

Unitarian Universalist Fellowship of Central Oregon - Bend OR
Treasurer's Report as of March 2020 (General Funds)

Thursday, April 9, 2020

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Account #	Account Name	Period Activity	YTD Balance	Annual Budget	% of Annual Budget	Previous YTD
<i>Income</i>						
4.100.100	Cash Collection	751.50	12,803.01*	17,000.00	75	12,222.41
4.100.110	Misc. Contributions	577.00	6,996.41	11,000.00	64	6,749.86
4.100.120	Adult Spiritual Development Income	10.00	5,975.85*	5,000.00	120	9,601.50
4.100.130	Memorial Donations	0.00	150.00			250.00
4.100.200	Coffee Donations	0.00	450.00			74.00
4.100.210	Recycle, Coupons	0.00	406.29*	500.00	81	336.15
4.100.300	Current Year Pledge Receipts	65,948.25	347,026.32*	383,000.00	91	281,078.99
4.100.311	Interest MM Cash Reserve	196.88	1,169.87*	1,100.00	106	705.11
4.100.320	Art Committee Donations	0.00	710.00	1,500.00	47	1,242.40
4.100.401	Auction Income	0.00	1,211.00	10,000.00	12	0.00
4.100.404	Congregation Events Income	64.00	1,789.16			865.00
4.100.415	From Contingency if Needed	0.00	0.00	45,259.00	0	0.00
4.200.200	Rent Income	50.00	25,415.56	55,000.00	46	41,159.85
4.200.201	Rent Staffing Fees Income	0.00	11,300.50	21,800.00	52	12,320.98
4.200.205	Preschool rent income	2,500.00	2,500.00			0.00
4.700.217	Memorial Garden Income	0.00	8,000.00			0.00
	Total Operating Income	\$70,097.63	\$425,903.97*	\$551,159.00	75	\$366,606.25
<i>Designated Income</i>						
4.900.100	Mininster Discretionary Fund	1,295.00	5,289.00			8,485.21
4.900.150	Fireflies Book Donations	1,200.00	11,576.15			8,248.12
4.900.910	Collection for Community	20.20	12,139.01			11,422.74
	Subtotal Designated Income	\$2,515.20	\$29,004.16			\$28,156.07
	Total Income	\$72,612.83	\$454,908.13	\$551,159.00	75	\$394,762.32
<i>Expense</i>						
5.100.200	Minister Salary	6,281.42	56,532.78*	75,377.00	75	56,532.78
5.100.210	Minister Housing	2,510.00	22,590.00	30,120.00	75	22,590.00
5.100.220	Minister Travel & Expense	639.89	5,040.75	9,800.00	51	4,490.02
5.100.230	Minister Healthcare	927.35	7,878.79	13,433.00	59	7,609.47
5.100.235	Minister Retirement	2,041.65	7,349.94	9,800.00	75	7,349.94
5.100.238	Minister Sabbatical Reserve	1,100.00	11,000.00*	13,200.00	83	0.00
	Subtotal Minister Compensation & Benefits	\$13,500.31	\$110,392.26	\$151,730.00	73	\$98,572.21
5.100.100	Music Director	877.50	7,897.50	10,530.00	75	7,897.50
5.100.102	Accompanist-Employee	1,225.00	7,650.00	10,880.00	70	6,220.00
5.100.104	Accompanist-Non-employee	0.00	680.00*	300.00	227	0.00
5.100.110	RE Director	3,621.88	31,389.66*	39,840.00	79	23,824.28
5.100.111	RE Healthcare	32.00	262.00*	253.00	104	1,183.72
5.100.112	RE Retirement	905.45	3,138.92*	3,984.00	79	2,382.46
5.100.116	RE Teacher	81.25	686.58	1,755.00	39	1,897.21
5.100.120	Childcare Providers	524.88	4,029.54	6,718.00	60	3,055.04

