

The Unitarian Church of Montpelier
Proposed FY 24/25 Budget
May 19, 2024

										FY24 Budget	FY25 Proposed	Notes / Assumptions
										Jul '24 - Jun '25		
												LTIF 12/31/2023 Balance Available for Budget = \$917,771
									Income			
									4000 · GENERAL FUND INCOME			
									4100 · Contributions Income			
									4110 · Pledges - Current Year	346,908.00	348,130.35	Based on total pledge amount of \$366,453 as of April 15 (Assume 95% collected.)
									4111 · Pledges- Prior Year		0.00	
									4120 · Checks & Online Gifts	18,000.00	3,000.00	FY24 budget included large unpledged gift
									4121 · Pouch cash	5,000.00	5,000.00	
									4122 · Donations to Community Pouch			
									4123 · Christmas Eve	900.00	900.00	
									4122 · Donations to Community Pouch - Other	12,000.00	12,000.00	
									Total 4122 · Donations to Community Pouch	12,900.00	12,900.00	
									4130 · Coffee/Tea Table		300.00	
									4140 · Other		0.00	
									4170 · Miscellaneous Contribution			
									Total 4100 · Contributions Income	382,808.00	369,330.35	
									4200 · Fund Raising			
									4210 · Holiday Fair	12,000.00	12,000.00	
									4225 · Fund Raising	10,000.00	10,000.00	
									4235 · Yard/Rummage Sale	2,000.00	2,000.00	
									4260 · Clarke Lectures	2,500.00	2,500.00	
									Total 4200 · Fund Raising	26,500.00	26,500.00	
									4300 · Income from outside funds			
									4311 · LTIF Transfers for Budget	7,808.00	9,177.00	1% of 12/31/23 LTIF balance
									Social Responsibility Fund		2,000.00	Contribution from currently undesignated special fund
									4313 · Transfer from Keve	1,226.00	1,760.00	Based on 5% of total balance of \$35,213
									4320 · from Wyman Trust	2,300.00	4,112.00	
									Total 4300 · Income from outside funds	11,334.00	17,049.00	
									4400 · Use of Building/Resources	18,000.00	13,000.00	More realistic estimate
									4500 · Interest on General Funds		6,000.00	Assumes rates stay in 4 - 5% range
									4600 · Other GF Unclassified Income			
									4610 · Grants	900.00	1,650.00	VQCUU Grant and UU Funding Grant
									4650 · Misc rebates refunds etc		40.00	
									4600 · Other GF Unclassified Income - Other		500.00	
									Total 4600 · Other GF Unclassified Income	900.00	2,190.00	
									Total 4000 · GENERAL FUND INCOME	439,542.00	434,069.35	
									Expense			
									6000 · GENERAL FUND EXPENSE			
									6100 · Ministry			
									6110 · Minister Compensation			
									6112 · Minister's Salary	22,892.00	27,379.08	1.0FTE; 1.6% increase to salary & housing (\$2,000 reallocated to Professional Expenses)

					6113 · In lieu of FICA - Minister	7,106.00	7,067.00	
					6114 · Retirement			
					6114A · UCM Contribution	9,289.00	6,928.43	Assumes 10% contribution through Dec. 2024 and 5% beginning Jan. 2025
					6114B · UCM 2% Match	1,858.00	1,847.58	
					Total 6114 · Retirement	11,147.00	8,776.01	
					6115 · Housing Allowance	70,000.00	65,000.00	Adjusted at Minister's request
					6116 · Benefits			
					6116a · Life/Disab Insurance	1,389.00	1,389.00	
					Total 6116 · Benefits	1,389.00	1,389.00	
					6118 · Minister's Professional	6,500.00	8,500.00	\$2,000 from salary & housing
					Total 6110 · Minister Compensation	119,034.00	118,111.10	
					6125 · Sabbatical Reserve	0.00	0.00	
					Total 6100 · Ministry	119,034.00	118,111.10	
					6200 · Spiritual Exploration			
					6210 · LSE Director Compensation			
					6212 · Salary	37,496.00	32,245.36	Reduce by 1 month (8/1 start) AND Reduce to 25 hrs/wk
					6214 · Retirement			
					6214a · UCM Retirement Contribution	2,045.00	1,209.20	Assuming 50% to partially cover in case qualifies
					6214b · UCM 2% Retirement Match	409.00	322.45	Assuming 50% to partially cover in case qualifies
					Total 6214 · Retirement	2,454.00	1,531.65	
					6216 · Benefits			
					6216d · Health Insurance	8,298.00	8,778.41	
					Total 6216 · Benefits	8,298.00	8,778.41	
					6218 · Professional Development	3,000.00	2,000.00	
					Total 6210 · LSE Director Compensation	51,248.00	44,555.42	
					6220 · Teachers and Childcare			
					6221 · Childcare	700.00	0.00	
					6222 · Nursery	2,788.00	2,838.00	
					6223 · Teacher Training	1,000.00	1,000.00	
					Total 6220 · Teachers and Childcare	4,488.00	3,838.00	
					6230 · Youth Programs			
					6231 · Interfaith Group			
					6232 · Bridging	250.00	250.00	
					6233 · Coming of Age	1,000.00	1,000.00	
					6239 · HS Youth Group	600.00	600.00	
					Total 6230 · Youth Programs	1,850.00	1,850.00	
					6250 · Supplies/necessities	1,200.00	1,200.00	
					6255 · Curriculum	1,000.00	800.00	
					6260 · Adult RE	1,500.00	1,400.00	
					Total 6200 · Spiritual Exploration	61,286.00	53,643.42	
					6300 · Music			
					6310 · Music Director Compensation			
					6312 · Salary	21,563.00	22,255.53	0.4FTE; 3.2% Salary Increase
					6314 · Retirement			
					6314A · UCM Retirement Contribution	2,156.00	1,669.17	Assumes 10% contribution through Dec. 2024 and 5% beginning Jan. 2025
					6314b · Retirement 2% Match	431.00	445.11	
					Total 6314 · Retirement	2,587.00	2,114.28	
					6318 · Professional Development	1,700.00	1,700.00	

