

**Unitarian Universalist Church of Berkeley**  
**March 2020 Treasurer's Report**  
**Larry Nagel, Treasurer**  
**March 4, 2020**

This report also will report on finances as of January 31, 2020, although I will include some details of February's finances when appropriate. I have attached to this report a Revenue and Expense Versus Budget Report for January, 2020 as well as a Balance Sheet as of January 31, 2020.

The Finance team of Tess O'Riva, Diana Steinbach, Monte Meyer and Philip Smith of Shining Star Consulting, and myself is gaining a foothold on the UUCB finances. We are in the process of preparing the UUCB books to be turned over to an auditor, and this process is taking more time than expected. I am looking forward to receiving the report of a full and complete audit within the next couple of months, but it may take longer. The good news is that preparing the books for audit is helping to add clarity and transparency to what was a very confusing set set of books.

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 has improved considerably but is still a cause for concern. Year-to-Date Pledge income is less than budget by \$ 59,710, which is an improvement of \$ 44,108 from December, 2019. However, February results lead me to believe this improvement is a one-time event and it appears that pledge income is decreasing compared to budget. I will continue to monitor pledge income and report any shortfalls to the Board.
- The good news is that we have received the second installment of the Wake Now Our Vision grant and the shortfall in pledge income is somewhat offset by a \$ 46,758 Wake Now Our Vision grant.
- Cottage rental income is behind budget by \$ 16,800 because the cottage is still being remodeled.
- Pre-school rental income is less than budgeted by \$ 16,496, while community use rental income is behind budget by \$ 5,014. We don't yet know the reason for these shortfalls.
- Year-to-Date Total Revenue is behind budget by \$ 1,737.

On the Expense side:

- Year-to-Date Salary and Wages are under budget by \$ 59,106 but this offset by the fact that Year-to-Date Housing expenses were not budgeted at all and are \$ 26,538. We are still \$ 32,568 ahead of budget because we have not yet hired a Connections Coordinator but the position was budgeted for the full fiscal year.
- Buildings and Grounds Maintenance are over budget by \$ 36,533 over budget due to the unexpected repairs required for our main gas line to the building.
- Most other expenses are at or below budget.
- As a result, total Year-to-Date Expenses are \$ 47,786 less than budgeted.

**The bottom line is that the Year-to-Date Surplus is \$ 77,481, which is \$ 49,522 better than budgeted.**

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

- The Mechanics Checking account is now \$ 215,860 and the Mechanics Savings account is \$ 142,497, meaning that our cash reserves at this point are \$ 358,357.
- 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 not yet 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: 1/1/2020 - 1/31/2020  
 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>								
Pledge Income	64,053	21,750	42,303	262,190	321,900	(59,710)	435,000	172,810
New member pledges	0	1,250	(1,250)	0	8,750	(8,750)	15,000	15,000
Plate collections	2,764	1,167	1,597	8,115	8,167	(52)	14,000	5,885
Special Offering Collectio	0	0	0	1,634	0	1,634	0	(1,634)
Good Neighbor collection	1,726	2,000	(274)	10,604	14,000	(3,396)	24,000	13,396
Other unpledged contribu	65,782	417	65,365	113,360	2,917	110,443	5,000	(108,360)
Special Projects Donatio	105	0	105	7,618	0	7,618	0	(7,618)
Bequest Income	0	83	(83)	0	583	(583)	1,000	1,000
Bequest to Building Fund	0	0	0	31,000	0	31,000	0	(31,000)
Weddings/Memorials/Cel	1,000	0	1,000	1,300	0	1,300	0	(1,300)
Endowment Transfer	0	0	0	0	19,518	(19,518)	19,518	19,518
Prior Year Pledge Payme	860	1,250	(390)	7,180	8,750	(1,570)	15,000	7,820
Personal Theology	126	200	(74)	799	1,000	(201)	1,800	1,001
Other Program Income	160	0	160	4,236	2,200	2,036	72,300	68,064
Cottage Rental	0	3,360	(3,360)	0	16,800	(16,800)	33,600	33,600
Fundraising GrUUp Proje	2,705	0	2,705	5,067	8,000	(2,933)	10,000	4,933
Music Events	5,743	0	5,743	14,262	11,000	3,262	20,000	5,738
Community Use-Space R	9,257	5,000	4,257	44,986	50,000	(5,014)	110,000	65,014
Pre-school	8,999	8,650	349	52,804	60,550	(7,746)	103,800	50,996
Pre-school CAM	0	1,250	(1,250)	0	8,750	(8,750)	15,010	15,010
RE Bulding-Lease	13,679	14,015	(336)	102,096	98,105	3,991	168,137	66,041
RE Building-Utilities	585	1,250	(665)	4,097	8,750	(4,653)	15,010	10,913
Sales - Book Table	27	200	(173)	340	1,000	(660)	1,000	660
Sales - Videos	0	0	0	0	60	(60)	60	60
Sales - Other	0	0	0	1,477	2,000	(523)	2,000	523
Scrip income	15	42	(27)	30	292	(262)	500	470
Other Revenue	321	250	71	2,048	1,750	298	3,000	952
Interest Income-general	18	225	(207)	105	1,575	(1,470)	2,700	2,595
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
Endowment unrealized c	0	0	0	(15,408)	0	(15,408)	0	15,408
Income from Trusts	137	146	(10)	957	1,024	(67)	1,755	798
<b>Total Revenue</b>	<b>178,062</b>	<b>62,505</b>	<b>115,558</b>	<b>659,177</b>	<b>657,440</b>	<b>1,737</b>	<b>1,089,190</b>	<b>430,013</b>

