

**Unitarian Universalist Church of Berkeley**  
**January 2020 Treasurer's Report**  
**Larry Nagel, Treasurer**  
**January 6, 2020**

We are now halfway through the 2019-2020 Fiscal Year, and the new Finance team of Tess O'Riva, Diana Steinbach, Monte Meyer and Philip Smith of Shining Star Consulting, and myself are gaining a foothold on the UUCB finances. The UUCB books have not been audited since 2015, and given the tumultuous financial events in the last year it is more than prudent to audit the books. The will require a review of the books by a CPA who is skilled as audits, and the review in turn will require books that are in reasonably good shape. I hope we can move the audit process forward by February.

I have attached to this report a preliminary Revenue and Expense Versus Budget Report for December, 2019 as well as a preliminary Balance Sheet as of December 31, 2019. Both of these reports do not include all of the entries from December, but the final reports will not be that different. I am not providing a comparison of this Revenue and Expense Report for Current Year Versus Prior Year because last Fiscal Year because FY 2018-2019 was so unusual that comparisons only cause more confusion, at least, they only cause more confusion for me.

There are a few items worth noting on the Revenue and Expense Report that I have highlighted in yellow: On the Revenue side:

- Pledge income is still a cause for concern. Pledge income is less than budget by \$ 115,097. However, this does not include \$ 21,743 in pledges from stock that are not shown in the report (but will be in the future months). Nonetheless, pledges are still \$ 93,354 less than budgeted, and this is very troublesome. I don't have a good reason for this, but I think the Board of Trustees should address this problem.
- The good news is that the shortfall in pledge income is somewhat offset by an unbudgeted \$ 35,932 Wake Now Our Vision grant and a Bequest to the Building Fund of \$ 31,000.
- Cottage rental income is behind budget by \$ 13,440 because the cottage is still being remodeled.
- Pre-school rental income is less than budgeted by \$ 15,595.
- Community use rental income is behind budget by \$ 14,486.
- As a result, total income is behind budget by \$146,510.

On the Expense side:

- Salaries and Wages are under budget by over \$ 121,698, and Payroll Taxes and Benefits are under budget by over \$ 14,285 because we have not yet hired a Connections Coordinator but the position was budgeted for the full fiscal year.
- Buildings and Grounds Maintenance is more than \$ 35,000 over budget due to the unexpected repairs required for our main gas line to the building.
- With the exception of Buildings and Grounds Maintenance, all other operations budget line items are at or below budget. This is in stark contrast to the last fiscal year.
- As a result, total expenses are \$ 127,453 less than budgeted.

**The bottom line is that the surplus to date is \$ 56,128, so the sky definitely is not falling.**

There are also a couple of points worth noting in the Balance Sheet:

- The Mechanics Checking account is now \$ 183,308 and the UUA Board Designated Endowment is now at \$ 772,545 because of the first withdrawal to the \$ 150,000 transfer requested in a motion at the May 19, 2019 Congregational meeting. I have since requested another \$ 50,000 transfer to complete fulfill this motion.

Respectively submitted,



Larry Nagel,  
Treasurer

Unitarian Universalist Church of Berkeley  
 Budget Comparison Report  
 Current Period: 12/1/2019 - 12/31/2019  
 Budget Period: 7/1/2019 - 6/30/2020  
 Rounding: Dollars

