

Beacon Unitarian Universalist Congregation  
Budget Series FY2019-FY2023

Beacon Unitarian Universalist Congregation - Flagstaff, AZ  
**FY2023 (2022-23) Budgeted Expenditures**

Budget Item	Budget \$
<b>INCOME</b>	
<b>450 PPP Loan Forgiveness income</b>	-
401 Auction	8,000.00
403 ESCRIP (Electronic Scrip Rebates)	200.00
404 Fund Raising Events	3,000.00
405 Misc Donations	13,000.00
407 Plate Cash	3,600.00
408 Current Year Pledges	115,896.25
408.1 Estimated pledge shrink	(2,317.93)
409 Prior Year Pledges	1,000.00
410 Pledges New Members	3,000.00
416 Special Collections	-
417 OWL Fees	500.00
419 Chalice Camp fees	400.00
420 Community Action Collections	2,400.00
425 Rental Income	2,000.00
<b>TOTAL INCOME</b>	<b>150,678.33</b>
<b>EXPENSES</b>	
<b>610 Board &amp; CLC</b>	
610 Board & CLC Expenses	200.00
<b>Total Board</b>	<b>200.00</b>
<b>620 Building &amp; Grounds</b>	
624 Electricity	1,500.00
627 Gas	1,300.00
630 Int. Maint/Renov	1,500.00
633 Janitorial (service)	3,120.00
633A Janitorial Supplies	150.00
636 Water/Sewer/Trash	1,600.00
638 Insurance	3,500.00
640 Alarm Monitoring	400.00
<b>626 Building Maintenance</b>	-
<b>620 – Building and Grounds – Other</b>	
<b>Total Buildings &amp; Grounds</b>	<b>13,070.00</b>

Beacon Unitarian Universalist Congregation - Flagstaff, AZ  
**FY2023 (2022-23) Budgeted Expenditures**

Budget Item	Budget \$
<b>700 Committees</b>	
701 Canvass/Stewardship	400.00
704 Communication/Public Relations	300.00
706 Leadership Succession	200.00
707 Congregational Vitality/Membership	400.00
709B Community Action Distributions	2,400.00
724 Social Justice Allies	700.00
727 Aesthetics	200.00
728 Fellowship Supplies	400.00
<b>Total Committees</b>	<b>5,000.00</b>
<b>710 Sunday Services/Programs</b>	
712 Accompanist	3,600.00
713 Sheet Music	200.00
713B Piano Tuning	300.00
714 Choir Director	5,760.00
715 Professional Expenses (Choir Dir.)	200.00
716 Guest Musicians	300.00
717 Speakers Fees	1,000.00
718 Worship Supplies	400.00
<b>Total Sunday Services/Programs</b>	<b>11,760.00</b>
<b>720 Annual Program Funding</b>	
PSWD Fair Share	-
722 UUA Fair Share	9,006.00
<b>Total Annual Program Funding</b>	<b>9,006.00</b>
<b>728 Denominational Affairs</b>	
729 Scholarships for UUA activities	500.00
<b>Total Denominational Affairs</b>	<b>500.00</b>

**Beacon Unitarian Universalist Congregation - Flagstaff, AZ**  
**FY2023 (2022-23) Budgeted Expenditures**

Budget Item	Budget \$
<b>730 General &amp; Administrative</b>	
732 Software (and Apps.)	900.00
733 Telephone & Internet	2,200.00
734 Fees (financial transactions)	500.00
736 Fees - Employment and Other	100.00
737 Congregational Wide Child Care	200.00
738 Office Supplies	400.00
739 Accountant/Bookkeeper	6,500.00
740 Payroll Taxes	2,000.00
751 Postage	300.00
758 OM Professional Expenses (Training)	100.00
759 Office Manager	14,040.00
763 Workers' Comp Insurance	700.00
766 Background Checks	200.00
742 Medicare Expense	-
Allowance for salary adjustments	-
Bad Debt (Prior Year Unpaid Pledges)	-
730 G&A - Other	-
<b>Total General &amp; Administrative</b>	<b>28,140.00</b>
<b>774 Ministerial Search</b>	
775 Minister Search Coaching Fee	1,000.00
776 Ministerial Search General Number	8,000.00
<b>Total Ministerial Search</b>	<b>9,000.00</b>
<b>800 Minister's Comp Package</b>	
801 Minister Housing AllowanceHousing Allowance	28,000.00
802 Minister's Salary	27,000.00
803 FICA/In Lieu of FICA as desired by Minister	4,207.50
804 Insurance Benefits	4,632.96
805 Pension Contribution	2,600.00
Minister Retirement Contribution - 5%	-
806 Professional Expense (Allowance)	6,000.00
808 Contingency	5,559.54
<b>Total Minister's Comp Package</b>	<b>78,000.00</b>