Expenses

Unitarian Universalist Church of Berkeley  
 Budget Comparison Report  
 Current Period: 1/1/2020 - 1/31/2020  
 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	25,383	49,412	24,029	281,542	340,648	59,106	587,709	306,167
Housing	3,317	0	(3,317)	26,538	0	(26,538)	0	(26,538)
SECA	0	731	731	4,297	5,117	820	8,767	4,470
Payroll Taxes	1,617	3,208	1,591	14,364	22,456	8,092	38,489	24,125
Moving Expenses	0	0	0	2,160	0	(2,160)	0	(2,160)
Employee Benefits-Healt	2,295	2,940	645	28,419	20,580	(7,839)	35,284	6,865
Employee Benefits-Life/D	(9)	282	291	844	1,974	1,130	3,385	2,541
Employee Benefits-Retire	3,693	3,902	209	21,636	27,314	5,678	46,812	25,176
Workers Compensation	(1,612)	750	2,362	(1,612)	5,250	6,862	9,000	10,612
Insurance	1,820	2,301	481	11,007	16,107	5,100	27,614	16,607
Worker's Comp Insuranc	839	0	(839)	5,167	0	(5,167)	0	(5,167)
Accounting Services	314	2,750	2,436	5,158	19,250	14,092	33,000	27,842
Board Contingencies	21	0	(21)	233	0	(233)	0	(233)
Consultants/Contractors	0	886	886	4,470	6,202	1,732	10,630	6,160
Honoraria/Classes	800	418	(382)	1,100	2,926	1,826	5,010	3,910
Guest Musicians	540	0	(540)	4,340	0	(4,340)	0	(4,340)
Supplies	931	1,035	104	7,496	7,245	(251)	12,420	4,924
Small Equipment	0	167	167	2,358	1,169	(1,189)	2,000	(358)
Printing and copying	0	221	221	129	1,547	1,418	2,650	2,521
Equipment leases	657	675	18	4,059	4,725	666	8,100	4,041
Equipment repair & maint	0	500	500	4,627	3,500	(1,127)	6,002	1,376
Postage	(5)	375	380	2,019	2,625	606	4,500	2,481
Phones & Computers	678	1,150	472	5,575	8,050	2,475	13,800	8,225
Advertising and PR	175	292	117	2,352	2,044	(308)	3,500	1,148
Communications & Web	274	0	(274)	1,918	0	(1,918)	0	(1,918)
Property Taxes	0	1,117	1,117	7,494	7,819	325	13,400	5,906
Professional developmen	179	1,477	1,298	10,577	10,339	(238)	17,720	7,143
GA Delegate & Leadersh	0	250	250	61	1,750	1,689	3,000	2,939
Staff & volunteer appreci	496	125	(371)	3,024	875	(2,149)	1,500	(1,524)
Bank Fees	387	467	80	2,438	3,269	831	5,600	3,162
Management fees	0	0	0	2,345	0	(2,345)	0	(2,345)
Other Expense	85	412	327	1,512	2,884	1,372	4,950	3,438
Payroll Processing Fees	320	350	30	2,348	2,450	102	4,200	1,852
UUA Annual Program Du	100	374	274	6,744	2,618	(4,126)	4,493	(2,251)
UUA Pacific Central Dist	0	179	179	0	1,253	1,253	2,151	2,151
Distributions - Calkins Tr	0	0	0	820	0	(820)	0	(820)
Building & grounds suppli	1,812	1,667	(145)	12,136	11,669	(467)	20,000	7,864
Building & grounds maint	7,800	2,083	(5,717)	51,114	14,581	(36,533)	25,000	(26,114)

