



2020-2021 Budget

	FY21	FY20 Budget	FY21/FY20(%)	FY21-FY20 (\$)	Comments
Income					
41192 Pledges 2020-21	\$460,000				
41200 Donations -	\$7,336				Original estimate was \$14,671: Budget taskforce adjustment was to cut in half for the facility being open for 1/2 year
Associate Minister Targeted Donations	\$32,073				Associate Minister targeted donations; Commitments from congregation split equally over FY21 and FY22 (\$64,145 as of 3/7)
41300 Plate Collections (cash)	\$5,204	\$11,240	46%	-\$6,036	Full year forecast from FY20 was for \$10,408. (Budget taskforce adjustment was to cut in half for the facility being open for 1/2 year
41400 UU General Trust	\$17,634	\$17,573	100%	\$61	Trust Fund contribution is independent of church open/closed status
41410 England endowment (75% BOT, 25% music)	\$2,378				England Endowment contribution is independent of church open/closed status
41510 Service Auction	\$26,000	\$26,000	100%	\$0	Kept the same as FY20 budget
41600 Facility Use Fees					
41620 Other Rentals	\$2,500	\$3,640	69%	-\$1,140	
41630 Special Services	\$1,500	\$0			Weddings and memorial donations and fees
41640 High Street House	\$0	\$8,500	0%	-\$8,500	No rental income from 310 High Street house in FY21
TOTAL 41600 FACILITY USE FEES	\$2,000	\$12,140	16%	-\$10,140	Reduced for church open 1/2 year
41700 Miscellaneous (VISION Legacy)	\$32,000	\$0			Board to make accessible in FY 21 through a set-aside - allocated to one-time expenses.
41800 Savings Interest	\$100	\$55	182%	\$45	
44000 Non-operating Savings Interest	\$15	\$0			
Excess Reserves	\$1,885	\$69,223	3%	-\$67,338	Variation in excess reserves from year-to-year causes big impact on budgeting process - Finance taskforce looking into ways to mitigate this fluctuation
TOTAL INCOME	\$586,625	\$593,732	99%	-\$7,107	



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Expenses					
53110 Trustees Contingency	\$4,171	\$5,854	71%	-\$1,683	This would be important for inactive committees, seed money for new committees, assist in unanticipated expenses. Used as final balancing of budget
53120 Leadership Training	\$1,800	\$2,000	90%	-\$200	
53130 Social Action Initiative	\$0	\$1,500	0%	-\$1,500	2 year initiative funds, removed due to no new initiative being
53142 UUA Annual Program Fund	\$23,289	\$25,877	90%	-\$2,588	
TOTAL 53100 CONGREGATIONAL EXPENSES	\$29,260	\$35,231	83%	-\$5,971	
53151 Stewardship	\$600	\$600	100%	\$0	
53153 Service Auction Expenses	\$2,104	\$1,500	140%	\$604	Two year average used to calculate expenses.
TOTAL 53150 FUNDRAISING EXPENSES	\$2,704	\$2,100	129%	\$604	
53161 Membership Committee	\$1,500	\$1,500	100%	\$0	
53162 Membership Coordination	\$1,930	\$2,145	90%	-\$215	
53163 Personnel	\$200	\$200	100%	\$0	
53164 Social Action	\$6,300	\$14,000	45%	-\$7,700	Immigration task force split out as separate expense line.
53166 Care Core	\$200	\$200	100%	\$0	
53168 Racial Justice Initiative	\$6,300	\$7,500	84%	-\$1,200	
53169 Partner Church Project	-	\$250			Currently committee is not active
53180 Immigration Justice	\$6,300				Immigration task force split out as separate expense line.
53181 Finance Committee	\$500				New committee request for funds - had not previously had a line item.
TOTAL 53160 COMMITTEE PROGRAM EXPENSES	\$23,230	\$25,795	90%	-\$2,565	
53220 Chalice Lighters	\$1,000	\$1,000	100%	\$0	
53230 Hospitality	\$375	\$1,500	25%	-\$1,125	Reduced based on estimates for expenses to support 1/2 year. Adjusted for church open 1/2 year
53240 Health Insurance Premium Pool to set aside	\$2,000	\$0			
53250 Bookkeeping Service	\$7,200	\$7,200	100%	\$0	
53270 Search Committee	\$2,400				For FY21 - DRE search
TOTAL 53200 MISC CONGREGATIONAL EXPENSES	\$12,975	\$9,700	134%	\$3,275	
TOTAL 53000 CONGREGATION	\$68,169	\$72,826	94%	-\$4,657	



