#### **Ministers Report March May 17- June 15, 2020 The Third Month of the Corona Virus Pandemic** Rev. Marta Morris Flanagan

This month demonstrations occurred across the globe after police killed George Floyd in Minneapolis. I and others in our community attended numerous demonstrations online and in some cases in person. In Arlington at the request of Black clergy in Boston I organized a funeral procession to coincide with one going on simultaneously in Boston. Seven hundred people marched in Arlington Center on Sunday, June 7.

This month the annual budget and officers were elected at our annual meeting on May 31. A most impressive part was that the meeting was held online and featured an unusually high attendance. Hats off to the Tech Team, Marie Meteer ParCom Chair, Sara Galantowicz, Vice Chair and Katherine MacPhail, Moderator!

This month we bid farewell to our Intern Minister Chloe Briede. Chloe added to our ministry this year and helped enormously with the transition to being an online religious community int en wake of COVID 19. Her help and good cheer will be missed!

This month we hired Sara Hidalgo to be our new Office Manger beginning August 17. Sara has been serving as the Office Administrator of First Parish in Lexington. What shoes Sara Hidalgo will be filling! Joan came on board in the fall of 2009 and has been us for 11 years. She has seen us through building renovations, staff transitions, the development of a database, two websites and more. Plus, Joan has provided us with such good ministry always keeping in mind the lager purpose and picture.

I will be on vacation the month of July. The Worship Associates have arranged for an especially strong array of lay services for the summer beginning this Sunday, June 21. The first week in August Erica Richmond and I will spend several days with a professional coach getting to know one another and launching our ministry together. Much of the remainder of August will be devoted to training and creating a new staff team with both Erica and Sara Hidalgo coming on board. And in these days of COVID-19 much of that may have to be conducted online.

I end this program year taking stock of the large tasks we undertook: being a teaching congregation for an Intern Minister, welcoming Rose Sawyer Marsh as Youth Program Coordinator, conducting a large survey of the congregation, conducting a search for a second minister as well as an Office Manager, and THEN moving our entire operations online in March in response to a pandemic. And I also note the community's support of me through my surgery in February.

All these efforts were navigated with the great willing spirit and great gifts of staff, lay leaders and volunteers. First Parish is an extraordinarily gifted and blessed community.

What follows is a detailed listing of my ministry this month.

## Worship

(Note: Attendance figures listed are the number of households which stayed online for 30 or more minutes. One estimate of total attending is 1.25 of that number. But for greater reliability and consistency, the listed numbers are just the number of households.)

May 17 Online Worship #9 (242 attending) Marta Flanagan offering homily

May 24 Online Worship #10 (195 attending) Bill Gardiner offering homily

May 31 Online Worship #11 (235 attending) Marta Flanagan offering homily

- June 7 Online Worship #12 (203 attending) Wendy Page offering homily
- June 14 Online Worship #13 (203 attending) Chloe Briede offering homily, Flower Communion

Average Sunday (mean) attendance was 216 (last month's average was 244)

Monthly Worship Associate Meeting: 5/27

Training for Summer Worship Leaders 5/31

# Pastoral Care Provided by Minister

Pastoral appointments and visits Zoom: 9 Phone: 4 Walks: 3 (themes: aging, grief, conflict)

Monthly Lay Ministry Meeting: 6/3

# Staff and Lay Leadership Support Provided by Minister

Appointments with lay leaders regarding projects and committee work: 8

Committee meetings attended

(in addition to Lay Ministry and Worship Associates):
ParCom Exec 5/27, 6/10
ParCom 5/19
Committee on Ministry 5/20, 6/10
COVID-19 Task Force 6/9
Second Minister Search Committee 6/9
Meetings Lay Leaders and Erica Richmond 6/2, 6/3
Farewell Gathering for Chloe with Lay Ministers & Worship Associates 6/6

Annual Meeting 5/31

VIP-C Program Council 5/30

Annual Evaluation of Jonathan Brennand, Music Director with Music Committee

Final Evaluation of Chloe Briede, Intern with Intern Committee

Weekly Meetings with Joan Dyer and Sara Di Long

Individual weekly meeting with Chloe Briede, Intern Minister, DRE Tina Schultz

Biweekly weekly meetings with Music Director Jonathan Brennand and Joan Dyer, Office Administrator

Biweekly Program Staff Meetings (DRE, Office Manager, Music Director, Intern, Minister)

Biweekly Meetings with Erica Richmond

### **Education and Community Building**

Lectio Divina: twice a week Community Zoom Art Show 6/12

### Social Justice / Turning Outward

Organized Funeral Procession In Solidarity 6/7 Attended Demonstration at Franklin Park 6/2 Attended Zoom Mystic Valley NAACP Online Vigil 6/4 Attended UUA Vigil 6/2 Attended Arlington Human Rights Commission Vigil 6/9 Attended Raising of the Black Lives Matter Banner of Town Hall 6/8

### **Professional Development, Connection and Continuing Education**

Lives in the Balance UUMA Minister Support group 5/19 Follen Women, Women Clergy Group, 5/21 Mass Bay UU Ministers' Meetings 5/27

#### DRE Report to the Parish Committee

#### **Religious Education Programming**

Group Gatherings were offered for children in grades PreK-6. I created lessons for each gathering with chalice lightings, blessings, stories, and movement activities. I meet with the teachers before the zoom classes to strategize. I attended each gathering to say hello to the children and to connect with any parents also on Zoom.

OWL and Coming of Age continued with weekly programming. OWL teachers did not use the standard curriculum (per advice from the UUA), but continued to meet for bonding and continuity. Although Coming of Age did not culminate with credo writing and spoken statements in worship this spring, our plan is to do that in the fall in a worship service. I delivered journals to the participants homes for summer writing and creativity.

Diane Shriver offered weekly toddler sing a long sessions, which were attended by 2, 3 and 4 year olds. I attended every session.

Youth Group has met weekly. Rose and I have met with the youth co-leaders and the YAC team to come up with Sunday night programming well suited for Zoom gatherings. Additionally she has provided smaller group opportunities weekly – baking, book group, peer counseling/check-ins, gaming and most recently discussions around race and protests.

On Sunday evenings I check in with OWL and COA to see the youth and teachers/mentors and attend youth group so I can be present for their candles of celebrations and concerns.