Beacon Unitarian Universalist Congregation - Flagstaff, AZ  
**FY2023 (2022-23) Budgeted Expenditures**

Budget Item	Budget \$
<b>900 Religious Exploration</b>	
903 RE Contingency	-
907 RE Teacher Training/DRE Prof Expense	-
908 Equipment & Curricula	700.00
910 OWL Class Materials	500.00
910A OWL - Facilitator Training	-
912 Worship for All Ages	-
914 Chalice Camp	-
915 HS Group	100.00
916 Paid Child Care Provider	-
917 Family Night Supplies	100.00
918 RE Background Checks	150.00
919 RE Coordinator/Lead Teacher	2,000.00
<b>Total Religious Exploration</b>	<b>3,550.00</b>
742 · Medicare Expense - Not classified for future	-
<b>TOTAL EXPENSES:</b>	<b>158,226.00</b>
Interest/Dividends	-
<b>TOTAL INCOME:</b>	<b>150,678.33</b>
<b>SURPLUS (DEFICIT)</b>	<b>(7,547.67)</b>

## **Year End Report FY2022 (2021-22) – Finance Committee**

### **Members**

Eric Burns – Chairperson, Anne Wittke, Carl Taylor, Holly Taylor, Bill Towler, Barry Brenneman, Diana Roy, Chris Hansen, Maryann van Drielen

### **Report**

The Finance Committee in general had a successful year managing the financial affairs of the Beacon UU Congregation. As with other committees, there were many challenges presented by Covid-19 that prevented us sometimes from working ideally. However, despite this we have prudently guided the Congregation's finances and fulfilled all obligations.

The Committee, in cooperation with Treasurer and Member Anne Wittke, successfully executed a transition in banking from Sunwest Bank to National Bank of Arizona (NBAZ). For the Capital Campaign, we utilized NBAZ as our banking partner and were happy with their fees and services. Sunwest Bank had begun to charge fees for on-line access to our account and overall the relationship was poor. The decision was made to move our money and banking relationship. This occurred in February-March 2022 and while there were a few issues, this new banking relationship is now in place and fully functioning. Information from the bank is accurate and also with no cost.

The Committee experienced some challenges with our Accountant relationship. The Bookkeeper assigned originally left the organization. This resulted in significant errors in reporting of FY2021 Year End. Eventually this was finalized and submitted. We still have some present issues, but the data is accurate enough for us to track the progress of all line items. We hope to further improve accuracy and defining proper places for cost as our new Bookkeeper continues to learn and accuracy improves.

For the FY2023 Budget cycle, significant strides were made to improve accuracy and the time it takes to research, generate, discuss and present a Budget. Having access to five (5) years of budgeting data, we were able to come up with a current Budget draft very rapidly. The overall discussion and revision time dropped significantly because we had data supported by many past years of data. As of this time we are now ready to present a Budget to the Congregation. Unfortunately, FY2022 will likely result in a deficit. A smaller deficit is predicted for FY2023.

Thank you and submitted by Eric Burns, Finance Committee Chairperson – June 15. 2022

Beacon Unitarian Universalist Congregation - Flagstaff, AZ  
**FY2022 (2021-22) Actual Expenditures**

Budget Item	Actual \$
<b>INCOME</b>	
<b>450 PPP Loan Forgiveness income</b>	<b>9,801.18</b>
401 Auction	-
403 ESCRIP (Electronic Scrip Rebates)	161.30
404 Fund Raising Events	4,489.98
405 Misc Donations	3,276.95
407 Plate Cash	4,073.45
408 Current Year Pledges	103,989.10
408.1 Estimated pledge shrink	<b>(850.00)</b>
409 Prior Year Pledges	1,345.00
410 Pledges New Members	5,105.00
416 Special Collections	-
417 OWL Fees	-
419 Chalice Camp fees	-
420 Community Action Collections	1,679.76
425 Rental Income	1,220.50
<b>TOTAL INCOME</b>	<b>134,292.22</b>
<b>EXPENSES</b>	
<b>610 Board &amp; CLC</b>	
610 Board & CLC Expenses	141.42
<b>Total Board</b>	<b>141.42</b>
<b>620 Building &amp; Grounds</b>	
624 Electricity	1,146.17
627 Gas	1,141.71
630 Int. Maint/Renov	2,575.82
633 Janitorial (service)	2,168.25
633A Janitorial Supplies	13.10
636 Water/Sewer/Trash	1,483.06
638 Insurance	3,383.00
640 Alarm Monitoring	389.76
626 Building Maintenance	1,266.65
620 – Building and Grounds – Other	127.00
<b>Total Buildings &amp; Grounds</b>	<b>13,694.52</b>

