

Unitarian Universalist Church of Berkeley
May 2020 Treasurer's Report
Larry Nagel, Treasurer
April 30, 2020

The month of March 2020 has been one of the most challenging months in the history of UUCB and certainly in my short tenure as Treasurer. The COVID-19 corona virus has shutdown our facilities almost entirely and, as a result, has seriously curtailed our revenues from events and rentals. At the same time, congregants are losing jobs and undergoing various other degrees of stress, so revenues from pledge payments are also decline. Finally, the downturn of the economy and the stock market has diminished our UUA Endowment Funds by \$ 117,112 in one month. March 2020 was indeed a perfect storm.

Throughout all of the turmoil, the Finance team of Tess O'Riva, Diana Steinbach, Monte Meyer and Philip Smith of Shining Star Consulting, and myself is still in the process of preparing the UUCB books to be turned over to an auditor. 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. We have found several accounting errors, and are working on other improvements that will make the books easier to understand and much more transparent.

I have attached to this report a Revenue and Expense Versus Budget Report for March 2020 as well as a Balance Sheet as of March 31, 2020. There are several 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 \$ 55,261, which is an improvement from February 2020 by \$ 9,760. Still, we are far behind where we should be at this time of year. I will continue to monitor pledge income and report any shortfalls to the Board.
- Cottage rental income is behind budget by \$ 23,520 because the cottage is still being remodeled.
- Community use rental income is behind budget by \$ 17,596. This number can be expected to get worse as events are canceled and refunds are made.
- A precipitous drop in the stock market caused our UUA Endowment Funds to lose \$ 117,112 in one month, and this and other losses show in the books as a negative income in Investment unrealized gain and Endowment unrealized gain.
- Year-to-Date Total Revenue is behind budget by \$ 48,096.

On the Expense side:

- Year-to-Date Salary and Wages are under budget by \$ 45,419 but this offset by the fact that Year-to-Date Housing expenses were not budgeted at all and are \$ 29,855. We are still \$ 15,564 ahead of budget for this fiscal year.
- Buildings and Grounds Maintenance are over budget by \$ 38,647 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 \$ 44,684 less than budgeted.

The bottom line is that the Year-to-Date Deficit is \$ 12,843, which is \$ 3,412 worse than budgeted.

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

- The Mechanics Checking account is now \$ 314,015 and the Mechanics Savings account is \$ 142,497, so our cash reserves at this point are \$ 456,512.
- UUA Board Designated Endowment is now at \$ 685,040 because of the a precipitous \$ 78,859 drop in value in March.

Respectively submitted,



Larry Nagel,
Treasurer

Unitarian Universalist Church of Berkeley
 Budget Comparison Report
 Current Period: 3/1/2020 - 3/31/2020
 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
Revenue								
Pledge Income	26,854	21,750	5,104	314,489	369,750	(55,261)	435,000	120,511
New member pledges	0	1,250	(1,250)	0	11,250	(11,250)	15,000	15,000
Plate collections	611	1,167	(556)	9,619	10,500	(881)	14,000	4,381
Special Offering Collectio	0	0	0	1,634	0	1,634	0	(1,634)
Good Neighbor collection	1,027	2,000	(973)	13,107	18,000	(4,893)	24,000	10,893
Other unpledged contribu	33,965	417	33,548	159,827	3,750	156,077	5,000	(154,827)
Special Projects Donatio	1,100	0	1,100	8,788	0	8,788	0	(8,788)
Bequest Income	0	83	(83)	0	750	(750)	1,000	1,000
Bequest to Building Fund	0	0	0	31,000	0	31,000	0	(31,000)
Weddings/Memorials/Cel	12,553	0	12,553	13,953	0	13,953	0	(13,953)
Endowment Transfer	0	0	0	0	19,518	(19,518)	19,518	19,518
Prior Year Pledge Payme	90	1,250	(1,160)	7,770	11,250	(3,480)	15,000	7,230
Personal Theology	120	200	(80)	1,197	1,400	(203)	1,800	603
Other Program Income	75	1,000	(925)	4,436	3,200	1,236	72,300	67,864
Cottage Rental	0	3,360	(3,360)	0	23,520	(23,520)	33,600	33,600
Fundraising GrUUp Proje	728	0	728	5,950	8,000	(2,050)	10,000	4,050
Music Events	0	0	0	16,626	15,000	1,626	20,000	3,374
Community Use-Space R	1,143	15,000	(13,857)	52,504	70,000	(17,496)	110,000	57,496
Pre-school	18,420	8,650	9,770	80,223	77,850	2,373	103,800	23,577
Pre-school CAM	0	1,250	(1,250)	0	11,250	(11,250)	15,010	15,010
RE Bulding-Lease	14,879	14,015	864	130,654	126,135	4,519	168,137	37,483
RE Building-Utilities	585	1,250	(665)	5,268	11,250	(5,982)	15,010	9,742
Sales - Book Table	0	0	0	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	375	(345)	500	470
Other Revenue	1,692	250	1,442	4,042	2,250	1,792	3,000	(1,042)
Interest Income-general	0	225	(225)	105	2,025	(1,920)	2,700	2,595
Investment interest & divi	361	0	361	3,649	0	3,649	0	(3,649)
Endowment earnings	729	0	729	6,251	0	6,251	0	(6,251)
Investment realized gain/l	0	0	0	77	0	77	0	(77)
Investment unrealized ga	(39,023)	0	(39,023)	(38,360)	0	(38,360)	0	38,360
Endowment unrealized c	(78,858)	0	(78,858)	(82,480)	0	(82,480)	0	82,480
Income from Trusts	0	146	(146)	1,095	1,316	(222)	1,755	660
Total Revenue	(2,950)	73,305	(76,255)	753,303	801,399	(48,096)	1,089,190	335,887
Expenses								