#### Worship

I offer Time for All Ages at weekly worship services or find volunteers to do so in my absence. As of this writing I have recruited 70% of those needed in summer services.

Along with Rose I have created and offered a senior blessing for our graduates. Their parents and the youth group advisors were able to participate through statements of good wishes and a group blessing. We created packages of gifts which were delivered to the youth so they could all be opened at the same time during the service. Rose and I have created a "bridging" ceremony, on Zoom, for those seniors at their last official meeting of the program year.

#### **Outreach to Families**

On a weekly basis I created a resource page for families based on a theme. These resources are sent via the e-bulletin. Included are chalice lightings, blessings, table graces, books, musical offerings, family activities, videos appropriate for children, and parent resources for deeper learning on the topic.

I write emails to families each week with reminders about our grade gatherings with links to important church and community activities. Also included in these emails are links to coloring sheets and activities that can be printed off so children can use them during worship or in their group gatherings.

I email families to inquire about their well being. I write cards to children to let them know I am thinking of them. The RE Committee and I have sent a card to each child and plan to do one more mass mailing with UU principles/seed packets to end our program year. I have photographed myself with an "I Miss You" sign and have texted it to children who I know are struggling. I have written thank you cards to our teachers, volunteers and mentors.

#### **First Parish Connections**

The RE Committee has met twice monthly since March. We meet to check in, review programming, discuss possible next steps, and curriculum choices. Sarah Short, the RE Treasurer and I have been meeting weekly to review RE finances. She has done an excellent job of staying on top of many small expenses and keeping track of which budget line item should be charged.

We have created a "RE-Entry Task Force". We have been meeting weekly to review constant changes with policies and procedures suggested by a variety of sources. We will offer our advice and knowledge to the COVID task force when they begin to create their plan for FP re-entry.

The Music and RE Committees partnered together to offer a musical offering for families. I have attended two of the musical programs offered – including a sing a long and a workshop.

I attend weekly meetings with Marta, Chloe, and Jonathan. Rose and I meet twice weekly. Staff gathers every other week. I check in regularly with Joan and the RE staff (to learn of their well being) I have met with Erica Richmond.

The RE Program review and my evaluation are scheduled with Marta and the RE chairs. Stakeholders were included in the process. Rose and I will meet to review youth group and do her performance evaluation next week. Joan has drafted letters to be sent to the RE staff regarding their job status for the near future, which will be mailed shortly. Lauren Melton of the HR Committee has reviewed them for correct procedures.

#### Pastoral

I have connected single parents with others for peer support via the phone buddy system.

I have reached out to families who are struggling with working at home, organizing family activities with on-line learning, challenges of shared living space, financial woes, and children with special needs. I check in regularly with a few teachers who are suffering with depression. I have made pastoral visits (socially distanced) with children in grades 3 and 6, as well as two teens. Conversations have included:

death of a biological parent (child is adopted), death of grandparents, aggressive behavior toward a parent, depression, anxiety, self harm, living with difficult parents and addiction.

There has been tremendous loss for our children and teens. I am grateful that they are willing to share their problems in a group format so we can reach out to them. These conversations have included loss of ritual, loss of place, loss of friendships, loss of vacations, summer camps and rituals that celebrate – birthdays, graduations, family reunions and religious/spirit homes. Children miss their extended families, grandparents, babysitters, caregivers and close neighbors.

#### **Collegial and Denominational Connections**

I meet weekly with 4 UU colleagues from neighboring communities to compare notes and share experiences.

I have participated in regular zoom gatherings offered by LREDA, a UUA group of religious educators – both nationally and the northeast/New England District. Smaller chapters have begun meeting weekly, which I have hosted/lead. Together we are envisioning what the future of Sunday programming may be like if we need to continue virtually or re-enter in phases.

There are multiple Facebook Groups for religious educators during the time of COVID, which I read daily. On those pages I learn about tools for virtual sharing, regulations and rules about Youtube offerings and other on-line platforms, skills in dealing with children virtually and techniques for engaging families.

Never before have religious educators collaborated so well or so often. So many of us are in the same boat, dancing as fast as we can to stay current with ever changing news, and the challenge of supporting families while they are maxed and stressed out. Should we stay virtual for an extended period we are talking about co-leading adult programming, working together on family worship, and joining our communities to have fun.

#### What's Next

We have purchased very different kinds of curriculum and lessons for possible use next year. They include some thematic learning (Soul Matters)n, which we may tie in with worship services on Sunday mornings and possible family worship during the week. These lessons include many more activities, games, visuals and group discussions. Other lessons are geared toward grouped ages and family learning (like those based on Harry Potter or Twilight Zone). The RE Committee and I are staying open to many ideas and staying flexible to whatever might best suit our families' needs.

The re-entry team will work closely with the COVID team to learn more about what they and Parcom are suggesting for opening up.

My recommendation would be to continue virtually until at least the end of November (based on YOUR plan to review the budget every three months) as we reassess our finances and local health news and rules. This would give children the chance to integrate back into school and learn social distancing protocols. It would also allow us time to create new programming to better serve our children.

Should we choose that path, we might phase older grades back in gradually, since they can be more easily monitored and (hopefully) will adhere to our safety protocols.

I have purchased thermometers and masks. I have met with the OWL teachers to see what their ideas and comfort level about might be regarding meeting in the person in September. The COA mentors have discussed working with the 8<sup>th</sup> graders outdoors as they write their credos. The Youth Group might be able to meet in the Sanctuary with some frequency, because of the use of chairs to socially distance correctly.

The re-entry team and I will meet regularly via zoom over the summer. Our intent is to wait until late in the summer to send a survey to families to learn more from them about community activities. We also plan to do one on one outreach to stakeholders, those committed families with kids in a variety of ages, to hear directly from them -- since surveys are not always the most reliable of tools. I will continue to connect with those educators I know who are making plans for fall, as well as keep tabs on childcare facilities with younger kids, and review how summer camps are managing.

It will be VERY important for us to discuss how we are to be in community together as re-opening begins. Parents and children already are exhibiting a wide range of reactions to restrictions being lifted.

I have recruited adults who are willing to teach in the fall, so every grade has at least one leader and one tech support should we stay virtual. Many of these teachers are over 60 which may be problematic if we phase back into the building.

