



**Unitarian
Universalist**
CONGREGATION OF COLUMBIA

2014 – 2015
ANNUAL REPORT

Strengthened by our common humanity
and inspired by our seven principles, we promise:

to be a safe and welcoming community,
to nurture each other's hearts and spirits,
to delight in the beauty of our diversity,
to struggle together on our spiritual journeys, and
to challenge each other to live our values.

Thus, we pledge our time and vigor to the continuing celebration of spirit,
of the world, and of humankind.

Distributed at the Annual Meeting
June 7, 2015

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UUCB Board of Officers and Trustees

Sally Ann Cooper, President	2012 – 2015
Phil Webster, 1 st Vice President	2013 – 2016
Rae Millman, 2 nd Vice President	2014 – 2017
Steve McGovern, Treasurer	2012 – 2015
Patrick von Schlag, Secretary	2014 – 2017
Melissa Affolter, Trustee At-Large	2012 – 2015
Mike Glasgow, Trustee At-Large	2013 – 2016

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Unitarian Universalist Congregation of Columbia
Annual Meeting
June 7, 2015

AGENDA

1. Confirmation of Quorum
2. Call to Order
3. Opening Words and Chalice Lighting
4. Reading and Approval of the Minutes
5. Reports
 - a. President, Sally Ann Cooper
 - b. Policy Governance Accessibility, Laurie Coltri
 - c. Treasurer, Steve McGovern
 - d. Building Design Committee
6. Creating the Future (New Business)
 - a. Election of Officers
 - b. Budget Approval
 - c. Building Expansion: *Resolved that the total cost of the construction/renovation, including design, construction, permitting, and furniture, is not to exceed \$4.1 million, and that not more than \$1.5 million is to be financed through a long-term mortgage.*
 - d. Other New Business
7. Announcements
8. Adjournment

SLATE OF NOMINEES

Unitarian Universalist Congregation of Columbia Proposed Slate of Officers and Members of Boards – 2015-2016

The Nominating Committee of UUCC proposes the following candidates for election at the June 2015 Annual Meeting of the Congregation:

Endowment Board – 3 Year Term

Charles “Scotty” Scott
Ned Tillman

Nominating Committee – 2 Year Term

Sally Ann Cooper
Tina Horn
Doug Miller

Board of Trustees – 3 Year Term

Frank Hazzard – 2nd Vice President
Jodi Brown – Treasurer
John Harris – At-Large

PRESIDENT'S REPORT

Submitted by Sally Ann Cooper

During this, our 50th year, the Board of Trustees has striven to serve UUCC with grace and good judgment. Eric Walker Wikstrom's book, *Serving With Grace*, has, in fact, served as our guide in our spiritual practice of doing the work of this beloved community. Lay leadership involves holy work. Our deliberations and decisions are based upon that premise.

According to Carver's Policy Governance model, which is used here at UUCC, "The Board of Trustees is designed to give an organization's owners (the members) competent servant-leaders to govern on their behalf." We hope we have fulfilled this purpose.

Some of the accomplishments of the 2014-2015 church year are:

- Celebrating our 50th anniversary through worship services, a new photo directory, a UUCC history book, a video documentary, and a gala party.
- Authorizing Staff holiday bonuses.
- Critiquing and approving the Ministerial Evaluation Committee Report.
- Supporting the conversion of Rev. Kären Rasmussen's contract to an on-going employment agreement.
- Hosting a Staff Appreciation Luncheon.
- Appropriating \$5000.00 from the Cradlerock Children's Center Reserve Fund to convert Room 109 into a needed classroom.
- Deliberately assessing our work as a Board using a self-evaluation tool.
- Determining a process to review the Ends, and then selecting, evaluating and editing, where appropriate, Ends 7, 4, and 6. This practice included each Board member speaking with at least five members at Sunday services for a month prior to the Board meeting.
- Trying to better inform the congregation of our deliberations and decisions. One result was the posting a brief synopsis of the monthly Board meetings on the UUCC web page under Governance.
- Balancing the budget.
- Determining that decisions concerning public support (such as signs and/or sponsorship) of a particular cause or organization are the purview of the Board of Trustees in accordance with Limit E1. The incoming Board of Trustees will further clarify this policy.
- Appreciating the work, dedication, skill and commitment of Maureen Harris, operating as our one-person Executive Team during Reverend Paige Getty's sabbatical.

The Board of Trustees appreciates the wonderful support, encouragement, ideas and thoughtful suggestions from you, our congregation. I urge you all to become even more engaged with the governance of this sacred community, and to heed the words of the Unitarian Universalist minister Reverend Tom Schade:

"Open yourselves to the new and unknown. Love your neighbor as yourself. Be thankful for all you have received and share it joyfully. Sing. Be the change you want to see in the world."

ENDS MONITORING REPORT

Submitted by Maureen Harris, Executive Director

The Ends Monitoring Report is intended to provoke thoughtful reflection and discussion about the use of the congregation's resources and about the strategic directions that the Board of Trustees envisions for UUCC.

The Ends monitoring guidelines, adopted in 2011, ask for (1) a summary of the "key and notable" means which have contributed to achieving the benefits described in the Ends, and (2) an assessment of the achievement of those benefits. Therefore, we provide the following categories of input for each End:

- **Summary of Past Progress** – Highlights from the previous reports, so that one doesn't have to read all previous years' reports in order to be up-to-date. In the interest of brevity and readability, we try not to repeat information in the "Progress since last report" section if it has been highlighted in previous reports.
- **Progress since last report** – Examples of activities and programs that serve to fulfill this End (these are the "'key and notable' means" mentioned above).
- **Short-Term Focus** – where the executive (i.e., the Executive Team, staff, and volunteers) intends to focus UUCC resources (time, energy, money) in the near future, in the ongoing effort to serve this End.
- **Ongoing Growing Edges** – Places where the Executive Team sees that there is a need, a lack, a gap – but where we do not intend to focus resources in the immediate future. (A date in parentheses next to a growing edge indicates when that item was first included in an Ends report.)

As the Board considers the needs and wishes of its constituents, we expect that the two "progress" categories will be most helpful in assessing achievement, and that the Short-Term Focus and Ongoing Growing Edges sections will provide fodder for evaluating where resources should be prioritized. We also encourage the Board to use this report to help you reflect on the continued effectiveness of our clergy team.

There are two additional pages at the end of this report –

- **"At What Cost?"** is the Executive Team's assessment of how (some) resources will need to be allocated in order to meet the needs we see as most critical.
- **Congregational Statistics / Data**, which varies depending on when it is reported. This report contains data for the 2014-15 program year, through the beginning of March 2015. Some comments about that data:
 - Our number of certified members continues to increase, reaching 450 this year.
 - Participation in worship, children & youth RE, small group ministry, etc. remains steady.
 - We have had significantly fewer visitors on record this year. This decrease has led to a subsequent decline in membership class participation, new Friends, and new Members. We will carefully monitor and address this change through construction and the transition to our new space.
 - Members and Friends continue to fulfill their pledges at a remarkably high rate.

Respectfully,
Maureen Harris

1. UUCC exists to provide a connected community of people where members experience a sense of home and family.

Summary of Past Progress:

- UUCC's programs – Religious Education, Social Action, Music, etc. – have grown more deliberate in seeing their work not merely as focused content areas, but as parts of the congregation's overall ministries to build community, grow connections, and so forth.
- Opportunities to connect have grown—sometimes intentionally, sometimes organically: parents of UUCC youth (formal & informal discussion groups and get-togethers), elders (luncheons), all ages and types of families (Wholly Family service; multigenerational potlucks), Young(ish) Adult group, and more.
- Evolution of Small Group Ministry.
- Hiring an Assistant Minister to, among other responsibilities, help us delineate the Path to Engagement.
- Hiring a new Sunday Coordinator, Amanda Bates, whose responsibilities include volunteer coordination.
- The Stepping Stones to Membership process is now well established, with classes held regularly as needed, and with materials available at each step of the process.

Progress since last report (October 2014):

- The UUCC homepage has a new link entitled "I'm curious about membership" that provides easy access to information about the Stepping Stones to Membership.
- The Membership Team is holding receptions for new Members and Friends to help people meet each other in casual settings in members' homes. The first one was held in December and although lightly attended, many people appreciated being invited even if they couldn't participate. About 15 new Members and Friends attended the second reception in March.
- We often add a "turn and say hello to your neighbor" portion in worship before bell is sounded. This helps to ensure just about everyone gets greeted at least once on a Sunday.
- The new photo directory arrived and was distributed to all Members & Friends; copies are given to new Members (they are also given copies of the 50th anniversary book).
- The extremely well-attended 50th anniversary party (October 2014) and Fellowship dinner (February 2015) clearly demonstrated UUCC's enthusiastic sense of community.
- A Family Potluck/Game Night in November drew families with children and without children for a truly multigenerational event.
- YRUU Alumni had their first Winter Reunion here at UUCC. This activity was attended by 10 alumni, who enjoyed eating pizza and spending time together. (They stayed until midnight!) Hosting these events here at UUCC makes it clear that we honor and cherish these young people and their relationship with our community.

Short-Term Focus:

- Some people express interest in signing the membership book, but do not manage to attend a class or connect with a minister on Sunday. Rev. Kären Rasmussen plans to have another "altar call" (as we did 2 years ago) after a worship service in May. Last time we did this, several people who had just been "in the wings" signed the book.
- The Ministerial Evaluation Committee recommends that we continue to develop paths of engagement to the community, which will integrate new members and maintain a

feeling of connection by all members.

- Through the Communicate with Intention Appreciative Inquiry project that concluded in May 2014, we were reminded that our communications need to connect with people on a personal level in order to help them feel part of the community and participate easily. In addition, we should utilize social media tools in order to maximize accessibility and get the most relevant information to the right people at the right time.
- We intend to pay particular attention to this end during construction.

Ongoing Growing Edges:

- As we build and grow, let's continue to maintain a relational community, and to engage the congregation as fully as possible – newcomers and long-timers alike. – from our list of Dreams at the Living Into Abundance workshop (March 2013)

2. UUCC exists to provide members with opportunities to grow intellectually, emotionally, and spiritually throughout their lives.

