

**ENDOWMENT COMMITTEE**

<u>Fund Sources</u>	<u>March 31, 2014</u>	<u>March 31, 2013</u>
Neuberger Berman	\$1,396,638	\$1,210,899
UUA Common Fund	\$ 545,426 *	\$ 709,215
Vanguard Money Mkt.	\$ 292,355*	\$ 93,318
<b>Total endowment funds</b>	<b>\$2,234,419</b>	<b>\$2,013,432</b>
<b>Other non-endowment funds under management</b>		
Bernhard Music Fund	\$ 170,419**	\$ 171,242
<b>Congregational loan</b>		
Loan to TUCW (SL)	\$ 582,750***	\$ 582,750
<b>Grand totals</b>	<b>\$2,987,588</b>	<b>\$2,767,424</b>

**Notes:**

\* \$200,000 was transferred from the UUA Common Fund to the Vanguard Prime Money Market Fund to increase liquidity/emergency funds.

\*\* These assets are in the Vanguard Total Bond Market Index fund. Under a long-standing practice, 66.67% of the interest earned is annually transferred to the Church Music budget to cover the expenses of special musical events such as the Christmas pageant and the spring Choral Concert.

\*\*\* A special taskforce was formed to address the Sheila Lane loan issue and is expected to make its report to the congregation at the Annual Meeting in 2014.

Neil Coleman Chair, Marie Claire Bue, Brian LaVoie, David Thompson and Bob Trefry

## TREASURER'S REPORT

The Treasurer is the member of the Board of Trustees who oversees the finances of the church with the support of the Assistant Treasurer (if one exists) and the support and supervision of the Finance Committee. This report reviews the church financial results for the 2013 fiscal year which started on July 1, 2012 and ended on June 30, 2013. Since the annual meeting was moved to June, before the close of the financial year, the treasurer and finance committee can only report final numbers for Fiscal Year 2013 (10 months after the fact).

Please refer to the 2013 financial statements that follow this report. The fiscal year 2015 budget is reported by the Finance Committee. Note the new, simplified all-church balance sheet, which includes the endowment, a consolidation of reserves, and the proposed Sheila Lane mortgage adjustment (to be voted on at the June annual meeting). Also, property assets / liability has been moved to the consolidated balance sheet for clarity.

**Summary** - The congregational operating budget ended the 2012-2013 fiscal year with a \$89,700 surplus. Sheila Lane ended the year with a \$77,000 loss, resulting in a consolidated surplus of \$12,700. This was \$7,500 under our projected surplus of \$20,300.

### Key highlights

- Income was higher than expected
  - 21K gift for membership coordinator (other income)
  - Higher than expected rentals
- Expenses were higher than expected
  - 30K overage on Sheila Lane (due to property being empty for longer than expected)
  - 10K denominational (paying our fair share)
  - 10K compensation (20K membership coordinator offset by lower than expected benefits exp)

### Significant events of the **2014** fiscal year:

- Continued membership coordinator position fully funded by a congregant's gift, which will continue through fiscal year 2015.
- Sale of the Sheila Lane property (originally planned for in the 2013 budget), resulting the realization of the loss in this property and payment of the mortgage gap with church reserves.