There is little chance that we will be able to have small children in groups in the building for a very long time.

I am very grateful for the willingness of the RE Committee and members of the task force to keep brainstorming ideas with me. It's going to be a ton of work, but I think we will be able to figure out next practical steps to best and safely serve our children and their families.

I am also very grateful for Chloe Briede who has been a huge help to all of us these past few months. Without her our worship services could not have run as smoothly as they have. She has spent HUGE amounts of time working with the worship associates and the tech team to rehearse and practice and work out the kicks. She has been a wonderful support and generous colleague to me, and she will be missed.

I look forward to working with Erica, Marta, Jonathan and Sara (the new office manager) as we build a new team in the fall.

Respectfully Submitted by: Tina Schultz

# First Parish Unitarian Universalist of Arlington M Budget vs. Actuals: Monthly - P&L Budget FY 2020 - FY20 P&L July 2019 - May 2020

May FY20 YTD results solid, \$70k net income for 11 months. Pledges (acct 4110) still ahead of budget due to numerous pledges being paid early, consistent with experience in previous years. Net result for May alone, \$6k loss. \$38k in pledges received in May. Financial condition holding up well.

\$67,295 of **FY21** pledges received, moved to "pledges for future year" on balance sheet

Salaries and other personnel expenses are under budget due to lower than expected hours and expense relating to communications associate, youth coordinator, sexton, ministerial intern, others. FICA appears not fully budgeted on all salary budget hours, leading to low FICA budget variance.

\$5k A/C loan installment paid to Trustees (acct 5481).

Property expenses include \$2,500 for air blower motor repair in May (acct 5520), overall close to budget YTD.

Second minister fund pledges received are up to \$195,800 out of a goal of \$216,000.

Spending from the second minister reserve fund totals \$4,139, for Beyond Categorical Thinking, child care, survey expenses. Also candidate hosting & travel (\$3,239).

Trust funds for May (\$2.7 million), up \$300k from March, **back to** June 2019 levels (\$2.7 million). Alliance fund \$407k (March), was \$431k as of June 2019.

PPP Loan reserve of \$99,582 added to balance sheet (acct 2802).

	Total				Annual
	Actual	Pudgot	over Budget	% of Budget	budget
	Actual	Budget	over Budget	Budget	budget
Income					
4100 Pledges					
4110 Current Year Pledges	635,014	590,469	44,545	107.54%	644,148
Total 4100 Pledges	635,014	590,469	44,545	107.54%	644,148
4200 Plate Offerings	42,026	34,837	7,189	120.64%	38,004
4300 Fundraisers					
4310 Fair	17,745	14,004	3,741	126.72%	14,004
4330 Other Fundraisers	924	1,500	(576)	61.63%	1,500
Total 4300 Fundraisers	18,670	15,504	3,166	120.42%	15,504
4400 User Donations (Building Fees)					
4410 Mariposa rent	51,150	51,447	(297)	99.42%	56,124
4420 Other building use	19,733	22,950	(3,218)	85.98%	25,500
Total 4400 User Donations (Building Fees)	70,883	74,397	(3,515)	95.28%	81,624
4500 Other Contributions					
4510 Parking revenue	5,500	5,500	0	100.00%	6,000
4520 One-Time Gifts	490	1,833	(1,343)	26.73%	2,000
4525 Social Justice	2,031	2,750	(719)	73.85%	3,000
Total 4500 Other Contributions	8,021	10,083	(2,062)	79.55%	11,000
4600 Interest	1,665	19	1,646	8764.00%	21
4700 Trust Fund Contributions					
4730 Trust Fund-Wellington	10,000	9,167	833	109.09%	10,000
Total 4700 Trust Fund Contributions	10,000	9,167	833	109.09%	10,000