Summary of Past Progress:

- We continually offer a variety of adult RE classes in response to interests and issues that arise in the congregation. In particular, we plan to offer Adult OWL and Adult World Religions on an alternating annual basis.
- Growth opportunities are offered both in a traditional learning setting and an experiential one—a class on Immigration as a Moral Issue in conjunction with advocating for the DREAM Act, or a Sunday Forum on Homelessness in Howard County in conjunction with hosting the Warm Welcome Shelter.
- The Music Ministry features numerous growth opportunities for participants.
- Groups that foster growth often develop organically at UUCC, and staff and leaders do their best to support them (Creature Connection; Lesbian, Gay, Bisexual, Transgender (LGBT) and Friends; etc.).
- Many different options are available for engaging in the small group ministry program (aka Reflection Groups) – drop-in groups throughout the year, rolling start dates, etc.

Progress since last report (October 2014):

- Current topics of inequality and discrimination have been added to Reflection group plans (shared with End 7).
- Some UUCC members are contemplating hosting a poetry slam. They are interested in combining UUCC's social justice work with the arts (they have in mind the model and powerful work behind #BlackPoetsSpeak).
- UUCC- Big Creek People In Action (BCPIA) partnership finally has a leader in Michelle Rockwell, who will focus on fund-seeking, grant writing, communicating with BCPIA, and finding ways we can help this community – large and small (shared with End 7).
- The new model of workshop rotation being implemented in our 11:00 AM children's classes has allowed for more creative, theme-based programming, as well as greater outreach to the people resources of the entire congregation. We will continue this model in our 11:00 AM program, and continue the more traditional classroom model at 9:00 AM. Both offer high-quality learning experiences for our children.

- The third annual UUCC Women's Retreat expanded to a full weekend, with extensive workshop programming as well as small "sharing circles" during the weekend, worship, and informal activities. Retreat registration increased from last year's enrollment of 47 to 58 this year, despite the additional cost and time commitment of attendance.

Short-Term Focus:

- Keep congregation engaged with – and increase awareness of – the idea of continued work with BCPIA.

Ongoing Growing Edges: *none to note at this time*

3. UUCC exists to prepare our children to enter the adult world as independent thinkers with strong moral compasses grounded in the Unitarian Universalist faith tradition.

Summary of Past Progress:

- We have expanded staff positions that support this End—RE Assistant and Youth Director.
- UUCC youth take advantage of leadership opportunities at UUCC and in the denomination. YRUU graduates continue to express their UU identity and participate in the UU faith community.
- The curricula and programs that we employ with our children and youth are periodically reviewed and assessed in order to use the most effective tools to prepare our children for the adult world.
- Chalice Lights + Chalice Fires
- SAC's monthly hands-on projects

Progress since last report (October 2014):

- On Sunday, January 18 we completed our first Stop Hunger Now meal packaging event as an observance of the Dr. Martin Luther King, Jr. Day of Service. Roughly 50 people, including more than two dozen of our children and youth, worked side by side to package 10,152 meals. The meals were sent to feed children, mostly orphans, in Nicaragua as a part of a 285,120-meal shipment from the National Capital area. The receiving organization - ORPHANetwork - serves almost 18,000 abandoned, abused, and at-risk children in some of the poorest communities of Nicaragua each weekday (shared with End 7).
- Ned Tillman and Steve Parr are teaching an "Understanding Our Impact" mini-class for YRUU. The bulk of the learning takes place via fieldtrips to various sites in Howard County, including the water treatment plant and the recycling center.
- Inspired by two volunteers noticing a need, our Big Questions class made a connection with UUCC's Black Lives Matter Movement to add Racism and Civil Rights to their learning year. John and Kathy Harris came to class to lead the discussion. It was highly successful. In part because of this, we are working on making this popular UUA curriculum more relevant to our kids' questions and our community's needs.
- Our 4th/5th grade Toolbox of Faith class interviewed congregational leaders working for social justice, providing role models of social justice and community service work.

- YRUU trip to War, WV, in July 2015 (shared with Ends 2, 7).
- A YRUU advisor reports that “the 2nd Sunday ‘Youth in Worship’ services and the ‘YRUU Minute’ are helping to increase visibility AND helping the youth to feel more full participants in the spiritual life of the congregation. I have seen consistently nice numbers of YRUU in the 2nd Sunday worship services.”
- Focusing energy and resources on the RE staff is reaping tremendous benefits for our entire community.
 - Expansion of the Youth Director position has enabled Lisa Kehle to minister to youth, families, and volunteers who are part of our program, to identify leaders in UUCC to expand this ministry to include Parents of Teens support groups and learning groups; and to nurture multigenerational connections in all middle and high school youth classes. At least 10 hours each week is spent communicating with youth, parents and volunteers outside of classes.
 - Carla Miller and Lisa Kehle are able to be more intentional and prepared in their work with all ages, nurturing learning opportunities for the individual, the family, our congregation, our community, and in the larger world.
 - Through the required presence of the RE assistant on three Sunday mornings each month, Carla Miller and Kelli Danaker have been able to serve our children’s RE teachers by taking more hands-on roles in the classroom and increasing communications throughout the week. Carla is freer to connect with teachers and parents on Sunday mornings, and to offer support to our volunteer teachers.
 - Carla Miller is now devoting more time to communications with parents and with our children’s teachers between Sundays, so that each teacher hears from her by email once a week. Parents receive email as needed and in a monthly newsletter, “This Month in RE.” Carla also has more time for lesson planning and curricular work, which is needed to sustain this first year of the workshop rotation model.

Short-Term Focus:

- Continuing to assess the allocation of RE staff resources in order to maximize effectiveness.

Ongoing Growing Edges: *none to note at this time*

4. UUCC exists to provide stimulating, challenging, and inspirational worship.

Summary of Past Progress

- Sustained professional leadership from both clergy and musicians resulting in consistently high worship service quality throughout the year.
- Continually increasing worship attendance.
- Creative worship services and a diversity of perspectives—from Rev. Peter Morales to blanket-making; from Wholly Family to Recovery Ministry to Rev. Jason Shelton.
- Continued engagement with the readings within services—people re-posting and sharing poems, stories, articles, etc., via social media.

Progress since last report (October 2014):

- The Worship Associates team has been reactivated to include both old members and new. Training occurred in January and this team brings a good deal of diversity of backgrounds, experiences, and voices to the pulpit.
- A newly-trained Worship Associate (WA) reports being “excited about Paige’s sabbatical - both for the renewal for her and for the congregation’s chance to see some new faces, hear some new voices, and have some new kinds of worship experiences. I also feel confident that the WAs who have been trained will remain highly respectful of our established sacred practices, so that we can still have a feeling of consistency within the change, and a sense of respect for the importance of our touchstone elements of ritual.”
- Leaders of various program areas are often inspired to present those passions in a worship service (shared with End 2).
 - Haiti Journey
 - Animal Ministry
 - Reproductive Justice
- Youth in Worship Sundays are very successful as reported by teens and other congregants. Staff is discussing how to increase the intergenerational cooperation and creativity on these Sundays by partnering directly with youth, perhaps including them in other aspects of these Sundays- including additional speaking responsibilities, time for all ages, and more elaborate musical pieces.
- Feedback from the ministerial evaluation survey (143 respondents) was overwhelmingly positive, especially with respect to worship.
- Members of the Adult Quest class presented their credo statements in a worship service.
- This spring, Rev. Kären Rasmussen is presenting a sermon series entitled “Morals in Movie Musicals.”

Short-Term Focus:

- The Music Committee, through Jeremy Rea, has been actively recruiting members for the Chalice Lights.
- The Leading Edge Conference (see End 6).

Ongoing Growing Edges:

- Offer different styles and types of worship services. – from our list of Dreams at the Living Into Abundance workshop (March 2013)

5. UUCC exists to minister to members in times of need and times of joy.

Summary of Past Progress:

- Continued growth and development of the Karuna care-giving team; monthly meetings often include continuing education, provided either by internal or outside experts.
- With clergy setting the tone and example, UUCC paid staff offers a pastoral presence to members of the congregation.
- Many UUCC members minister to each other outside of UUCC's formal structures.

- We have expanded our ordained clergy in support of this End (as well as End 1, 4, and others).
- Ritual of sharing Joys & Sorrows in worship continues to serve as a weekly reminder that we are called to minister to one another.
- The Recovery Ministry's SMART (Self-Management And Recovery Training) Family & Friends group.
- The Rev. Kären Rasmussen has established a pastoral relationship with UUs at Vantage House.

Progress since last report (October 2014):

- With the addition of two new tech-savvy members to the Karuna team, we have streamlined our processes considerably. UUCC members can be contacted more quickly in times of need either in person, with a phone call, by an email, or with a card.
- YRUU made cards for elderly or sick members in December.
- A UUCC member wrote to the staff from Tucson, where she is caring for her father who is in hospice. She remembered a service a few years ago about preparing for death and writing one's final wishes, including the funeral or memorial service. UUCC staff was able to provide her with links to both the recorded service and the "End of Life Planning Document," along with an offer of additional support as needed.
- Both Lisa Kehle and Carla Miller are intentionally strengthening their relationships and increasing pastoral communications with children, youth and families, through email, social media and in-person pastoral conversations.

Short-Term Focus:

- Reaching out to provide better pastoral care and community connections for families at UUCC is an ongoing goal. (Several pieces were put in place in fall 2014 – we will monitor progress over time.)
- The Ministerial Evaluation Committee found that more time and energy could be devoted to proactively reaching out to members who are elderly or sick.

Ongoing Growing Edges:

- Establishing and communicating reasonable expectations for pastoral care – especially from clergy - in a congregation our size (April 2015).

6. UUCC exists to welcome anyone who shares our Unitarian Universalist principles.

Summary of Past Progress:

- Myriad efforts to increase our welcome: hiring an Assistant Minister and new Sunday Coordinator; moving the Welcome Table downstairs; revising the website so that it is more welcoming to newcomers in general and LGBT persons in particular; and success with our new several-points-of-entry approach, including the "altar call" in June 2013.