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Account #	Account Name	Period Activity	YTD Balance	Annual Budget	% of Annual Budget	Previous YTD
5.100.129	Admin Retirement	0.00	0.00	780.00	0	2,697.00
5.100.130	Administrator-Salary	3,120.00	28,080.00	37,440.00	75	26,910.00
5.100.131	Administrator-Healthcare	408.95	2,570.38	6,438.00	40	0.00
5.100.132	Bookkeeper	294.88	1,326.04*	1,500.00	88	6,500.26
5.100.135	Office Assistant	0.00	163.00	450.00	36	686.25
5.100.140	Congregational Life Facilitator	3,163.16	28,968.44*	38,188.00	76	28,468.44
5.100.141	Congregational Life Healthcare	32.00	262.00	3,555.00	7	84.00
5.100.142	Congregational Life Retirement	600.98	2,277.43	3,055.00	75	2,286.16
5.100.145	Building Superintendent	1,991.25	17,012.53	23,400.00	73	17,122.50
5.100.146	Building Super Healthcare	306.90	2,585.16*	3,322.00	78	2,493.39
5.100.147	Building Super Retirement	549.15	2,298.42*	2,870.00	80	2,461.01
5.100.148	Event Hosting Payroll	726.25	16,083.95	21,800.00	74	12,817.03
5.100.149	Worship Service AV Payroll	0.00	1,643.75	5,300.00	31	3,468.75
5.100.150	Event Manager	1,462.50	11,964.38	17,550.00	68	0.00
5.100.300	Employer Payroll Taxes	1,602.73	12,852.35*	14,432.00	89	12,062.98
5.100.320	Background Checks	15.50	225.93*	200.00	113	28.75
5.150.152	RE Professional Development	0.00	28.00	1,400.00	2	926.54
5.150.153	Professional Development Other	0.00	0.00	195.00	0	0.00
	Employee Compensation & Benefits	\$21,542.21	\$184,075.96	\$256,135.00	72	\$165,473.27
	Subtotal Compensation Expenses	\$35,042.52	\$294,468.22	\$407,865.00	72	\$264,045.48
Sunday Program Expenses						
5.100.340	Speaker Expense	0.00	1,502.00	2,500.00	60	925.00
5.100.341	American Sign Language Expense	0.00	450.00	1,500.00	30	500.00
5.150.100	Program-Coffee	0.00	1,147.72	2,600.00	44	1,466.09
5.150.130	Worship Service Supplies	0.00	440.40*	550.00	80	626.82
5.150.140	Music Supplies, Workshops	385.00	1,162.91*	1,200.00	97	799.45
5.150.150	RE Supplies, Workshops	106.87	2,209.42	3,000.00	74	3,328.39
	Subtotal Sunday Program Expenses	\$491.87	\$6,912.45	\$11,350.00	61	\$7,645.75
Dues						
5.200.110	Dues-UUA	0.00	12,795.30	18,279.00	70	8,022.00
5.200.120	Dues-State of Oregon	100.00	150.00*	100.00	150	50.00
5.200.130	Dues-Other Organizations	0.00	294.26*	265.00	111	289.06
	Subtotal Dues	\$100.00	\$13,239.56	\$18,644.00	71	\$8,361.06
Facility/Office Expense						
5.250.110	Office Expense-Supplies	67.98	795.84	1,600.00	50	936.04
5.250.112	Office Expense-Copies	0.00	1,405.46	3,000.00	47	3,978.09
5.250.115	Office Expense-Tech Support	54.82	2,454.68*	2,950.00	83	751.13
5.250.116	Accounting software	0.00	184.00	450.00	41	0.00
5.250.120	Bank Service Charges	228.27	2,886.43	4,000.00	72	1,152.92
5.250.125	Postage	0.00	87.75	500.00	18	275.00
5.250.130	Telephone	81.70	730.61	3,150.00	23	2,342.86
5.250.131	Internet	341.76	1,101.46	1,800.00	61	1,089.00