Total Income         799,279         746,393         52,886         107.09¼         813,301           Expenses         5100 Personnel         5110 Salary         389,067         424,720         (35,653)         91.61¼         463,535           5120 FICA         29,204         27,271         1,933         107.09¼         28,750           5130 Workers Comp         3,206         2,631         575         121.85%         2,870           5140 Pension (UUA)         29,680         26,312         3,388         112.80%         28,704           5150 Health Insurance         19,032         13,090         5.942         145.39%         14,280           5160 Pers Expenses         11,239         12,825         101         103.92%         2,820           5190 Pers Expenses         140         140         140         140         140         5960 Substatical Reserve         7,464         7,463         1         100.01%         8,142           5240 Consultants         5240 Consultants         7,280         9,167         (1,867)         79.41%         10,000           5320 Potage         118         550         (432)         21.45%         600           5340 Office Expenses         5,179         6,508	4900 Other Income	13,000	11,917	1,083	109.09%	13,000
Expenses         Sino Personnel           5100 Personnel         5113 Salary         389,067         424,720         (35,653)         91,61%         463,535           6120 PICA         29,204         27,271         1,933         107,09%         28,704           6130 Workers Comp         3,206         2,631         575         121,85%         2,870           5140 Pension (UUA)         26,660         66,312         3,368         112,20%         14,839%         14,280           5170 Disability Insurance         2666         2,655         101         103,22%         2,820           6190 Prof Expenses         11,239         12,925         (1,886)         86,35%         1,4100           5990 Sabblacital Reserve         7,464         7,463         1         100,01%         5,412           70tal 5100 Personnel         492,624         518,031         (25,407)         93,10%         565,329           5200 Contractors & Consultants         7,280         9,167         (1,887)         79,41%         10,000           5300 Office Expenses         120,056         (3,33)         3,332         (59)         98,25%         3,700           5300 Office Expenses         5,179         6,508         (1,329)         79,35	-	•	•			
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5160 Life Insurance         905         1,034         (129)         87.55%         1,128           5170 Disability Insurance         2,686         2,585         101         103.92%         2,820           5190 Prof Expenses         11,239         12,225         (1,66)         66,95%         14,100           5960 Sabbatical Reserve         7,464         7,463         1         100.01%         8,142           Total 5100 Personnel         492,624         518,031         (25,407)         95.10%         565,329           5200 Contractors & Consultants         7,280         9,167         (1,87)         79.41%         10,000           5245 Action Sunday         0	5140 Pension (UUA)	29,680	26,312	3,368	112.80%	28,704
5170 Disability Insurance         2,686         2,585         101         103,92%         2,820           5190 Prof Expenses         11,233         12,925         (1,686)         86.95%         14,100           5190 Prof Expenses         140         140         140         140         140         140         560 Sabbatical Reserve         7,464         7,463         1         100,01%         8,142         518,031         (25,407)         95,10%         565,329         5200 Contractors & Consultants         5240 Consultants (HR,Finance,Prof)         7,280         9,167         (1,887)         79.41%         10,000         5245         5320 Contractors & Consultants         79.41%         10,000         500 Office Expenses         5320 Postage         118         550         (432)         21.45%         600           5340 Telephone & Internet         3,333         3,392         (59)         98.25%         3,700           5350 Office Supplies & Repairs         5,179         6.508         (1,329)         79.58%         7,100           5397 Computer software/hardware         10,046         7,333         2,713         136.99%         26,300           5410 Housekeeping Supplies & Repairs         3,289         3,483         (194)         94.44%         3,800	5150 Health Insurance	19,032	13,090	5,942	145.39%	14,280
5190 Prof Expenses         11,239         12,925         (1,686)         86.95%         14,100           5193 Recruitment expenses         140         140         140         140           5980 Sabbatical Reserve         7,464         7,463         1         100.01%         8,142           Total 5100 Personnel         492,624         518,031         (25,407)         95.10%         565,329           5200 Contractors & Consultants         5240 Consultants (IR,Finance,Prof)         7,280         9,167         (1,887)         79.41%         10,000           5245 Action Sunday         0	5160 Life Insurance	905	1,034	(129)	87.55%	1,128
5193 Recruitment expenses         140         140           5960 Sabbatical Reserve         7,464         7,463         1         100.01%         8,142           Total 5100 Personnel         492,624         518,031         (25,407)         95,10%         565,329           5200 Contractors & Consultants         5240 Consultants (IR, Finance, Prof)         7,280         9,167         (1,887)         79,41%         10,000           5245 Action Sunday         0         0         0         0         0         0           Total 5200 Contractors & Consultants         7,280         9,167         (1,887)         79,41%         10,000           5300 Office Expenses         5220 Postage         118         550         (432)         21,45%         600           5350 Office Expenses         5,179         6,508         (1,329)         79,58%         7,100           5360 Office Equip Lease & Maintenance         6,804         6,325         479         107,57%         6,900           5410 Housekeeping Supplies & Repairs         3,289         3,483         (194)         94,44%         3,800           5410 Housekeeping Supplies & Repairs         3,289         3,483         (194)         94,44%         3,800           5410 Housekeeping Suppli	5170 Disability Insurance	2,686	2,585	101	103.92%	2,820
5960 Sabbatical Reserve         7,464         7,463         1         100.01%         8,142           Total 5100 Personnel         492,624         518,031         (25,407)         95,10%         565,329           5200 Contractors & Consultants         0 <td>5190 Prof Expenses</td> <td>11,239</td> <td>12,925</td> <td>(1,686)</td> <td>86.95%</td> <td>14,100</td>	5190 Prof Expenses	11,239	12,925	(1,686)	86.95%	14,100
Total 5100 Personnel         492,624         518,031         (25,407)         95,10%         555,329           5200 Contractors & Consultants         5240 Consultants (HR,Finance,Prof)         7,280         9,167         (1,887)         79,41%         10,000           5245 Action Sunday         0         0         0         0         0         0           5300 Office Expenses         7,280         9,167         (1,887)         79,41%         10,000           5300 Office Expenses         21,45%         600         5340 Telephone & Internet         3,333         3,392         (59)         98,25%         3,700           5350 Office Expenses         5,179         6,508         (1,329)         79,58%         7,100           5360 Office Expenses         5,179         6,508         (1,329)         79,58%         7,100           5360 Office Expenses         25,479         24,108         1,371         105,69%         8,000           5400 General Church Expenses         25,479         24,108         1,371         105,69%         8,000           5410 Housekeeping Supplies & Repairs         3,289         3,483         (194)         94,44%         3,800           5412 Christmas Eve Sexton and Support         750         850         (1	5193 Recruitment expenses	140		140		
5200 Contractors & Consultants         7,280         9,167         (1,887)         79,41%         10,000           5245 Action Sunday         0         0         0         0         0         0         0         5300         545 Action Sunday         0         0         0         5300         545 Action Sunday         10,000         5300 Office Expenses         5320 Postage         118         5500         (432)         21,45%         600         5340 Telephone & Internet         3,333         3,392         (59)         98,25%         3,700         5350 Office Supplies & Repairs         5,179         6,608         (1,329)         79,58%         7,100         5360 Office Expenses         25,479         24,108         1,371         105,69%         8,000         5397 Computer software/hardware         10,046         7,333         2,713         136,99%         8,000         5410 Housekeeping Supplies & Repairs         3,289         3,483         (194)         94,44%         3,800         5412 Christmas Eve Sexton and Support         750         850         (100)         88,24%         850         5410         84,24%         850         5415 Treasurer's Expenses         6,289         5,500         789         114,35%         6,000         5420 Coffee/Friendship Hour Supplies         1,864         2,292 <td>5960 Sabbatical Reserve</td> <td>7,464</td> <td>7,463</td> <td>1</td> <td>100.01%</td> <td>8,142</td>	5960 Sabbatical Reserve	7,464	7,463	1	100.01%	8,142
5240 Consultants (HR,Finance,Prof)         7,280         9,167         (1,887)         79.41%         10,000           5245 Action Sunday         0	Total 5100 Personnel	492,624	518,031	(25,407)	95.10%	565,329
5245 Action Sunday         0         0           Total 5200 Contractors & Consultants         7,280         9,167         (1,887)         79.41%         10,000           5300 Office Expenses         5320 Postage         118         550         (432)         21.45%         600           5340 Telephone & Internet         3,333         3,332         (59)         98.25%         3,700           5350 Office Supplies & Repairs         5,179         6,508         (1,329)         79.58%         7,100           5360 Office Equip Lease & Maintenance         6,804         6,325         479         107.57%         6,900           5397 Computer software/hardware         10,046         7,333         2,713         136.99%         8,000           Total 5300 Office Expenses         25,479         24,108         1,371         105.69%         26,300           5400 General Church Expenses         5,289         3,483         (194)         94.44%         3,800           5412 Christmas Eve Sexton and Support         750         850         (100)         88.24%         850           5430 Worship Supplies, etc.         156         1,008         (852)         15.43%         1,100           5430 Worship Supplies, etc.         156         1,008	5200 Contractors & Consultants					