Progress since last report (October 2014):

- Construction has begun and we expect it to be substantially completed by the end of 2015 (shared with End 8).
- RE Council leaders, with Carla Miller and Lisa Kehle, met with Rev. Kären Rasmussen to learn more about the pathway to membership and the limited participation of families with young children in these classes. In response to the need for families to “get connected,” we are planning an April “Family Information Fair” to inform parents of the opportunities at UUCC, along with snacks and an activity for the children.
- Cynthia Marshall, Lead Organizer of PATH, performed a piano prelude at the March 29, 2015 worship services. This serves to showcase her talent and demonstrate a different side of her involvement in the UUCC community.
- Lisa Kehle is reaching out to form connections with PATH congregations to begin working toward interfaith interactions in Howard County for our youth.
- Lisa Kehle shared this interaction with a young IAF organizer from Washington, DC: “We were talking about youth empowerment, racism, privilege, what UUCC is working on with regard to racism/privilege education, and also organizing in Oakland Mills, which is where I live and my kids go to school. When we were wrapping up our amazing conversation he said, ‘Where did this banner come from?’ He was referring, of course, to the Black Lives Matter banner in our window. I told him the story of the banner. He said, ‘You have no idea how good it felt to walk into this building and see this sign. Even if that is all your church can do, it is a lot.’”
- With a single entrance and the Welcome Table upstairs, we expect to more easily greet visitors personally and further our thinking about how to most effectively welcome visitors in our new space.

Short-Term Focus:

- In April, nine UUCC staff and leaders will attend a New York City conference for leaders working to grow a multiracial, anti-racist society entitled The Leading Edge: Race, Reconciliation, and Courage—Creating the World We Want. We expect that our participation in this conference will have wide-ranging implications for UUCC’s ministry, from worship to membership to social action and more.
- Newcomers regularly report to Kären, “coffee hour is overwhelming.” In addition to more space, what else might we do to help the experience be less overwhelming? The Membership Team aims to begin drafting plans for more intentional, less intimidating means of socializing in our new space.
- At the end of April, we will begin planning for bolder marketing and outreach efforts to make ourselves known to those who share our principles and be prepared to welcome them when our new space opens. (Shared with End 8)
- The Executive Team expects that the next major staffing expansion will be to staff explicitly for Communications.

Ongoing Growing Edges:

- We continue to be mindful of the fact that we are not always as welcoming as we hope or profess to be – especially of those who are more conservative or Christian, for example. How do we shift our culture toward one that is truly, radically welcoming? (April 2015)

7. UCC exists to promote justice, equality and social responsibility.

Summary of Past Progress:

- Warm Welcome Shelter
- Organizing people and organizing money (especially Second Sunday Outreach Offerings (SSOO)) for a variety of issues, organizations, and community programs.
- Efforts to make our social justice work multigenerational.
- Partnering with other faith groups – in PATH, with the Warm Welcome Shelter
- Several YRUU students attend the UU-UNO spring seminar in NYC each year

Progress since last report (October 2014):

- Racial Justice
 - Lay leaders spontaneously chose to put the Black Lives Matter banner in the window at OBIC (shared with End 6).
 - The Leading Edge Conference
 - A group of congregants have been working hard to increase our volubility and visibility in the light of racial injustice in the country and in our local community. Kerridwen Henry, in particular, has worked tirelessly to keep up a list of civil actions, create invitations, and post and respond thoughtfully and respectfully and *often*.
 - Tina Horn shares that at the Women's Retreat, "I made an announcement at breakfast about Sunday being the 50th anniversary of Bloody Sunday and included a (less than coherent!) plea for help. Jen [Hayashi] got up and stood next to me and then, what amazed me, was **how many other women got up** and stood next to me too."
- Carla Miller led a congregational UU College of Social Justice (UUCSJ) Service-Learning Journey to Haiti. Six members of UCC participated in the trip, as well as six members of First Unitarian of Baltimore and two additional participants, in addition to Carla and her co-leader, Robert Ehler. Upon their return, the UCC Haiti cohort led a worship service based on their experience, increasing awareness and strengthening support of UUSC's programs, and increasing UUSC membership.
- The Rainbow Welcoming Committee, led by Jenny McAtee and Julie Mason, will be involved with DC Pride and will be organizing the UU table there. This will bring more congregational focus on a large local pride event.
- An Auction sermon by Paige and continued efforts by Creature Connection have raised further awareness and conversation about vegetarian and vegan lifestyles.
- Over 100 UCC members participated in the October PATH action that included candidates for Howard County Executive and Board of Education.
- Howard County AGAST (Advocacy Group Against Slavery and Trafficking), which has a number of UCC participants, has begun providing support and services to victims of human trafficking at the Route 1 Day Center on Thursdays.
- BCPIA partnership, including 4th annual trip to War, WV (see End 2).
- Stop Hunger Now (see End 3).

Short-Term Focus:

- SAC leadership aims to increase the visibility of its efforts and activities in the congregation. This effort is consistent with the Board's finding – in its review of End 7 – that

we can do more to communicate and celebrate our social justice work both within and outside the congregation.

- Work on production of *The Vagina Monologues*, including as broad a range of age, experience, background, race, and gender identity as possible. (Delayed until construction is complete – likely February 2016.)
- The Music Ministry is working with The Uganda-Baltimore Alliance (TUBA) to host a fundraiser with Dominion Brass in fall 2015.
- See End 2 Short-Term Focus bullet re: UUCC-BCPIA partnership.

Ongoing Growing Edges: *none to note at this time*

8. UUCC exists to extend the reach of Unitarian Universalism.

Summary of Past Progress:

- Continued improvements to the website and a growing social media presence.
- Partnering with local organizations to impact our community.
- Adult RE classes help members articulate their faith.
- UUCC programs (summer camp, Chalice Concerts, etc.) attract individuals who are not already members of our community.

Progress since last report (October 2014):

- Construction has begun and we expect it to be substantially completed by the end of 2015.
- We are growing our community presence with activism even though we have not been actively marketing ourselves to the larger community until construction has begun. There is a real sense of excitement in the congregation to build our new space . . . and to fill it.
- The website is being updated frequently by our RE Ministry at all levels – children, youth and adult. Registration for adult classes and events is available online this year.
- The Showcase Recital Series has become a separate entity from the other series run by the Music Committee. This change will allow better-targeted marketing to a more specific audience, which will expand the reach of our congregation.
- The fleece jackets have been extremely popular (and ubiquitous!). We hope to offer other types of UUCC gear at varying price points in the future.
- Five UUCC staff and lay leaders participated in interviews for a TV segment to be aired on Voice of America in Pakistan.
- The public UUCC Facebook page (as opposed to the closed group) is now being used actively to post building expansion pictures. We plan to use it more and more to highlight UUCC events and activities that may be of interest to the general public.
- Through PATH, we have created a partnership with Lake Elkhorn Middle School (LEMS). UUCC members and LEMS staff have met together several times. We are providing volunteers and collecting items (umbrellas, food, books) for the school. Our volunteer support of LEMS Wellness Day recently garnered thanks in the LEMS electronic and paper newsletters.

- Maureen Harris is a member of the Leadership Howard County Premier Class of 2015. Through this valuable program, she has built relationships and made connections that have helped UUCC become better known in the county and will reap long-term benefits for UUCC. She has also learned a variety of ways that UUCC's work in the community can be even more effective, and she will be working with staff and leaders in the coming months to share and implement what she has learned.
- The Articulating our UU Faith class to be offered this spring supports adult members in speaking of our faith with those outside of the UU community.
- Adult Quest class and worship service (shared with End 4).

Short-Term Focus:

- At the end of April, we will begin planning for bolder marketing and outreach efforts, including an expanded presence on social media (Shared with End 6).
- Hopefully, once our UUCC YIW twitter account is established, we can create a buzz.
- The Uganda-Baltimore Alliance music fundraiser (see End 7).
- The Music Executive Committee, through Tom Benjamin and Michael Adcock, has been expanding its list of contacts, and taking on new musicians and musical styles for future consideration in its concert series.

Ongoing Growing Edges:

- We want to be well-known in the community as a vibrant, active congregation that works in the world to make it better. – from our list of Dreams at the Living Into Abundance workshop (March 2013).

AT WHAT COST?

The most obvious cost of achieving these Ends is a perennial cost – the cost of human resources, both volunteer and paid. Especially as we work to strengthen and deepen connections to and within UUCC, every leader must be invested in the effort.

Building a Relational Community –

We hope to see, in partnership with the Board, an increased commitment to cultivating a truly relational community at UUCC, with leaders committed to engaging in one-to-one relational meetings on a regular basis. We feel that the Board's effort to talk with members about the Ends represents important progress in this direction. Moreover, this investment of time and energy will be especially important in the coming year, as we experience the disruption of construction and then transition to our new space.

The most substantial monetary costs are for building-related expenses and personnel –

Physical Plant – With the building expansion, OBIC operating expenses will increase. Also, the cost of UUCC's debt service will increase when our construction loan converts to a long-term mortgage.

Personnel – The Executive Team anticipates that our next staffing priority will address the congregation's communications needs, including those that relate to equipping newcomers to fully engage in the congregation.

ENDS MONITORING DATA

Compiled and Submitted by the Executive Team

	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14	thru Mar 1 2015
Worship Attendance	261	247	269	302	318	322	318
Average Children's RE Attendance	43	58	62	76	61	59	41
Average Youth RE Attendance	30	42	50	63	62	43	64
Total Children & Youth RE Enrollment			145	170	180	177	198
Total Adult RE Attendance		124	59 *	321**	348	287	173
Small Group Ministry Participation	85	85	56	100	89	108 (monthly & drop-in)	105
Annual Mtg Attendance	156	175	109	180	132	124	n/a
Fellowship Dinner Attendance	139		130	200+	130	100	200+
Mailchimp Subscribers			725	725	738	753	744
Membership Orientation Attendance	60	30	52	42	see below	see below	see below
Get Connected Attendance					35	31	12
Membership Session w/Paige					24	27	5
Certified Members ***	415	421	432	421	432	438	450
New Members	51	18	45	29	42	32	3
New Friends	19	36	19	58	35	51	25
New Visitors	148	225	226	155	155	194	73
Pledge units	304	290	284	288	272	282	285
Fair Share pledges (self-reported)			87	81	100	84	n/a
Members lost due to:							
Death	3		6	2	4	2	0
Move	23		5	18	7	4	1
Other	32		10	13	14	29	10
Budgeted pledges	\$487,515	\$528,791	\$533,500	\$554,184	\$531,995	\$600,843	\$622,050
Actual pledges at end of FY	\$511,510	\$535,738	\$566,001	\$567,154	\$557,645	\$615,318	\$633,094
Average Pledge	\$1,683	\$1,847	\$1,993	\$1,969	\$2,050	\$2,182	\$2,221
Pledges collected	\$457,602	\$495,140	\$526,029	\$532,342	\$536,868	615,082	\$465,600
% of Pledges collected	94%	94%	99%	96%	101%	102%	75%

* Fall 2010 Only

**Including Sunday Forums (earlier years did not include them)

***Number of adult members certified to the UUA as of February 1

ASSISTANT MINISTER'S REPORT

Submitted by the Rev. Kären Rasmussen

It's hard to believe I've been serving UUCC for three years now! This past year has been filled with both excitement and anticipation for our new building, as well as looking towards the future. All the planning and preparation for Rev. Paige Getty's sabbatical has certainly paid off as we now look forward to her return.

