

## **BUDGET MESSAGE FY20-21**

**Draft 7/5/2020**

The UUCB Board of Trustees and the Finance Committee are pleased to recommend a balanced budget for Fiscal 20-21 (July 1, 2020 through June 30, 2021). While this is very good news, it is important to note the following:

- There are significant carryover funds from FY19-20 used to balance this budget. The primary reason for the carryover is because UUCB secured a COVID Payroll Protection Program loan of \$29,700 which will convert to a grant so no repayment is required.
- This budget anticipates the rental of Drew House (likely to a New Mainer family) at \$800 per month, plus heat and electric, beginning October 1.
- Many budget items are less than the previous years since we do not anticipate the full opening of our buildings until sometime in 2021.

Guiding principles which informed budget preparation include:

- Increasing long-term stability by continuing to work on eliminating reliance on one-time money. While this proposed budget does use some of the one-time COVID money, the remaining carryover funds (estimated to be at least \$13,000) will be saved for future years' budget needs.
- Providing fair compensation for minister and staff based on recommendations by the UUA for congregations our size in our geographic area. Specifically, the proposed budget includes a 2% cost of living adjustment for everyone, plus a 1% merit increase for the minister per the contract signed by our church and Rev. Carie in 2019.
- Continuing our ministry within the wider community, and maintaining a strong liberal religious presence in Kennebec County.

**Annual Budget for 2020-2021 DRAFT 7.3.2020**

	<b>2019-2020 Budget</b>	<b>2020- 2021 Proposed</b>
<b>INCOME</b>		
<b>Annual Appeal</b>	\$ 10,000	10,000
<b>Donations</b>	\$ 2,000	2,500
<b>Fundraising</b>		
Auction	\$ 5,000	4,000
CLYNK	\$ 600	600
Concerts	\$ 1,000	250
Hannaford Cash Card	\$ 4,000	5,000
Holiday Fair	\$ 2,500	1,000
Miscellaneous Fundraising	\$ 1,500	1,000
Pie Sale	\$ 600	500
Special Fundraising Projects	\$ 10,000	
<b>Fundraising Total</b>	<b>\$ 25,200</b>	12,350
<b>Investment Income</b>		
Adams Trust	\$ 2,500	2,500
Ballard Trust	\$ 8,000	6,000
Endowment	\$ 15,000	15,000
<b>Investment Income Total</b>	<b>\$ 25,500</b>	23,500
<b>Miscellaneous Income</b>	\$ 1,200	1,200
<b>Offering (Sunday mornings)</b>	\$ 4,000	1,000
<b>Peaceful Heart Sangha</b>	\$ 1,200	600
<b>Pledges</b>	\$ 167,000	153,000
<b>Religious Exploration (life span)</b>	\$ 1,000	250
<b>Rentals (Use of Space)</b>	\$ 3,500	1,000
<b>Rental to Tenant</b>		2,400
<b>Rental to MUUSAN</b>	\$ 600	600
<b>Rental of Drew House</b>		7,200
<b>Share the Plate</b>	\$ 4,000	1,000
<b>Carryover Previous Year</b>	\$ 2,724	24,500
<b>TOTAL INCOME</b>	<b>\$ 247,924</b>	<b>241,100</b>

**Annual Budget for 2020-2021 DRAFT 7.3.2020**

	<b>2019-2020 Budget</b>	<b>2020- 2021 Proposed</b>
<b>EXPENSES</b>		
<b>Administrative</b>		
Bank Fees / ACH	\$ 120	120
Copier Lease	\$ 1,100	1,100
Copying / Printing	\$ 200	200
Equipment Maintenance	\$ 1,200	1,200
MemInfo database	\$ 200	600
Miscellaneous	\$ 1,000	1,000
Office Supplies	\$ 900	900
Postage	\$ 700	700
Publicity	\$ 700	700
Telephone / Internet	\$ 2,500	2,500
Savings for Rainy Day		2,400
UUA Annual Program Fund	\$ 13,578	14,919
Website	\$ 250	250
Digital Subscriptions	\$ 100	500
<b>Administrative Total</b>	<b>\$ 22,548</b>	<b>27089</b>
<b>Facilities / Occupancy</b>		
Building Maintenance/Supplies	\$ 5,500	5,500
Electricity	\$ 2,600	2,250
Heat	\$ 8,800	5,800
KSB Loan (heating sys conversion)	\$ 3,350	3,350
Property Insurance	\$ 5,540	4,300
Snow Removal	\$ 2,700	2,500
Water & Sewer	\$ 1,300	1,600
<b>Facilities / Occupancy Total</b>	<b>\$ 29,790</b>	<b>25300</b>