Total 5200 Contractors & Consultants         7,80         9,167         (1,867)         79.41%         10.000           5300 Office Expenses         5320 Postage         118         550         (432)         21.45%         600           5340 Telephone & Internet         3,333         3,392         (59)         98.25%         3,700           5350 Office Supplies & Repairs         5,179         6,508         (1,329)         79.58%         7,100           5360 Office Equip Lease & Maintenance         6,804         6,325         479         107.57%         6,900           5397 Computer software/hardware         10,046         7,333         2,713         136.99%         8,000           5400 General Church Expenses         25,479         24,108         1,371         105.69%         26,300           5410 Housekeeping Supplies & Repairs         3,289         3,483         (194)         94.44%         3,800           5412 Christmas Eve Sexton and Support         750         850         1000         88.24%         850           5430 Worship Supplies, etc.         156         1,008         (428)         114.35%         6,000           5430 Worship Supplies, etc.         156         1,008         (522)         15.43%         1,000      <	5240 Consultants (HR,Finance,Prof)	7,280	9,167	(1,887)	79.41%	10,000
5300 Office Expenses           5320 Postage         118         550         (432)         21.45%         600           5340 Telephone & Internet         3,333         3,392         (59)         98.25%         3,700           5350 Office Supplies & Repairs         5,179         6,508         (1,329)         79.58%         7,100           5360 Office Equip Lease & Maintenance         6,804         6,325         479         107.57%         6,900           5397 Computer software/hardware         10,046         7,333         2,713         136.99%         8,000           Total 5300 Office Expenses         25,479         24,108         1,371         105.69%         26,300           5400 General Church Expenses         25,479         24,108         1,371         105.69%         26,300           5410 Housekeeping Supplies & Repairs         3,289         3,483         (194)         94.44%         3,800           5412 Christmas Eve Sexton and Support         750         850         (100)         88.24%         850           5410 Housekeeping Supplies, etc.         156         1,008         (852)         15.43%         1,100           5430 Worship Supplies, etc.         156         1,008         (852)         15.43%         1,000 <td>5245 Action Sunday</td> <td>0</td> <td></td> <td>0</td> <td></td> <td></td>	5245 Action Sunday	0		0		
5320 Postage         118         550         (432)         21.45%         600           5340 Telephone & Internet         3.333         3.392         (59)         98.25%         3.700           5350 Office Supplies & Repairs         5.179         6.508         (1,329)         79.58%         7.100           5360 Office Equip Lease & Maintenance         6.804         6.325         479         107.57%         6.900           5397 Computer software/hardware         10.046         7.333         2.713         136.99%         8.000           5400 General Church Expenses         25,479         24,108         1,371         105.69%         26,300           5410 Housekeeping Supplies & Repairs         3.289         3,483         (194)         94.44%         3,800           5412 Christmas Eve Sexton and Support         750         850         (100)         88.24%         850           5413 Treasurer's Expenses         6,289         5,500         789         114.35%         6,000           5430 Worship Supplies, etc.         156         1,008         (852)         15.43%         1,100           5430 Worship Supplies, etc.         156         1,008         (852)         15.43%         1,000           5445 Sign Language Interpreter	Total 5200 Contractors & Consultants	7,280	9,167	(1,887)	79.41%	10,000
5340 Telephone & Internet         3,333         3,392         (59)         98.25%         3,700           5350 Office Supplies & Repairs         5,179         6,508         (1,329)         79.58%         7,100           5360 Office Equip Lease & Maintenance         6,804         6,325         479         107.57%         6,900           5397 Computer software/hardware         10,046         7,333         2,713         136.99%         8,000           Total 5300 Office Expenses         25,479         24,108         1,371         105.69%         26,300           5400 General Church Expenses         3,289         3,483         (194)         94.44%         3,800           5412 Christmas Eve Sexton and Support         750         850         (100)         88.24%         850           5415 Treasurer's Expenses         6,289         5,500         789         114.35%         6,000           5430 Worship Supplies, etc.         156         1,008         (852)         15.43%         1,100           5435 Sound, Tapestry, Linens Fund         1,000         917         83         109.05%         1,000           5440 Stipends/Honoraria Guest Ministers         900         3,025         (2,125)         29.75%         3,300           5445 Sign	5300 Office Expenses					
5350 Office Supplies & Repairs         5,179         6,508         (1,329)         79,58%         7,100           5360 Office Equip Lease & Maintenance         6,804         6,325         479         107,57%         6,900           5397 Computer software/hardware         10,046         7,333         2,713         136,99%         8,000           5400 General Church Expenses         25,479         24,108         1,371         105,69%         26,300           5410 Housekeeping Supplies & Repairs         3,289         3,483         (194)         94.44%         3,800           5412 Christmas Eve Sexton and Support         750         850         (100)         88.24%         850           5415 Treasurer's Expenses         6,289         5,500         789         114,35%         6,000           5430 Worship Supplies, etc.         156         1,008         (852)         15,43%         1,100           5435 Sound, Tapestry, Linens Fund         1,000         917         83         109,05%         1,000           5440 Stipends/Honoraria Guest Ministers         900         3,025         (2,125)         29,75%         3,300           5445 Sign Language Interpreter         500         400         100         125,00%         400	5320 Postage	118	550	(432)	21.45%	600
5360 Office Equip Lease & Maintenance         6,804         6,325         479         107.57%         6,900           5397 Computer software/hardware         10,046         7,333         2,713         136.99%         8,000           Total 5300 Office Expenses         25,479         24,108         1,371         105.69%         26,300           5400 General Church Expenses         3,289         3,483         (194)         94.44%         3,800           5410 Housekeeping Supplies & Repairs         3,289         3,483         (194)         94.44%         3,800           5412 Christmas Eve Sexton and Support         750         850         (100)         88.24%         850           5415 Treasurer's Expenses         6,289         5,500         789         114.35%         6,000           5430 Worship Supplies, etc.         156         1,008         (852)         15.43%         1,100           5435 Sound, Tapestry, Linens Fund         1,000         917         83         109.05%         1,000           5440 Stipends/Honoraria Guest Ministers         900         3,025         (2,125)         29.75%         3,300           5445 Sign Language Interpreter         500         400         100         125.00%         400           5470 S	5340 Telephone & Internet	3,333	3,392	(59)	98.25%	3,700
5397 Computer software/hardware         10,046         7,333         2,713         136.99%         8,000           Total 5300 Office Expenses         25,479         24,108         1,371         105.69%         26,300           5400 General Church Expenses         3,289         3,483         (194)         94.44%         3,800           5410 Housekeeping Supplies & Repairs         3,289         3,483         (100)         88.24%         850           5412 Christmas Eve Sexton and Support         750         850         (100)         88.24%         850           5415 Treasurer's Expenses         6,289         5,500         789         114.35%         6,000           5430 Worship Supplies, etc.         156         1,008         (852)         15.43%         1,100           5435 Sound, Tapestry, Linens Fund         1,000         917         83         109.05%         1,000           5445 Sign Language Interpreter         500         400         100         125.00%         400           5470 Staff Development         0         183         (183)         0.00%         200           5481 Loan Repayment         5,000         4,584         416         109.08%         5,000           5500 Property Expenses - Main Building	5350 Office Supplies & Repairs	5,179	6,508	(1,329)	79.58%	7,100
Total 5300 Office Expenses         25,479         24,108         1,371         105.69%         26,300           5400 General Church Expenses         3,289         3,483         (194)         94.44%         3,800           5410 Housekeeping Supplies & Repairs         3,289         3,483         (194)         94.44%         3,800           5412 Christmas Eve Sexton and Support         750         850         (100)         88.24%         850           5415 Treasurer's Expenses         6,289         5,500         789         114.35%         6,000           5420 Coffee/Friendship Hour Supplies         1,864         2,292         (428)         81.31%         2,500           5430 Worship Supplies, etc.         156         1,008         (852)         15.43%         1,100           5435 Sound, Tapestry, Linens Fund         1,000         917         83         109.05%         1,000           5445 Sign Language Interpreter         500         400         100         125.00%         400           5470 Staff Development         0         183         (183)         0.00%         2000           5481 Loan Repayment         5,000         4,584         416         109.08%         5,000           5500 Property Expenses - Main Building	5360 Office Equip Lease & Maintenance	6,804	6,325	479	107.57%	6,900