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Expenses					
54110 Treasurer Expenses	\$200	\$200	100%	\$0	
54120 Payroll Service	\$1,750	\$1,530	114%	\$220	
54130 Postage	\$650	\$1,500	43%	-\$850	
54140 Printing	\$500	\$1,000	50%	-\$500	
54150 Office Supplies	\$4,500	\$5,625	80%	-\$1,125	FY2020 reduced by 20% assuming volume reduction in supply use.
54160 Telephone	\$2,300	\$2,500	92%	-\$200	Includes some funds for warm line expenses.
54170 Copier Maintenance	\$1,997	\$1,320	151%	\$677	
54180 IT Support	\$360	\$500	72%	-\$140	
54190 IT Services & Subscriptions	\$6,500	\$4,020	162%	\$2,480	Recommended increase as per DCA to \$6500 for year
54200 Computer Expenses	\$750	\$750	100%	\$0	
54210 Internet Service	\$1,200	\$240	500%	\$960	
TOTAL 54100 OFFICE EXPENSES	\$20,707	\$19,185	108%	\$1,522	
55110 Instrument Maintenance	\$1,660	\$800	208%	\$860	Adjusted based on maintenance needs for piano.
55120 Music Supplies	\$675	\$1,000	68%	-\$325	Reduced for church open 1/2 year
55130 Musicians	\$2,000	\$3,000	67%	-\$1,000	England music support on separate line
55135 England Music support	\$595				
55140 Worship Supplies	\$250	\$500	50%	-\$250	Reduced for church open 1/2 year
55150 Worship Misc - A/V Support	\$1,400	\$500	280%	\$900	Use for A/V honorarium and other as needed - covers support for A/V while church is closed 1/2 year.
55160 Speakers	\$750	\$1,000	75%	-\$250	Associate minister makes speaker funding less important
55170 Worship Leaders		\$0			
55180 Summer Services	\$900	\$900	100%	\$0	
TOTAL 55000 WORSHIP	\$8,230	\$7,700	107%	\$530	



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	FY21	FY20 Budget	FY21/FY20(%)	FY21-FY20 (\$)	Comments
Expenses					
56110 RE Supplies & Materials	\$4,500	\$3,950	114%	\$550	Increased budget because the church is assumed to be closed for
56120 RE Staff Development		\$0			
56130 Background Checks	\$150	\$300	50%	-\$150	Reduced for church open 1/2 year
56150 Young Adult Community	\$300	\$500	60%	-\$200	Reduced for church open 1/2 year
56160 Programs	\$3,000	\$5,000	60%	-\$2,000	
56170 Youth	\$1,500	\$3,500	43%	-\$2,000	Reduced for church open 1/2 year
56180 Coming of Age	\$1,500	\$1,550	97%	-\$50	Since there is no OWL, then we can introduce a COA online program
56190 Diversity Materials	\$500	\$500	100%	\$0	
TOTAL 56000 RELIGIOUS EDUCATION	\$11,450	\$15,900	72%	-\$4,450	
57110 Grounds Maintenance	\$2,500	\$2,000	125%	\$500	
57120 Natural Gas	\$3,750	\$5,000	75%	-\$1,250	Reduced for church open 1/2 year
57130 Electricity	\$3,750	\$6,000	63%	-\$2,250	Reduced for church open 1/2 year
57140 Property Insurance	\$8,755	\$8,755	100%	\$0	
57150 Janitor Supplies	\$1,120	\$2,800	40%	-\$1,680	Reduced for church open 1/2 year
57160 Mortgage	\$17,200	\$17,220	100%	-\$20	
57170 Property Contingency	\$0	\$0			
57180 Routine Property Maintenance	\$0	\$0			
57181 Church Maintenance	\$10,000	\$8,000	125%	\$2,000	
57185 Church and/or High St Maint	\$0	\$8,500	0%	-\$8,500	No High Street Maintenance planned for FY21
57190 Snow Removal	\$1,500	\$1,500	100%	\$0	
57200 Trash Hauling	\$1,750	\$2,500	70%	-\$750	Reduced for church open 1/2 year
57210 Water/Sewer	\$1,950	\$2,600	75%	-\$650	Reduced for church open 1/2 year
57220 Equipment & Furniture	\$5,500	\$1,000	550%	\$4,500	A/V team separately requested \$500 for new equipment desk in sanctuary
57240 Alarm Monitoring	\$600	\$600	100%	\$0	
57250 Kitchen Keepers	\$0	\$0			
57300 Accessibility		\$0			
TOTAL 57000 PROPERTY	\$58,375	\$66,475	88%	-\$8,100	



