

Summary

	2020/2021 Annual Budget	2021/2022 Annual Budget	12 months projected full year 21-22	Proposed budget 2022-2023
INCOME				
Pledge Income	360,000	380,000	386,000	420,000
Contributions for use of space	98,227	87,296	105,697	117,021
Other	<u>48,000</u>	<u>62,100</u>	<u>33,714</u>	<u>56,000</u>
Total Income	506,227	529,396	525,411	593,021
EXPENSE				
The Ministry	126,151	130,199	133,973	151,927
Religious Education	94,400	96,512	93,261	105,173
Administration	126,470	132,130	120,843	136,982
Buildings	127,881	126,218	130,090	135,300
Parsonage	9,730	8,780	8,483	9,550
Programs	20,025	21,025	15,349	22,025
Music	51,545	52,412	47,923	56,620
Denomination	<u>19,412</u>	<u>19,412</u>	<u>19,377</u>	<u>20,358</u>
Total expense	575,614	586,688	569,299	637,935
Surplus/(Shortfall)*	(69,387)	(57,292)	(43,888)	(44,914)

*) To be taken from Endowment Funds

CUUC 2022-2023 BUDGET	PROJECTIONS						Budget 2022-2023
	Last Yr Budget 2019-2020	This Yr Budget 2020/21 BUI	Budget 2021-2022	YTD April	Project (2M)	Full YR Projected	
INCOME							
Pledge Income	395,000	360,000	380,000	350,722	35,000	386,000	420,000
Late pledge income				5,673		5,673	
Plate	24,500	22,000	22,000	16,327	3,000	19,327	24,000
Gifts (incl Unpledged Contributions)	1,000	1,000	1,000	6,396	0	6,396	1,000
Events	44,000	20,000	35,000	0	0	0	30,000
Concert Series	4,000	4,000	4,000	100	150	250	1,000
Montessori Gardens	75,362	75,362	77,296	84,747	16,400	101,147	107,021
WCSP	29,346	7,590	0		0	0	
Other Contributions for U	15,988	15,275	10,000	3,550	1,000	4,550	10,000
Interest Income	3,000	1,000	100	8	10	18	
Late Rental collections 2020				2,050		2,050	
TOTAL INCOME	592,195	506,227	529,396	469,573	55,560	525,411	593,021
Shortfall	(39,108)	(69,387)	(57,292)	17,924	(62,090)	(43,888)	Shortfall (44,914)

EXPENSE

The Ministry

Minister Package	114,779	116,555	119,726	98,967	19,234	118,201	125,897
Minister Professional Expenses	8,446	8,446	8,573	3,892	2,500	6,392	9,130
Guest Speakers	1,500	750	1,500	750	750	1,500	1,500
Worship	400	400	400	180	200	380	400
Search expenses						0	15,000
Search Reserve	0	0	0	4,500	3,000	7,500	0
	125,125	126,151	130,199	108,289	25,684	133,973	151,927

Religious Education

Lifespan Director of RE Program	75,604	76,900	78,212	65,172	13,036	78,208	83,173
DRE Professional Expenses	5,000	5,000	5,000	2,207	2,000	4,207	5,000
RE Program Expense	7,000	7,000	7,000	3,834	3,000	6,834	7,500
Adult RE Expense	500	500	500	128	300	428	500

Nursery Care	5,800	5,000	5,800	2,200	1,164	3,364	6,000
Add'l staff (parttime)	0	0	0	0	220	220	3,000
	93,904	94,400	96,512	73,541	19,720	93,261	105,173
<i>Administration</i>							
Church Administrator Paid	65,300	66,220	68,230	57,099	11,372	68,471	71,802
Bookkeeper	12,500	10,000	6,500	2,431	1,100	3,531	6,000
Telephone	4,000	4,000	4,200	3,811	800	4,611	5,000
Postage	1,200	1,200	1,200	906	300	1,206	1,200
Printing	0	0	0	235	0	235	0
Paper and Supplies	2,000	2,000	2,000	1,053	900	1,953	2,000
Office Equipment	8,000	9,000	12,000	8,687	2,000	10,687	12,000
Public Relations/Advertis	5,000	0	0	229	0	229	0
Bank charges	150	150	150	92	0	92	150
Payroll Liabilities (FICA,	26,516	26,000	27,000	20,807	4,500	25,307	27,830
Payroll Services	1,600	1,500	1,600	1,105	300	1,405	1,750
Web Site Maintenance	250	250	5,000	0	0	0	5,000
Tech Maint & Repair	500	500	500	107	0	107	500
Background Checks	250	250	250	63	0	63	250
Insurance - Worker's Com	4,800	4,800	3,000	1,096	1,400	2,496	3,000
BOT Expenses	400	0	0	0	0	0	0
Holiday Tips	700	500	400	450	0	450	400
Holiday Flowers (poinset	0	0	0	0	0	0	0
Miscellaneous	100	100	100	0	0	0	100
	133,266	126,470	132,130	98,171	22,672	120,843	136,982
<i>Buildings</i>							
Custodial	43,200	35,000	25,000	12,249	1,840	14,089	22,500
Utilities	35,000	25,000	28,000	36,837	3,000	39,837	40,000
Building Supplies and Se	7,500	7,500	7,500	4,905	2,000	6,905	7,500
Insurance - Commercial	15,181	15,181	13,000	5,409	7,500	12,909	13,000
Sewer Tax	9,500	10,000	10,000	9,116	0	9,116	9,500
Repairs and Maintenance	45,000	20,000	30,000	15,607	15,000	30,607	30,000