	Current Period Actual	Current Period Budget	Current Period Variance	Year-to-Date Actual	Year-to-Date Budget	Year-to-Date Variance	Yearly Budget	Remaining Budget
<b>Revenue</b>								
<b>Pledge Income</b>	<b>41,030</b>	<b>95,700</b>	<b>(54,670)</b>	<b>185,053</b>	<b>300,150</b>	<b>(115,097)</b>	<b>435,000</b>	<b>249,947</b>
New member pledges	0	1,250	(1,250)	0	7,500	(7,500)	15,000	15,000
Plate collections	776	1,167	(390)	5,090	7,000	(1,910)	14,000	8,910
Special Offering Collectio	0	0	0	1,634	0	1,634	0	(1,634)
Good Neighbor collection	1,222	2,000	(778)	8,474	12,000	(3,526)	24,000	15,526
<b>Other unpledged contribu</b>	<b>319</b>	<b>417</b>	<b>(98)</b>	<b>38,333</b>	<b>2,500</b>	<b>35,833</b>	<b>5,000</b>	<b>(33,333)</b>
Special Projects Donatio	340	0	340	5,920	0	5,920	0	(5,920)
Bequest Income	0	83	(83)	0	500	(500)	1,000	1,000
<b>Bequest to Building Fund</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>31,000</b>	<b>0</b>	<b>31,000</b>	<b>0</b>	<b>(31,000)</b>
Weddings/Memorials/Cel	0	0	0	300	0	300	0	(300)
<b>Endowment Transfer</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>19,518</b>	<b>(19,518)</b>	<b>19,518</b>	<b>19,518</b>
Prior Year Pledge Payme	420	1,250	(830)	6,320	7,500	(1,180)	15,000	8,680
Personal Theology	119	200	(81)	563	800	(237)	1,800	1,237
Other Program Income	715	1,500	(785)	4,018	2,200	1,818	72,300	68,282
<b>Cottage Rental</b>	<b>0</b>	<b>3,360</b>	<b>(3,360)</b>	<b>0</b>	<b>13,440</b>	<b>(13,440)</b>	<b>33,600</b>	<b>33,600</b>
Fundraising GrUUp Proje	848	4,000	(3,152)	1,192	8,000	(6,808)	10,000	8,808
Music Events	844	8,000	(7,156)	7,299	11,000	(3,701)	20,000	12,701
<b>Community Use-Space R</b>	<b>3,191</b>	<b>15,000</b>	<b>(11,809)</b>	<b>30,514</b>	<b>45,000</b>	<b>(14,486)</b>	<b>110,000</b>	<b>79,486</b>
<b>Pre-school</b>	<b>8,761</b>	<b>8,650</b>	<b>111</b>	<b>43,805</b>	<b>51,900</b>	<b>(8,095)</b>	<b>103,800</b>	<b>59,995</b>
<b>Pre-school CAM</b>	<b>0</b>	<b>1,250</b>	<b>(1,250)</b>	<b>0</b>	<b>7,500</b>	<b>(7,500)</b>	<b>15,010</b>	<b>15,010</b>
RE Bulding-Lease	14,679	14,015	664	88,417	84,090	4,327	168,137	79,720
RE Building-Utilities	585	1,250	(665)	3,512	7,500	(3,988)	15,010	11,498
Sales - Book Table	36	200	(164)	311	800	(489)	1,000	689
Sales - Videos	0	0	0	0	60	(60)	60	60
Sales - Other	551	2,000	(1,449)	1,442	2,000	(558)	2,000	558
Scrip income	0	42	(42)	15	250	(235)	500	485
Other Revenue	192	250	(58)	1,642	1,500	142	3,000	1,358
Interest Income-general	0	225	(225)	15	1,350	(1,335)	2,700	2,685
Investment interest & divi	0	0	0	1,419	0	1,419	0	(1,419)
Endowment earnings	0	0	0	1,657	0	1,657	0	(1,657)
Investment realized gain/l	0	0	0	77	0	77	0	(77)
Investment unrealized ga	0	0	0	(4,874)	0	(4,874)	0	4,874
<b>Endowment unrealized c</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>(15,408)</b>	<b>0</b>	<b>(15,408)</b>	<b>0</b>	<b>15,408</b>
Income from Trusts	0	146	(146)	683	878	(194)	1,755	1,072
<b>Total Revenue</b>	<b>74,628</b>	<b>161,955</b>	<b>(87,327)</b>	<b>448,425</b>	<b>594,936</b>	<b>(146,510)</b>	<b>1,089,190</b>	<b>640,765</b>
<b>Expenses</b>								

Unitarian Universalist Church of Berkeley  
 Budget Comparison Report  
 Current Period: 12/1/2019 - 12/31/2019  
 Budget Period: 7/1/2019 - 6/30/2020  
 Rounding: Dollars

