoring System	0	13,459	15,000	1,541			13,459		-
100				Other Program Committee Exps	2,022	27,765	22,715	(5,050)			27,765		(5,050)
101				Donations to Non-Profit Orgs	0	0	1,600	1,600			0		-
102				Denominational Outreach	1,296	24,555	24,000	(555)			24,555		-
103				Fundraising event expense	0	1,186	2,000	814			1,186		-
104	(1)			Capital Campaign	0	21,142	0	(21,142)			21,142		(21,142)
105	>	(4)		Restricted Released							(32,652)	32,652	
106	Total Expenses				69,874	974,421	1,032,507	58,086	\$ 619,516		\$ 310,644	\$ 44,261	
107									64%		32%	5%	
108	Excess or (Deficiency) of Revenue Over Expenses				48,855	79,309	4,122	75,187				\$ 14,609	
110													
111	Footnotes												
112	(1)			Capital Campaign activity									
113	(2)			Board Restricted Surplus (Deficit)		\$ 14,609							
114	(3)			Unrestricted Surplus (Deficit)		\$ 64,700							
115													
116													
117													

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 June 30, 2019										
5								Current Year			Prior Year
7	Assets										
8	Current Assets - cash and investment accounts (6)										
9					Cash- Checking (unrestricted)			232,286			53,517
10					Cash - investment account (Kelly Kelly			17,177			0
13					Cash - Savings (Endowment Capital Projects)			73,332			264
16					Cash - Checking (unrestricted)			726			726
17					Cash - Endowment Armstrong Garden Fund			20,474			20,474
18					Cash - Endowment Lawrence Lecture			67,649			61,532
19					Cash - Endowment Kay Davis Memorial			132,223			139,592
21					Health Expense Receivable			146			0
24					Prepaid expenses			24,044			37,607
25					Note Receivable-Cope Fund (6)			303,021			293,161
26					Cash - Endowment Donor Restricted (Pooled) Fund			48,254			49,981
27					Cash - Endowment (Board Designated) quasi			887,926			1,203,818
28					Cash - Trust-Calkins Char Rmndr current			324,587			324,587
30					Contra Asset Calkins CRT-Payable to UUSC			(41,859)			(41,859)
31					Cash - Trust Pooled Income			36,900			33,502
32					Cash - Endowment Anna Spatz (RE)			56,086			52,926
33					Cash - Endowment Wm. Morgan Theological Fund			28,759			27,139
34					Cash - Endowment Staff Pension Fund			7,033			6,637
35					Cash - Endowment Building Maintenance Fund			49,325			46,546
36					Total Current Assets (6)			2,268,088			2,310,151
37											
38	Fixed Assets										
39					Office Equipment			114,093			112,797
40					Organ			348,805			348,805
41					Land - Church & RE Buildings			97,578			97,578
42					Buildings - Church & RE			3,008,734			2,993,544
43					Bldg Improvements - Church & RE			462,964			462,964
44					Capital WIP			282,041			32,873
45					Land - Cottage			5,000			5,000
46					Building - Cottage			34,342			34,342
47					Land - Freestone			5,782			5,782
48					Building - Freestone			11,772			11,772
49					Bldg Improvements - Freestone			81,647			81,647
50					Accumulated Depreciation			(2,385,677)			(2,385,677)
51					Total Fixed Assets net of depreciation			2,067,080			1,801,426
52											
53	Total Assets										
54								4,335,168			4,111,577

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 June 30, 2019										
5								Current Year			Prior Year
55	Liabilities & Net Assets										
56	Liabilities										
57	Current Liabilities										
58					Accounts payable (5)			32,552			28,862
59					Salaries Payable			17,229			25,711
60					Vacation Payable			18,008			18,008
61					Retirement Payable			(47)			(47)
62					Loans Payable (7)			100			0
63	>				Garnishments Payable			80,000			
64					Rental Deposits			2,096			2,258
65					School Security Deposits			29,700			26,700
66					Total Current Liabilities			179,638			101,491
68					Total Liabilities			179,638			101,491
70	Net Assets										
71					Net Assets (8)			493,274			202,820
72	>				Cope Ministerial Housing Fund						
73					Temporarily Restricted Fund			342,013			302,305
74					UUA-Permanent Endowment Pooled			45,530			49,977
75					UUA-Staff Pension Fund			6,636			6,636
76					Fixed Assets, Net of deprec			1,896,137			1,896,137
77					UUA-Spatz Educational Fund			52,921			52,921
78					UUA-Morgan Theological Ed Fund			27,136			27,136
79					UUA-Building Fund			46,541			46,541
80					Armstrong Garden Fund			20,474			20,474
81					UUA-Lawrence Lecture Fund			62,290			61,850
82					UUA-Kay Davis Fund			124,760			139,580
83					Board Designated Endowment			1,037,817			1,203,709
84					Total Net Assets			4,155,530			4,010,086
86					Total Liabilities & Net Assets			4,335,168			4,111,577
88											
89											
90	Footnotes										
91	(5) Accounts Payable may include prepaid items recorded as expense in wrong month.										
92	(6) Current Assets includes Notes Receivable Cope Fund, this \$303k is a long term asset.										
93	(7) Notes payable - loans from congergants for cash flow										
94					(8) Net assets unrestricted before corrected allocation			\$ 493,274			
95					Calkins Fund and pooled Trust			(316,138)			
96					Cope Note Receivable			(303,021)			
97					Cash in op A/C Thompson Bequest			(29,538)			
98					Cash balance available for endowment capital projects			(142,059)			
99					Net Assets other line items (Fixed Assets, etc)			(44,565)			
100					Net Assets Unrestricted			\$ (342,048)			