

To: 19-20 GovB: Janet Abbott, Dean Bryan, Dan Ewing, Mark Nichols, Maggie Mahrdt, Lucy West, Martha Swindler, Kristen Harper  
From: 19-20 FinCom: Dan Ewing, Connie Hinds; Don Merino, Mark Nichols,  
May 27, 2020

## **Re: UCB 20-21 20 Operating Budget**

### Overall UCB Budget Process

The 20-21 Operating budget is based on a comprehensive survey of church committees and requests for budget items (notices were in the Weekly announcements, Chalice and Sunday program ). Budget reflects need to create a “Lean” budget reflecting lower expected revenues during the COVID-19 Pandemic.

The attached budget is recommended to the Governing Board for their review and approval and for subsequent submission/approval at the Annual Meeting of the congregation.

### 20-21 Operating “Lean” Budget Overview

The 20-21 UCB Operating BASE Budget is balanced (cash in = cash out). This is the sixth year in a row where operating Budget is balanced.

Cuts to planned increases were necessary to balance the Lean budget. The largest reduction was freezing all salaries and benefits (Minister, Music and Life Span Ministers and office Manager/Custodian) at 19-20 levels. Next largest reductions were cuts in Fund Raising Income (\$20,250) and Use of Property Income (\$8,175 less), amongst others.

### 20-21 Stewardship Campaign

Creating this Lean Base budget enabled the Stewardship Campaign to seek NO increase in the '20-21 stewardship goal (\$200,000) versus the '19-20 Stewardship goal.

### Transfers to Capital Endowment

As a reminder, and in line with the Solar Economics financing plan submitted to the Governing Board and Congregation in 2017, we have sought to increase the transparency of fund movements related to the electrical savings achieved through installation of the Solar Panels in 2018 (See Lines 74,75 and 76)

The Budgeted Transfers to the Capital Endowment Fund are critical to enable our Long-term Capital Budget to be fully funded over the next 17-years.

### Balanced Budget

Balancing the '20-21 Lean budget assumes the \$31,400 received from the Payroll Protection Plan loan will be forgiven in the '20-21 fiscal year. Based on our current understanding of the loan forgiveness criteria and procedures, we believe this is a reasonable assumption.