

Introductory Information – Post Service Budget Presentation April 3, 2011

Last week (4-3-11) we had a general financial discussion with those who participated after the Sunday Service. The pages following contain the presentation made on Sunday including:

1. The power point presentation given by Liz Garmise, our Treasurer.
2. The current approved budget.

For items one and two above, you need to look at expenditures to see if there are related income lines. This is important because some items are pass through only. For example, Adult Programs takes in some money from those paying for the dinner movies primarily for the food eaten at the event. Such items are likely to occur as income lines (the first few budget pages) and later as expenditures. If roughly the same amount of money is listed as income and expenditure, then the budget item would be a pass through item. Adult Programs and Social Justice have some of these.

There are as you would expect the normal types of line items, stewardship pledge income for example of income, and salaries, natural gas and water as expenditures.

3. Following the meeting, BJ submitted a document concerning ministerial compensation. It is included as received in this package of informative materials.
4. There was some discussion of various budget lines at the meeting. These resulted in some clarifications. Here they are:
 - a. The amount carried forward from FY 2009-2010 into 2010-2011 was \$29,835.48. This is listed as income and will not be available next year as no such surplus is expected in this year's budget.
 - b. The amount taken the last several years from the Endowment is \$60,000 per year that has been spread between the General Fund (\$50,000) and B&G Small Projects (\$10,000). The Endowment's recommendation is that \$35,000 be taken for FY 2011-2012. The Board decides how this money is to be spent, but the assumption used in all budget scenarios for FY 2011-2012 is that \$25,000 will be used for the General Fund and \$10,000 will continue to be available for B&G Small Projects.
 - c. There was a discussion of the number of members lost and projections of lost pledge income. This can get confusing as some have firmly indicated they have resigned and others have indicated a wait and see attitude. If we were to look at the firm resignations that are know about they total eight representing pledges of approximately \$21,115.



Unitarian Society of Hartford

Economic Summit April 3, 2011

Agenda

- Opening – Chalice lighting

- Endowment

- Stewardship Update

- Budget

- Brian

- Liz

- Current Fiscal Year Budget

- Where we spend our money as a percentage of the whole using this year's budget.

- Closing – Chalice extinguishing words.

