

2021 Budget Notes for Annual Meeting

Income

4999 · Draw from Endowment – This line is set to balance budget. This amount is 4.11% of the 3-year rolling average

4997 · Draw from Special Music Fund –the Music Committee has set this draw at \$1000 which is approximately 5% of its current value. The Committee's thought is that the fund may be more sustainable with a specified annual draw. It is also important to recognize that the Music Committee could decide at any time to increase the draw from this fund to cover musical performances.

4002 · Pledges is set at the actual amount received in 2019. I certainly hope that we can consider 2020 to have been an exceptional year in many ways, so it makes more sense to budget based on an actual figure.

Expenses

5000 · Compensation - The budget includes a 3% raise for all employees. All employees hired in 2020 were hired at lower rates than their predecessors which helps on these lines. Nursery Care is budgeted at 50% of 2020. The Youth Discussion Group leader is left as it was out of uncertainty and to be conservative. The Guest Musician line includes the same amount as 2020 (\$2200) with the addition of \$50/week for a Cantor. The cantor position enhances the choral musical experience which is somewhat diminished by the remote requirements.

5030 · Other Personnel expenses – We are able to save on the Music Minister Health Insurance line because as a part-time employee Samuel is paying 50% of his Health Insurance, and because he is much younger than our previous Music Minister with commensurately less expensive premiums. We are also paying 2.5% into the UCC retirement plan.

6100 · Ministry Support (fka Office Costs) – I have renamed the Office Costs section to Ministry Support, to reflect more accurately what these expenses cover. The Bank and Credit Card fees line has been increased because we are receiving more of our pledges electronically. We also anticipate significant expenses in the technology area as we anticipate continued a continued remote presence and extended support for electronic media. We have separated the technology line to help reflect how these increased expenses are used.

6250 · Utilities – Fuel oil is much cheaper this year, but I worry about dropping this line too much. I have reduced it to reflect some savings, but feel it best to remain conservative in this area.

6300 · Program Expense – With the increased expense and focus on Technology, we will close out the former Audio/Visual line and roll it into the Computer and Technology line under Ministry Support. Decreases to the Music Line reflect the elimination of the \$2880 previously allocated to Choir Scholarships as well as the fact that the choir will not likely meet in person as much in 2021 as in prior years, and choir robe maintenance can be handled in the 2020 budget.

6330 · Hospitality – I have reduced the Kitchen line since it seems unlikely that Coffee hours and other church social events will be held at the level and in the same format as in recent years.

6701 · Accountants – These funds are designated for the Holy Cow consulting project in anticipation of the settled pastor search.

NOTE: An oversight on my part meant that the budget approved by the Trustees did not reflect the Music Committee’s final budget position. Therefore, I have updated this version of the budget to reflect a \$1000 draw from the Special Music Fund on the income side, and an increase of \$1,000 in the **6304—Music Concerts and Events** expense line. Since the net budget is the same, and since the Music Committee has authority over expenditures from the Special Music Fund, this change did not require approval by the Trustees.