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Account #	Account Name	Period Activity	YTD Balance	Annual Budget	% of Annual Budget	Previous YTD
5.250.132	Equipment Purchases	333.95	333.95	2,500.00	13	676.46
5.250.133	Event Rental Expenses	0.00	465.56	2,000.00	23	1,135.11
5.250.135	Insurance Expense	1,863.00	10,117.00	14,850.00	68	8,592.00
5.400.251	Breeze Directory	0.00	450.00	600.00	75	450.00
5.700.100	Legal Fees	0.00	0.00	500.00	0	0.00
	Subtotal Facility/Office Expense	\$2,971.48	\$21,012.74	\$37,900.00	55	\$21,378.61
<i>Operations & Maintenance</i>						
5.270.100	Utilities	2,333.34	20,884.07	30,500.00	68	22,230.33
5.270.102	Security Service	469.70	1,818.80*	1,900.00	96	1,319.10
5.270.110	Maintenance & Repairs	39.82	10,697.44*	13,300.00	80	4,576.12
5.270.125	Window Cleaning	0.00	1,250.00*	1,300.00	96	525.00
5.270.130	Landscape & Snow Removal	1,055.00	3,090.29*	3,500.00	88	4,930.18
5.270.140	Custodial Supplies	392.65	1,418.88	2,800.00	51	1,056.75
5.270.141	Maintenance Contracts	921.00	2,742.72	4,400.00	62	365.00
5.270.146	Safety & Security	0.00	810.99*	1,000.00	81	370.72
	Subtotal Operations & Maintenance	\$5,211.51	\$42,713.19	\$58,700.00	73	\$35,373.20
<i>Advertising/Outreach</i>						
5.300.110	Advertising-Bend Bulletin	0.00	1,400.00	2,200.00	64	1,535.40
5.300.120	Advertising-Other Media	0.00	248.70			83.00
5.300.125	Outreach/Public Relations	0.00	159.20	2,300.00	7	1,824.35
5.350.200	Newsletter Constant Contact	25.49	127.45	635.00	20	588.00
5.400.265	Website Expenses	0.00	249.95	1,000.00	25	113.55
	Subtotal Advertising/Outreach	\$25.49	\$2,185.30	\$6,135.00	32	\$4,144.30
5.400.100	Board Expenses	0.00	357.93	500.00	72	0.00
5.400.104	Congregation Events Expenses	0.00	372.37	700.00	53	452.73
5.400.200	Adult Spiritual Development Committee	0.00	4,977.94*	4,500.00	111	7,320.65
5.400.230	Shared Ministry Healthy Congregation	0.00	0.00	350.00	0	0.00
5.400.235	Leadership Development Committee	0.00	82.08	300.00	27	61.82
5.400.241	Aesthetics Committee	105.00	346.00	500.00	69	0.00
5.400.246	Kitchen Equipment & Supplies	0.00	197.81	1,050.00	19	656.24
5.400.250	Membership Team	0.00	239.48	1,150.00	21	493.36
5.400.255	Memorial Services	0.00	0.00	180.00	0	0.00
5.400.260	Library Committee	0.00	34.25	300.00	11	0.00
5.400.270	Social Action Committee	0.00	318.67	1,110.00	29	265.00
5.400.280	Stewardship Committee	0.00	1,253.68*	1,665.00	75	913.86
5.400.300	Worship Committee	0.00	0.00	300.00	0	35.99
5.400.320	Art Committee	0.00	568.63	1,460.00	39	479.73
5.400.350	Congregational Life Expenses	0.00	421.70*	550.00	77	375.18
5.400.500	Meeting Food Refreshments	0.00	0.00	500.00	0	0.00
5.500.101	Auction Expenses	0.00	19.68	600.00	3	0.00

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Account #	Account Name	Period Activity	YTD Balance	Annual Budget	% of Annual Budget	Previous YTD
Subtotal Board/Committee Expense			\$105.00	\$9,190.22	58	\$11,054.56
5.100.115	Disburse Minister Discretionary	101.65	6,562.42			2,662.60
5.900.150	Disburse Fireflies Books Expenses	986.71	11,316.69			2,026.79
5.900.217	Disburse Memorial Garden Funds	1,429.50	1,429.50			0.00
5.900.910	Disburse Collection for Community	0.00	12,023.81			11,442.74
5.900.999	Clearing Account	0.00	(500.00)			0.00
Subtotal Designated Disbursements			\$2,517.86	\$30,832.42		\$16,132.13
Total Operating Expense			\$46,465.73	\$420,554.10	70	\$368,135.09
Total Expense			\$46,465.73	\$420,554.10	70	\$368,135.09
Difference			<u>\$26,147.10</u>	<u>\$34,354.03</u>		<u>(\$5,150.00)</u>

* = Income/Expense exceeds amount budgeted to date

If the accounts in the subtotals have changed or if ledger and subsidiary account attributes have changed, Previous YTD totals may not represent a valid comparison.

When showing the Previous YTD balance and excluding zero balance accounts, subtotals may not be accurate.

