

Unitarian Universalist Church of Berkeley
April 2020 Treasurer's Report
Larry Nagel, Treasurer
April 1, 2020

This report also will report on finances as of February 29, 2020, although I will include some details of March's finances when appropriate. I have attached to this report a Revenue and Expense Versus Budget Report for February 2020 as well as a Balance Sheet as of February 29, 2020.

The Finance team of Tess O'Riva, Diana Steinbach, Monte Meyer and Philip Smith of Shining Star Consulting, and me is still in the process of preparing the UUCB books to be turned over to an auditor. 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 remains a cause for concern. Year-to-Date Pledge income is less than budget by \$ 65,021, which is worse than January 2020 by \$ 5,311. I will continue to monitor pledge income and report any shortfalls to the Board.
- The good news is that Year-to-Date Other Unpledged Contributions are ahead of budget by \$ 55,841 and Year-To-Date Other Program Income is ahead of budget by \$ 68,649. This is due in part to the Wake Now Our Vision grant and in part due to other unexpected contributions.
- Cottage rental income is behind budget by \$ 20,160 because the cottage is still being remodeled.
- Pre-school rental income is less than budgeted by \$ 17,397, while community use rental income is behind budget by \$ 3,639.
- Year-to-Date Total Revenue is behind budget by \$ 85.

On the Expense side:

- Year-to-Date Salary and Wages are under budget by \$ 85,858 but this offset by the fact that Year-to-Date Housing expenses were not budgeted at all and are \$ 29,855. We are still \$ 56,003 ahead of budget because we were late in hiring a Connections Coordinator but the position was budgeted for the full fiscal year.
- Buildings and Grounds Maintenance are over budget by \$ 40,730 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 \$ 82,633 less than budgeted.

The bottom line is that the Year-to-Date Surplus is \$ 90,487 which is \$ 82,548 better than budgeted.

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

- The Mechanics Checking account is now \$ 219,299 and the Mechanics Savings account is \$ 142,497, so our cash reserves at this point are \$ 361,796.
- 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: 2/1/2020 - 2/29/2020
 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
Revenue								
Pledge Income	20,789	26,100	(5,311)	282,979	348,000	(65,021)	435,000	152,021
New member pledges	0	1,250	(1,250)	0	10,000	(10,000)	15,000	15,000
Plate collections	854	1,167	(313)	8,968	9,333	(365)	14,000	5,032
Special Offering Collectio	0	0	0	1,634	0	1,634	0	(1,634)
Good Neighbor collection	1,427	2,000	(573)	12,031	16,000	(3,969)	24,000	11,969
Other unpledged contribu	12,327	417	11,910	59,174	3,333	55,841	5,000	(54,174)
Special Projects Donatio	50	0	50	7,668	0	7,668	0	(7,668)
Bequest Income	0	83	(83)	0	667	(667)	1,000	1,000
Bequest to Building Fund	0	0	0	31,000	0	31,000	0	(31,000)
Weddings/Memorials/Cel	100	0	100	1,400	0	1,400	0	(1,400)
Endowment Transfer	0	0	0	0	19,518	(19,518)	19,518	19,518
Prior Year Pledge Payme	500	1,250	(750)	7,680	10,000	(2,320)	15,000	7,320
Personal Theology	278	200	78	1,077	1,200	(123)	1,800	723
Other Program Income	100	0	100	70,849	2,200	68,649	72,300	1,452
Cottage Rental	0	3,360	(3,360)	0	20,160	(20,160)	33,600	33,600
Fundraising GrUU Proj	155	0	155	5,222	8,000	(2,778)	10,000	4,778
Music Events	2,184	4,000	(1,816)	16,446	15,000	1,446	20,000	3,554
Community Use-Space R	6,375	5,000	1,375	51,361	55,000	(3,639)	110,000	58,639
Pre-school	8,999	8,650	349	61,803	69,200	(7,397)	103,800	41,997
Pre-school CAM	0	1,250	(1,250)	0	10,000	(10,000)	15,010	15,010
RE Bulding-Lease	13,679	14,015	(336)	115,775	112,120	3,655	168,137	52,362
RE Building-Utilities	585	1,250	(665)	4,682	10,000	(5,318)	15,010	10,328
Sales - Book Table	32	0	32	372	1,000	(628)	1,000	628
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	0	42	(42)	30	333	(303)	500	470
Other Revenue	261	250	11	2,309	2,000	309	3,000	691
Interest Income-general	0	225	(225)	105	1,800	(1,695)	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	138	146	(8)	1,095	1,170	(75)	1,755	660
Total Revenue	68,833	70,655	(1,822)	728,010	728,095	(85)	1,089,190	361,180
Expenses								