					Total 6310 · Music Director Compensation	25,850.00	26,069.81	
					6322 · Accompanist	9,277.00	9,573.66	0.25FTE; 3.2% Salary increase
					6330 · Organ/Piano Tuning	1,200.00	1,200.00	
					6340 · Sheet Music	1,200.00	1,100.00	
					6350 · Special Music	1,000.00	1,100.00	
					6360 · Professional memberships	100.00	100.00	
					Total 6300 · Music	38,627.00	39,143.47	
					6400 · Administration			
					6410 · Cong. Admin. Compensation			
					6412 · Salary	46,800.00	49,811.67	1.0FTE; 4.5% salary increase; Budgeted for 11 months
					6412a · Salary adjustment		0.00	
					6412 · Salary - Other		0.00	
					Total 6412 · Salary	46,800.00	49,811.67	
					6414a · UCM Retirement Contribution	1,560.00	1,867.94	Assuming 50% to partially cover in case qualifies
					6414b · UCM 2% Retirement Match	312.00	498.12	Assuming 50% to partially cover in case qualifies
					6416 · Benefits			
					6416d · Health Insurance	8,376.00	9,109.24	Employee-only with 12.5% projected increase for 2025; 11 months
					Total 6416 · Benefits	8,376.00	9,109.24	
					6418 · Professional Development	1,100.00	400.00	
					Total 6410 · Cong. Admin. Compensation	58,148.00	61,686.96	
					6420 · Office Assistant Compensation			
					6422 · Office Assistant Salary	20,869.00	21,540.73	0.5FTE; 3.2% Salary Increase
					6424A · UCM Retirement Contribution	1,043.00	1,615.55	Assumes 10% contribution through Dec. 2024 and 5% beginning Jan. 2025
					6424B · UCM 2% Retirement Match	209.00	430.81	
					6428 · Professional Development	500.00	200.00	
					Total 6420 · Office Assistant Compensation	22,621.00	23,787.10	
					6430 · Copier			
					6431 · Copier Lease	1,500.00	1,500.00	
					6432 · Copier Maintenance	450.00	472.50	
					Total 6430 · Copier	1,950.00	1,972.50	
					6434 · Copier Paper	580.00	500.00	
					6435 · Printing	317.00	250.00	
					6436 · Supplies	132.00	132.00	
					6440 · Postage	500.00	300.00	
					6450 · Telecommunications	3,286.00	4,100.00	Comcast is \$340/month
					6455 · Website			
					6455.1 · Online Contrib Fees	1,169.00	1,227.45	
					6455.2 · Web Services	1,100.00	1,155.00	
					Total 6455 · Website	2,269.00	2,382.45	
					6460 · Equipment			
					6462 · Software	0.00	1,800.00	Quickbooks Subscription
					6460 · Equipment - Other	1,200.00	1,200.00	
					Total 6460 · Equipment	1,200.00	3,000.00	
					6480 · Banking			
					6481 · Bank Fees	64.00	117.85	
					6482 · Supplies	400.00	200.00	
					6484 · Payroll Subscription	707.00	912.66	
					Total 6480 · Banking	1,171.00	1,230.51	