**Beacon Unitarian Universalist Congregation - Flagstaff, AZ  
 FY2022 (2021-22) Actual Expenditures**

Budget Item	Actual \$
<b>700 Committees</b>	
701 Canvass/Stewardship	-
704 Communication/Public Relations	648.34
706 Leadership Succession	-
707 Congregational Vitality/Membership	359.24
709B Community Action Distributions	1,867.78
724 Social Justice Allies	500.00
727 Aesthetics	-
728 Fellowship Supplies	389.22
<b>Total Committees</b>	<b>3,764.58</b>
<b>710 Sunday Services/Programs</b>	
712 Accompanist	2,764.00
713 Sheet Music	-
713B Piano Tuning	100.00
714 Choir Director	1,938.00
715 Professional Expenses (Choir Dir.)	-
716 Guest Musicians	-
717 Speakers Fees	300.00
718 Worship Supplies	-
<b>Total Sunday Services/Programs</b>	<b>5,102.00</b>
<b>720 Annual Program Funding</b>	
PSWD Fair Share	
722 UUA Fair Share	10,007.00
<b>Total Annual Program Funding</b>	<b>10,007.00</b>
<b>728 Denominational Affairs</b>	
729 Scholarships for UUA activities	250.00
<b>Total Denominational Affairs</b>	<b>250.00</b>



**Beacon Unitarian Universalist Congregation - Flagstaff, AZ  
FY2022 (2021-22) Actual Expenditures**

Budget Item	Actual \$
<b>730 General &amp; Administrative</b>	
732 Software (and Apps.)	533.04
733 Telephone & Internet	2,138.79
734 Fees (financial transactions)	602.86
736 Fees - Employment and Other	65.61
737 Congregational Wide Child Care	-
738 Office Supplies	419.44
739 Accountant/Bookkeeper	6,172.45
740 Payroll Taxes	1,788.17
751 Postage	81.56
758 OM Professional Expenses (Training)	-
759 Office Manager	11,993.50
763 Workers' Comp Insurance	616.00
766 Background Checks	37.52
742 Medicare Expense	
Allowance for salary adjustments	
Bad Debt (Prior Year Unpaid Pledges)	
730 G&A - Other	123.75
<b>Total General &amp; Administrative</b>	<b>24,572.69</b>
<b>774 Ministerial Search</b>	
775 Minister Search Coaching Fee	-
776 Ministerial Search General Number	-
<b>Total Ministerial Search</b>	<b>-</b>
<b>800 Minister's Comp Package</b>	
801 Minister Housing AllowanceHousing Allowance	26,658.24
802 Minister's Salary	25,000.24
803 FICA/In Lieu of FICA as desired by Minister	4,054.67
804 Insurance Benefits	8,413.60
805 Pension Contribution	2,600.00
Minister Retirement Contribution - 5%	-
806 Professional Expense (Allowance)	5,279.35
808 Contingency	5,993.90
<b>Total Minister's Comp Package</b>	<b>78,000.00</b>

**Beacon Unitarian Universalist Congregation - Flagstaff, AZ  
 FY2022 (2021-22) Actual Expenditures**

<b>Budget Item</b>	<b>Actual \$</b>
<b>900 Religious Exploration</b>	
903 RE Contingency	-
907 RE Teacher Training/DRE Prof Expense	-
908 Equipment & Curricula	569.45
910 OWL Class Materials	-
910A OWL - Facilitator Training	-
912 Worship for All Ages	-
914 Chalice Camp	-
915 HS Group	-
916 Paid Child Care Provider	-
917 Family Night Supplies	-
918 RE Background Checks	34.19
919 RE Coordinator/Lead Teacher	1,650.00
<b>Total Religious Exploration</b>	<b>2,253.64</b>
742 · Medicare Expense - Not classified for future	324.03
<b>TOTAL EXPENSES:</b>	<b>138,109.88</b>
Interest/Dividends	
<b>TOTAL INCOME:</b>	<b>134,292.22</b>
<b>SURPLUS (DEFICIT)</b>	<b>(3,817.66)</b>

## Year End Report FY 2021 (2020-21) - Finance Committee

As Finance Committee Chairperson, and after consultation with my committee, that the present FY2020-21 Report that accurately reflects the financial activities of the Beacon UU Congregation for this period.

There are minor issues with classification of Income that I will footnote below.

### Background

The generation of this report has been a long while coming. The loss of our bookkeeper staff communicating with the accountant, along with overall inexperience in staffing in terms of interpreting income and expenses has caused some problems. We have gradually solved those issues and with the Accountant and Beacon Board Treasurer put some new practices in place. I want to emphasize that there has never been an ethical question or a question of missing data. The data for income and expenses has been here all along and posted. Rather, the problem has been classification in a complex way within our reporting. This is especially true when it comes to Pledge income and the various classifications we have for it. New member, current member, present year, prior year - this all requires the ability to interpret some very vague information. Even in the best of times training wise it is a very difficult task. All our expenses also require some interpretation as well. I think in the last few months despite the lack of total knowledge, we have improved in this area. The extensive interpretation we do on these reports has a purpose - to help accurately track against budgeted amounts and also aid in the forecasting of future budgets. Having data incorrectly classified does cause some issues in both areas. Again, it does not indicate missing data. All income and expenses are tracked and in the reporting.