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	FY21	FY20 Budget	FY21/FY20(%)	FY21-FY20 (\$)	Comments
Expenses					
58010 Lead Minister Expenses	\$6,834	\$8,287	82%	-\$1,453	Professional expenses: Reduced by 25% from UUA recommendation due to COVID 19 impact
58012 Associate Minister Expenses	\$3,262	\$0		\$3,262	UUA recommendations Mid range FY21
58013 Associate Minister Moving Expenses	\$3,850	\$0		\$3,850	10% of 12 month salary
58020 Lead Minister Hlth Ins	\$9,724	\$8,975	108%	\$749	UUA recommendations
58022 Associate Minister Hlth Ins	\$3,245	\$0		\$3,245	Associate insurance also includes spouse option
58029 Budget Adjustment - use this for coaching of Assoc.	\$1,000	\$0		\$1,000	Funds used for coaching between ministers
58030 Lead Minister Pension	\$9,112	\$8,337	109%	\$775	
58032 Associate Minister Pension	\$3,262	\$0		\$3,262	
58040 Lead Minister Life & ADD	\$0	\$0		\$0	
58042 Associate Minister Life & ADD	\$274	\$0		\$274	
58050 Lead Minister LTD	\$1,184	\$936	126%	\$248	
58052 Associate Minister LTD	\$424	\$0			
58060 Lead Minister Salary	\$91,118	\$54,870	166%	\$36,248	Adjusted to 98.4% of UUA recommendations
58062 Associate Minister Salary	\$32,619	\$0		\$32,619	UUA mid-range recommendation: 10 months in FY21
58070 Lead Minister Housing Allowance	\$0	\$28,000	0%	-\$28,000	To be determined in consultation with Minister -split out from salary
58072 Associate Minister Housing Allowance	\$0	\$0		\$0	To be determined in consultation with Associate -split out from salary
58080 Lead Minister FICA Allowance	\$6,970	\$6,378	109%	\$592	
58082 Associate Minister FICA Allowance	\$2,496	\$0		\$2,496	
58090 Lead Minister Dental	\$720	\$336	214%	\$384	
58092 Associate Minister Dental	\$600				
58095 Minister Sabbatical (for setaside)	\$2,000	\$2,000	100%	\$0	
TOTAL 58000 MINISTER	\$177,694	\$118,119	150%	\$59,575	



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Expenses					
61111 Director of Congregational Engagement Salary	\$5,608	\$35,732	16%	-\$30,124	Leaving position on September 1
61113 Director of Congregational Engagement Life & ADD	\$47	\$46	102%	\$1	
61114 Director of Congregational Engagement LTD	\$73	\$193	38%	-\$120	
61115 Director of Congregational Engagement Pension	\$561	\$3,573	16%	-\$3,012	
61190 Director of Congregational Engagement Dental	\$360	\$672	54%	-\$312	
TOTAL 61100 DIRECTOR OF CONGREGATIONAL ENGAGEMENT	\$6,649	\$40,217	17%	-\$33,568	
61210 Child Care Coordinator	\$1,328	\$2,608	51%	-\$1,280	second half of year
61220 Child Care Workers	\$3,688	\$5,793	64%	-\$2,105	second half of year
75010 Youth Coordinator	\$7,826	\$6,686	117%	\$1,140	
TOTAL 61220 CHILD CARE WORKERS	\$12,842.00	\$15,087	85%	-\$2,245	
62111 Director - Congregational Administration Salary	\$47,920	\$43,952	109%	\$3,968	
62112 Director - Congregational Administration Hlth Ins	\$7,930	\$4,414	180%	\$3,516	
62113 Director - Congregational Administration Life & ADD	\$402	\$205	196%	\$197	
62114 Director - Congregational Administration LTD	\$622	\$302	206%	\$320	
62115 Director - Congregational Administration Pension	\$4,792	\$1,099	436%	\$3,693	
62190 Director - Congregational Administration Dental	\$720	\$336	214%	\$384	
TOTAL 62100 DIRECTOR - CONGREGATIONAL ADMINISTRATION	\$62,386	\$50,308	124%	\$12,078	Adjustment to Title and responsibilities; adjusted to 98.4% of UUA recommended
Office Assistant - New Position-Salary	\$6,625			\$6,625	12 hr/wk when church is in operation - job merged with the RE assistant, so the OA supports both Office and RE
Office Assist Life & ADD	\$55			\$55	
Office Assist LTD	\$86			\$86	
TOTAL OFFICE ASSISTANT	\$6,766			\$6,766	



