

BUSINESS ADMINISTRATOR'S REPORT TO THE TREASURER  
For the Period Ending 04/30/18  
STATEMENT OF FINANCIAL ACTIVITIES

Notes on Income Items:

- 1) #4010-Current Year Pledges: We have completed 10/12 or 83.33% of our current fiscal year. Current YTD pledges are at budget at 83.07%, which includes prepaid pledges received in July (which account for 15.68% of pledge payments received YTD). Pledges for the month are under budget at 5.28%.
- 2) #4020-Post Pledge Drive Pledges: Significantly under budget at 0.21% in April and 22.11% YTD.
- 3) #4030-Prior Year Pledges: YTD we have received \$2,225, or 111.25% of budget.
- 4) #4040-Operating Fund Donations: Under budget at 2.65% in April and 76.28% YTD.
- 5) #4110-Miscellaneous Fundraising: Under budget at 6.19% in April and over budget at 105.33% YTD.
- 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: Over budget at 26.40% in April and 140.11% YTD.
- 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 2.26% in April and over budget at 89.15% 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) #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.
- 6) #6120-Service Contracts-Logos Software: Our annual Logos software renewal of \$1,441 was paid in April.
- 7) #6150-Service Contracts-Snow Plowing: Paid for six April snow plowings in April. On budget YTD at 83.47%, but we will end the year under budget.
- 8) #7090-Worker's Comp Insurance – Paid annual Church Mutual policy renewal invoice of \$745 in November.
- 9) #7155-Insurance Fees: Over budget YTD at 100.00% 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 20.72% versus the goal of 25%.
- 2) #2365-230-Youth Programs: Redirected the balance of \$1,468.56 in this account to Operations Contingency Reserve, per Finance Policy #5 and discussion with the DLE.
- 3) #2366-Community Needs: \$525 of the Endowment Fund Distribution was allocated here.
- 4) #2367-Guatemala Fund: Our annual sponsorship payment was sent in April (\$830, of which \$430 came from the balance in this account, and \$400 came as a donation from a congregant).
- 5) #2370-225-Special Collections – Playground Equipment: Redirected the balance of \$2,859.99 in this account to MM Capital Improvement Reserve, per Finance Policy #5 and discussion with the DLE.
- 6) #2373-MUUSJN Dues/Social Witness Program: \$525 of the Endowment Fund Distribution was allocated to this new account. \$100 was paid to MUUSJN for our congregation's membership.
- 7) #2378-Operations Contingency Reserve: Redirected the balance of \$1,468.56 in account #2365-230 to this account, per Finance Policy #5 and discussion with the DLE.
- 8) #2386-Endowment Holding Account: We received \$225 in memorials in April. The balance in this account will be deposited with Vanguard in May.
- 9) #2440-Capital Improvement Reserve: Redirected the balance of \$2,859.99 in account #2370-225 to this account, per Finance Policy #5 and discussion with the DLE. Also, \$525 of the Endowment Fund Distribution was allocated here.
- 10) April activity resulted in a deficit of \$7,401.80, with a YTD surplus of \$3,214.07.

### 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
- TV and accessories in March: \$4,921