With our work and effort, we are now able to sufficiently present to you this budget report.

### Footnote

Despite our best efforts, we still must footnote one item in our report.

\* You will note that Income Line 408 - Current year pledges is greater than budgeted - Ideally if all was classified properly and all current year pledges were paid this would be congruent. However, even despite our best efforts, we still believe some FY2022 (2021-22) pledges paid in advance or pledges from new members or prior year may be included here in this line.

The footnotes before our most recent efforts were significant.

### Analysis of P&L

**The FY2020-21 End of Year Financial Report reflects an \$11,359.61 surplus (income vs expenses)**

450 - PPP/Loan applications - Income and Forgiveness; the 404 -Fund Raising Events surplus due to our on-line and in person garage sale activities; and the 416- Special Collections due to a sponsored supplemental collection highlight the Income side of the report. This offset our inability to have an Auction event due to the Pandemic. Also, loss of Rental and In person class income as well. All other items in Income tracked close to budgeted. **Overall income was 104.5% to Budgeted = \$146,985.41.**

Building and in-person activity expenses were lower overall during the unusual Pandemic Fiscal Year. You can see this throughout various budget lines. Also, staffing shortages and gaps throughout this Fiscal Year contributed to lower overall labor and benefits expenses. These conditions probably cannot be counted on this Fiscal Year. The latest budget for FY2021-22 being in deficit does reflect this fact. Notable categories in expenses include: 734 - Fees (financial transactions) due to Vanco fees on credit card transactions - which we have in announcements openly discouraged by asking use of bank accounts this is a very small portion of overall budget; Overall low utilization in 900 - RE - Religious Education as was expected while in person categories were curtailed; and 700 - Committees activities were quite low and the actual number reflect this. **Overall expenses were 82.9% to budgeted = \$135,676.03.**

**An important note about 800 - Minister's Comp Package - The total = \$78,000 and we try our best to track a budget here.** You will notice that quite a bit is budgeted into Contingency. This is to bridge the gap between actual categorized expenses and the \$78000 overall package. This is why we should never worry much if we go over a budgeted category here or if some of these category expenses change - such as healthcare or rental increases recently cited - there is a cushion in the package to handle these.

The P&L statements show you a portrait of current intermodal financial activities at the time of FY Year End as well as current assets such as the Building Value. These are always changing each month. These numbers reflect conditions before the closure of the Capital Campaign. If you were to look at the current P&L conditions will be different.

#### **Recommendation on Use of Surplus**

Annually, you do ask the Finance Committee for a recommendation regarding the Surplus as stated above. **It is the recommendation of the Finance Committee that the FY 2020-21 surplus of \$11,359.61 be held in reserve.** This will reflect as a line item in future FY2021-22 reporting. The reasons for this recommendation are simple. We forecast a deficit budget for FY-2021-22. And as you will see in the published November report to be sent shortly, the budget is generally tracking toward that point. Also, as cited earlier, we believe there to be some present year pledge income in that Surplus number.

**As reported by Eric Burns, Finance Committee Chairperson, on this day 18-December-2021 and approved by the Finance Committee as a whole.**

Beacon Unitarian Universalist Congregation - Flagstaff, AZ  
**FY2021 (2020-21) Actual Expenditures**

Budget Item	Actual \$
<b>INCOME</b>	
<b>450 PPP Loan Forgiveness income</b>	8,600.00
401 Auction	-
403 ESCRIP (Electronic Scrip Rebates)	187.64
404 Fund Raising Events	3,601.82
405 Misc Donations	2,380.00
407 Plate Cash	3,022.00
408 Current Year Pledges	121,054.05
408.1 Estimated pledge shrink	-
409 Prior Year Pledges	390.00
410 Pledges New Members	100.00
416 Special Collections	7,290.00
417 OWL Fees	-
419 Chalice Camp fees	-
420 Community Action Collections	-
425 Rental Income	360.00
<b>TOTAL INCOME</b>	<b>146,985.51</b>
<b>EXPENSES</b>	
<b>610 Board &amp; CLC</b>	
610 Board & CLC Expenses	-
<b>Total Board</b>	<b>-</b>
<b>620 Building &amp; Grounds</b>	
624 Electricity	1,002.43
627 Gas	881.10
630 Int. Maint/Renov	457.58
633 Janitorial (service)	1,600.75
633A Janitorial Supplies	-
636 Water/Sewer/Trash	1,388.80
638 Insurance	3,304.00
640 Alarm Monitoring	292.32
626 Building Maintenance	-
620 – Building and Grounds – Other	-
<b>Total Buildings &amp; Grounds</b>	<b>8,926.98</b>