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Expenses					
63111 Custodian Salary	\$11,838	\$15,743	75%	-\$3,905	
63113 Custodian Life & ADD	\$99	\$205	48%	-\$106	
63114 Custodian LTD	\$154	\$302	51%	-\$148	
63115 Custodian Pension	\$1,184	\$1,574	75%	-\$390	
63116 Custodian Prof Devel	\$0	\$0		\$0	
75050 Custodian Dental	\$720	\$672	107%	\$48	
TOTAL 63100 CUSTODIAN	\$13,995	\$18,496	76%	-\$4,501	
63211 Director of Facilities Salary	\$11,849	\$18,676	63%	-\$6,827	Reduced hours in first half of year, hire in second half of year
63213 Director of Facilities Life & ADD	\$93	\$244	38%	-\$151	
63214 Director of Facilities LTD	\$144	\$347	42%	-\$203	
63215 Director of Facilities Pension	\$385	\$934	41%	-\$549	
63290 Director of Facilities Dental	\$360	\$336	107%	\$24	
TOTAL DIRECTOR-FACILITIES	\$12,831	\$20,536	62%	-\$7,705	
64111 DRE Salary	\$65,140	\$64,236	101%	\$904	98.4% of UUA recommendations
64113 DRE Life & ADD	\$548	\$515	106%	\$33	
64114 DRE LTD	\$846	\$757	112%	\$89	
64115 DRE Pension	\$6,514	\$6,424	101%	\$90	
64190 DRE Dental	\$1,776	\$822	216%	\$954	
64121 DRE Prof Expenses	\$4,886	\$6,424	76%	-\$1,539	Professional expenses: Reduced by 25% from UUA recommendation due to COVID 19 impact
TOTAL 64100 DIRECTOR OF RE	\$79,710	\$79,178	101%	\$531	



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Expenses					
65100 Choir Director Salary	\$10,519	\$17,521	60%	-\$7,002	
75070 Choir Director Personal Days	\$100	\$200	50%	-\$100	
TOTAL CHOIR DIRECTOR	\$10,619	\$17,721	60%	-\$7,102	
65200 Assistant Music Dir Salary	\$14,026	\$13,643	103%	\$383	
75070 Assistant Music Director Pers Days	\$100	\$160	63%	-\$60	
TOTAL ASST MUSIC DIRECTOR	\$14,126	\$13,803	102%	\$323	
65300 Accompanist - Children's Choir	\$816	\$1,588	51%	-\$772	
65400 Accompanist - CrUUners	\$816	\$1,588	51%	-\$772	
TOTAL ACCOMPANIST	\$1,632			\$1,632	
75080 Staff Development	\$3,000	\$7,000	43%	-\$4,000	Pooled Professional development
75090 Staff Recognition	\$250	\$250	100%	\$0	
TOTAL MISC STAFF EXPENSES	\$3,250	\$7,250	45%	-\$4,000	
69100 Workers Compensation	\$2,623	\$3,270	80%	-\$647	All employees except Ministers
69200 FICA - Employer Contribution	\$14,322	\$18,034	79%	-\$3,712	All employees except Ministers
TOTAL 69000 STAFF BENEFITS	\$16,945	\$21,304	80%	-\$4,359	
TOTAL 60000 STAFF	\$241,751	\$293,276	82%	-\$51,526	
69900 Service Fees	\$250	\$250	100%	\$0	
TOTAL EXPENSES	\$586,625	\$593,732	99%	-\$7,107	
NET OPERATING INCOME OR (LOSS)	\$0				FY21 Budget is balanced