<i>Grounds</i>							
Gardening	6,000	6,000	3,500	3,784	600	4,384	3,500
Lawn Care	1,200	1,200	1,218	1,015	204	1,219	1,300
Snow Removal	8,000	8,000	8,000	9,824	1,200	11,024	8,000
	170,581	127,881	126,218	98,746	31,344	130,090	135,300
<i>Parsonage</i>							
Utilities	3,000	3,000	3,500	3,272	700	3,972	4,000
Gardening	2,200	2,200	2,000	970	500	1,470	2,200
Insurance	1,530	1,530	1,530	753	753	1,506	1,600
Repairs and Maintenance	4,000	3,000	1,750	535	1,000	1,535	1,750
	10,730	9,730	8,780	5,530	2,953	8,483	9,550
<i>Programs</i>							
Community Outreach (So	8,000	5,000	5,000	88	2,000	2,088	5,000
In Spirit of Truth	600	0	0	0	0	0	0
Plate contributions to oth	12,250	11,000	11,000	8,164	1,250	9,414	12,000
Action for Social Concern			0			0	0
Canvass	500	500	500	37	350	387	500
Path to Membership	525	525	525	58	250	308	525
Sharing and Caring	500	500	500	148	500	648	1,000
Child Care	500	500	500	0	0	0	500
Hospitality	3,000	2,000	3,000	2,504	0	2,504	2,500
	25,875	20,025	21,025	10,999	4,350	15,349	22,025
<i>Music</i>							
Music Director Package	21,988	21,990	22,768	18,304	4,464	22,768	24,248
Choir Director	14,015	14,015	14,675	11,830	2,846	14,676	15,629
Choral Accompanist	5,378	5,380	5,909	4,817	1,092	5,909	6,293
Music Professional Expen	350	350	350	0	100	100	250
Outside Musicians	1,250	1,000	1,000	300	550	850	1,000
Section Support	1,500	1,000	1,250	475	425	900	1,500
Piano Tuning / Repair	1,200	1,000	1,000	720	500	1,220	1,200
Music Supplies	500	250	0	0	0	0	250
Concert Series	4,000	4,000	4,000	250	0	250	1,000

Budget Notes

Income

1. Pledges to date: pledged so far \$380,000 and goal \$420,000, so short \$40,000. I feel comfortable that those who have not pledged yet, will come through, and therefore I feel comfortable with \$420,000 in the budget. By the time of the annual meeting, we should be very close, or will have reached our annual giving goal.
2. Now we are back with in-person services, we see an uptick in plate collections, so I feel comfortable increasing this back to a similar level a few years back. Of course, the plate share expense line (50% is donated to charities) is going up as well.
3. Since the plan is to have an Auction in the fall, I conservatively budget this to be at \$30,000. This should be do-able, banning another pandemic outbreak.
4. Rentals for Montessori will be going up and I estimate an increase of 7%. Montessori has rented Fellowship Hall over the winter and will continue renting this again in fall/winter/spring, hence the uptick in rentals this past year. Additionally, we think rentals may come back again, hence Montessori set at \$107,000 and other rentals at \$10,000

Expenses

1. Since inflation is here to stay, we expect this to be around the 7-8% level this year. Since we strive to pay our staff fairly and competitively, we propose to increase salaries by 6.5% across the board for all current staff. Including the new Child care hire (hourly), the increase in salary expense totals to approx. \$15,000 across the board
2. Medical expenses continue to increase though the increase for this year is only 6.5%, unlike previous years where the increase was around 10%.
3. We included a \$15,000 Search Expense to assist us in our search for a new minister now that Meredith has indicated his intention to retire in 2023. This expense is a one-off and should not be recurring in future years.
4. Since we had an influx of little kids in the nursery and we need 2 people covering that on Sunday mornings, RE hired a new childcare provider and provided for that in the budget.
5. Custodial expenses are kept at lower levels, as we do not need cleaning 4 days a week anymore. We should be able to keep our premises clean with the cleaning crew coming in 2 days a week. Any additional cleaning for events will be an additional expense that is often covered by the event itself.

6. Con Ed expenses have increased significantly and since energy prices will continue to be high this coming year, we have increased our budget from \$28,000 this year to \$40,000 next year. The Building Committee is looking into ways of being more energy efficient.
7. Buildings and Grounds are kept at \$30,000 for the regular maintenance and upkeep of the building. Capital expenditures, including upgrading the parsonage will have to come from the building fund, which currently has a \$94,000 balance. Any unforeseen large expenses exceeding the building fund balances, may have to come from the endowment, though none is expected in the next few years.
8. Music budget went up and aside from the proposed salary increases, we did add an additional line item for \$3,500 called "Additional Choir/Choral Support," to provide for possible additional expenses in case Lisa Meyer will be on health leave in the fall.

Net deficit (Income minus expenses)

1. The income minus expenses will result in a \$45,000 proposed budget deficit. Any deficit will be taken from the endowment in 2023.
2. Just to put this in perspective, last year we budgeted a deficit of \$57,000 and we will only draw a max of \$44,000 from the endowment, though the final number will likely be slightly less than that.
3. Ideally, we would like to take only \$30,000–\$40,000 from the endowment, though, if necessary, we can take up to 5% of the endowment for operating budget (so approx. \$70,000).
4. If we consider the Search expenses to be a one off, we would have been at the \$30,000 level, so I am comfortable proposing a budget with a deficit of \$45,000 for this coming year.

Other

CUUC received a second Paycheck Protection Program loan in 2021. This loan of \$55,000 was forgiven this past January and was initially added to the endowment fund. Part of the amount will be used to cover this year's (2021–2022) projected shortfall.