My ministry includes Membership, Pastoral Care (Karuna and the Caring Committee), Reflection Groups (small group ministry), and participation in Worship in all phases.

Membership

Our "Stepping Stones to Membership" classes are firmly in place and there is a steady annual rhythm to our Newcomers' Chats, Get Connected classes, and the 1-hour Membership sessions with Rev. Paige. New this year is the updated Membership information on the website. Finding the information on becoming a member is now easier; with just one click, the process is clearly explained.

We have also added new member and pledging friend receptions. Going back to the past two years, we invited all the new members and pledging friends to one of two informal receptions held off campus. These receptions were to check in, enjoy each other's company, and help people feel connected.

Although we are at the highest membership in recent memory, we have noticed a significant decrease in the number of visitors on a Sunday morning. Outreach had been put on hold as we were running out of space for people! The good news is that strategizing for outreach has begun.

Pastoral Care

Our hearty and discreet group of volunteers remains the quiet backbone of our caring community. We continue to offer monthly training, including guest speakers, at our meetings.

Reflection Groups

We offered eight different reflection groups this year, which included eighty participants. We also offered a very popular men's group.

Worship

This year we expanded even more the addition of lay voices, variety in the music offered, and styles of meaningful worship. Creativity and substance in worship is a hallmark of UUCC.

TREASURER'S REPORT

Submitted by Stephen McGovern

A few items of note:

- Income is on track.
- Expenses tracking to budget.
- Our reserve balances are at their highest levels ever.
- The endowment is essentially flat year over year.
- Building Fund continued to grow with 80% percent of pledges paid.

				Budget	Actuals Mar '15)	Over/(Under) Budget
Income	4000 - Canvass & Offering					
		Donation		13,500	12,378	(1,122)
		Loose Offering		7,500	5,615	(1,885)
		Canvass Expense		(1,000)	(965)	35
			Pledge	466,538	478,836	12,299
			Uncollectible Pledge Income	(23,327)	(23,327)	
			Post-Canvass Pledge Income	18,023	15,681	(2,341)
			Prior Year Pledge income	4,500	1,320	(3,180)
			Total Canvass & Offering	485,983	489,486	3,503
		Auction1		30,750	37,643	6,893
		Total Income		560,939	577,759	16,821
Expenses						
		Operating Expenses		520,739	536,753	(16,014)
		Other Expenses		46,500	43,660	2,840
		Total Expenses		567,239	580,413	(13,174)
			Net surplus/(loss)			3,647

Asset Accounts	Mar-15	Mar-14
Operating Accounts	452,633	418,590
Building Fund Account	1,416,117	1,126,187
Endowment Accounts	379,176	376,422
Total Assets	3,871,780	3,549,369
Liabilities		
Self Financed Liability (Win/Win)	231,930	373,930

Notes: 1 Auction income is budgeted evenly. Most income arrives in November.

ENDOWMENT BOARD REPORT

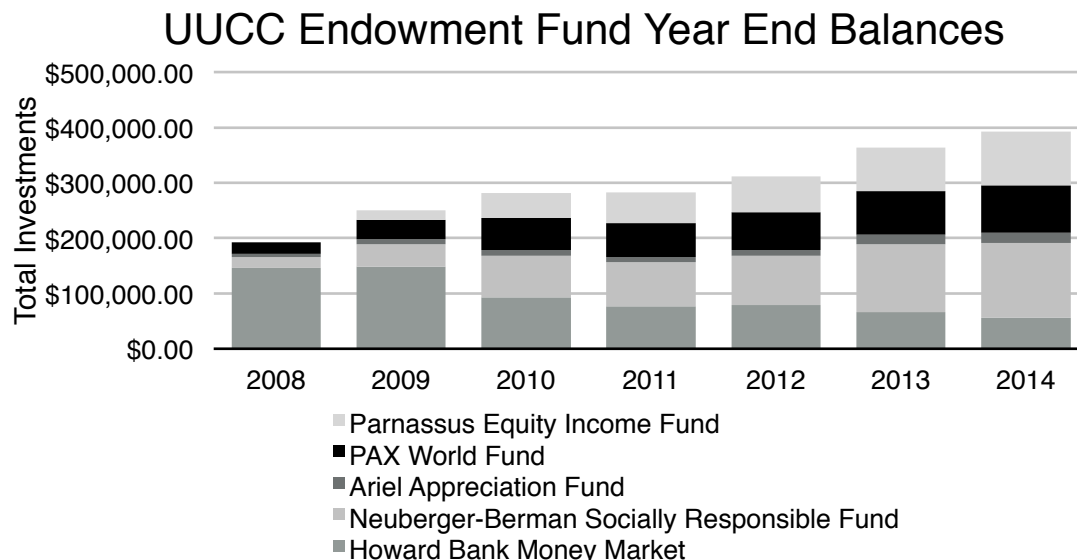
Submitted by the Endowment Board

As of the quarter ending March 31, 2015, the Endowment Fund ("Fund") had a total of \$379,164. Approximately 90% of the total is invested in mutual funds and the remainder, about \$38,786 is in a money market fund. So far this fiscal year, the Fund has received gifts totaling \$1694. The Margaret Odell Society (those who have included the UUCC Endowment in their planned giving) now numbers 19 individuals or couples.

The Fund made its fourth annual distribution this fiscal year for the benefit of the congregation. Following the "Harvard Model" for endowment funds, the balance of the last 13 quarters is averaged and a percentage of this average determines the yearly disbursement. Current Endowment Fund policy has set this average at 5%. For the period ending December 31, 2014, this average quarterly balance was \$335,908, making this year's disbursement \$16,795. The Board of Trustees has supported the Executive Team's proposal to use these funds to help close the operating budget gap of the forthcoming fiscal year.

In May of this fiscal year, with approval of the Endowment Board Investment Committee, one of the Endowment Fund's investments was closed. The funds from this one holding were divided and transferred to one of the other mutual funds and to two new indexed funds. This was done to meet two objectives: to invest in a higher quality set of holdings, hopefully seeing greater appreciation in the future, and to rebalance the categories of holdings per the original investment strategy established in 2009. Although the new investments are not in funds explicitly labeled "socially responsible," the overall structure remains consistent with established Endowment Fund policy.

This past year the Endowment Board worked to raise awareness of the UUCC Endowment Fund by having a board member present after each service for four weeks beginning in late April. This allowed the congregation to meet Endowment Board members, pick up information and have questions answered. We also participate with leaders of UUCC's other fundraising efforts in the Stewardship Council. Hopefully, these and other activities will lead to more planned giving and gifts to the Endowment Fund in the future.



BUILDING DESIGN COMMITTEE REPORT

Submitted by the Building Design Committee

When you look out the sanctuary windows you can now see the shape of our new space. Although the past year has been one of frustration and delay, the end is near! We will be into this addition at the beginning of 2016! Here's a reminder of what we are adding to our building. Besides the sanctuary, we will have:

- a chapel/quiet room with a window into the sanctuary
- lockable audio/visual space and wiring for A/V equipment
- a raised chancel with storage for the piano
- a bookstore
- an upstairs room for the custodians
- an unrenovated but usable nursery/office upstairs in the current pantry
- two new sets of stairs
- new offices for the staff
- a choir room
- a room for teens
- a new classroom that can become 3 rooms when the movable walls are closed
- informal gathering space in the dedicated UUCU area
- an office/copier room for Owen Brown Interfaith Center (OBIC)
- a building manager's office near the downstairs entrance
- a seating area by the elevator where people can meet friends or watch for a ride
- new carpet throughout the building
- hard surface floors in Sanctuary B for easy coffee hour clean up...and dancing if desired
- a framed kitchen to be fully completed and equipped pending congregational approval

When our permit was submitted in June, we expected to begin construction in September or October. Delays developed when the health department had concerns with how the kitchen would be used, the Fire Marshall required us to both install a fire hydrant close to OBIC and get permission from the Columbia Association to place a walkway over their property instead of locating it close to the building, and, after the soil analysis was conducted, it was determined that the foundation footings needed to be larger and stronger. At that point we decided to get a separate permit for the kitchen and other changes to the existing building so we could begin construction on the addition without having to wait. However, at that point, a year had elapsed since the construction contract was originally bid, meaning that costs were no longer frozen and were increased to reflect the rise in cost of building materials. All of these circumstances have resulted in increased design, permitting, and construction costs.

We want to re-affirm that we are getting a lot of building for the money we are spending (even our contractor says so!). We have now raised enough money to construct the addition, include audio equipment and basic furniture, and to finish and equip the kitchen. The bathroom renovations, shower, conversion of the current pantry to a nursery and family bathroom, and additional furniture/fixtures/equipment will need to be completed in a subsequent phase. Here is a breakdown of some of the major cost increases.

Kitchen (basic construction)

- \$9,644: A straight percentage addition for demolition, including planning, protection, dumpsters, cleaning, etc. related to creating the kitchen space in Sanctuary B.
- \$25,110: All doors and finishes (ceilings, floors, paint, etc.).
- \$24,318: Electrical work.
- \$3,510: Adjustment to fire sprinklers due to the inclusion of the kitchen.

County changes required

- \$13,824: Add a fire hydrant, including tree removal and replacement of concrete curb/landscaping/paving/stripping as needed.
- \$2,853: Add one set of egress doors in the lower lobby.
- \$12,184: Changes to the structural footings due to soils test results.

Delayed start

- \$9,650: Drywall cost increases.
- \$1,404: Masonry labor rate increases.
- \$24,266: Lighting package cost increases.