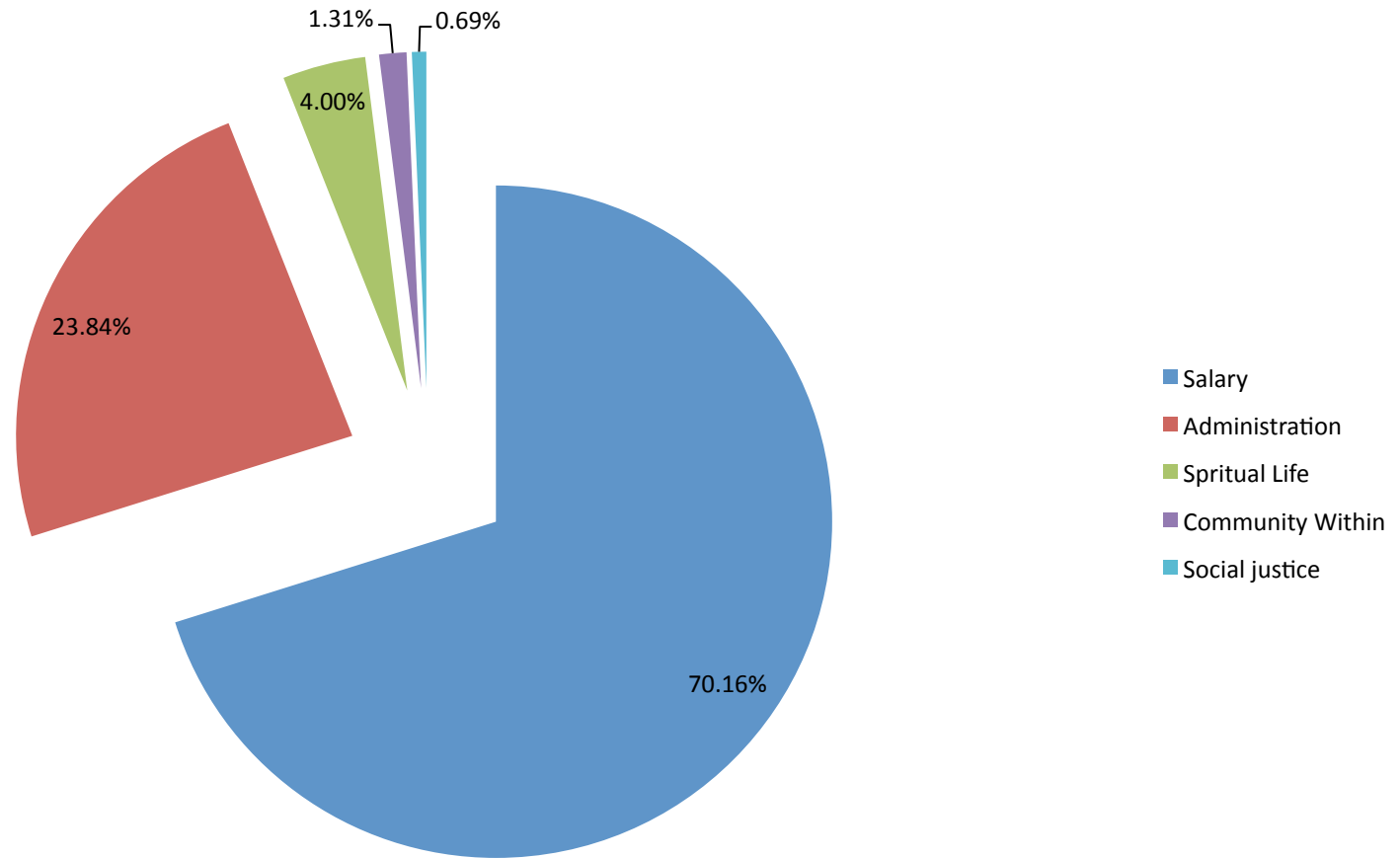
Endowment Compliance

- “The Endowment must be maintained at a level of not less than two times the actual annual operating expenditures, as defined in the Bylaws. ”

Calendar Year End	Market Value of Endowment	3 Year Average Balance of Endowment	Max Budget amount (Endmt must be at least 2X annual Budget amount)	Approved Annual Operating Budget	Fiscal Year
12/31/2006	\$ 1,238,375.00			\$ 484,596.00	2007-2008
12/31/2007	\$ 1,171,280.00			\$ 475,029.00	2008-2009
12/31/2008	\$ 808,730.00	\$ 1,072,795.00	\$ 536,397.50	\$ 408,824.00	2009-2010
12/31/2009	\$ 899,322.00	\$ 959,777.33	\$ 479,888.67	\$ 406,733.00	2010-2011
12/31/2110	\$ 932,671.00	\$ 880,241.00	\$ 440,120.50		2010-2011

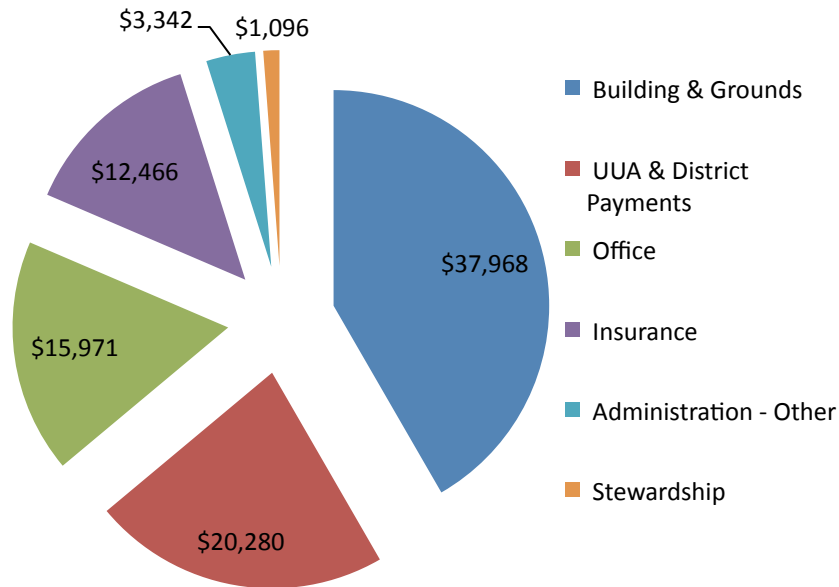
How do we spend our money?