	Current Period Actual	Current Period Budget	Current Period Variance	Year-to-Date Actual	Year-to-Date Budget	Year-to-Date Variance	Yearly Budget	Remaining Budget
Salary and Wages	0	49,412	49,412	169,538	291,236	121,698	587,709	418,171
Housing	3,317	0	(3,317)	19,903	0	(19,903)	0	(19,903)
SECA	0	731	731	2,865	4,386	1,521	8,767	5,902
Payroll Taxes	0	3,208	3,208	7,403	19,248	11,845	38,489	31,086
Moving Expenses	0	0	0	2,160	0	(2,160)	0	(2,160)
Employee Benefits-Health	284	2,940	2,656	20,669	17,640	(3,029)	35,284	14,615
Employee Benefits-Life/D	0	282	282	1,377	1,692	315	3,385	2,008
Employee Benefits-Retire	3,529	3,902	373	17,943	23,412	5,469	46,812	28,869
Workers Compensation	0	750	750	0	4,500	4,500	9,000	9,000
Insurance	1,820	2,301	481	9,187	13,806	4,619	27,614	18,427
Worker's Comp Insuranc	839	0	(839)	3,489	0	(3,489)	0	(3,489)
Accounting Services	1,005	2,750	1,745	4,844	16,500	11,656	33,000	28,156
Board Contingencies	0	0	0	212	0	(212)	0	(212)
Consultants/Contractors	0	886	886	4,470	5,316	846	10,630	6,160
Honoraria/Classes	0	418	418	300	2,508	2,208	5,010	4,710
Guest Musicians	2,250	0	(2,250)	3,800	0	(3,800)	0	(3,800)
Supplies	0	1,035	1,035	5,772	6,210	438	12,420	6,648
Small Equipment	0	167	167	0	1,002	1,002	2,000	2,000
Printing and copying	0	221	221	129	1,326	1,197	2,650	2,521
Equipment leases	522	675	153	3,402	4,050	648	8,100	4,698
Equipment repair & maint	0	500	500	2,187	3,000	814	6,002	3,816
Postage	0	375	375	2,024	2,250	226	4,500	2,476
Phones & Computers	268	1,150	882	4,522	6,900	2,378	13,800	9,278
Advertising and PR	449	292	(157)	1,525	1,752	227	3,500	1,975
Communications & Web	274	0	(274)	1,644	0	(1,644)	0	(1,644)
Property Taxes	0	1,117	1,117	7,494	6,702	(792)	13,400	5,906
Professional developmen	595	1,477	882	7,618	8,862	1,244	17,720	10,102
GA Delegate & Leadersh	0	250	250	61	1,500	1,439	3,000	2,939
Staff & volunteer appreci	2,300	125	(2,175)	2,528	750	(1,778)	1,500	(1,028)
Bank Fees	51	467	416	1,631	2,802	1,171	5,600	3,969
Management fees	0	0	0	2,345	0	(2,345)	0	(2,345)
Other Expense	399	412	13	1,427	2,472	1,045	4,950	3,523
Payroll Processing Fees	0	350	350	876	2,100	1,224	4,200	3,324
UUA Annual Program Du	0	374	374	6,644	2,244	(4,400)	4,493	(2,151)
UUA Pacific Central Dist	0	179	179	0	1,074	1,074	2,151	2,151
Distributions - Calkins Tr	0	0	0	820	0	(820)	0	(820)
Building & grounds suppli	308	1,667	1,359	9,841	10,002	161	20,000	10,159
Building & grounds maint	(3,847)	2,083	5,930	47,936	12,498	(35,438)	25,000	(22,936)

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Brokers Fees	0	817	817	742	4,902	4,160	9,800	9,058
Kitchen Supplies	92	42	(50)	199	252	53	500	301
Electricity	12	33	21	(4,561)	198	4,759	400	4,961
Gas	1,642	1,292	(350)	2,761	7,752	4,991	15,500	12,739
Garbage	909	1,125	216	5,452	6,750	1,298	13,500	8,048
Water	0	1,042	1,042	4,755	6,252	1,497	12,500	7,745
Fire Monitoring System	0	1,250	1,250	4,375	7,500	3,125	15,000	10,625
Facilities Marketing	0	417	417	0	2,502	2,502	5,000	5,000
Other Program Committe	438	1,944	1,506	9,240	11,664	2,424	23,330	14,090
Denominational Outreach	0	133	133	0	798	798	1,600	1,600
Donations to Non-Profit	1,506	2,000	494	8,514	12,000	3,486	24,000	15,486
Fundraising event expen	50	83	33	1,293	498	(795)	1,000	(293)
Total Expenses	19,012	90,674	71,662	411,355	538,808	127,453	1,082,816	671,461
Excess or (Deficiency) of Revenue Over Expenses	<u>55,615</u>	<u>71,281</u>	<u>(15,665)</u>	<u>37,070</u>	<u>56,128</u>	<u>(19,057)</u>	<u>6,374</u>	<u>(30,696)</u>