**Beacon Unitarian Universalist Congregation - Flagstaff, AZ  
FY2021 (2020-21) Actual Expenditures**

Budget Item	Actual \$
<b>700 Committees</b>	
701 Canvass/Stewardship	-
704 Communication/Public Relations	463.78
706 Leadership Succession	-
707 Congregational Vitality/Membership	317.59
709B Community Action Distributions	-
724 Social Justice Allies	500.00
727 Aesthetics	-
728 Fellowship Supplies	-
<b>Total Committees</b>	<b>1,281.37</b>
<b>710 Sunday Services/Programs</b>	
712 Accompanist	2,440.00
713 Sheet Music	55.32
713B Piano Tuning	-
714 Choir Director	4,770.00
715 Professional Expenses (Choir Dir.)	120.09
716 Guest Musicians	117.02
717 Speakers Fees	1,140.00
718 Worship Supplies	363.31
<b>Total Sunday Services/Programs</b>	<b>9,005.74</b>
<b>720 Annual Program Funding</b>	
PSWD Fair Share	10,206.00
722 UUA Fair Share	8,364.00
<b>Total Annual Program Funding</b>	<b>18,570.00</b>
<b>728 Denominational Affairs</b>	
729 Scholarships for UUA activities	-
<b>Total Denominational Affairs</b>	<b>-</b>

**Beacon Unitarian Universalist Congregation - Flagstaff, AZ  
FY2021 (2020-21) Actual Expenditures**

Budget Item	Actual \$
<b>730 General &amp; Administrative</b>	
732 Software (and Apps.)	333.96
733 Telephone & Internet	2,089.68
734 Fees (financial transactions)	482.83
736 Fees - Employment and Other	924.92
737 Congregational Wide Child Care	-
738 Office Supplies	409.58
739 Accountant/Bookkeeper	5,699.75
740 Payroll Taxes	1,563.44
751 Postage	154.00
758 OM Professional Expenses (Training)	-
759 Office Manager	9,469.63
763 Workers' Comp Insurance	626.00
766 Background Checks	-
742 Medicare Expense	-
Allowance for salary adjustments	-
Bad Debt (Prior Year Unpaid Pledges)	-
730 G&A - Other	-
<b>Total General &amp; Administrative</b>	<b>21,753.79</b>
<b>774 Ministerial Search</b>	
775 Minister Search Coaching Fee	-
776 Ministerial Search General Number	-
<b>Total Ministerial Search</b>	<b>-</b>
<b>800 Minister's Comp Package</b>	
801 Minister Housing AllowanceHousing Allowance	26,923.52
802 Minister's Salary	26,923.52
803 FICA/In Lieu of FICA as desired by Minister	4,119.30
804 Insurance Benefits	8,519.78
805 Pension Contribution	2,600.00
Minister Retirement Contribution - 5%	-
806 Professional Expense (Allowance)	6,173.69
808 Contingency	117.07
<b>Total Minister's Comp Package</b>	<b>75,376.88</b>

**Beacon Unitarian Universalist Congregation - Flagstaff, AZ  
 FY2021 (2020-21) Actual Expenditures**

Budget Item	Actual \$
<b>900 Religious Exploration</b>	
903 RE Contingency	-
907 RE Teacher Training/DRE Prof Expense	-
908 Equipment & Curricula	610.15
910 OWL Class Materials	-
910A OWL - Facilitator Training	-
912 Worship for All Ages	-
914 Chalice Camp	-
915 HS Group	-
916 Paid Child Care Provider	-
917 Family Night Supplies	-
918 RE Background Checks	111.12
919 RE Coordinator/Lead Teacher	-
<b>Total Religious Exploration</b>	<b>721.27</b>
742 · Medicare Expense - Not classified for future	-
<b>TOTAL EXPENSES:</b>	<b>135,636.03</b>
Interest/Dividends	10.13
<b>TOTAL INCOME:</b>	<b>146,995.64</b>
<b>SURPLUS (DEFICIT)</b>	<b>11,359.61</b>



## **Year End Report FY 2020 (2019-20) - Finance Committee**

This Fiscal Year, the Beacon Finance Committee consisted of the following members:

- Kevin Parkes (outgoing Committee Chair)
- Eric Burns (incoming Committee Char)
- Barry Brenneman (also current Treasurer)
- Anne Wittke (incoming Treasurer)
- Bill Towler
- Carl Taylor
- Holly Taylor
- Skip Brimlow
- Robin Zucker (minister) - attends every meeting.