\$406,733



Administration

23.84% of total budget
\$90,000

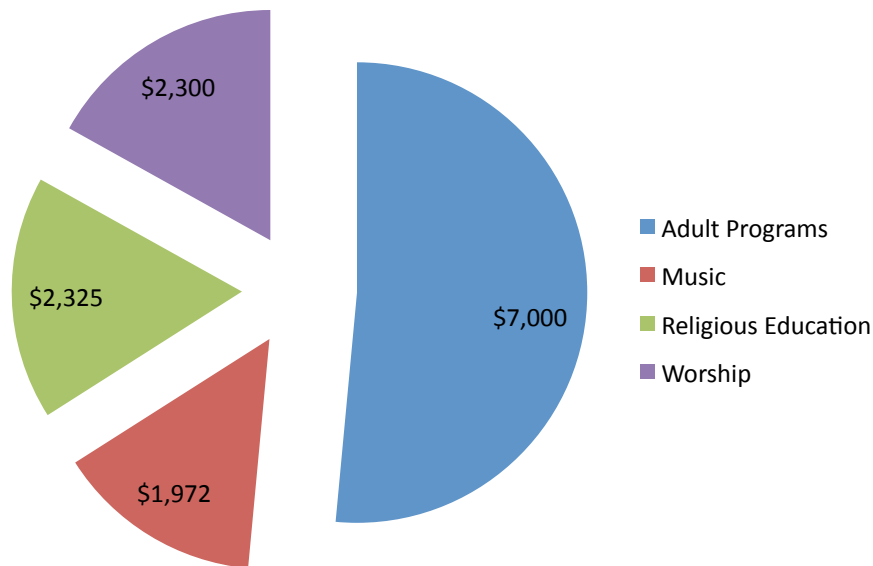


- Buildings and Grounds (42%)
 - Snow removal
 - Lawn Care
 - General maintenance
 - Utilities
 - Water
 - Electric
 - Gas
- UUA & District (23%)
- Insurance (14%)
 - Worker's compensation
 - Building
 - Liability Umbrella
- Office (18%)
 - Equipment rental
 - Office supplies/postage
 - Telephone

Spiritual Life

4 % of Budget

\$13,500

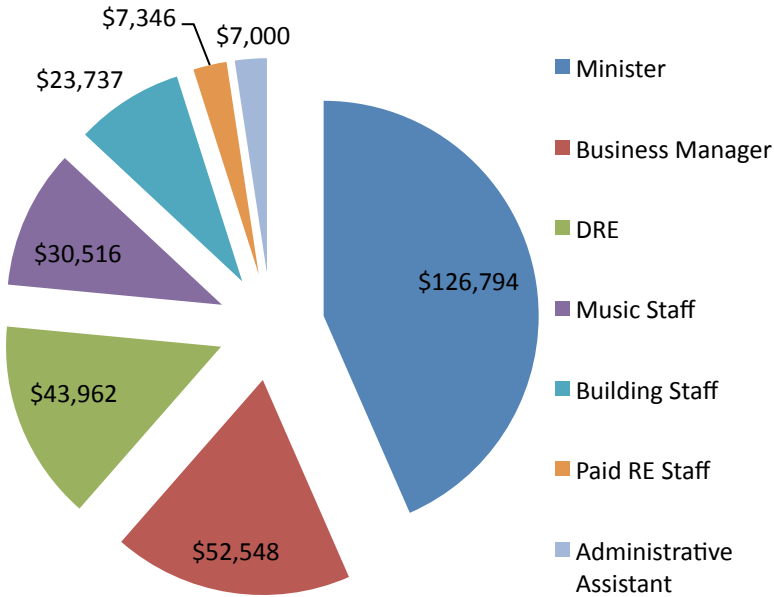


- **Adult Programs (51%)**
 - Administration
 - Compensation
- **Religious Ed (17%)**
 - Supplies
 - Curriculum
 - Training
- **Music (15%)**
 - Guest musicians
 - Instrument maintainance
 - Sheet music
- **Worship (17%)**
 - Guest speakers
 - Flowers/Candles
 - Recording expense