					- Contracted Professional Services		1,325.00	Bookkeeper Line Item TBD
					- Contracted Tech Support		1,000.00	For AV and other network needs
					6499 · Administration - Other	4,500.00	4,500.00	Contingency for health insurance
					Total 6400 · Administration	96,674.00	106,166.51	<i>The Budget vote will include a provision allowing the ET more flexibility in designing appropriate staffing levels. The amount to be no more than total approved for administrative staff and professional service positions.</i>
					6500 · Building			
					6510 · Sexton Compensation			
					6512 · Sexton Wages	11,700.00	0.00	Position to remain unfilled
					6510 · Sexton Compensation - Other		0.00	
					- Contracted Maintenance		3,000.00	Hire contracted "handy person"
					Total 6510 · Sexton Compensation	11,700.00	3,000.00	
					6522 · Cleaning service	5,231.00	8,505.00	
					6524 · Snow/Lawns	500.00	400.00	
					6526 · Rubbish Removal	1,800.00	1,300.00	
					6527 · COVID-19 Related	400.00	200.00	
					6530 · Fuel Oil	6,000.00	8,000.00	
					6540 · Electricity	2,743.00	3,900.00	
					6550 · Water/Sewer	1,500.00	1,600.00	
					6560 · Custodial Supplies	800.00	800.00	
					6565 · Fire alarm test	760.00	610.00	
					6566 · Furnace Cleaning/inspection	450.00	450.00	
					6568 · Fire Alarm Monitoring	240.00	571.00	
					6571 · Property Insurance	8,000.00		Moved to Capital Fund Budget
					6573 · Elevator Inspection	500.00	300.00	
					Elevator Maintenance		0.00	
					Total 6500 · Building	40,624.00	29,636.00	
					6600 · Program expenses			
					6610 · Membership/Extension	700.00	700.00	
					6611 · Welcoming Congregation	100.00	100.00	
					6612 · Memb. Coordinator Compensation			
					6612-A · Memb. Coordinator Salary	19,944.00	20,585.51	0.5FTE; 3.2% Salary Increase
					6614 · Retirement			
					6614A · UCM Retirement Contribution	1,994.00	1,543.91	Assumes 10% contribution through Dec. 2024 and 5% beginning Jan. 2025
					6614B · UCM 2% Retirement Match	399.00	411.71	
					Total 6614 · Retirement	2,393.00	1,955.62	
					6618 · Professional Development	1,250.00	1,250.00	
					Total 6612 · Memb. Coordinator Compensation	23,587.00	23,791.13	
					6622 · Donations to Community Pouch	12,900.00	12,900.00	Offsets above Line Item #4122
					6625 · Communications Comm.	400.00	400.00	
					6630 · Worship/Arts	2,500.00	2,000.00	
					AV Operator Wages	4,000.00	4,128.00	Separated as new line item; 3.2% increase
					6631 · Flowers	1,200.00	1,200.00	
					6641 · UUA GA Delegate Support	1,800.00	2,000.00	June 2025 will be in-person: 5@ \$400 each
					6645 · Governing Board	750.00	500.00	
					6655 · Stewardship	2,000.00	2,000.00	
					6660 · Racial Justice Team	500.00	500.00	
					6661 · Climate Action Team	100.00	100.00	
					6663 · Social Responsibility - GF			

					6672 · Lay Pastoral Care	100.00	100.00	
					6680 · Church Historian	900.00	900.00	Covered by VQCUU Grant
					6685 · UCM Community Lunch	100.00	1,000.00	Based on CL request; partially funded
					Total 6600 · Program expenses	51,637.00	52,319.13	
					6700 · Outreach/Denominational			
					6720 · UUA Annual Dues	5,000.00	5,000.00	
					6750 · VT Interfaith Action Committee	1,000.00	1,500.00	Partly covered by UU Funding Grant
					6751 · Soul Matters Sharing Circle	375.00	375.00	
					6755 · VT Interfaith Power & Light	200.00	200.00	
					Total 6700 · Outreach/Denominational	6,575.00	7,075.00	
					6800 · Other Expense			
					6810 · Coffee/Tea Table	500.00	500.00	
					6820 · Clarke Lectures	1,600.00	0.00	New special fund established
					6831 · Holiday Fair	3,500.00	3,500.00	
					Total 6800 · Other Expense	5,600.00	4,000.00	
					6900 · Payroll			
					6910 · Employer FICA	12,688.00	10,893.06	
					6920 · Employer Medicare	2,659.00	3,190.80	
					6940 · Payroll Expenses			
					6950 · Worker's Comp. Ins.	4,000.00	6,000.00	
					VT - Childcare contribution tax		1,033.00	New VT tax
					Total 6900 · Payroll	19,347.00	21,116.86	
					Total 6000 · GENERAL FUND EXPENSE	439,404.00	431,211.49	
					Total Expense	439,404.00	431,211.49	
					Net Ordinary Income	138.00	2,857.86	
					Capital Fund			
					Income			
					5100 · CAPITAL FUND INCOME			
					5191 · Transfer from LTIF		36,710.84	4% of 12/31/23 LTIF Balance
					5196 · Building Grants			
					Total 5100 · CAPITAL FUND INCOME		36,710.84	
					Expense			
					Property Insurance		11,265.00	
					Flood Insurance		11,285.00	Based on estimate obtained in Dec. 2023
					AV Equipment		1,075.00	
					7000 Capital Projects			
					Misc. Building & Grounds		13,085.84	Any remaining funds at year end will be transferred to Capital Reserve
					Transfer to Capital Reserve			
					Total 7000 Capital Fund Projects		36,710.84	
					CAPITAL FUND NET OPERATIONS		0.00	