5400 General Church Expenses       3,289       3,483       (194)       94.44%       3,800         5410 Housekeeping Supplies & Repairs       3,289       3,483       (194)       94.44%       3,800         5412 Christmas Eve Sexton and Support       750       850       (100)       88.24%       850         5415 Treasurer's Expenses       6,289       5,500       789       114.35%       6,000         5420 Coffee/Friendship Hour Supplies       1,864       2,292       (428)       81.31%       2,500         5430 Worship Supplies, etc.       156       1,008       (852)       15.43%       1,100         5435 Sound, Tapestry, Linens Fund       1,000       917       83       109.05%       3,300         5445 Sign Language Interpreter       500       400       100       125.00%       400         5470 Staff Development       0       183       (183)       0.00%       200         5481 Loan Repayment       5,000       4,584       416       109.08%       5,000         5500 Property Expenses - Main Building       5500       4,584       416       109.08%       5,000         5510 Utilities       5511 Heating Fuel Oil & Gas       12,510       14,000       (1,490)       89.35%       14,	5397 Computer software/hardware	10,046	7,333	2,713	136.99%	8,000
5410 Housekeeping Supplies & Repairs       3,289       3,483       (194)       94.44%       3,800         5412 Christmas Eve Sexton and Support       750       850       (100)       88.24%       850         5415 Treasurer's Expenses       6,289       5,500       789       114.35%       6,000         5420 Coffee/Friendship Hour Supplies       1,864       2,292       (428)       81.31%       2,500         5430 Worship Supplies, etc.       156       1,008       (852)       15.43%       1,100         5435 Sound, Tapestry, Linens Fund       1,000       917       83       109.05%       1,000         5445 Sign Language Interpreter       500       400       100       125.00%       400         5470 Staff Development       0       183       (183)       0.00%       200         5481 Loan Repayment       5,000       4,584       416       109.08%       5,000         5500 Property Expenses - Main Building       5510 Utilities       5510 Utilities       14,000       (1,490)       89.35%       14,300	Total 5300 Office Expenses	25,479	24,108	1,371	105.69%	26,300
5412 Christmas Eve Sexton and Support         750         850         (100)         88.24%         850           5415 Treasurer's Expenses         6,289         5,500         789         114.35%         6,000           5420 Coffee/Friendship Hour Supplies         1,864         2,292         (428)         81.31%         2,500           5430 Worship Supplies, etc.         156         1,008         (852)         15.43%         1,100           5435 Sound, Tapestry, Linens Fund         1,000         917         83         109.05%         1,000           5440 Stipends/Honoraria Guest Ministers         900         3,025         (2,125)         29.75%         3,300           5445 Sign Language Interpreter         500         400         100         125.00%         400           5470 Staff Development         0         183         (183)         0.00%         200           5481 Loan Repayment         5,000         4,584         416         109.08%         5,000           5500 Property Expenses - Main Building         5500 Property Expenses - Main Building         510 Utilities         14,000         (1,490)         89.35%         14,300	5400 General Church Expenses					
5415 Treasurer's Expenses       6,289       5,500       789       114.35%       6,000         5420 Coffee/Friendship Hour Supplies       1,864       2,292       (428)       81.31%       2,500         5430 Worship Supplies, etc.       156       1,008       (852)       15.43%       1,100         5435 Sound, Tapestry, Linens Fund       1,000       917       83       109.05%       1,000         5440 Stipends/Honoraria Guest Ministers       900       3,025       (2,125)       29.75%       3,300         5445 Sign Language Interpreter       500       400       100       125.00%       400         5470 Staff Development       0       183       (183)       0.00%       200         5481 Loan Repayment       5,000       4,584       416       109.08%       5,000         5500 Property Expenses - Main Building       5500       22,242       (2,494)       88.79%       24,150         5510 Utilities       5510 Utilities       12,510       14,000       (1,490)       89.35%       14,300	5410 Housekeeping Supplies & Repairs	3,289	3,483	(194)	94.44%	3,800
5420 Coffee/Friendship Hour Supplies       1,864       2,292       (428)       81.31%       2,500         5430 Worship Supplies, etc.       156       1,008       (852)       15.43%       1,100         5435 Sound, Tapestry, Linens Fund       1,000       917       83       109.05%       1,000         5440 Stipends/Honoraria Guest Ministers       900       3,025       (2,125)       29.75%       3,300         5445 Sign Language Interpreter       500       400       100       125.00%       400         5470 Staff Development       0       183       (183)       0.00%       200         5481 Loan Repayment       5,000       4,584       416       109.08%       5,000         5500 Property Expenses - Main Building       5510 Utilities       5510 Utilities       114,000       (1,490)       89.35%       14,300	5412 Christmas Eve Sexton and Support	750	850	(100)	88.24%	850
5430 Worship Supplies, etc.       156       1,008       (852)       15.43%       1,100         5435 Sound, Tapestry, Linens Fund       1,000       917       83       109.05%       1,000         5440 Stipends/Honoraria Guest Ministers       900       3,025       (2,125)       29.75%       3,300         5445 Sign Language Interpreter       500       400       100       125.00%       400         5470 Staff Development       0       183       (183)       0.00%       200         5481 Loan Repayment       5,000       4,584       416       109.08%       5,000         Total 5400 General Church Expenses       19,748       22,242       (2,494)       88.79%       24,150         5510 Utilities       5510 Utilities       12,510       14,000       (1,490)       89.35%       14,300	5415 Treasurer's Expenses	6,289	5,500	789	114.35%	6,000
5435 Sound, Tapestry, Linens Fund       1,000       917       83       109.05%       1,000         5440 Stipends/Honoraria Guest Ministers       900       3,025       (2,125)       29.75%       3,300         5445 Sign Language Interpreter       500       400       100       125.00%       400         5470 Staff Development       0       183       (183)       0.00%       200         5481 Loan Repayment       5,000       4,584       416       109.08%       5,000         Total 5400 General Church Expenses       19,748       22,242       (2,494)       88.79%       24,150         5510 Utilities       5510 Utilities       12,510       14,000       (1,490)       89.35%       14,300	5420 Coffee/Friendship Hour Supplies	1,864	2,292	(428)	81.31%	2,500
5440 Stipends/Honoraria Guest Ministers       900       3,025       (2,125)       29.75%       3,300         5445 Sign Language Interpreter       500       400       100       125.00%       400         5470 Staff Development       0       183       (183)       0.00%       200         5481 Loan Repayment       5,000       4,584       416       109.08%       5,000         Total 5400 General Church Expenses       19,748       22,242       (2,494)       88.79%       24,150         5500 Property Expenses - Main Building       5510 Utilities       5511 Heating Fuel Oil & Gas       12,510       14,000       (1,490)       89.35%       14,300	5430 Worship Supplies, etc.	156	1,008	(852)	15.43%	1,100
5445 Sign Language Interpreter       500       400       100       125.00%       400         5470 Staff Development       0       183       (183)       0.00%       200         5481 Loan Repayment       5,000       4,584       416       109.08%       5,000         Total 5400 General Church Expenses       19,748       22,242       (2,494)       88.79%       24,150         5500 Property Expenses - Main Building       5510 Utilities       5511 Heating Fuel Oil & Gas       12,510       14,000       (1,490)       89.35%       14,300	5435 Sound, Tapestry, Linens Fund	1,000	917	83	109.05%	1,000
5470 Staff Development       0       183       (183)       0.00%       200         5481 Loan Repayment       5,000       4,584       416       109.08%       5,000         Total 5400 General Church Expenses       19,748       22,242       (2,494)       88.79%       24,150         5500 Property Expenses - Main Building       5510 Utilities       5511 Heating Fuel Oil & Gas       12,510       14,000       (1,490)       89.35%       14,300	5440 Stipends/Honoraria Guest Ministers	900	3,025	(2,125)	29.75%	3,300
5481 Loan Repayment       5,000       4,584       416       109.08%       5,000         Total 5400 General Church Expenses       19,748       22,242       (2,494)       88.79%       24,150         5500 Property Expenses - Main Building       5510 Utilities       5511 Heating Fuel Oil & Gas       12,510       14,000       (1,490)       89.35%       14,300	5445 Sign Language Interpreter	500	400	100	125.00%	400
Total 5400 General Church Expenses       19,748       22,242       (2,494)       88.79%       24,150         5500 Property Expenses - Main Building       5510 Utilities       5511 Heating Fuel Oil & Gas       12,510       14,000       (1,490)       89.35%       14,300	5470 Staff Development	0	183	(183)	0.00%	200
5500 Property Expenses - Main Building           5510 Utilities           5511 Heating Fuel Oil & Gas         12,510         14,000         (1,490)         89.35%         14,300	5481 Loan Repayment	5,000	4,584	416	109.08%	5,000
5510 Utilities           5511 Heating Fuel Oil & Gas         12,510         14,000         (1,490)         89.35%         14,300	Total 5400 General Church Expenses	19,748	22,242	(2,494)	88.79%	24,150
<b>5511 Heating Fuel Oil &amp; Gas</b> 12,51014,000(1,490)89.35%14,300	5500 Property Expenses - Main Building					
	5510 Utilities					
5512 Water & Sewer         1,435         5,500         (4,065)         26.10%         6,000	5511 Heating Fuel Oil & Gas	12,510	14,000	(1,490)	89.35%	14,300
	5512 Water & Sewer	1,435	5,500	(4,065)	26.10%	6,000

