

Explanation and Summary

Unitarian Church of Montpelier Budget July 1, 2019 - June 30, 2020

*As Adopted at the Annual Meeting
May 19, 2019*

INTRODUCTION

The following is a summary of the budget adopted at the Annual Meeting on May 19, 2019. In the Annual Report it appeared in both a condensed and the traditional detailed format. The following highlights the content and important changes in each section of the condensed budget.

GENERAL FUND BUDGET

A. Income: Total - \$400,824

Contribution Income: Pledge income is budgeted to increase \$26,246 from \$281,254 to \$307,500. Based on our recent experience, we anticipate more unpledged donations (cash and checks) in the Sunday pouch, and an increase in the amount from pledges made last year that will be completed after the start on the 2019-20 church year. The budget also includes a \$2,000 contribution from our cash reserves.

Fund Raising: Holiday Fair income is budgeted to increase by \$500 to \$9,000. More significantly, an individual has pledged to match Holiday Fair proceeds dollar for dollar (up to \$11,000). As budgeted, Holiday Fair proceeds are \$18,000. Go Holiday Fair!! The Fall Fund Raiser is scheduled again this year with a goal of \$8,000 (\$7,355 raised this year). Other events in this category include the Clarke Lectures, rummage and directory sales.

Outside Funds: Outside funds include the annual transfer (4%) from the Keve portion of our Long Term Invested Funds, and income from the Wyman Trust.

Other income: The most significant item in this category is building rentals, which is budgeted to increase by \$600 to a total of \$17,100. A grant VT/Que UU Convention that supports the work of the Historian is also included here.

B. Expenses: Total - \$400,572

General:

Staff Compensation: The budget provides staff compensation increases consistent with our fair compensation policies: annual salary increases and adjustments in salary ranges based on updates in UUA guidelines.

Health Insurance: UUA Fair Compensation Guidelines include a provision that Congregations strive to offer health insurance to eligible employees. Until now, UCM has not offered health insurance to staff as part of our compensation package (an exception in the past has been covering part of the Minister's health insurance when needed). For the first time the proposed budget includes funding for staff health insurance.

A study committee was organized last fall and charged with making recommendations to the ET on offering this important benefit. The first step recommended was to offer health coverage to full-time employees (those that work 30 or more hours per week), with the Church covering 80% of the cost of premiums. Money has been included in the budget to cover two employees who have expressed an interest in coverage (3 are eligible). A half year of coverage in the health plan offered through the UUA is in the budget as enrollment cannot begin until January 1, 2020. The amount proposed is \$5,377, but that will at a minimum double next year, along with any costs associated with a decision by the ET to extend benefits, including covering those working under 30 hours per week or covering dependents.

Ministry: This category covers the Ministers compensation package, with the addition of health insurance. It also includes expenses (\$1,000) for an unpaid seminary student who will be with us next year.

Life Span Spiritual Exploration: LSE is made up of the DLSE's compensation, including the addition of health insurance, and LSE program expenses funded at the same level as in the current budget. The DLSE is budgeted at 90% time.

Music: Compensation for the Music Director's and the Accompanist's are in this category. It also includes expenses related to the music program (sheet music, organ/piano tuning, special music). The Music Director becomes eligible for UUA retirement plan contributions during this budget year so that cost has been added.

Administration: This category includes the Administrator's and Office Assistant's compensation. The Administrator time has been increased from 75% to 85% to reflect actual hours of time spent in this position, and salary has been increased to reflect a full year of compensation without restrictions on earnings. Administration also includes office expense items such as website, copier lease and maintenance, postage, etc. Some line items have been increased or decreased to reflect anticipated expense changes.

Building: Building expenses cover items such as fuel oil, water and sewer, property insurance, electricity and snow removal. The Sexton's compensation is in this category and he remains at 40% time.

Program Expenses: Compensation for the Membership Coordinator's is in this category. The position has been increased from 25% time to 40%, and reflects 12 vs. the 10 months of employment that occurred in the first year of this position. This category also includes the budgets for all the Church committees (Worship and Arts, Small Group Ministry, Social Responsibility, etc.) and the total of our contributions to designated Community Pouch organizations. The media assistant position has been dropped as these functions will be assumed by the Membership Coordinator, and the Church Contribution to the Community Lunch program has been increased from \$100 to \$1,500.

Outreach and Denominational: The primary budget items are our annual contribution to the VIA and the UUA Program Fund of \$18,474 (formerly our UUA dues). It also includes a \$200 contribution to the UU Service Committee added at the Annual Meeting.

Other Misc. Expenses: This category includes fundraising event expenses, payroll taxes and workers complementation costs.

CAPITAL BUDGET

A. Income: Total - \$46,150

The Capital budget, including building maintenance, is funded by a withdrawal of 4% of the value of our long term invested funds as of December 31, 2018 (\$778,770). This withdrawal totals \$31,151. This

amount is being supplemented by using \$8,000 from the capital reserve fund and a projected \$7,000 balance in the Capital Fund.

B. Expenses: Total - \$46,150

Capital Improvements: \$41,000 is allocated to paint the exterior of the church, including any repairs needing attention, such a rotting wood.

General and Unanticipated Maintenance: \$5,150 is proposed for miscellaneous repairs to the buildings and grounds. We have found that in addition to routine maintenance, in the past several years there have been projects that require attention but are not specifically anticipated in the budget.