Budget Comparison Report

Current Period: 2/1/2020 - 2/29/2020

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	0	49,412	49,412	304,202	390,060	85,858	587,709	283,507
Housing	0	0	0	29,855	0	(29,855)	0	(29,855)
SECA	0	731	731	4,656	5,848	1,192	8,767	4,111
Payroll Taxes	0	3,208	3,208	16,144	25,664	9,520	38,489	22,345
Moving Expenses	0	0	0	2,160	0	(2,160)	0	(2,160)
Employee Benefits-Healt	904	2,940	2,036	27,646	23,520	(4,126)	35,284	7,638
Employee Benefits-Life/D	461	282	(179)	2,519	2,256	(263)	3,385	866
Employee Benefits-Retire	3,227	3,902	675	24,863	31,216	6,353	46,812	21,949
Workers Compensation	0	750	750	(1,612)	6,000	7,612	9,000	10,612
Insurance	1,820	2,301	481	12,826	18,408	5,582	27,614	14,788
Worker's Comp Insuranc	839	0	(839)	6,006	0	(6,006)	0	(6,006)
Accounting Services	846	2,750	1,904	6,004	22,000	15,996	33,000	26,996
Board Contingencies	0	0	0	233	0	(233)	0	(233)
Consultants/Contractors	0	886	886	4,470	7,088	2,618	10,630	6,160
Honoraria/Classes	0	418	418	1,100	3,344	2,244	5,010	3,910
Guest Musicians	0	0	0	4,340	0	(4,340)	0	(4,340)
Supplies	473	1,035	562	7,969	8,280	311	12,420	4,451
Small Equipment	0	167	167	2,358	1,336	(1,022)	2,000	(358)
Printing and copying	0	221	221	129	1,768	1,639	2,650	2,521
Equipment leases	535	675	140	4,595	5,400	805	8,100	3,505
Equipment repair & maint	0	500	500	4,627	4,000	(627)	6,002	1,376
Postage	0	375	375	2,019	3,000	981	4,500	2,481
Phones & Computers	448	1,150	702	6,022	9,200	3,178	13,800	7,778
Advertising and PR	267	292	25	2,619	2,336	(283)	3,500	881
Communications & Web	274	0	(274)	2,192	0	(2,192)	0	(2,192)
Property Taxes	0	1,117	1,117	7,494	8,936	1,442	13,400	5,906
Professional developmen	0	1,477	1,477	10,577	11,816	1,239	17,720	7,143
GA Delegate & Leadersh	400	250	(150)	461	2,000	1,539	3,000	2,539
Staff & volunteer appreci	0	125	125	3,024	1,000	(2,024)	1,500	(1,524)
Bank Fees	54	467	413	2,492	3,736	1,244	5,600	3,108
Management fees	0	0	0	2,345	0	(2,345)	0	(2,345)
Other Expense	1,375	412	(963)	2,886	3,296	410	4,950	2,064
Payroll Processing Fees	0	350	350	2,348	2,800	452	4,200	1,852
UUA Annual Program Du	0	374	374	6,744	2,992	(3,752)	4,493	(2,251)
UUA Pacific Central Dist	0	179	179	0	1,432	1,432	2,151	2,151
Distributions - Calkins Tr	0	0	0	820	0	(820)	0	(820)
Building & grounds suppli	0	1,667	1,667	12,136	13,336	1,200	20,000	7,864
Building & grounds maint	6,279	2,083	(4,196)	57,394	16,664	(40,730)	25,000	(32,394)