Unitarian Universalist Church of Berkeley  
 Budget Comparison Report  
 Current Period: 1/1/2020 - 1/31/2020  
 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
Brokers Fees	0	817	817	742	5,719	4,977	9,800	9,058
Kitchen Supplies	6	42	36	205	294	89	500	295
Electricity	23	33	10	(4,538)	231	4,769	400	4,938
Gas	2,187	1,292	(895)	4,952	9,044	4,092	15,500	10,548
Garbage	936	1,125	189	6,387	7,875	1,488	13,500	7,113
Water	0	1,042	1,042	4,755	7,294	2,539	12,500	7,745
Fire Monitoring System	1,708	1,250	(458)	6,083	8,750	2,667	15,000	8,917
Facilities Marketing	0	417	417	0	2,919	2,919	5,000	5,000
Other Program Committe	1,274	1,944	670	10,513	13,608	3,095	23,330	12,817
Denominational Outreach	0	133	133	0	931	931	1,600	1,600
Donations to Non-Profit	1,982	2,000	18	10,495	14,000	3,505	24,000	13,505
Fundraising event expen	0	83	83	1,293	581	(712)	1,000	(293)
<b>Total Expenses</b>	<b>61,021</b>	<b>90,674</b>	<b>29,653</b>	<b>581,696</b>	<b>629,482</b>	<b>47,786</b>	<b>1,082,816</b>	<b>501,120</b>
<b>Excess or (Deficiency) of Revenue Over Expenses</b>	<b>117,042</b>	<b>(28,169)</b>	<b>145,211</b>	<b>77,481</b>	<b>27,958</b>	<b>49,522</b>	<b>6,374</b>	<b>(71,107)</b>

## Balance Sheet

As of Date: 1/31/2020

Rounding: Dollars

	Current Year	Prior Year
<b>Assets</b>		
<b>Current Assets</b>		
Cash-Mechanics Checking	215,860	127,440
Fidelity-N Kelly XX5001	17,177	0
Cash - Mechanics Savings	142,497	73,308
Cash-Bank of the Internet	726	726
Investment-Morgan Stanley-Arms	20,474	20,474
UUA-Lawrence Lecture	66,477	56,197
UUA-Kay Davis Memorial	129,932	124,033
Health Expense Receivable	119	208
Payroll Clearing	23,927	0
Prepaid expenses	19,068	24,044
Note Receivable-Cope Fund	303,021	303,021
UUA-Donor Restricted (Pooled) Fund	47,418	45,265
UUA-Board Designated Endowment	772,545	980,128
Trust-Calkins Char Rmndr-Royal Bank Canada	334,980	315,768
Calkins CRT-Payable to UUSC	(41,859)	(41,859)
Trust-Vanguard Pooled Income	39,141	33,370
UUA-Anna Spatz (RE)	55,114	52,612
UUA-Wm. Morgan Theological Fund	28,261	26,978
UUA-Staff Pension Fund	6,912	6,598
UUA-Building Maintenance Fund	48,470	46,270
<b>Total Current Assets</b>	<b>2,230,261</b>	<b>2,194,579</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	808,650	462,964
Works in Progress	13,792	245,311
Land - Cottage	5,000	5,000
Bldg Improvements - Cottage	29,180	0
Building - Cottage	34,342	34,342
Land - Freestone	5,782	5,782

## Balance Sheet

As of Date: 1/31/2020

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	<u>2,158,508</u>	<u>2,013,864</u>
Total Assets	<u>4,388,769</u>	<u>4,208,444</u>
Liabilities & Net Assets		
Liabilities		
Current Liabilities		
Accounts Payable	15,033	14,250
Salaries Payable	(460)	20,339
Vacation Payable	18,008	18,008
Retirement Payable	1,917	(47)
Garnishments Payable	(100)	0
Loans Payable	80,000	80,000
Rental Deposits	1,618	1,675
School Security Deposits	29,700	29,700
Total Current Liabilities	<u>145,716</u>	<u>163,925</u>
Total Liabilities	145,716	163,925
Net Assets		
Net Assets	596,178	440,060
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	980,019
Total Net Assets	<u>4,243,053</u>	<u>4,044,519</u>

Unitarian Universalist Church of Berkeley  
Balance Sheet  
As of Date: 1/31/2020  
Rounding: Dollars

	<u>Current Year</u>	<u>Prior Year</u>
Total Liabilities & Net Assets	<u>4,388,769</u>	<u>4,208,444</u>