There is excellent communication between the Committee, the Board and the Minister. This cooperation allowed our Committee to guide the finances of the Congregation over the course of this unprecedented year and accomplish the following goals:

1. Successfully recruited and hired new CPA for Beacon following Gail Lowe's resignation from bookkeeping and accounting responsibilities for Beacon in May 2020. Our new church accountant is Johanna Klomann.
2. The Finance Committee was charged with oversight and management of a budget approved by the Beacon congregation (June 2020), which included a projected deficit of about \$20 thousand, due to some major income sources not then considered possible during CoVID lockdown. These income sources were in-person auction and yard sale, as well as rentals for church space by outside organizations.
3. Beacon paid its PWD/UUA Annual Fund (formerly Fair Share) assessment in full. Doing so this fiscal year along with the prior two years enables cost breaks from the UUA when starting a settled minister search (projected in Spring 2022).
4. Through diligent monthly monitoring of income & expenses compared to what was budgeted, completed the current fiscal year with a surplus, rather than the projected deficit. This was enabled by:
  - a. receipts from 2 Paycheck Protection Program (PPP) loans from Federal CoVID stimulus allocations (about \$16,000). The first loan has been forgiven and the second loan has met the forgiveness guideline.
  - b. a successful holiday gift "ask" to supplement Beacon pledging for operations (about \$7.800).
  - c. successful online and in-person yard sale that yielded about \$3.500.

These un-budgeted income streams, plus diligence of church leadership with finding creative approaches to savings from budgeted expenses brought about our having a minimal deficit for this fiscal year.

5. The Finance Committee recruited and appointed a new chairperson, Eric Burns, to replace Kevin Parkes who stepped down to travel to the East Coast to assist with care for an ill parent for several months.
6. The Finance Committee crafted a new budget for 2021-2022, projecting another deficit, but a smaller one than that projected in 2020.
7. Efforts to establish an endowment fund for Beacon resumed. Endowment fund committee members were recruited.
8. Though the bill will probably not be received before the end of this June, the decision has been made to replace the furnace in the old part of the building. The bill will be paid from the Building Maintenance Reserve fund.

Beacon Unitarian Universalist Congregation - Flagstaff, AZ  
**FY2020 (2019-20) Actual Expenditures**

Budget Item	Actual \$
<b>INCOME</b>	
<b>450 PPP Loan Forgiveness income</b>	-
401 Auction	10,048.00
403 ESCRIP (Electronic Scrip Rebates)	155.00
404 Fund Raising Events	317.00
405 Misc Donations	829.00
407 Plate Cash	4,101.00
408 Current Year Pledges	113,434.00
408.1 Estimated pledge shrink	
409 Prior Year Pledges	3,678.00
410 Pledges New Members	-
416 Special Collections	
417 OWL Fees	-
419 Chalice Camp fees	-
420 Community Action Collections	2,222.00
425 Rental Income	830.00
Minister's Sabbatical Savings xfer to Operations	6,000.00
<b>TOTAL INCOME</b>	<b>141,614.00</b>
<b>EXPENSES</b>	
<b>610 Board &amp; CLC</b>	
610 Board & CLC Expenses	-
<b>Total Board</b>	-
<b>620 Building &amp; Grounds</b>	
624 Electricity	1,055.00
627 Gas	1,008.00
630 Int. Maint/Renov	2,542.00
633 Janitorial (service)	1,936.00
633A Janitorial Supplies	-
636 Water/Sewer/Trash	1,446.00
638 Insurance	2,817.00
640 Alarm Monitoring	-
626 Building Maintenance	
620 – Building and Grounds – Other	
<b>Total Buildings &amp; Grounds</b>	<b>10,804.00</b>

**Beacon Unitarian Universalist Congregation - Flagstaff, AZ  
 FY2020 (2019-20) Actual Expenditures**

Budget Item	Actual \$
<b>700 Committees</b>	
701 Canvass/Stewardship	297.00
704 Communication/Public Relations	654.00
706 Leadership Succession	200.00
707 Congregational Vitality/Membership	162.00
709B Community Action Distributions	2,222.00
724 Social Justice Allies	500.00
727 Aesthetics	-
728 Fellowship Supplies	-
<b>Total Committees</b>	<b>4,035.00</b>
<b>710 Sunday Services/Programs</b>	
712 Accompanist	3,985.00
713 Sheet Music	88.00
713B Piano Tuning	170.00
714 Choir Director	3,117.00
715 Professional Expenses (Choir Dir.)	-
716 Guest Musicians	100.00
717 Speakers Fees	570.00
718 Worship Supplies	311.00
<b>Total Sunday Services/Programs</b>	<b>8,341.00</b>
<b>720 Annual Program Funding</b>	
PSWD Fair Share	-
722 UUA Fair Share	-
<b>Total Annual Program Funding</b>	<b>8,364.00</b>
<b>728 Denominational Affairs</b>	
729 Scholarships for UUA activities	-
<b>Total Denominational Affairs</b>	<b>-</b>