Respectfully submitted,

Ken Vogel  
Treasurer

The Unitarian Church in Westport

FY 2013 Profit Loss

July 2012 through June 2013

	Jul '12 - Jun 13	Budget	\$ Over Budget
<b>Income</b>			
4009 · Pledge & Gift Trust Income	677,674.13	674,370.00	3,304.13
4029 · Voluntary Contributions	37,387.57	38,000.00	-612.43
4049 · Other Contributions	2,700.00	1,300.00	1,400.00
4189 · Fundraising Projects	27,049.49	22,500.00	4,549.49
4269 · Facility Use Fees	140,596.68	122,992.00	17,604.68
4719 · Other Income	37,296.76	18,355.00	18,941.76
<b>Total Income</b>	<b>922,704.63</b>	<b>877,517.00</b>	<b>45,187.63</b>
<b>Gross Profit</b>	<b>922,704.63</b>	<b>877,517.00</b>	<b>45,187.63</b>
<b>Expense</b>			
5008 · Compensation	579,763.09	569,434.00	10,329.09
5269 · Utilities	30,073.79	33,600.00	-3,526.21
5309 · Building Maintenance	68,386.68	59,000.00	9,386.68
5359 · Grounds Maintenance	10,859.67	11,700.00	-840.33
5379 · Church Insurance	11,185.50	11,400.00	-214.50
5529 · Church Services	6,359.41	6,700.00	-340.59
5549 · Programs	19,386.43	27,800.00	-8,413.57
5609 · Office Supplies/Services	17,622.16	14,400.00	3,222.16
5629 · Office Equipment	14,175.50	13,000.00	1,175.50
5709 · Denominational	40,421.00	30,170.00	10,251.00
5809 · Annual Canvass	1,811.01	3,000.00	-1,188.99
5927 · Accounting Services	5,957.50	7,080.00	-1,122.50
5949 · Miscellaneous Expense	26,988.95	25,755.00	1,233.95
5970 · Sheila Lane Expenses	76,979.05	44,200.00	32,779.05
<b>Total Expense</b>	<b>909,969.74</b>	<b>857,239.00</b>	<b>52,730.74</b>
<b>Net Income</b>	<b>12,734.89</b>	<b>20,278.00</b>	<b>-7,543.11</b>

## Balance Sheet FY 2013 and 2014

Category		Jun 30, 2012	Jun 30, 2013	Consolidation	
				Apr 30, 2014	Apr 30, 2014
<b>OPERATING</b>					
<b>Assets</b>	Checking/Savings	450,442	209,114	239,701	239,701
	Sheila Lane Property	790,000	815,000		
	Other Assets	3,761	1,000		
	<b>Total</b>	<b>1,244,202</b>	<b>1,025,114</b>	<b>239,701</b>	<b>239,701</b>
<b>Liabilities</b>	Endowment Loan	582,750	582,750	582,750	
	Sheila Lane Mortgage	1,092,250	792,250		
	Edith Freid Bequest			20,000	
	Jan Park SJ Bequest			150,000	150,000
	Other Liabilities (funds, etc)	172,782	157,702	127,383	127,383
	<b>Total</b>	<b>1,847,782</b>	<b>1,532,702</b>	<b>880,133</b>	<b>277,383</b>
<b>Equity</b>	Capital Reserve	35,000	35,000	35,000	
	Major Maint Reserve	125,545	142,215	157,879	
	Sheila Lane Losses	-772,470	-790,605	-790,605	
	General Reserves	9,345	87,572	-42,707	-37,682
	<b>Total</b>	<b>-602,580</b>	<b>-525,817</b>	<b>-640,432</b>	<b>-37,682</b>
<b>ENDOWMENT</b>					
<b>Assets</b>	Newberger & Berman			1,396,639	1,396,639
	UU Common Fund			545,427	545,427
	Vanguard MM			292,563	292,563
	Music Fund			170,419	170,419
	SL Loan - non-performing			582,750	
	<b>Total</b>			<b>2,987,798</b>	<b>2,405,048</b>
<b>Equity</b>	Endowment Equity			<b>2,987,798</b>	<b>2,405,048</b>
<b>CONSOLIDATED</b>					
<b>Assets</b>	Operating			239,701	239,701
	Endowment			2,987,798	2,405,048
	Property	3,000,000	3,000,000	3,000,000	3,000,000
	<b>Total</b>			<b>6,227,499</b>	<b>5,644,749</b>
<b>Liabilities</b>	Operating			127,383	127,383
	<b>Total</b>			<b>880,133</b>	<b>277,383</b>
<b>Equity</b>	Operating			-640,432	-37,682
	Endowment			2,987,798	2,405,048
	Property	3,000,000	3,000,000	3,000,000	3,000,000
	<b>Total</b>			<b>5,347,366</b>	<b>5,367,366</b>
	<b>Total Liabilities and Equity</b>			<b>6,227,499</b>	<b>5,644,749</b>