Unitarian Universalist Church of Berkeley
 Budget Comparison Report
 Current Period: 3/1/2020 - 3/31/2020
 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	46,732	49,412	2,680	394,053	439,472	45,419	587,709	193,656
Housing	0	0	0	29,855	0	(29,855)	0	(29,855)
SECA	716	731	15	6,088	6,579	491	8,767	2,679
Payroll Taxes	2,728	3,208	480	22,134	28,872	6,738	38,489	16,355
Moving Expenses	0	0	0	2,160	0	(2,160)	0	(2,160)
Employee Benefits-Health	2,968	2,940	(28)	33,245	26,460	(6,785)	35,284	2,039
Employee Benefits-Life/D	234	282	48	2,654	2,538	(116)	3,385	731
Employee Benefits-Retire	3,226	3,902	676	28,089	35,118	7,029	46,812	18,723
Workers Compensation	0	750	750	(1,612)	6,750	8,362	9,000	10,612
Insurance	1,820	2,301	481	14,646	20,709	6,063	27,614	12,968
Worker's Comp Insuranc	839	0	(839)	6,845	0	(6,845)	0	(6,845)
Accounting Services	460	2,750	2,290	6,464	24,750	18,286	33,000	26,536
Board Contingencies	0	0	0	233	0	(233)	0	(233)
Consultants/Contractors	0	886	886	4,470	7,974	3,504	10,630	6,160
Honoraria/Classes	0	418	418	1,100	3,762	2,662	5,010	3,910
Guest Musicians	0	0	0	4,340	0	(4,340)	0	(4,340)
Supplies	512	1,035	523	8,481	9,315	834	12,420	3,939
Small Equipment	0	167	167	2,358	1,503	(855)	2,000	(358)
Printing and copying	0	221	221	129	1,989	1,860	2,650	2,521
Equipment leases	94	675	581	4,689	6,075	1,386	8,100	3,411
Equipment repair & maint	865	500	(365)	5,492	4,500	(992)	6,002	511
Postage	121	375	254	2,140	3,375	1,235	4,500	2,360
Phones & Computers	4,445	1,150	(3,295)	10,468	10,350	(118)	13,800	3,332
Advertising and PR	92	292	200	2,711	2,628	(83)	3,500	789
Communications & Web	274	0	(274)	2,466	0	(2,466)	0	(2,466)
Property Taxes	0	1,117	1,117	7,494	10,053	2,559	13,400	5,906
Professional developmen	1,252	1,477	225	11,829	13,293	1,464	17,720	5,891
GA Delegate & Leadersh	0	250	250	461	2,250	1,789	3,000	2,539
Staff & volunteer appreci	0	125	125	3,024	1,125	(1,899)	1,500	(1,524)
Bank Fees	136	467	331	2,874	4,203	1,329	5,600	2,726
Management fees	978	0	(978)	9,816	0	(9,816)	0	(9,816)
Other Expense	884	412	(472)	3,770	3,708	(62)	4,950	1,180
Payroll Processing Fees	0	350	350	2,348	3,150	802	4,200	1,852
UUA Annual Program Du	0	374	374	6,744	3,366	(3,378)	4,493	(2,251)
UUA Pacific Central Dist	0	179	179	0	1,611	1,611	2,151	2,151
Distributions - Calkins Tr	0	0	0	820	0	(820)	0	(820)
Building & grounds suppli	1,118	1,667	549	13,254	15,003	1,749	20,000	6,746
Building & grounds maint	0	2,083	2,083	57,394	18,747	(38,647)	25,000	(32,394)