The Financial Details

The UCC community has raised an unprecedented amount of money for our Building Vision – an expected total of over \$2.5 million in pledges and donations! Combined with a \$1.5 million loan, we have a grand total of about \$4 million for our building expansion. In September 2013, the congregation approved a maximum expenditure of \$3.5 million, so now the UCC Board of Trustees and Building Vision leadership are asking the congregation to increase the overall limit, without increasing the amount to be borrowed.

Income

Building Vision pledges and donations collected	\$1,979,300
Interest	\$8,700
Win Win funds already set aside as of May 31, 2015*	\$66,000
Additional Win Win set aside (June 1 - December 31, 2015)*	\$42,000
Building Vision pledges we still expect to collect (already pledged; payment is highly likely)	\$520,000
Win Win payoff (principal plus interest)	-\$240,000
Loan	\$1,500,000
Total Funds Available	\$3,876,000

*UCC carries \$232,000 in Win-Win self-financed notes, which are personal loans from about 50 members. The notes enabled UCC to pay off a higher-rate bank mortgage much earlier than planned. Our operating budget includes \$6,000 per month that is set aside to retire our Win-Win notes. As of May 31, 2015, the congregation has \$66,000 set aside in the bank for this purpose. We must retire our Win-Win financing, with interest, when construction is complete and we convert to a permanent loan. By that time (approximately the end of 2015) our Win-Win set-aside will have increased by \$42,000.

Major costs of the project

Construction contract	\$3,067,000
Design and construction administration	\$315,000
Capital Campaign, bank, permitting, and attorney costs	\$160,000
Total	\$3,542,000

What we still really want to do now

Audio equipment	\$143,000
Finished, equipped kitchen	\$120,000
Basic furniture (chairs for sanctuary, basic lobby furniture, other functional requirements)	\$60,000
Total	\$323,000

Cost: Grand Total**\$3,865,000****What we will likely have to complete in a subsequent phase**

Upstairs bathroom renovations (more toilets & a shower)	\$96,000
Conversion of current pantry to a nursery and family bathroom	\$36,000
Additional furniture, fixtures, and equipment	\$60,000
Total	\$192,000

APPENDICES

A – UUCC Organization Chart

B – UUCC FY14-15 Third Quarter Balance Sheet

C – UUCC Current/Proposed Budget Comparison

D – UUCC FY13-14 Year-End Balance Sheet

E – UUCC FY13-14 Year-End Budget vs. Actual Report

F – OBIC 2014 Budget vs. Actual Report

G – OBIC 2014 Balance Sheet

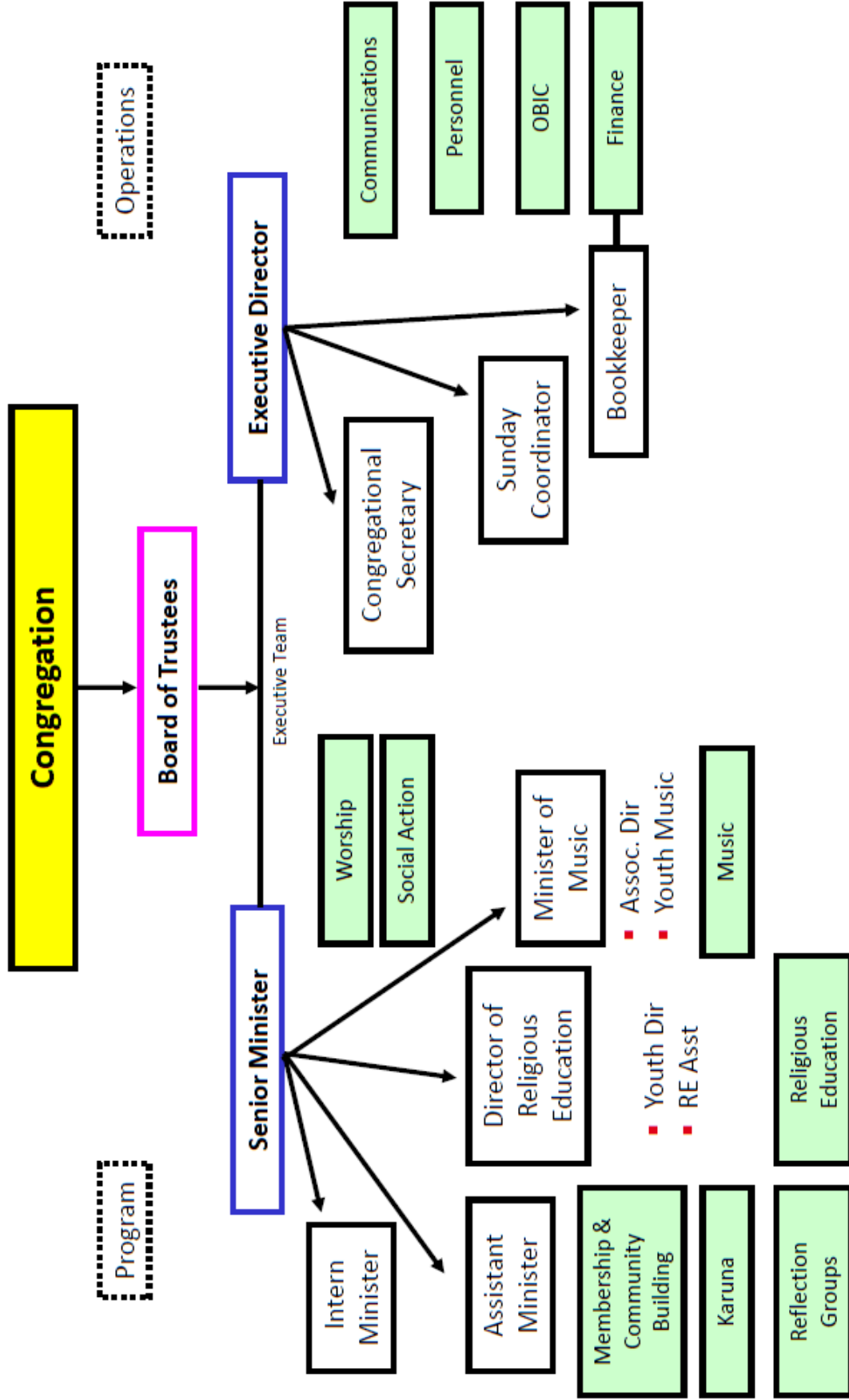
H – Attendance – Fiscal Year Comparison

I – Minutes of the 2014 UUCC Annual Meeting



Unitarian Universalist Congregation of Columbia Org Chart

adopted August 2008



Updated 6/2015

**UNITARIAN UNIVERSALIST CONGREGATION OF COLUMBIA
FY14-15 THIRD QUARTER BALANCE SHEET
As of March 31, 2015**

	Total
ASSETS	
Current Assets	
Bank Accounts	
1000 Operating Accounts	
1001 Operating Checking (BOA 8993) (deleted)	0.00
1003 Oper Surplus (Vanguard 2895)	5,353.01
1014 Operating Checking (M&T 9074)	6,370.94
1020 Operating Checking (PNC 8825)	4,615.75
1024 Oper Checking (Howard 2787)	272,114.29
1025 Reserve (Howard 2760)	164,179.13
Total 1000 Operating Accounts	\$ 452,633.12
1050 Restricted Reserve (M&T 7149)	0.00
1100 Scrip Accounts	
1002 Scrip Checking(obs) (BOA 4383) (deleted)	0.00
1005 Scrip Saving (Vanguard 8208)	0.00
1019 Scrip Checking (BOA 9466) (deleted)	0.00
Total 1100 Scrip Accounts	\$ 0.00
1200 Building Fund Accounts	
1006 Building Fund (Vanguard 8952)	0.32
1009 Building Custod Savg(obs) (M&T) (deleted)	0.00
1010 Building (obs) Check (M&T 0040) (deleted)	0.00
1072 Building Fund (Howard 5772)	1,416,116.39
Total 1200 Building Fund Accounts	\$ 1,416,116.71
1300 Other Accounts	
1004 Petty Cash	1.00
Total 1300 Other Accounts	\$ 1.00
1400 Win-Win Self-Fin Initiative	
1401 Win-Win Checking (M&T 0040)	0.00
1402 Win-Win Reserve (M&T 4839)	0.00
Total 1400 Win-Win Self-Fin Initiative	\$ 0.00
Total Bank Accounts	\$ 1,868,750.83
Other current assets	
1008 Scrip Inventory	4,530.00
1012 Credits Pending Redemption	0.00
1013 Scrip Receivable	400.00
1015 Bookstore Inventory	1,380.39
1016 Prepaid Expense	0.00
1017 Accrued Income	0.00
1018 Bulk Mail Postage Account	-30.82

Total Other current assets	<u>\$ 6,279.57</u>
Total Current Assets	\$ 1,875,030.40
Fixed Assets	
15000 Building Renovation	1,617,573.42
Total Fixed Assets	<u>\$ 1,617,573.42</u>
Other Assets	
1500 Endowment Accounts	
1007 Endowment (T Rowe Price)	-2.32
1302 Endowment (Neuberger)	137,947.22
1303 Endowment (Ariel Appreciation)	18,671.98
1304 Endowment (PAX World)	86,418.90
1305 Endowment (Parnassus)	97,339.83
1306 Endowment (M & T 9301)	14.48
1307 Endowment (Howard 2752)	38,786.20
Total 1500 Endowment Accounts	<u>\$ 379,176.29</u>
Total Other Assets	<u>\$ 379,176.29</u>
TOTAL ASSETS	\$ 3,871,780.11
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Credit Cards	
2004 Capital One Credit Card	2,402.23
Total Credit Cards	<u>\$ 2,402.23</u>
Other Current Liabilities	
2001 Advance Pledges	23,277.35
2002 Fed Taxes Payable	0.00
2003 State Tax Payable	0.00
2005 Accrued Expenses	85.19
2006 Sales Tax Collected	-77.15
2100 Payroll Liabilities	814.41
2101 Payroll Liability (Retirement)	0.00
2110 Direct Deposit Liabilities	0.00
2200 Security Deposits	0.00
Total Other Current Liabilities	<u>\$ 24,099.80</u>
Total Current Liabilities	<u>\$ 26,502.03</u>
Long-Term Liabilities	
2500 Renovation Mortgage	33.87
2600 Self-Financing Liability	
2601 S-F Liab 6 months	-103.41
2602 S-F Liab 1 year	0.00
2603 S-F Liab 1-1/2 years	0.00
2604 S-F Liab 2 years	0.00
2605 S-F Liab 2-1/2 years	0.00
2606 S-F Liab 3 years	232,000.00
Total 2600 Self-Financing Liability	<u>\$ 231,896.59</u>
Total Long-Term Liabilities	<u>\$ 231,930.46</u>
Total Liabilities	<u>\$ 258,432.49</u>