5513 Electricity	610	2,655	(2,045)	22.98%	2,896
5514b Power Options Membership	250	160	90	156.25%	175
5514c Solar Power Purchase Agreement	6,173	6,967	(794)	88.61%	7,600
Total 5510 Utilities	20,978	29,282	(8,304)	71.64%	30,971
5515 Prop. Exp. Maintenance Contingency Fund	2,000	1,833	167	109.11%	2,000
5520 Heating Maintenance & Repair	3,511	1,833	1,678	191.57%	2,000
5521 Elevator Inspection and Maintenance	4,300	4,033	267	106.61%	4,400
5530 Main Building Maintenance & Repair	20,677	19,250	1,427	107.41%	21,000
5535 Main Building Capital Exp.	26,000	23,833	2,167	109.09%	26,000
5550 Groundskeeping	2,781	917	1,864	303.29%	1,000
5560 Snow Removal	4,597	6,000	(1,403)	76.61%	6,000
5580 Insurance	13,328	11,603	1,725	114.87%	12,658
Total 5500 Property Expenses - Main Building	98,173	98,584	(411)	99.58%	75,058
5600 Religious Education					
5610 Children/Youth	7,813	7,333	480	106.54%	8,000
5620 Owl training	0		0		
5630 Youth Group Service Trip Coordinator	1,375	1,375	0	100.00%	1,500
5650 Adult RE (deleted)	0		0		
Total 5600 Religious Education	9,188	8,708	480	105.51%	9,500
5700 Music					
5750 Music Committee	7,040	9,167	(2,127)	76.80%	10,000
5760 Piano Repair	1,500	1,375	125	109.09%	1,500
5790 Organ Fund Set-aside	2,000	1,833	167	109.11%	2,000
Total 5700 Music	10,540	12,375	(1,835)	85.17%	13,500
5800 Other Committees					
5801b STAR/Adult RE	503	458	45	109.74%	500
5802 Committee on Ministry	0	183	(183)	0.00%	200
5807 Lay Ministry	0	137	(137)	0.00%	150
5808b Leadership Development	0	183	(183)	0.00%	200
5809 Membership Committee	46	917	(871)	5.04%	1,000
5810 Parish Committee	532	5,958	(5,426)	8.92%	6,500
5811 Parish Comm. Contingency Fund	0		0		0
5812 Racial Justice Committee	1,142	2,750	(1,608)	41.51%	3,000
5812b Social Justice Committee	2,784	2,750	34	101.25%	3,000
5815 Stewardship Committee	3,641	1,833	1,808	198.65%	2,000
5818 Turning Outward	800	2,750	(1,950)	29.09%	3,000
5820 Other Parish Committee approved expenses	0		0		
5899 Miscellaneous	0		0		
Total 5800 Other Committees	9,448	17,919	(8,471)	52.72%	19,550
5900 Outreach					
5910 UUA	35,871	32,701	3,170	109.69%	35,673