**Beacon Unitarian Universalist Congregation - Flagstaff, AZ  
FY2020 (2019-20) Actual Expenditures**

Budget Item	Actual \$
<b>730 General &amp; Administrative</b>	
732 Software (and Apps.)	302.00
733 Telephone & Internet	2,089.00
734 Fees (financial transactions)	209.00
736 Fees - Employment and Other	
737 Congregational Wide Child Care	-
738 Office Supplies	1,144.00
739 Accountant/Bookkeeper	6,331.00
740 Payroll Taxes	2,409.00
751 Postage	-
758 OM Professional Expenses (Training)	-
759 Office Manager	9,668.00
763 Workers' Comp Insurance	682.00
766 Background Checks	52.00
742 Medicare Expense	22.00
Allowance for salary adjustments	-
Bad Debt (Prior Year Unpaid Pledges)	1,270.00
730 G&A - Other	3.00
<b>Total General &amp; Administrative</b>	<b>24,181.00</b>
<b>774 Ministerial Search</b>	
775 Minister Search Coaching Fee	-
776 Ministerial Search General Number	-
<b>Total Ministerial Search</b>	<b>-</b>
<b>800 Minister's Comp Package</b>	
801 Minister Housing AllowanceHousing Allowance	23,000.00
802 Minister's Salary	23,000.00
803 FICA/In Lieu of FICA as desired by Minister	2,295.00
804 Insurance Benefits	4,955.00
805 Pension Contribution	400.00
Minister Retirement Contribution - 5%	1,900.00
806 Professional Expense (Allowance)	6,694.00
808 Contingency	
<b>Total Minister's Comp Package</b>	<b>62,244.00</b>

**Beacon Unitarian Universalist Congregation - Flagstaff, AZ  
 FY2020 (2019-20) Actual Expenditures**

Budget Item	Actual \$
<b>900 Religious Exploration</b>	
903 RE Contingency	8.00
907 RE Teacher Training/DRE Prof Expense	354.00
908 Equipment & Curricula	524.00
910 OWL Class Materials	381.00
910A OWL - Facilitator Training	-
912 Worship for All Ages	99.00
914 Chalice Camp	-
915 HS Group	-
916 Paid Child Care Provider	254.00
917 Family Night Supplies	155.00
918 RE Background Checks	
919 RE Coordinator/Lead Teacher	29.00
	315.00
<b>Total Religious Exploration</b>	<b>8,665.00</b>
742 · Medicare Expense - Not classified for future	-
<b>TOTAL EXPENSES:</b>	<b>126,634.00</b>
Dividends/Interest Earned	22.00
<b>TOTAL INCOME:</b>	<b>141,614.00</b>
<b>SURPLUS (DEFICIT)</b>	<b>14,980.00</b>

## **Year End Report FY2019 (2018-19) - Finance Committee**

The Committee started the fiscal year with a surplus from the prior year of \$5,663. The committee recommended to the Board that \$3,538 be allocated for the unbudgeted portion of the UUA fair share amount and that the remainder be allocated to the building expansion reserve fund. In February the committee began the process of developing a draft budget for FY 2019-2020 in tandem with the stewardship campaign. After several drafts and after the stewardship totals were known, a balanced budget was presented to the congregation at a town hall meeting on May 19, where no changes were made. The proposed budget is \$159,163, approximately \$5,000 lower than the FY 2019 budget. The committee also reviews the financial reports on a monthly basis and coordinates with other committees on budget and expenditure issues. Starting with the new fiscal year on July 1, Kevin Parkes will become finance committee chair, and Barry Brenneman has agreed to be Treasurer.

Respectfully submitted,

Bill Towler, Chair, Kevin Parkes, Treasurer, Carl Taylor, Anne Wittke, Barry Brenneman, Eric Burns, Holly Taylor and Skip Brimlow

Beacon Unitarian Universalist Congregation - Flagstaff, AZ  
 FY2019 (2018-19) Actual Expenditures