The Unitarian Church in Westport

Detailed Balance Sheet

As of June 30, 2013

	<u>Jun 30, 13</u>
ASSETS	
Current Assets	
Checking/Savings	
1021 · FCSB OPERATING*CKG	209,114.08
1022 · FCSB * MONEY MARKET	
1200 · Vanguard Money Market	
Total Checking/Savings	<u>209,114.08</u>
Total Current Assets	209,114.08
Fixed Assets	
1400 · Land & Land Improvements	1,000,000.00
1401 · Church Building	1,000,000.00
1404 · Meeting House	900,000.00
1406 · Sheila Lane Property*Land	815,000.00
1408 · Furniture, Fixtures & Equipment	<u>100,000.00</u>
Total Fixed Assets	3,815,000.00
Other Assets	
1251 · Due From Sheila Lane Property	
1256 · Securitiy Deposit* SCG (Gas)	<u>1,000.00</u>
Total Other Assets	<u>1,000.00</u>
TOTAL ASSETS	<u><u>4,025,114.08</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
2111 · 403(B) TIAA-CREF (ET)	1,277.12
2113 · Pershing (403) B Frank Hall	2,812.50
2121 · Clearance	
2119 · Special Performances	1,741.77
2122 · Outreach / Service Trips	0.62
2124 · Beardsley School	1,537.13
2125 · Share the Plate	2,334.14
2126 · Children's Chapel	808.05
2315 · Camp Jewell	-1,128.14
2317 · Microfinance Fund	5,245.00
2321 · Camp Jewell * Scholarship Fund	1,153.16
2322 · Chalice Lighters	20.00
2537 · Teen Room Improvement Gift	44.29
2538 · Spring Speakers Series	
2545 · COA Adult Trip	1,639.58
2547 · Minister's Discretionary Fund	5,712.02
2601 · Global Justice Committee Fund	634.94
2602 · Clearance * Misc	-600.03
2121 · Clearance - Other	<u>88.00</u>

## The Unitarian Church in Westport

### Detailed Balance Sheet

As of June 30, 2013

	Jun 30, 13
Total 2121 · Clearance	19,230.53
2208 · Loans & Exchanges	
2218 · Flexible Spending Acct*Paychex	
2218.2 · FSA Year 2011	240.84
2218.3 · FSA Year 2012	121.08
Total 2218 · Flexible Spending Acct*Paychex	361.92
2295 · Advance Pledge Payment	59,075.00
2296 · Prepaid Facility Rent	1,050.00
Total Other Current Liabilities	83,807.07
Total Current Liabilities	83,807.07
Long Term Liabilities	
2700 · DUE TO ENDOWMENT FUND	582,750.00
2800 · N/P FCSB MORTGAGE	792,250.00
Total Long Term Liabilities	1,375,000.00
Total Liabilities	1,458,807.07
Equity	
2115 · Invested in Capital Assets	
2500 · Capital Assets	3,000,000.00
Total 2115 · Invested in Capital Assets	3,000,000.00
2120 · Program Funds	
2305 · Membership Coordinator Fund	8,910.43
2309 · COA Program Reserve	3,885.90
2310 · Rainbow Task Force Fund	369.00
2318 · Senior Group	324.33
2320 · Shawl Ministry	498.13
2323 · Environmental Action Committee	1,191.22
2400 · Partner Church	1,570.28
2405 · Social Justice Ministry	120.00
2406 · Social Justice Fund	
2311 · Westbridge Fund	4,431.11
2316 · CT Food Bank	3,686.75
2325 · Labyrinth	
2355 · Voices Cafe	1,147.14
2357 · Voices Cafe-Reserve Fund	2,339.77
2406 · Social Justice Fund - Other	3,577.04
Total 2406 · Social Justice Fund	15,181.81
2407 · Lay Leadership Scholarship	1,855.54
2521 · Computer Fund	263.74
2522 · Special Music Fund	28,871.11
2524 · Bernhard Music Fund Dist.	1,032.38
2527 · Youth Group	3,835.24
2528 · Memorial Area	33,887.99
2530 · Choir Accompanist Fund	1,552.63