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Brokers Fees	0	817	817	742	7,353	6,611	9,800	9,058
Kitchen Supplies	46	42	(4)	251	378	127	500	249
Electricity	23	33	10	(5,250)	297	5,547	400	5,650
Gas	249	1,292	1,043	7,116	11,628	4,512	15,500	8,384
Garbage	936	1,125	189	8,259	10,125	1,866	13,500	5,241
Water	0	1,042	1,042	10,275	9,378	(897)	12,500	2,225
Fire Monitoring System	0	1,250	1,250	6,083	11,250	5,167	15,000	8,917
Facilities Marketing	0	417	417	0	3,753	3,753	5,000	5,000
Other Program Committe	510	1,944	1,434	11,508	17,496	5,988	23,330	11,822
Denominational Outreach	0	133	133	0	1,197	1,197	1,600	1,600
Donations to Non-Profit	0	2,000	2,000	12,348	18,000	5,652	24,000	11,652
Fundraising event expen	0	83	83	1,293	747	(546)	1,000	(293)
Total Expenses	72,258	90,674	18,417	766,146	810,830	44,684	1,082,816	316,670
Excess or (Deficiency) of Revenue Over Expenses	(75,208)	(17,369)	(57,838)	(12,843)	(9,431)	(3,412)	6,374	19,217

Balance Sheet

As of Date: 3/31/2020

Rounding: Dollars

	Current Year	Prior Year
Assets		
Current Assets		
Cash-Mechanics Checking	314,015	69,245
Fidelity-N Kelly XX5001	17,177	17,090
Cash - Mechanics Savings	142,497	73,317
Cash-Bank of the Internet	726	726
Investment-Morgan Stanley-Arms	20,474	20,474
UUA-Lawrence Lecture	60,621	57,824
UUA-Kay Davis Memorial	118,487	127,624
Health Expense Receivable	119	208
Payroll Clearing	23,927	0
Prepaid expenses	24,044	24,044
Note Receivable-Cope Fund	303,021	303,021
UUA-Donor Restricted (Pooled) Fund	43,241	46,575
UUA-Board Designated Endowment	685,040	1,008,501
Trust-Calkins Char Rmndr-Royal Bank Canada	334,980	325,911
Calkins CRT-Payable to UUSC	(41,859)	(41,859)
Trust-Vanguard Pooled Income	39,141	35,610
UUA-Anna Spatz (RE)	50,260	54,135
UUA-Wm. Morgan Theological Fund	25,772	27,759
UUA-Staff Pension Fund	6,303	6,789
UUA-Building Maintenance Fund	34,201	47,609
Total Current Assets	2,202,187	2,204,602
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	843,512	746,669
Works in Progress	13,792	(12,110)
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: 3/31/2020

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	2,196,449	2,040,148
Total Assets	4,398,636	4,244,751
Liabilities & Net Assets		
Liabilities		
Current Liabilities		
Accounts Payable	12,447	3,630
Salaries Payable	100,052	19,434
Vacation Payable	18,008	18,008
Retirement Payable	3,987	3,805
Garnishments Payable	(100)	0
Loans Payable	80,000	80,000
Rental Deposits	1,813	3,100
School Security Deposits	29,700	29,700
Total Current Liabilities	245,907	157,676
Total Liabilities	245,907	157,676
Net Assets		
Net Assets	581,686	462,569
Temporarily Restricted Fund	333,687	333,687
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	954,931	1,008,392
Total Net Assets	4,152,729	4,087,074

Unitarian Universalist Church of Berkeley
Balance Sheet
As of Date: 3/31/2020
Rounding: Dollars

	<u>Current Year</u>	<u>Prior Year</u>
Total Liabilities & Net Assets	<u>4,398,636</u>	<u>4,244,751</u>