Budget Item	Actual \$
<b>INCOME</b>	
<b>450 PPP Loan Forgiveness income</b>	-
401 Auction	11,754.00
403 ESCRIP (Electronic Scrip Rebates)	231.00
404 Fund Raising Events	1,330.00
405 Misc Donations	10,133.00
407 Plate Cash	3,861.00
408 Current Year Pledges	128,022.00
408.1 Estimated pledge shrink	
409 Prior Year Pledges	9,694.00
410 Pledges New Members	3,735.00
416 Special Collections	
417 OWL Fees	320.00
419 Chalice Camp fees	713.00
420 Community Action Collections	3,081.00
425 Rental Income	2,890.00
<b>TOTAL INCOME</b>	<b>175,763.00</b>
<b>EXPENSES</b>	
<b>610 Board &amp; CLC</b>	
610 Board & CLC Expenses	500.00
<b>Total Board</b>	<b>500.00</b>
<b>620 Building &amp; Grounds</b>	
624 Electricity	1,640.00
627 Gas	964.00
630 Int. Maint/Renov	742.00
633 Janitorial (service)	1,575.00
633A Janitorial Supplies	130.00
636 Water/Sewer/Trash	1,225.00
638 Insurance	3,063.00
640 Alarm Monitoring	-
626 Building Maintenance	-
620 – Building and Grounds – Other	-
<b>Total Buildings &amp; Grounds</b>	<b>9,339.00</b>



**Beacon Unitarian Universalist Congregation - Flagstaff, AZ  
 FY2019 (2018-19) Actual Expenditures**

Budget Item	Actual \$
<b>700 Committees</b>	
701 Canvass/Stewardship	203.00
704 Communication/Public Relations	993.00
706 Leadership Succession	-
707 Congregational Vitality/Membership	91.00
709B Community Action Distributions	3,081.00
724 Social Justice Allies	683.00
727 Aesthetics	-
728 Fellowship Supplies	-
<b>Total Committees</b>	<b>5,052.00</b>
<b>710 Sunday Services/Programs</b>	
712 Accompanist	3,260.00
713 Sheet Music	-
713B Piano Tuning	170.00
714 Choir Director	3,381.00
715 Professional Expenses (Choir Dir.)	1,000.00
716 Guest Musicians	
717 Speakers Fees	899.00
718 Worship Supplies	334.00
<b>Total Sunday Services/Programs</b>	<b>9,045.00</b>
<b>720 Annual Program Funding</b>	
PSWD Fair Share	3,192.00
722 UUA Fair Share	6,840.00
<b>Total Annual Program Funding</b>	<b>10,032.00</b>
<b>728 Denominational Affairs</b>	
729 Scholarships for UUA activities	-
<b>Total Denominational Affairs</b>	<b>-</b>

**Beacon Unitarian Universalist Congregation - Flagstaff, AZ  
FY2019 (2018-19) Actual Expenditures**

Budget Item	Actual \$
<b>730 General &amp; Administrative</b>	
732 Software (and Apps.)	407.00
733 Telephone & Internet	2,048.00
734 Fees (financial transactions)	99.00
736 Fees - Employment and Other	-
737 Congregational Wide Child Care	154.00
738 Office Supplies	987.00
739 Accountant/Bookkeeper	6,132.00
740 Payroll Taxes	2,398.00
751 Postage	403.00
758 OM Professional Expenses (Training)	100.00
759 Office Manager	8,841.00
763 Workers' Comp Insurance	701.00
766 Background Checks	274.00
742 Medicare Expense	-
Allowance for salary adjustments	-
Bad Debt (Prior Year Unpaid Pledges)	-
730 G&A - Other	-
<b>Total General &amp; Administrative</b>	<b>22,542.00</b>
<b>774 Ministerial Search</b>	
775 Minister Search Coaching Fee	-
776 Ministerial Search General Number	-
<b>Total Ministerial Search</b>	
<b>800 Minister's Comp Package</b>	
801 Minister Housing AllowanceHousing Allowance	24,171.00
802 Minister's Salary	26,604.00
803 FICA/In Lieu of FICA as desired by Minister	4,481.00
804 Insurance Benefits	8,124.00
805 Pension Contribution	-
Minister Retirement Contribution - 5%	1,340.00
806 Professional Expense (Allowance)	6,286.00
808 Contingency	-
<b>Total Minister's Comp Package</b>	<b>71,005.00</b>

**Beacon Unitarian Universalist Congregation - Flagstaff, AZ  
 FY2019 (2018-19) Actual Expenditures**

Budget Item	Actual \$
<b>900 Religious Exploration</b>	
903 RE Contingency	28.00
907 RE Teacher Training/DRE Prof Expense	1,911.00
908 Equipment & Curricula	92.00
910 OWL Class Materials	379.00
910A OWL - Facilitator Training	-
912 Worship for All Ages	-
914 Chalice Camp	713.00
915 HS Group	-
916 Paid Child Care Provider	1,127.00
917 Family Night Supplies	-
918 RE Background Checks	-
919 RE Coordinator/Lead Teacher	432.00
	665.00
<b>Total Religious Exploration</b>	<b>21,479.00</b>
742 · Medicare Expense - Not classified for future	-
<b>TOTAL EXPENSES:</b>	<b>149,993.00</b>
Dividends/Interest Earned	26.00
<b>TOTAL INCOME:</b>	<b>175,763.00</b>
<b>SURPLUS (DEFICIT)</b>	<b>25,770.00</b>