Compensation

70.16% of Budget

\$292,000



- Music Staff (10%)
 - Music Director
 - Associate Music Director
 - Cantor
- Building Staff (8%)
 - Sunday Sexton
 - Sexton
 - Custodian
 - Evening Attendant
- Paid RE Staff (3%)
 - Youth Advisor
 - Nursery & Child Care Staff

**Fiscal Year 2010 -2011
Budget**

				Approved Budget 2010-2011
Ordinary Income/Expense				
Income				
410000 · Administration				
	411000 · Endowment			
		411200 · Operations		50,000.00
	Total 411000 · Endowment			50,000.00
	412000 - Fundraising			
	413000 · Holiday Letter			-
	414000 - Prior Year Carry Over			20,854.00
	415000 - Memorial Contributions			
	416000 · Rental Contributions			14,000.00
	417000 · Stewardship			
		417100 · Current Fiscal Year Pledge		299,150.00
		417200 · Prior Fiscal Year Pledge		5,000.00
	Total 417000 · Stewardship			304,150.00
	418000 · Sunday Contributions			4,400.00
	419000 · Minister's Discretionary Fund			
	Total 410000 · Administration			393,404.00
420000 · Community Within				
	421000 · Festival of the Season			
	422000 - Used Book Sales			600.00
	424000 · Caring Network			-
		424100 - Memorial Receptions		200.00
	426000 - Circle of Caring			500.00
	427100 - Membership Initiative			
	429000 · UAMW			
	Total 420000 · Community Within			1,300.00
430000 · Social Justice				
	434500 - Interweave			-
	434000 · SJ Miscellaneous Income			-
	431000 · SJ Sunday Collections			
	432000 · Coffee Ministry			800.00
	434800 - Green Sanctuary			1,299.40
	Total 430000 · Social Justice			2,099.40
440000 · Spiritual Life				
	441000 · Annual Retreat			
	442000 · Adult Programs			7,000.00
	443000 · Flower Contributions			1,050.00
	445000 · Music Sunday Contributions			1,500.00
	446000 - Music Program Fundraising			
	447000 · Religious Education			
		447100 · Soup Making		225.00
		447200 · Guest at Your Table		-
		447300 - Sleeping Out in Boxes		
		447500 · Ski Trip		300.00
	Total 447000 · Religious Education			525.00
	448000 · Miscellaneous - Spiritual Life			
		448100 · Recording Donations		200.00
		448200 - Hymnal Donations		
		448300 · Volunteer Recognition		
		448000 - Miscellaneous		
	Total 446000 · Miscellaneous - Spiritual Life			200.00
	Total 440000 · Spiritual Life			10,275.00

Fiscal Year 2010 -2011

Budget

			Approved Budget 2010-2011
	450000 - Other Income		
	Total Income		407,078.40
	Expense		
	510000 · Administration Expenses		
	512000 · UUA & District Payments		
		512001 · Clara Barton District	5,038.00
		512002 · UUA Fair Share	12,824.00
	Total 512000 · UUA & District Payments		17,862.00
	515000 · Stewardship		
		515100 · Annual Canvass	600.00
		515200 · Credit Card Expense	1,100.00
	Total 528000 · Stewardship		1,700.00
	516000 · Building & Grounds		
		516100 · General Maintenance	11,000.00
		516200 · Snow Removal	6,600.00
		516300 · Lawn Care	6,240.00
		516400 · Water	1,800.00
		516500 · Electric	8,000.00
		516600 · Natural Gas	10,000.00
		516700 · Memorial Garden	500.00
	Total 516000 · Building & Grounds		44,140.00
	517000 · Office		
		517100 · Equipment	
		517101 · Equipment Purchases	-
		517102 · Equipment Rental	7,436.00
		Total 517100 · Equipment	7,436.00
		517200 · Security	240.00
		517300 · Printing	450.00
		517400 · Postage	1,676.00
		517500 · Telephone	2,400.00
		517600 · Dues and Subscriptions	700.00
		517700 · Office Supplies	3,100.00
		517800 · Service Contracts	360.00
		517900 · Service Charges	
		517910 · Bank	
		517920 · Credit Card Expense	1,155.00
		517930 · Payroll Expense	371.00
		517940 · Miscellaneous	
		Total 517900 · Service Charges	1,526.00
	Total 517000 · Office		17,888.00
	518000 · Insurance		
		518100 · Workers' Compensation	2,715.50
		518200 · Liability Insurance	9,300.00
		518300 · Umbrella	700.00
	Total 518000 · Insurance		12,715.50
	519000 · Administration - Other		
		519200 · Rental Expense	400.00
		519300 · General Assembly Expense	400.00