Unitarian Universalist Fellowship of Central Oregon - Bend OR
Balance Sheet as of March 31, 2020 (General Funds)

Thursday, April 9, 2020

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Account #	Account Name	YTD Balance	Previous Period Balance	Amount Diff Period	% Diff Period
1.100.101	Petty Cash	100.00	100.00	0.00	0
1.100.102	WF Operating *018-9	39,234.47	(7,713.36)	46,947.83	609
1.100.205	WF Cash Reserve Certificate/Deposit	51,517.55	51,320.67	196.88	0
1.100.225	WF General Fund MM *317-4	35,622.08	44,494.65	(8,872.57)	20
1.200.100	Accounts Receivable	0.00	0.00	0.00	-
1.200.120	Event Deposit	0.00	0.00	0.00	-
1.200.210	Prepaid Insurance	2,127.00	2,837.00	(710.00)	25
1.200.245	Prepaid Website Expense	0.00	0.00	0.00	-
	Total Assets	\$128,601.10	\$91,038.96	\$37,562.14	41
Liabilities					
2.000.000	Accounts Payable/Vendors	20,663.16	7,883.72	12,779.44	162
2.100.120	A/P Other	0.00	0.00	0.00	-
2.200.100	941 Federal W/H & P/R Tax Payable	221.42	3,583.60	(3,362.18)	94
2.200.110	OR W/H Payable	(227.00)	(291.00)	64.00	22
2.200.120	OR Unemployment Tax Payable	195.53	11.13	184.40	1,657
2.200.130	OR WBF Payable	43.75	22.41	21.34	95
2.200.135	OR Transit Tax	14.34	13.73	0.61	4
2.200.199	Payroll Clearing Account	0.00	0.00	0.00	-
2.300.100	Prepaid Pledges	2,800.00	2,200.00	600.00	27
	Total Liabilities	\$23,711.20	\$13,423.59	\$10,287.61	77
Fund Balance					
3.100.100	General Fund	(13,646.02)	(49,619.10)	35,973.08	72
3.100.110	Minister Discretionary Fund	8,150.67	6,957.32	1,193.35	17
3.100.115	Youth RE Program Discretionary Fund	875.00	875.00	0.00	0
3.100.120	Music Program Discretionary Fund	207.11	207.11	0.00	0
3.100.125	Library Discretionary Funds	500.00	500.00	0.00	0
3.100.130	Adult SD Discretionary Fund	2,156.25	2,156.25	0.00	0
3.100.140	Education Leadership Development Fund	2,685.00	2,685.00	0.00	0
3.100.150	Fireflies Books Balance	10,251.76	10,038.47	213.29	2
3.100.205	Cash Reserve Fund	51,517.55	51,320.67	196.88	0
3.100.225	MM Reserve Fund Balance	24,622.08	34,594.65	(9,972.57)	29
3.100.238	Minister Sabbatical Balance	11,000.00	9,900.00	1,100.00	11
3.700.217	Memorial Garden Fund Balance	6,570.50	8,000.00	(1,429.50)	18
	Total Fund Balance	\$104,889.90	\$77,615.37	\$27,274.53	35
	Total Liabilities and Fund Balance	\$128,601.10	\$91,038.96	\$37,562.14	41

Unitarian Universalist Fellowship of Central Oregon - Bend OR
Treasurer's Report as of March 2020 (New Home)

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Account #	Account Name	Period Activity	YTD Balance	Annual Budget	% of Annual Budget	Previous YTD
Income						
4.100.207	Gain/Loss Bldg Fund Investments	(573.64)	(180.69)			1,401.68
4.100.209	Interest MM Bldg Interest	1,143.51	10,465.81			8,902.53
	Designated New Home Income	\$569.87	\$10,285.12			\$10,304.21
	Total Income	\$569.87	\$10,285.12			\$10,304.21
Expense						
New Home						
New Home Fund						
5.700.205	Disburse Capital Replacement Funds	0.00	5,500.00			0.00
	Subtotal Designated New Home Disbursements	\$0.00	\$5,500.00			\$0.00
5.700.210	Skyliner New Home Fund Expenses	0.00	33,829.65			35,559.28
	New Home	\$0.00	\$39,329.65			\$35,559.28
	Total Expense	\$0.00	\$39,329.65			\$35,559.28
	Difference	\$569.87	(\$29,044.53)	\$0.00		(\$25,255.07)

* = Income/Expense exceeds amount budgeted to date

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When showing the Previous YTD balance and excluding zero balance accounts, subtotals may not be accurate.