Equity

10000 Building Fund	0.00
10001 Architect Fees	-255,484.59
10002 Consultant Fees	0.00
10003 Closing Costs	0.00
10004 New Build. Interest Exp.	0.00
10005 Transfer to Operating Fund	0.00
4700 Building Fund Income	0.00
4701 CRF - Scrip income	0.00
4702 CRF - Interest Income	0.00
4703 Building Fund Donations	1,967,271.44
8016 New Building Expense	-161,787.91
8017 2014 Construction Contract	-29,045.07
Total 10000 Building Fund	\$ 1,520,953.87
20000 Self-Financing Initiative	
20001 S-F 6 months	0.00
20002 S-F 1 year	0.00
20003 S-F 1-1/2 years	0.00
20004 S-F 2 years	0.00
20005 S-F 2-1/2 years	0.00
20006 S-F 3 years	0.00
20010 Self-Financing Interest	0.00
20011 Self-Financing Bank Fees	0.00
Total 20000 Self-Financing Initiative	\$ 0.00
3000 Opening Bal Equity	131,360.88
30000 Endowment Fund	
30001 Endowment Fund Expense	0.00
30002 Endowment Interest Income	0.00
Total 30000 Endowment Fund	\$ 0.00
3001 Operating Fund Principal	1,866,154.06
3002 Building Fund - Principal	0.00
3900 Short-Term Restricted Accounts	
3901 Music Fund (deleted)	0.00
3902 Memorial Funds (deleted)	0.00
3904 UNICEF	0.00
3905 Guest at Your Table	0.00
3906 YRUU	949.77
3907 Quest	-3,324.07
3910 Book Sales (deleted)	0.00
3911 Rev. Johnson School (deleted)	0.00
3913 Minister Discretion Fund	1,507.44
3916 Minister Search Donations (deleted)	0.00
3917 Bookstore Fund (deleted)	0.00
3918 Retreats	0.00
3920 Piano Fund (deleted)	0.00
3925 Fair Trade / Banner Neighborhd	0.00
3926 Chair Fund (deleted)	0.00

3927 Preschool Pass-Thru	0.00
3928 Self-Financing	-2,228.30
3929 Annual Camping Trip	881.04
3930 Music Pass-Thru	0.00
3931 OBIC Memorial Garden	0.00
3935 Summer Camp	1,802.48
3936 Warm Welcome Shelter	19.49
3937 MAD Middle School Group	235.25
3941 Women's Retreat Account	1,846.61
3942 SMART F&F Group	234.47
3945 Depression Support Group	0.00
3955 Recovery Ministry	21.21
3960 Haiti Service Trip	412.50
3965 Capitol Pride	-500.00
3980 50th Anniversary	964.38
3996 Big Creek People In Action	-42.27
3999 Clearing Account	494.07
Total 3900 Short-Term Restricted Accounts	\$ 3,274.07
3950 Long-Term Restricted Accounts	
3903 Beans & Bread Fund (deleted)	0.00
3908 Ecology (deleted)	0.00
3912 Coffeehouse Funds	0.00
3914 Gay & Lesbian Outreach (deleted)	0.00
3919 Music Contingency Reserve Fund	3,350.37
39190 MCRF Music Supplies FY09-10 (deleted)	0.00
3921 Dell Hufford Memorial (deleted)	0.00
3922 Adcock CD Sales	0.00
3923 Journey Toward Wholeness	0.00
3933 CCC Reserve Fund	21,163.31
3934 Sabbatical Reserve	2,499.05
3939 Music Instrument Repair Fund	100.00
Total 3950 Long-Term Restricted Accounts	\$ 27,112.73
Net Income	64,492.01
Total Equity	\$ 3,613,347.62
TOTAL LIABILITIES AND EQUITY	\$ 3,871,780.11

**UNITARIAN UNIVERSALIST CONGREGATION OF COLUMBIA
CURRENT/PROPOSED BUDGET COMPARISON REPORT
As of June 5, 2015**

	Current budget: Jul '14 - Jun '15	Proposed budget: Jul '15 - Jun '16	Difference
4000 · Canvass & Offering			
4002 · Donation	18,000.00	18,000.00	0.00
4003 · Loose Offering	10,000.00	10,000.00	0.00
4004 · Canvass Expense	-1,000.00	-1,000.00	0.00
4100 · Pledge Income			
4001 · Pledge	622,050.00	617,647.00	-4,403.00
4006 · Uncollectible Pledge Income	-31,103.00	-30,882.35	220.65
4007 · Post-Canvass Pledge Income	24,030.00	24,000.00	-30.00
4601 · Prior Year Pledge	6,000.00	6,000.00	0.00
Total 4100 · Pledge Income	620,977.00	616,764.65	-4,212.35
Total 4000 · Canvass & Offering	647,977.00	643,764.65	-4,212.35
4300 · Music Income			
4301 · Chalice Concert Revenue	10,000.00	10,000.00	0.00
4302 · Chalice Concert Expense	-3,750.00	-3,750.00	0.00
4305 · Other Concert Revenue	1,000.00	1,000.00	0.00
4306 · Other Concert Expense	-250.00	-250.00	0.00
Total 4300 · Music Income	7,000.00	7,000.00	0.00
4400 · Fundraisers			
Auction			
4401 · Auction Revenue	44,000.00	44,000.00	0.00
4402 · Auction Expense	-3,000.00	-3,000.00	0.00
Total Auction	41,000.00	41,000.00	0.00
Bookstore			
4203 · Bookstore Revenue	3,000.00	3,000.00	0.00
4204 · Bookstore Expense	-2,250.00	-2,250.00	0.00
Total Bookstore	750.00	750.00	0.00
Total 4400 · Fundraisers	41,750.00	41,750.00	0.00
4500 · Misc. Income			
4502 · OBIC Lawn Maintenance			
4516 · OBIC Lawn Maint Income	5,300.00	5,300.00	0.00
4517 · OBIC Lawn Maint Expenses	-100.00	-100.00	0.00
Total 4502 · OBIC Lawn Maintenance	5,200.00	5,200.00	0.00

4503 · Operating surplus transfer plus Interest Rec'd - Operating	30,363.00	45,500.00	15,137.00
4520 · Endowment Disbursement	<u>15,328.00</u>	<u>16,795.00</u>	<u>1,467.00</u>
Total 4500 · Misc. Income	<u>50,891.00</u>	<u>67,495.00</u>	<u>16,604.00</u>
	<u>747,618.00</u>	<u>760,009.65</u>	<u>12,391.65</u>
	747,618.00	760,009.65	12,391.65
5000 · Ministry & Worship			
Music			
5003 · Guest Musicians	700.00	800.00	100.00
5101 · Music Supplies	1,900.00	2,000.00	100.00
5102 · Music Maintenance	<u>1,000.00</u>	<u>800.00</u>	<u>-200.00</u>
Total Music	3,600.00	3,600.00	0.00
5001 · Guest Speakers & Ministers	500.00	500.00	0.00
5004 · Worship Supplies	200.00	200.00	0.00
5103 · Coffee Hour Supplies	400.00	400.00	0.00
5104 · I&U Training and Supplies	300.00	300.00	0.00
5105 · Karuna Ministry	100.00	150.00	50.00
8023 · Sound & Lighting Maint	<u>200.00</u>	<u>200.00</u>	<u>0.00</u>
Total 5000 · Ministry & Worship	5,300.00	5,350.00	50.00
6000 · Religious Education			
6001 · Meeting Expenses/Events	600.00	600.00	0.00
6002 · Arts, Crafts & Classroom Supps	1,500.00	1,700.00	200.00
6005 · Curriculum Materials	300.00	300.00	0.00
6006 · Adult RE Program	300.00	300.00	0.00
6010 · RE - Administration	200.00	200.00	0.00
6011 · Teacher Training	200.00	200.00	0.00
6012 · RE Professional Training	1,550.00	1,750.00	200.00
6014 · RE Outreach Marketing Materials	200.00	200.00	0.00
6016 · Youth Program Activities	<u>500.00</u>	<u>500.00</u>	<u>0.00</u>
Total 6000 · Religious Education	5,350.00	5,750.00	400.00
6500 · Membership & Community Bldg			
6501 · Volunteer Appreciation	100.00	100.00	0.00
7001 · Membership & Comm Bldg Exp	200.00	200.00	0.00
7203 · Congregational Dinners	100.00	100.00	0.00
7204 · Congregational Special Events	100.00	100.00	0.00
9001 · Young Adult Events	<u>100.00</u>	<u>100.00</u>	<u>0.00</u>
Total 6500 · Membership & Community Bldg	600.00	600.00	0.00
6600 · Visitors & New Members			
6601 · Visitors & New Members Expense	1,000.00	1,250.00	250.00
7002 · Volunteer (Training)Membership	150.00	150.00	0.00
7007 · Congregational Pamphlets	<u>100.00</u>	<u>100.00</u>	<u>0.00</u>
Total 6600 · Visitors & New Members	1,250.00	1,500.00	250.00
7500 · Communications & Info Tech			