Unitarian Universalist Church of Berkeley
 Budget Comparison Report
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 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	6,536	5,794	9,800	9,058
Kitchen Supplies	0	42	42	205	336	131	500	295
Electricity	(123)	33	156	(5,273)	264	5,537	400	5,673
Gas	1,915	1,292	(623)	6,867	10,336	3,469	15,500	8,633
Garbage	936	1,125	189	7,323	9,000	1,677	13,500	6,177
Water	2,840	1,042	(1,798)	10,275	8,336	(1,939)	12,500	2,225
Fire Monitoring System	0	1,250	1,250	6,083	10,000	3,917	15,000	8,917
Facilities Marketing	0	417	417	0	3,336	3,336	5,000	5,000
Other Program Committe	465	1,944	1,479	10,998	15,552	4,554	23,330	12,332
Denominational Outreach	0	133	133	0	1,064	1,064	1,600	1,600
Donations to Non-Profit	1,853	2,000	147	12,348	16,000	3,652	24,000	11,652
Fundraising event expen	0	83	83	1,293	664	(629)	1,000	(293)
Total Expenses	26,087	90,674	64,587	637,523	720,156	82,633	1,082,816	445,293
Excess or (Deficiency) of Revenue Over Expenses	42,746	(20,019)	62,765	90,487	7,939	82,548	6,374	(84,113)

Balance Sheet

As of Date: 2/29/2020

Rounding: Dollars

	Current Year	Prior Year
Assets		
Current Assets		
Cash-Mechanics Checking	219,299	81,184
Fidelity-N Kelly XX5001	17,177	17,060
Cash - Mechanics Savings	142,497	73,313
Cash-Bank of the Internet	726	726
Investment-Morgan Stanley-Arms	20,474	20,474
UUA-Lawrence Lecture	66,477	57,432
UUA-Kay Davis Memorial	129,932	126,758
Health Expense Receivable	119	208
Payroll Clearing	23,927	0
Prepaid expenses	17,409	24,044
Note Receivable-Cope Fund	303,021	303,021
UUA-Donor Restricted (Pooled) Fund	47,418	46,259
UUA-Board Designated Endowment	772,545	1,001,660
Trust-Calkins Char Rmndr-Royal Bank Canada	334,980	320,887
Calkins CRT-Payable to UUSC	(41,859)	(41,859)
Trust-Vanguard Pooled Income	39,141	33,370
UUA-Anna Spatz (RE)	55,114	53,768
UUA-Wm. Morgan Theological Fund	28,261	27,571
UUA-Staff Pension Fund	6,912	6,743
UUA-Building Maintenance Fund	48,470	47,286
Total Current Assets	2,232,041	2,199,902
Fixed Assets		
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	819,848	746,669
Works in Progress	13,792	(22,334)
Land - Cottage	5,000	5,000
Bldg Improvements - Cottage	32,258	0
Building - Cottage	34,342	34,342
Land - Freestone	5,782	5,782

Balance Sheet

As of Date: 2/29/2020

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>2,172,785</u>	<u>2,029,924</u>
Total Assets	<u>4,404,826</u>	<u>4,229,826</u>
Liabilities & Net Assets		
Liabilities		
Current Liabilities		
Accounts Payable	21,034	6,963
Salaries Payable	(460)	18,216
Vacation Payable	18,008	18,008
Retirement Payable	(153)	3,805
Garnishments Payable	(100)	0
Loans Payable	80,000	80,000
Rental Deposits	738	2,425
School Security Deposits	29,700	29,700
Total Current Liabilities	<u>148,767</u>	<u>159,117</u>
Total Liabilities	148,767	159,117
Net Assets		
Net Assets	609,184	444,719
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	1,001,550
Total Net Assets	<u>4,256,059</u>	<u>4,070,709</u>

Unitarian Universalist Church of Berkeley
Balance Sheet
As of Date: 2/29/2020
Rounding: Dollars

	<u>Current Year</u>	<u>Prior Year</u>
Total Liabilities & Net Assets	<u>4,404,826</u>	<u>4,229,826</u>