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Balance Sheet as of March 31, 2020 (New Home)

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Account #	Account Name	YTD Balance	Previous Period Balance	Amount Diff Period	% Diff Period
1.100.210	WF Ongoing Building Fund *981-9	1,796.19	1,796.19	0.00	0
1.100.221	Ameritrade *3684	316,442.79	316,304.81	137.98	0
1.100.222	Capital One *8350	255,387.95	254,956.06	431.89	0
1.200.250	Note Receivable Rev Scott Rudolph	100,000.00	100,000.00	0.00	0
	Total Assets	<u>\$673,626.93</u>	<u>\$673,057.06</u>	<u>\$569.87</u>	<u>0</u>
Fund Balance					
3.100.210	Ongoing Building Expenditures Fund	1,796.19	1,796.19	0.00	0
3.700.200	Operating Reserve Fund	155,000.00	155,000.00	0.00	0
3.700.201	Asphalt Maintenance Fund	9,000.00	9,000.00	0.00	0
3.700.205	Capital Replacement Fund	44,504.00	44,504.00	0.00	0
3.700.215	Art Fund	48,490.00	48,490.00	0.00	0
3.700.218	Minister Housing Fund Balance	100,000.00	100,000.00	0.00	0
3.700.220	Building Reserve Fund	314,836.74	314,266.87	569.87	0
	Total Fund Balance	<u>\$673,626.93</u>	<u>\$673,057.06</u>	<u>\$569.87</u>	<u>0</u>
	Total Liabilities and Fund Balance	<u>\$673,626.93</u>	<u>\$673,057.06</u>	<u>\$569.87</u>	<u>0</u>

Unitarian Universalist Fellowship of Central Oregon - Bend OR
 Trial Balance for March 2020

2.000.000 Accounts Payable	Debit	Credit
A Child's Garden		\$ 2,000.00
Bend Film Festival Inc		\$ 1,330.00
Bend Health Guide		\$ 553.00
Bendbroadband	\$ 121.00	
Bend-LaPine Schools		\$ 1,850.00
Boeckx, Ashley		\$ 250.00
Cardmember Service		\$ 944.97
CASA		\$ 1,462.50
Cascade Disposal		\$ 99.50
Cascades Academy of Central Oregon		\$ 250.00
Central Oregon Intergovernmental Council		\$ 290.00
City of Bend Utilities	\$ 561.80	
Dana Regan		\$ 19.48
Deschutes River Conservancy		\$ 1,865.00
Friends of the Children-Central Oregon		\$ 500.00
Friends of Westside Village Magnet School		\$ 1,142.50
John Horwich		\$ 69.96
Leadership Bend Foundation		\$ 587.50
Mark Hickman		\$ 461.98
Mountain Star Family Relief Nursery		\$ 620.00
Mt. View Community Club		\$ 300.00
Oregon Dept of Revenue		\$ 18.74
Parker Doelling		\$ 19.99
Reach Another		\$ 1,710.00
Sarah Hersh		\$ 2,285.00
The Highlands at Broken Top		\$ 240.00
TIAA-CREF as Agent for JP Morgan		\$ 2,475.84
Total Accounts Payable/Vendors		\$ 20,663.16

Unitarian Universalist Fellowship of Central Oregon - Bend OR
 Check Register for 03/01/2020 thru 03/31/2020 for WF Operating *018-9

