

April 16, 2015

Dear UUFECers,

Next Sunday, April 26, we will have our annual meeting during “second hour”. This is a time when we address the “state of the church.” The agenda will include financial updates, including a vote on a budget for fiscal year 2015-16. Our Interim Minister Rev. Karen Matteson will also share some reflections on the “state of UUFEC.”

Attached is the agenda for the meeting, including budget that the Board of Trustees is presenting to you for your consideration. Please do read carefully and bring your questions! One question relates to future professional ministry at our church. This budget includes funding for a minister at 2/3-time through December. What do we do then?

While it was premature for the Board to make any decisions without a congregationally approved budget, we have discussed several different ideas and are ready to move forward. And “moving forward” must involve engaging the congregation in discussion about next steps.

We look forward to seeing you all as we gather to serve our mission. Get ready for reports, good company and awesome auction items!

With gratitude for all you do for UUFEC,

Jane Park
UUFEC President

UUFEC Annual meeting April 26, 2015: Agenda

1. Call to Order & Verification of Quorum
2. Introduction of Board Members & the Nominating Committee
3. Interim Minister’s Report
4. Report of the Endowment Committee
5. Overview of Current Budget (May 1, 2014 – April 30, 2015) and Financials
6. Report on Pledge Drive and Presentation of Budget for May 1, 2015 – April 30, 2016
7. Vote on Budget
8. Adjournment

2015 - 2016 Budget

| | <u>May '15 - Apr 16</u> |
|----------------------------------|-------------------------|
| Ordinary Income/Expense | |
| Income | |
| Donations | |
| Coffee Fund (Fair Trade) | 100 |
| Donation-Other | 1,000 |
| Share the plate- Other | 2,600 |
| Share the Plate-UUFEC | 2,600 |
| Social Action Projects | 150 |
| Total Donations | <u>6,450</u> |
| Emergency Assist Donation | 500 |
| Fund Raising | |
| Coffee House Live | 0 |
| Fund Raising - Other | 3,000 |
| RE Campaign | 300 |
| Total Fund Raising | <u>3,300</u> |
| FY 15 Pledges Received | 3,000 |
| FY 16 Pledge Income | 90,000 |
| Interest | 5 |
| Special Gifts | 2,000 |
| Use Fee | 100 |
| Total Income | <u><u>105,355</u></u> |
| Gross Profit | 105,355 |

2015 - 2016 Budget

May '15 - Apr 16

Expense

A. Maintaining the Facility

Insurance 4,600

Maintenance

Cleaning 5,800

General Maint & Supplies 175

Kitchen Supplies 325

Land and Grounds 855

Improvements 550

Special Projects

Fellowship Sign 2,000

Parking Lot Repair 250

Parking Lot Striping 250

Total Special Projects 2,500

Total Maintenance 10,205

Mortgage 6,879

Utilities

Cable-Alarms 1,300

Electric 2,850

Telephone 575

Water-Trash-Sewer 900

Total Utilities 5,625

Capital Improvement Funding

(To be saved per year)

Asphalt 650

Roof 300

Carpet 200

Plumbing 150

Electronics 80

Total Capital Improvements 1,380

Total A. Maintaining the Facility 28,689

2015 - 2016 Budget

May '15 - Apr 16

| B. Administration | |
|--------------------------------|---------------|
| Canvass Expenses | 250 |
| Communications | |
| Advertising | 300 |
| Web Master | 590 |
| Web page | 150 |
| Total Communications | 1,040 |
| Endowment Committee | 10 |
| Equipment maintenance | |
| Computer Software | 600 |
| Copier | 620 |
| Total Equipment maintenance | 1,220 |
| Payroll Expenses | 2,200 |
| Other Administration | |
| Fees | 200 |
| Fundraising Expense | 25 |
| Human Resources | 100 |
| Office manager Salary | 4,680 |
| Office Supplies | 350 |
| Total Other Administration | 5,355 |
| Total B. Administration | 10,075 |

2015 - 2016 Budget

May '15 - Apr 16

C. Programs

| | |
|----------------------------------|---------------|
| Membership | 120 |
| Music | |
| Music Director | 2,912 |
| Music Programs/Supplies | 150 |
| Substitute Pianist | 100 |
| Total Music | 3,162 |
| Religious Education | |
| DRE Salary | 15,360 |
| RE Supplies/RE Other | 300 |
| RE Staff | 2,500 |
| Total Religious Education | 18,160 |
| Religious Services | |
| Guest Speakers | 2,300 |
| Total Religious Services | 2,300 |
| Total C. Programs | 23,742 |

D. Ministry

| | |
|--|---------------|
| Minister's Package May 1 - Dec 31, 2015 | |
| Minister's Salary | 10,400 |
| Minister's Housing | 9,600 |
| Minister's FICA Allowance | 1,530 |
| Minister's Professional Expense | 1,400 |
| Minister's Disability | 200 |
| Minister's Health Insurance | 1,280 |
| Minister's Pension | 2,000 |
| Minister's Life Insurance | 77 |
| Minister's Package Jan 1 - April 31, 2016 | 0 |
| Total Minister's Package | 26,487 |
| Outreach | |
| Emergency Assistance | 500 |
| Share the Plate | |
| Share the Plate Other | 2,600 |
| Social Action Projects | 150 |
| Total Share the Plate | 2,750 |
| Total Outreach | 3,250 |
| Total D. Ministry | 29,737 |

2015 - 2016 Budget

| | <u>May '15 - Apr 16</u> |
|---|-------------------------|
| E. Bd & Denom'nl Affairs | |
| Lead Develop/Conferences | 500 |
| MidSouth District Dues | 0 |
| RE Conf/Continuing Ed. | 650 |
| UUA Annual Program Fund | 7,500 |
| Total E. Bd & Denom'nl Affairs | <u>8,650</u> |
| Reserve/Savings | <u>4,463</u> |
| Total Expense | <u>105,355</u> |
| Net Ordinary Income | <u>0</u> |
| Net Income | <u><u>0</u></u> |