*Fiscal Year 2010 -2011
Budget*

				Approved Budget 2010-2011
			519400 · Minister Discretionary Fund	
			519500 - Board Expense	250.00
		Total 519000 · Administration - Other		<u>1,050.00</u>
	Total 510000 · Administration Expenses			95,355.50
	520000 · Community Within Expenses			
	521000 · Caring Network			100.00
	522000 · Communications			
		522200 · Telephone Advertisement		
		522300 - Web Page		500.00
		522400 · External Marketing		-
		522500 · Software Upgrades		100.00
	Total 522000 · Communications			<u>600.00</u>
	523000 · Coffee Hour Supplies			627.00
	524000 · Festival of the Season			1,000.00
	527000 · Membership			
		527000 - Membership		
		527100 - Membership Initiative		
	Total 527000 - Membership			<u>200.00</u>
	529000 · Community Within - Other			
		529200 - Lay Listeners		100.00
		529300 - UAMW		
		529400 - Circle of Caring		500.00
		529500 · Memorial Receptions		200.00
	Total 529000 · Community Within - Other			<u>700.00</u>
	Total 520000 · Community Within Expenses			3,227.00
	530000 · Social Justice Expenses			
	531000 · Info & Advocacy Sub-Council			700.00
	532000 - Miscellaneous			-
	533000 · SJ Collection Disbursements			
	534000 · Interweave			250.00
	535000 - Coffee Ministry			700.00
	537000 · Equal Access			200.00
	538000 · Green Sanctuary			500.00
	Noah Webster Partnership			300.00
	Total 530000 · Social Justice Expenses			<u>2,650.00</u>
	540000 · Spiritual Life Expenses			
	541000 · Adult Programs			
		541100 · Administrative Expenses		
		541200 · Compensation		
		541300 · Credit Card Expense		
	Total 541000 · Adult Programs			<u>7,000.00</u>
	542000 · Annual Retreat			
	543000 · Music			
		543200 · Guest Musicians		
		543300 · Sheet Music		
		543400 · Instrument Maintenance		
		543401 · Organ		1,072.00
		543402 · Piano		900.00
	Total 543400 · Instrument Maintenance			<u>1,972.00</u>

Fiscal Year 2010 -2011

Budget

				Approved Budget
				2010-2011
			554101 · Music Director	14,000.00
			554102 · Associate Music Director	12,000.00
			554103 · RE Music Director	500.00
			554104 · Section Leads	
			554105 · Cantor	1,400.00
			Total 554100 · Salary/Wages	27,900.00
			554500 · FICA	2,616.00
		Total 554000 · Music Staff		30,516.00
			555000 · Business Manager	
			555100 · Salary/Wages	40,574.47
			555200 · Pension	4,057.44
			555300 · Insurance	4,812.61
			555500 · FICA	3,103.94
			555700 · Health Reimbursement	
		Total 555000 · Business Manager		52,548.46
			556000 · Administrative Assistant	
			556100 · Salary/Wages	7,000.00
			556200 · Pension	
			556500 · FICA	
		Total 556000 · Administrative Assistant		7,000.00
			557000 · Religious Education	
			557100 · Paid RE Staff	
			557101 · Nursery & Child Care	2,500.00
			557103 · Youth Advisor	4,501.90
			Total 557100 · Paid RE Staff	7,001.90
			557105 · Paid RE Staff FICA	344.39
		Total 557000 · Paid RE Staff		7,346.29
		Total 550000 · Compensation		291,903.68
			590000 - Other Expense	
		Total Expense		406,733.18
		Net Ordinary Income		345.22