

BUSINESS ADMINISTRATOR'S REPORT TO THE TREASURER
For the Period Ending 02/28/18
STATEMENT OF FINANCIAL ACTIVITIES

Notes on Income Items:

- 1) #4010-Current Year Pledges: We have completed 8/12 or 66.67% of our current fiscal year. Current YTD pledges continue to exceed the budget at 72.06%, which includes prepaid pledges received in July (which account for 18.07% of pledge payments received YTD). Pledges for the month are under budget at 4.22%.
- 2) #4020-Post Pledge Drive Pledges: Significantly under budget at 1.67% in February and 19.56% YTD.
- 3) #4030-Prior Year Pledges: YTD we have received \$2,025, or 101.25% of budget.
- 4) #4040-Operating Fund Donations: Under budget at 2.89% in February, but over budget at 70.61% YTD.
- 5) #4110-Miscellaneous Fundraising: Actual February fundraising totaled \$222, which is over budget at 10.57%, and 90.45% YTD. This account appears negative for the month of February because we reclassified all 17/18 Indivisible Group donations and meditation gathering donations from Miscellaneous Fundraising to Building Use Fees/Donations in February.
- 6) #4210-Prior Years Carryover: Portion of 16/17 surplus carried over to current fiscal year per budget and Board approval.
- 7) #4510-Building Use Fees/Donations: Actual February Building Use Fees/Donations totaled \$456, which is over budget at 9.12%, and 98.69% YTD. This account appears overstated for the month of February because we reclassified all 17/18 Indivisible Group donations and meditation gathering donations from Miscellaneous Fundraising to Building Use Fees/Donations in February.
- 8) #4620-Insurance Dividends: Over budget YTD at 175% due to receipt of \$350 in November for UUA Safety Group Dividend Program from Church Mutual (based on 3-year loss experience).

Notes on Expense Items:

- 1) #5036-100/300-In Lieu of Health Insurance-Minister/DLE: Under budget at 50% YTD due to Chava and Sarah choosing to enroll in the UUA Health Insurance Plan effective January 1. These expenses will now be shifted to #5310-100/300-Health Insurance-Minister/DLE accounts.
- 2) #5040-Contract Musicians: Under budget at 1.13% in February, but over budget at 74.81% YTD.
- 3) #5310-100/300-Health Insurance-Minister/DLE: This expense is the employer portion of UUA Health Insurance, which Chava and Sarah chose to enroll in effective January 1, in lieu of receiving a health care stipend. There is no budget in this account, as the expense was budgeted in #5036-100/300-In Lieu of Health Insurance-Minister/DLE.
- 4) #5320-Dental Ins.-Adm: Under budget due to decrease in dependents which wasn't reflected in the budget.
- 5) #5435-Supplies-Membership: Over budget YTD at 75.97%.

- 6) #6010-Insurance-Building & Liability: Paid annual Church Mutual invoices of \$350 for our Umbrella policy and \$2,476 for our Church Package policy in November.
- 7) #6150-Service Contracts-Snow Plowing: Paid for six January snow plowings in February. Under budget YTD at 43.55%.
- 8) #6220-Computers and Technology: Over budget in February at 34.17% due to renewals of Norton Internet Security and Constant Contact subscriptions. Under budget YTD at 53.36%.
- 9) #7090-Worker's Comp Insurance – Paid annual Church Mutual policy renewal invoice of \$745 in November.
- 10) #7155-Insurance Fees: Over budget YTD at 93.71% because the majority of this expense is an annual fee paid in December.

STATEMENT OF FINANCIAL POSITION

Items of Note:

- 1) #1010-Operating Fund Accounts: Cash reserves are at 16.95% versus the goal of 25%.
- 2) #2385-Safe Harbor: In February \$1000 was donated to Safe Harbor of Grand Traverse (the funds were originally transferred to this account from Community Needs in January).
- 3) #2386-Endowment Holding Account: Received donation of \$100 in February.
- 4) February activity resulted in a deficit of \$10,943.87, with a YTD surplus of \$17,922.01.

Capital Improvements 2017-2018:

- Downpayment on storage shed in July: \$200.00
- Storage shed platform supplies in August: \$188.50
- Balance on storage shed in September: \$1,825.00
- Addition to storage shed in November: \$15.00
- New office furnace in December: \$2,699