Ne	t Income	70,405	(442)	70,847	-15928.77%	
То	tal Expenses	728,874	746,835	(17,961)	97.60%	\$ 813,301
!	970 General expense reserve	0	(15,473)	15,473	0.00%	(16,880)
-	Total 5900 Outreach	56,395	51,174	5,221	110.20%	\$ 55,823
	5965 Mass. Interfaith Power & Light	0	229	(229)	0.00%	250
	5962 UU Urban Ministry	250	229	21	109.17%	250
	5940 Giving First	20,074	17,419	2,655	115.24%	19,000
	5930 Partnership Church Council	200	321	(121)	62.31%	350
	5920 MBD	0	275	(275)	0.00%	300

Thursday, Jun 11, 2020 09:49:06 AM GMT-7 - Cash Basis

#### First Parish UU Church of Arlington FY20 Summary

Assume pledges end at 101.7% of budget, FY19 pledges ended at 101% of budget

Plate projected at \$3,000 for June, will end \$7k over budget

Mariposa payment \$3,750 for June, minimum pay per lease, will end \$1,225 under budget

User fees fees \$375 for June, will end \$5k under budget

Salary projection assumes staff continue to be paid through June, also \$2,000 credit for ministerial support

\$3k in delayed water bills to come

\$99k in stimulus payment held in reserve, not added to income.

Parish Committee projected to spend \$1,000 total, budget is \$6,500

			Total	
	Jul - May	June proj	projection	Budget
Pledges	635,014	20,000	655,010	644,150
Plate	42,026	3,000	45,030	38,000
Fair, fundraisers	18,670	0	18,670	14,000
Mariposa	51,150	3,750	54,900	56,125
User fees	19,733	375	20,110	25,500
Parking	5,500	500	6,000	6,000
Other	2,522	0	2,520	6,500
Wellington fund	10,000	0	10,000	10,000
Interest income	1,665	150	1,820	20
Capital infrastructure	13,000	0	13,000	13,000

Total	799,280	27,780	827,060	813,300
Salary	389,067	45,000	434,070	463,535
FICA	29,204	2,750	31,950	29,750
Pension	29,680	2,700	32,380	28,700
Health insurance	19,032	1,900	20,930	14,280
Benefits & other	6,937	631	7,570	6,800
Prof fees	11,239	2,800	14,040	14,100
Sabbatical	7,464	679	8,140	8,142
Total	492,600	56,500	549,100	565,300
Consultants	7,280	2,000	9,280	10,000
Office expenses	25,479	2,316	27,800	26,300
Church & general supplies	7,559	687	8,250	9,800
Treasury expense (CC fees)	6,289	572	6,860	6,000
Stipends	900	0	900	3,300
Loan repayment	5,000	0	5,000	5,000
Other expenses total	19,748	1,259	21,010	24,100
Heat & Gas	12,510	1,200	13,710	14,300
Water	1,435	3,000	4,440	6,000
Electricity	7,033	639	7,670	10,675
Utilities total	20,978	4,839	25,820	30,975
Repairs & other	26,967	1,200	28,170	24,125
Property contingency	2,000	0	2,000	2,000
Insurance	13,328	0	13,330	12,650
Elevator inspection	4,300	0	4,300	4,400
Capital infrastructure	26,000	0	26,000	26,000
Snow removal	4,600	0	4,600	6,000
Property total	77,195	1,200	78,400	75,175
RE committee	9,188	250	9,440	9,500
Music committee	10,540	250	10,790	13,500
Parish committee	530	470	1,000	6,500
Other committees	9,193	1,000	10,190	13,050
UUA	36,071	0	36,070	36,800
Giving First	20,074	1,500	21,570	19,000
Expense reserve	0	0	0	(16,900)
Total expenses	728,876	71,585	800,470	813,300

Net income (loss)	70,404	(43,805)	26,590	0