7403 · Publicity & Advertising	500.00	500.00	0.00
7407 · Website Maintenance	900.00	1,200.00	300.00
7408 · Website Hosting	200.00	100.00	-100.00
7409 · UUCG and UUA Pamphlets	200.00	100.00	-100.00
Total 7500 · Communications & Info Tech	1,800.00	1,900.00	100.00
7700 · Leadership Development			
8006 · Bd of Trustees Expense	500.00	500.00	0.00
8007 · Leadership Development	500.00	500.00	0.00
Total 7700 · Leadership Development	1,000.00	1,000.00	0.00
7800 · Cradlerock Children's Center			
8506 · CCC Scholarships	7,000.00	3,000.00	-4,000.00
Total 7800 · Cradlerock Children's Center	7,000.00	3,000.00	-4,000.00
7900 · Facilities Management / OBIC			
8013 · OBIC Assessment	96,348.00	98,059.00	1,711.00
8029 · OBIC Reserve	12,813.00	12,813.00	0.00
Total 7900 · Facilities Management / OBIC	109,161.00	110,872.00	1,711.00
8000 · Administration			
8001 · Office Supplies	1,800.00	2,000.00	200.00
8002 · Duplicating	4,500.00	4,500.00	0.00
8003 · Postage	900.00	900.00	0.00
8005 · Bank Fees	300.00	300.00	0.00
8008 · Insurance	3,300.00	3,500.00	200.00
8011 · Equip/Softw/Maint.	3,000.00	3,500.00	500.00
8012 · Telephone	750.00	700.00	-50.00
Total 8000 · Administration	14,550.00	15,400.00	850.00
8100 · Debt Service			
8025 · Debt Svc (Mortgage Interest)	0.00	5,000.00	5,000.00
8036 · Debt Service (WW Interest)	10,000.00	10,000.00	0.00
Total 8100 · Debt Service	10,000.00	15,000.00	5,000.00
8500 · Social Action Council			
7005 · Welcoming Congregation	500.00	500.00	0.00
7102 · Community Outreach - General	5,000.00	5,000.00	0.00
7105 · Social Justice Impact Committee	5,350.00	5,350.00	0.00
8504 · Broad-Based SAC Project	2,750.00	2,750.00	0.00
8509 · Environmental Activities Comm	500.00	500.00	0.00
Total 8500 · Social Action Council	14,100.00	14,100.00	0.00
8700 · Denominational Affairs			
7301 · UUA Assessment	26,280.00	27,000.00	720.00
7303 · JPD Assessment	12,264.00	4,300.00	-7,964.00
Total 8700 · Denominational Affairs	38,544.00	31,300.00	-7,244.00
9500 · Finance Council			
9502 · Pledge Collection (EFT) Fees	1,000.00	500.00	-500.00
Total 9500 · Finance Council	1,000.00	500.00	-500.00
99000 · Personnel			

90010 · Minister			
90011 · Salary - Minister	51,860.00	52,060.00	200.00
90013 · FB - Minister			
900131 · FB - Minister Retirement	9,266.00	9,286.00	20.00
900132 · FB - Minister Life & Disability	1,683.00	1,683.00	0.00
Total 90013 · FB - Minister	10,949.00	10,969.00	20.00
90014 · Prof Exp - Minister	6,000.00	6,000.00	0.00
90015 · Housing - Minister	40,800.00	40,800.00	0.00
Total 90010 · Minister	109,609.00	109,829.00	220.00
90020 · Executive Director			
90021 · Salary - Exec Dir	60,078.00	60,278.00	200.00
90022 · FICA - Exec Dir	4,596.00	4,611.27	15.27
90023 · FB - Exec Dir			
900231 · FB - Exec Retirement	6,008.00	6,028.00	20.00
900232 · FB - Exec Dir Life & LTD	601.00	602.00	1.00
Total 90023 · FB - Exec Dir	6,609.00	6,630.00	21.00
90024 · Prof Exp - Exec Dir	2,000.00	2,000.00	0.00
Total 90020 · Executive Director	73,283.00	73,519.27	236.27
90030 · DLRE			
90031 · Salary - DLRE	50,430.00	50,630.00	200.00
90032 · FICA - DLRE	3,858.00	3,873.20	15.19
90033 · FB - DLRE			
900331 · FB - DLRE Retirement	5,043.00	5,063.00	20.00
900332 · FB - DLRE Life & LTD	504.00	506.00	2.00
Total 90033 · FB - DLRE	5,547.00	5,569.00	22.00
90034 · Prof Exp - DLRE	4,700.00	4,700.00	0.00
Total 90030 · DLRE	64,535.00	64,772.20	237.20
90040 · Music Director			
90041 · Salary - Music Dir	29,260.00	29,460.00	200.00
90042 · FICA - Music Dir	2,238.00	2,253.69	15.69
90043 · FB - Music Dir			
900431 · FB - Music Dir Retirement	2,926.00	2,946.00	20.00
900432 · FB - Mus Dir Life & LTD	293.00	295.00	2.00
Total 90043 · FB - Music Dir	3,219.00	3,241.00	22.00
90044 · Prof Exp - Music Dir	500.00	500.00	0.00
Total 90040 · Music Director	35,217.00	35,454.69	237.69
90060 · Assoc Music Director			
90061 · Salary - Assoc MD	29,260.00	29,460.00	200.00
90062 · FICA - Assoc MD	2,238.00	2,253.69	15.69
90063 · FB - Associate Music Director			
900631 · FB - Assoc Music Dir Retirement	2,926.00	2,946.00	20.00
900632 · FB - Assoc Music Dir Life & LTD	293.00	295.00	2.00
900633 · FB - Assoc Music Dir Health	0.00	3,728.64	3,728.64
Total 90063 · FB - Associate Music Director	3,219.00	6,969.64	3,750.64

90064 · Prof Exp - Assoc MD	500.00	500.00	0.00
Total 90060 · Assoc Music Director	35,217.00	39,183.33	3,966.33
90070 · Sunday Attendant			
90071 · Salary - Sunday Attendant	5,540.00	5,740.00	200.00
90072 · FICA - Sunday Attendant	424.00	439.11	15.11
Total 90070 · Sunday Attendant	5,964.00	6,179.11	215.11
90110 · Youth Choir Director			
90111 · Salary - Youth Choir	3,350.00	3,550.00	200.00
90112 · FICA - Youth Choir	256.00	271.58	15.58
Total 90110 · Youth Choir Director	3,606.00	3,821.58	215.58
90150 · Congregational Secretary			
90151 · Salary - Cong Secretary	31,110.00	31,310.00	200.00
90152 · FICA - Cong Secretary	2,380.00	2,395.22	15.22
90153 · FB - Cong Secretary			
901531 · FB - Cong Secretary Retirement	3,111.00	3,131.00	20.00
901532 · FB - Cong Secy Life & LTD	311.00	313.00	2.00
Total 90153 · FB - Cong Secretary	3,422.00	3,444.00	22.00
90154 · Prof Exp - Cong Secy	250.00	250.00	0.00
Total 90150 · Congregational Secretary	37,162.00	37,399.22	237.21
90160 · Youth Director			
90161 · Salary - Youth Director	39,000.00	39,200.00	200.00
90162 · FICA - Youth Director	2,984.00	2,998.80	14.80
90163 · FB - Youth Dir Retirement	3,900.00	3,920.00	20.00
Total 90160 · Youth Director	45,884.00	46,118.80	234.80
90180 · Ministerial Intern			
90181 · Salary- Ministerial Intern	8,400.00	7,700.00	-700.00
Total 90180 · Ministerial Intern	8,400.00	7,700.00	-700.00
90190 · Assistant Minister			
90191 · Salary - Assistant Minister	34,000.00	34,200.00	200.00
90192 · FICA - Assistant Minister	2,601.00	2,616.30	15.30
90194 · Prof Exp - Assistant Minister	5,000.00	5,000.00	0.00
90195 · FB - Asst Minister Retirement	3,400.00	3,420.00	20.00
90196 · FB - Asst Minister Life & LTD	340.00	342.00	2.00
Total 90190 · Assistant Minister	45,341.00	45,578.30	237.30
90200 · Casual Labor			
90201 · Nursery	4,300.00	4,200.00	-100.00
Total 90200 · Casual Labor	4,300.00	4,200.00	-100.00
90210 · LGL Assistant			
90211 · Salary - LGL Assistant	12,444.00	12,644.00	200.00
90212 · FICA - LGL Assistant	952.00	967.27	15.27
Total 90210 · LGL Assistant	13,396.00	13,611.27	215.27
99900 · Miscellaneous Personnel			
99002 · Payroll Expenses	1,500.00	2,000.00	500.00
99999 · Personnel Contingency	1,250.00	1,250.00	0.00

Total 99900 · Miscellaneous Personnel	<u>2,750.00</u>	<u>3,250.00</u>	<u>500.00</u>
Total 99000 · Personnel	<u>484,664.00</u>	<u>490,616.75</u>	<u>5,952.75</u>
	<u>694,319.00</u>	<u>696,888.75</u>	<u>2,569.75</u>
	53,299.00	63,120.90	9,821.90
8031 · Debt Srvc (Principal)	0	1,000.00	1,000.00
8035 · Debt Service (WW P&I Set-Aside)	<u>62,000</u>	<u>62,000.00</u>	<u>0.00</u>
Total Debt Service Other Expense	<u>62,000</u>	<u>63,000.00</u>	<u>1,000.00</u>
Total Other Expense	<u>62,000</u>	<u>63,000.00</u>	<u>1,000.00</u>
Net Other Income	<u>-62,000</u>	<u>-63,000.00</u>	<u>-1,000.00</u>
Net Income	<u>-8701</u>	<u>120.90</u>	<u>8,821.90</u>

**UNITARIAN UNIVERSALIST CONGREGATION OF COLUMBIA
FY13-14 YEAR-END BALANCE SHEET
FINAL as of June 30, 2014**

	<u>Jun 30, 14</u>
ASSETS	
Current Assets	
Checking/Savings	
1000 · Operating Accounts	
1003 · Oper Surplus (Vanguard 2895)	5,352.57
1014 · Operating Checking (M&T 9074)	32,593.04
1020 · Operating Checking (PNC 8825)	1,113.17
1024 · Oper Checking (Howard 2787)	128,712.67
1025 · Reserve (Howard 2760)	<u>177,133.66</u>
Total 1000 · Operating Accounts	344,905.11
1200 · Building Fund Accounts	
1006 · Building Fund (Vanguard 8952)	0.32
1072 · Building Fund (Howard 5772)	<u>1,145,256.02</u>
Total 1200 · Building Fund Accounts	1,145,256.34
1300 · Other Accounts	
1004 · Petty Cash	<u>1.00</u>
Total 1300 · Other Accounts	<u>1.00</u>
Total Checking/Savings	1,490,162.45
Other Current Assets	
1008 · Scrip Inventory	4,530.00
1013 · Scrip Receivable	400.00
1015 · Bookstore Inventory	1,380.39
1018 · Bulk Mail Postage Account	<u>-30.82</u>
Total Other Current Assets	<u>6,279.57</u>
Total Current Assets	1,496,442.02
Fixed Assets	
15000 · Building Renovation	<u>1,617,573.42</u>
Total Fixed Assets	1,617,573.42
Other Assets	
1500 · Endowment Accounts	