The Unitarian Church in Westport

Detailed Balance Sheet

As of June 30, 2013

	<u>Jun 30, 13</u>
2532 · UU Bookcart	855.23
2536 · Bell Choir Fund	89.08
2544 · Friday Night Forum	852.00
2550 · Spring Fling / Fall Follies	
2603 · Plowing Donation	6,120.00
2120 · Program Funds - Other	-118.37
Total 2120 · Program Funds	<u>111,147.67</u>
2130 · Reserves	
2539 · Capital Reserve	35,000.00
2542 · Major Maintenance Reserve	145,549.33
Total 2130 · Reserves	<u>180,549.33</u>
2140 · Net Loss Sheila Lane Purchase	-649,386.33
2150 · Net Loss Sheila Lane	-141,218.43
3900 · General Fund Balance *BOY	52,479.88
Net Income	12,734.89
Total Equity	<u>2,566,307.01</u>
TOTAL LIABILITIES & EQUITY	<u>4,025,114.08</u>

## FINANCE COMMITTEE

**The Budgeting Process** – The budgeting process always starts with the Finance Committee, which investigates the needs of the staff and committee heads, and then submits its proposed budget to the Board of Trustees for their approval. Then it is submitted to the congregation for their approval, as we are doing now at this Annual Meeting.

For FY 2015, we are budgeting a net surplus of \$1,532. It was a challenging budget, due to a shortfall of pledges and increased expenses, but we were able to make up the gap with increased fundraising, cutting expenses and a generous contribution to offset the social justice director salary.

Respectfully submitted by the Finance Committee  
Art Ulrich, Neil Coleman, Harvey Place, Anne Khanna, Assistant Treasurer, and Ken Vogel,  
Treasurer.



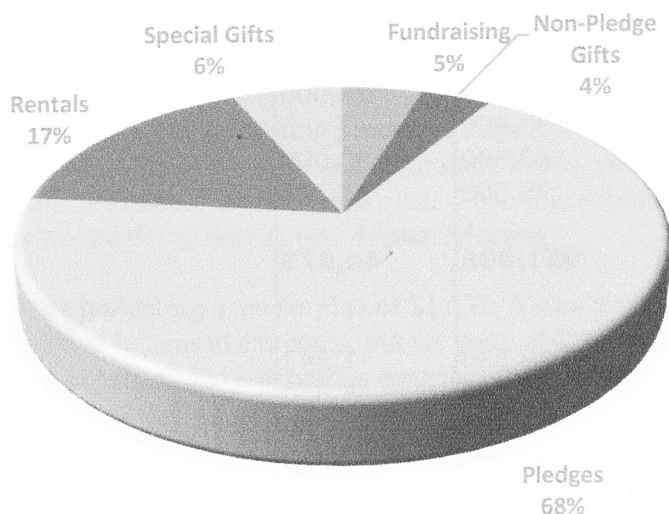
## 2015 Budget Summary

Operating Budget 2014-2015	2015 Bud	vs. 2014
<b>Budget Income</b>		
Net Pledge & Gift Rec.	637,170	-37,200
Facility Use	157,336	25,000
Voluntary Contrib	38,000	0
Fundraising	43,500	30,000
Other Income	75,000	27,173
<b>Total Income</b>	<b>951,006</b>	<b>44,973</b>
<b>Budget Expenses</b>		
Total Compensation	668,530	-1,543
Utils, Maint, Insur	103,650	-5,850
Programs & Services	33,800	200
Denominational	42,369	783
Office Supplies & Services/Office Equ	29,500	-500
Accounting,Audit,Bank & Cr. Card	29,075	10,855
Administrative	2,000	2,000
BOT, Ann Meet & Canvass	28,000	17,500
Fund & Reserve Obligations	10,000	-26,000
Miscellaneous	2,550	-750
<b>Total Expenses</b>	<b>949,474</b>	<b>-3,305</b>
<b>Net Income/Loss</b>	<b>1,532</b>	