Date	Check#	Amount	Payee	Comments
03/05/2020	5177	\$401.00	Tomco Electric Inc	Fire alarm testing and report
03/05/2020	5178	\$37.15	Jonathan Beil	Staff supplies
03/10/2020		\$99.50	Cascade Disposal	Cascade Disposal 2020-02
03/10/2020		\$1,641.05	Pacific Power	Pacific Power 2020-02
03/10/2020	*VOID*	\$0.00	Cascade Disposal	Cascade Disposal 2020-02
03/11/2020		\$1,063.20	Cardmember Service	Newport Ave COA food, Dollar Tree COA event, Breeze directory, Albertsons flowers, Ida's Cupcakes, Bend Mapping COA event, Commons Cafe, Amazon ?, Lowes bin, mat, MightyBat speaker battery, GoDaddy 2at2.org, Trusted Employees, Safeway ART/RE night, Bend Pizza K, Tate & Tate staff supplies, Amazon ART/RE night, Amazon ART/RE night, Staples ART/RE night, Amazon handsoap, Amazon volunteer gift, B&H Photo mic extension, K2Awards volunteer gift, Spiritual Direction workshop
03/13/2020	5179	\$520.00	J & R Fire LLC	Sprinkler testing and COB report
03/13/2020	5180	\$1,153.00	Church Mutual Insurance	Multiperil #2 of 2
03/13/2020	5181	\$64.50	Joan Landsberg	ICE support trip
03/13/2020	5182	\$251.11	Juniper Paper & Supply	Paper products, sanitizer, soap
03/13/2020	5183	\$385.00	Dan McClung/Piano Tuner-Technician	Tuning
03/13/2020	5184	\$2,500.00	REACH	GCC 2020-02 for REACH
03/19/2020		\$50.00	OR DEPT. OF REVENUE	Oregon Secretary of State business renewal
03/19/2020		\$19.66	OR Transit Tax	
03/19/2020		\$202.10	OR Uempl. Tax Payable	
03/19/2020		\$10.72	OR WBF Payable	
03/19/2020		\$3,362.18	941 Federal Withholding	
03/19/2020	5185	\$131.94	Jensen, Jan K	Payroll
03/19/2020	5186	\$129.07	O'Neal, James A	Payroll
03/19/2020	*VOID*	\$0.00	East Cascade	East Cascade Security Service
03/19/2020	5188	\$2,425.58	TIAA-CREF as Agent for JP Morgan	TIAA Retirement
03/20/2020	5187	\$0.00	Voided Checks	Typo
03/20/2020	5189	\$469.70	East Cascade	
03/23/2020		\$947.00	OR W/H Payable	OR W/H 2020-02

03/24/2020		\$48.19	Cascade Natural Gas	CNG 2020-03
03/31/2020	*VOID*	\$0.00	Jan Lawton	Fireflies bags
03/31/2020	*VOID*	\$0.00	Wade Fagen	Preschool bark
03/31/2020	*VOID*	\$0.00	D and D's Trees	Preschool bark
03/31/2020	*VOID*	\$0.00	Justin Time Construction LLC	Sculpture footings (1 of 2)
03/31/2020	*VOID*	\$0.00	Orion Forge	Engineering
03/31/2020		\$99.50	Cascade Disposal	Cascade Disposal 2020-03
03/31/2020		\$544.60	City of Bend Utilities	COB Water 2020-03
03/31/2020		\$3,473.68	941 Federal Withholding	
03/31/2020	5190	\$56.15	Adams, Shannon Benhoff	Payroll
03/31/2020	5191	\$242.84	Andrewson, Thorpe Eileen	Payroll
03/31/2020	5192	\$1,130.37	Beil, Jonathan J	Payroll
03/31/2020	5193	\$1,129.71	DeArmond, Peggy	Payroll
03/31/2020	5194	\$1,621.36	Doelling, Parker E	Payroll
03/31/2020	5195	\$802.90	Hickman, Mark	Payroll
03/31/2020	5196	\$203.30	Lawton, Natalie S	Payroll
03/31/2020	5197	\$1,829.88	Mauck, Leora West	Payroll
03/31/2020	5198	\$238.52	Reams, Molly M	Payroll
03/31/2020	5199	\$2,769.03	Regan, Dana J	Payroll
03/31/2020	5200	\$7,442.56	Rudolph, Rev Scott E	Payroll
03/31/2020	5201	\$2,322.55	Sloper, Chela	Payroll
03/31/2020	5202	\$883.05	Jan Lawton	Fireflies bags
03/31/2020	5203	\$400.00	D and D's Trees	Preschool bark
03/31/2020	5204	\$1,757.50	Humane Society of Central Oregon	Event cancel/refund deposit
03/31/2020	5205	\$929.50	Justin Time Construction LLC	Sculpture footings (1 of 2)
03/31/2020	5206	\$500.00	Orion Forge	Engineering
03/31/2020	5207	\$655.00	Wade Fagen	Preschool bark

\$44,943.65