**Annual Budget for 2020-2021 DRAFT 7.3.2020**

	<b>2019-2020 Budget</b>	<b>2020- 2021 Proposed</b>
<b>Personnel Expenses</b>		
<b>Contractual</b>		
Bookkeeper	\$ 1,200	1,200
Cleaning Service	\$ 9,660	6,000
Events Sexton	\$ 125	125
Nursery Care	\$ 2,250	1,125
Pastoral Care	\$ 250	1,000
Pianists	\$ 5,300	4,000
UUCOO Director	\$ 1,000	500
<b>Contractual Total</b>	<b>\$ 19,785</b>	<b>13,950</b>
<b>Minister</b>		
In Lieu of FICA	\$ 5,630	5,799
Insurances	\$ 11,250	13,000
Professional Expenses	\$ 7,360	8,000
Retirement	\$ 7,360	7,580
Salary & Housing	\$ 73,600	75,808
<b>Minister Total</b>	<b>\$ 105,200</b>	<b>110,187</b>
<b>Music Director</b>		
Professional Expenses	\$ 100	100
Salary	\$ 5,181	5,283
<b>Music Director Total</b>	<b>\$ 5,281</b>	<b>5383</b>
<b>Church Administrator</b>		
Insurances	\$ 765	900
Professional Expenses	\$ 100	300
Retirement	\$ 2,738	2,782
Salary	\$ 27,378	27,824
<b>Office Administrator Total</b>	<b>\$ 30,981</b>	<b>31806</b>
<b>Coordinator of Lifespan Education</b>		
Professional Expenses	\$ 500	1,000
Salary	\$ 12,008	12,248
<b>Coordinator Religious Exploration Total</b>	<b>\$ 12,508</b>	<b>13,248</b>
<b>FICA</b>	<b>\$ 3,410</b>	<b>3,470</b>
<b>Workers Comp</b>	<b>\$ 1,350</b>	<b>1,400</b>
<b>Personnel Total</b>	<b>\$ 178,515</b>	<b>179,444</b>



Annual Budget for 2020-2021 DRAFT 7.3.2020

	<b>2019-2020 Budget</b>
--	-----------------------------

**2020-  
2021  
Proposed**

<b>Program Expenses</b>	
Adult RE	\$ 200
Finance & Stewardship	\$ 400
Flowers / Worship Items	\$ 500
Fundraising	\$ 1,000
History	\$ 100
Hospitality	\$ 600
Leadership	\$ 500
Membership & Growth	\$ 500
Minister's Discretionary	\$ 400
Music (includes choir, orchestra, piano tuning)	\$ 940
Pastoral Care Associates	\$ 200
Public Suppers	\$ 1,500
Religious Exploration (lifespan)	\$ 2,250
Small Group Ministry	\$ 500
Social Activities	\$ 225
Social Justice	\$ 500
Share the Plate Donations	\$ 4,000
Worship	\$ 1,000
<b>Program Total</b>	<b>\$ 15,315</b>

100  
400  
500  
300  
100  
400  
500  
250  
400  
1,500  
200  
500  
500  
250  
150  
250  
1,000  
1,500  
**8800**  
5000

<b>TOTAL EXPENSES</b>	<b>\$ 246,168</b>
-----------------------	-------------------

**240,633**

<b>Difference Between Income &amp; Expenses</b>	<b>\$ 1,756</b>
---	-----------------

467