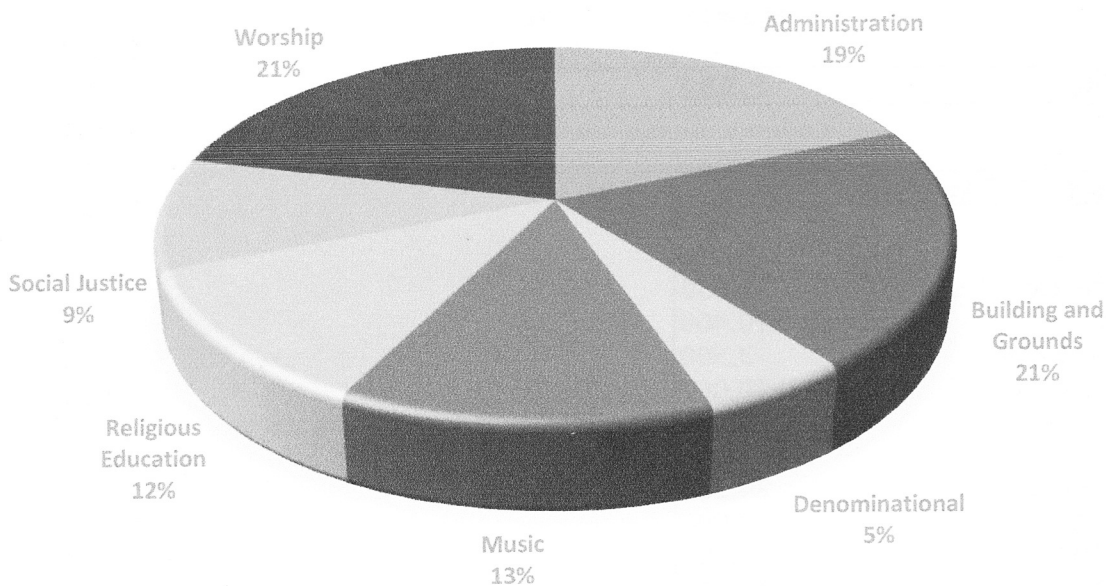
### Significant Changes 2015 vs 2014 Budget

Lower Pledges	-37,200
Minister Search Comm	-15,000
Interim Minister Increased Cost	-9,950
RE Admin Assistant	-10,400
Cost of Living Increase 1%	-3,500
Increase reserve payment	-10,000
Misc Increase expenses	-6,186
Reduced Sheila Lane Exp	24,300
Increased fundraising	30,000
Youth Coord 16 to 10 hrs	6,504
Minister 1 month sabattical	14,710
Use Jan Park gift for SJ Director	30,000
Increase Nursery School Rent	10,000
Increase facility fees	25,000
<b>Total</b>	<b>48,278</b>

### 2015 Budget Income Breakdown



### 2015 Budget Expense Breakdown



### Past Year Actual Income and Expenses

Year	Income	Operating Expense	Total	Sheila Lane	Combined
FYE 6/30/2014 *	906,033	916,778	-10,745		
FYE 6/30/2013	922,705	832,991	89,714	-76,979	12,735
FYE 6/30/2012	877,827	836,967	40,860	-43,135	-2,274
FYE 6/30/2011	885,109	868,121	16,988	-38,977	-21,989
FYE 6/30/2010	880,581	851,841	28,740	-32,940	-4,200
FYE 6/30/2009	850,786	1,003,077	-152,291	-22,845	-175,136

\* 2014 numbers are budgeted