Balance Sheet  
As of Date: 12/31/2019  
Rounding: Dollars

	Current Year	Prior Year
<b>Assets</b>		
<b>Current Assets</b>		
Cash-Mechanics Checking	183,308	141,220
Fidelity-N Kelly XX5001	17,177	0
Cash - Mechanics Savings	142,406	73,303
Cash-Bank of the Internet	726	726
Investment-Morgan Stanley-Arms	20,474	20,474
UUA-Lawrence Lecture	66,477	52,834
UUA-Kay Davis Memorial	129,932	116,610
Health Expense Receivable	110	208
Payroll Clearing	70,637	0
Prepaid expenses	17,409	24,044
Note Receivable-Cope Fund	303,021	303,021
UUA-Donor Restricted (Pooled) Fund	47,418	42,556
UUA-Board Designated Endowment	772,545	921,471
Trust-Calkins Char Rmndr-Royal Bank Canada	334,980	307,433
Calkins CRT-Payable to UUSC	(41,859)	(41,859)
Trust-Vanguard Pooled Income	39,141	33,370
UUA-Anna Spatz (RE)	55,114	49,463
UUA-Wm. Morgan Theological Fund	28,261	25,363
UUA-Staff Pension Fund	6,912	6,203
UUA-Building Maintenance Fund	48,470	43,500
<b>Total Current Assets</b>	<b>2,242,661</b>	<b>2,119,941</b>
<b>Fixed Assets</b>		
Office Equipment	114,093	112,797
Organ	348,805	348,805
Land - Church & RE Buildings	97,578	97,578
Buildings - Church & RE	2,993,544	2,993,544
Bldg Improvements - Church & RE	779,897	462,964
Works in Progress	16,232	233,311
Land - Cottage	5,000	5,000
Bldg Improvements - Cottage	10,938	0
Building - Cottage	34,342	34,342
Land - Freestone	5,782	5,782

Balance Sheet  
As of Date: 12/31/2019  
Rounding: Dollars

	Current Year	Prior Year
Building - Freestone	11,772	11,772
Bldg Improvements - Freestone	81,647	81,647
Accumulated Depreciation	(2,385,677)	(2,385,677)
Total Fixed Assets	2,113,953	2,001,864
Total Assets	4,356,614	4,121,805
<b>Liabilities &amp; Net Assets</b>		
<b>Liabilities</b>		
<b>Current Liabilities</b>		
Accounts Payable	3,244	13,830
Salaries Payable	22,870	24,550
Vacation Payable	18,008	18,008
Retirement Payable	(4,140)	(47)
Garnishments Payable	600	0
Loans Payable	80,000	80,000
Rental Deposits	1,732	1,575
School Security Deposits	29,700	29,700
Total Current Liabilities	152,014	167,616
Total Liabilities	152,014	167,616
<b>Net Assets</b>		
Net Assets	557,725	408,389
Temporarily Restricted Fund	342,013	342,013
UUA-Permanent Endowment Pooled	45,530	45,530
UUA-Staff Pension Fund	6,636	6,636
Fixed Assets, Net of deprec	1,896,137	1,896,137
UUA-Spatz Educational Fund	52,921	52,921
UUA-Morgan Theological Ed Fund	27,136	27,136
UUA-Building Fund	46,541	46,541
Armstrong Garden Fund	20,474	20,474
UUA-Lawrence Lecture Fund	62,290	62,290
UUA-Kay Davis Fund	124,760	124,760
Board Designated Endowment	1,022,436	921,362
Total Net Assets	4,204,600	3,954,189

Unitarian Universalist Church of Berkeley  
Balance Sheet  
As of Date: 12/31/2019  
Rounding: Dollars

	<u>Current Year</u>	<u>Prior Year</u>
Total Liabilities & Net Assets	<u>4,356,614</u>	<u>4,121,805</u>