1007 · Endowment (T Rowe Price)	-2.32
1302 · Endowment (Neuberger)	128,840.83
1303 · Endowment (Ariel Appreciation)	17,175.30
1304 · Endowment (PAX World)	83,423.85
1305 · Endowment (Parnassus)	92,801.06
1306 · Endowment (M & T 9301)	14.48
1307 · Endowment (Howard 2752)	<u>55,480.04</u>
Total 1500 · Endowment Accounts	<u>377,733.24</u>
 Total Other Assets	 <u>377,733.24</u>
 TOTAL ASSETS	 <u>3,491,748.68</u>
 LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Credit Cards	
2004 · Capital One Credit Card	<u>4,787.08</u>
Total Credit Cards	4,787.08
Other Current Liabilities	
2005 · Accrued Expenses	85.19
2006 · Sales Tax Collected	82.95
2100 · Payroll Liabilities	<u>79.99</u>
Total Other Current Liabilities	<u>248.13</u>
 Total Current Liabilities	 5,035.21
Long Term Liabilities	
2500 · Renovation Mortgage	33.87
2600 · Self-Financing Liability	
2601 · S-F Liab 6 months	-103.41
2606 · S-F Liab 3 years	<u>242,000.00</u>
Total 2600 · Self-Financing Liability	<u>241,896.59</u>
 Total Long Term Liabilities	 <u>241,930.46</u>
 Total Liabilities	 246,965.67
 Equity	
10000 · Building Fund	
10001 · Architect Fees	-244,813.59
4703 · Building Fund Donations	1,559,064.68
8016 · New Building Expense	<u>-111,424.21</u>
Total 10000 · Building Fund	1,202,826.88

3000 · Opening Bal Equity	130,308.78
3001 · Operating Fund Principal	1,773,398.01
3900 · Short-Term Restricted Accounts	
3906 · YRUU	1,568.04
3907 · Quest	-4,009.85
3913 · Minister Discretion Fund	1,387.02
3928 · Self-Financing	-2,155.85
3929 · Annual Camping Trip	881.04
3935 · Summer Camp	1,802.48
3936 · Warm Welcome Shelter	-26.51
3937 · MAD Middle School Group	175.46
3941 · Women's Retreat Account	421.18
3942 · SMART F&F Group	96.36
3955 · Recovery Ministry	21.21
3980 · 50th Anniversary	-1,204.67
3999 · Clearing Account	<u>-255.93</u>
Total 3900 · Short-Term Restricted Accounts	-1,300.02
3950 · Long-Term Restricted Accounts	
3919 · Music Contingency Reserve Fund	3,686.64
3933 · CCC Reserve Fund	21,940.24
3934 · Sabbatical Reserve	3,999.05
3939 · Music Instrument Repair Fund	<u>100.00</u>
Total 3950 · Long-Term Restricted Accounts	29,725.93
Net Income	<u>109,823.43</u>
Total Equity	<u>3,244,783.01</u>
TOTAL LIABILITIES & EQUITY	<u><u>3,491,748.68</u></u>

APPENDIX E

UNITARIAN UNIVERSALIST CONGREGATION OF COLUMBIA FY13-14 YEAR-END BUDGET vs. ACTUAL REPORT FINAL – July 2013 through June 2014

Ordinary Income/Expense	Jul '13 - Jun 14	Budget	\$ Over Budget	% of Budget
Income				
4000 · Canvass & Offering				
4002 · Donation	18,690.73	15,000.00	3,690.73	124.61%
4003 · Loose Offering	9,918.00	8,000.00	1,918.00	123.98%
4004 · Canvass Expense	-1,469.75	-1,000.00	-469.75	146.98%
4100 · Pledge Income				
4001 · Pledge	615,082.33	600,842.88	14,239.45	102.37%
4006 · Uncollectible Pledge Income	0.00	-30,042.14	30,042.14	0.00%
4007 · Post-Canvass Pledge Income	14,444.24	15,000.00	-555.76	96.30%
4601 · Prior Year Pledge	520.00	10,000.00	-9,480.00	5.20%
Total 4100 · Pledge Income	630,046.57	595,800.74	34,245.83	105.75%
Total 4000 · Canvass & Offering	657,185.55	617,800.74	39,384.81	106.38%
4300 · Music Income				
4301 · Chalice Concert Revenue	8,371.21	10,000.00	-1,628.79	83.71%
4302 · Chalice Concert Expense	-4,235.71	-3,750.00	-485.71	112.95%
4305 · Other Concert Revenue	1,250.00	1,000.00	250.00	125.00%
4306 · Other Concert Expense	-219.13	-250.00	30.87	87.65%
Total 4300 · Music Income	5,166.37	7,000.00	-1,833.63	73.81%
4400 · Fundraisers				
Auction				
4401 · Auction Revenue	43,119.00	44,000.00	-881.00	98.00%
4402 · Auction Expense	-2,959.88	-3,000.00	40.12	98.66%
Total Auction	40,159.12	41,000.00	-840.88	97.95%
Bookstore				
4203 · Bookstore Revenue	2,252.02	3,000.00	-747.98	75.07%
4204 · Bookstore Expense	-1,442.91	-2,250.00	807.09	64.13%
Total Bookstore	809.11	750.00	59.11	107.88%
Total 4400 · Fundraisers	40,968.23	41,750.00	-781.77	98.13%
4500 · Misc. Income				
4501 · Piano Rental	100.00			
4502 · OBIC Lawn Maintenance				
4516 · OBIC Lawn Maint Income	3,975.00	5,300.00	-1,325.00	75.00%
4517 · OBIC Lawn Maint Expenses	-71.47	-100.00	28.53	71.47%
Total 4502 · OBIC Lawn Maintenance	3,903.53	5,200.00	-1,296.47	75.07%
4503 · Interest Rec'd - Operating	39.54	500.00	-460.46	7.91%

	Jul '13 - Jun 14	Budget	\$ Over Budget	% of Budget
4505 · Other Income	219.80			
4515 · Interest Rec'd - Restricted	329.32			
4519 · Online Advertising	0.00	500.00	-500.00	0.00%
4520 · Endowment Disbursement	15,328.00	14,022.00	1,306.00	109.31%
Total 4500 · Misc. Income	19,920.19	20,222.00	-301.81	98.51%
49900 · *Uncategorized Income	1.39			
Total Income	723,241.73	686,772.74	36,468.99	105.31%
Gross Profit	723,241.73	686,772.74	36,468.99	105.31%
Expense				
5000 · Ministry & Worship				
Music				
5003 · Guest Musicians	750.00	700.00	50.00	107.14%
5101 · Music Supplies	2,252.36	1,900.00	352.36	118.55%
5102 · Music Maintenance	600.00	1,000.00	-400.00	60.00%
Total Music	3,602.36	3,600.00	2.36	100.07%
5001 · Guest Speakers & Ministers	600.00	0.00	600.00	100.00%
5004 · Worship Supplies	28.40	300.00	-271.60	9.47%
5103 · Coffee Hour Supplies	381.19	500.00	-118.81	76.24%
5104 · I&U Training and Supplies	0.00	300.00	-300.00	0.00%
5105 · Karuna Ministry	50.91	100.00	-49.09	50.91%
8023 · Sound & Lighting Maint	578.69	200.00	378.69	289.35%
Total 5000 · Ministry & Worship	5,241.55	5,000.00	241.55	104.83%
6000 · Religious Education				
6001 · Meeting Expenses/Events	211.94	600.00	-388.06	35.32%
6002 · Arts, Crafts & Classroom Supps	1,220.14	1,500.00	-279.86	81.34%
6005 · Curriculum Materials	1,405.80	300.00	1,105.80	468.60%
6006 · Adult RE Program	494.20	300.00	194.20	164.73%
6010 · RE - Administration	969.23	200.00	769.23	484.62%
6011 · Teacher Training	-0.58	200.00	-200.58	-0.29%
6012 · RE Professional Training	1,199.21	1,550.00	-350.79	77.37%
6013 · RE Miscellaneous	-150.00			
6014 · RE Outreach Marketing Materials	153.00	200.00	-47.00	76.50%
6015 · Summer Youth Intern	0.00	0.00	0.00	0.00%
6016 · Youth Program Activities	204.16	500.00	-295.84	40.83%
Total 6000 · Religious Education	5,707.10	5,350.00	357.10	106.68%
6500 · Membership & Community Bldg				
6501 · Volunteer Appreciation	0.00	100.00	-100.00	0.00%
7001 · Membership & Comm Bldg Exp	182.04	200.00	-17.96	91.02%
7203 · Congregational Dinners	220.41	100.00	120.41	220.41%
7204 · Congregational Special Events	54.87	100.00	-45.13	54.87%
9001 · Young Adult Events	0.00	100.00	-100.00	0.00%
Total 6500 · Membership & Community Bldg	457.32	600.00	-142.68	76.22%
6600 · Visitors & New Members				
6601 · Visitors & New Members Expense	1,150.02	1,000.00	150.02	115.00%
7002 · Volunteer (Training)Membership	0.00	150.00	-150.00	0.00%

	Jul '13 - Jun 14	Budget	\$ Over Budget	% of Budget
7007 · Congregational Pamphlets	297.00	100.00	197.00	297.00%
6600 · Visitors & New Members - Other	20.00			
Total 6600 · Visitors & New Members	1,467.02	1,250.00	217.02	117.36%
7500 · Communications & Info Tech				
7403 · Publicity & Advertising	509.99	1,000.00	-490.01	51.00%
7407 · Website Maintenance	625.00	600.00	25.00	104.17%
7408 · Website Hosting	83.88	0.00	83.88	100.00%
7409 · UUCC and UUA Pamphlets	87.89	200.00	-112.11	43.95%
Total 7500 · Communications & Info Tech	1,306.76	1,800.00	-493.24	72.60%
7700 · Leadership Development				
8006 · Bd of Trustees Expense	245.40	500.00	-254.60	49.08%
8007 · Leadership Development	4,575.86	500.00	4,075.86	915.17%
8034 · Sabbatical Set-Aside	0.00	0.00	0.00	0.00%
7700 · Leadership Development - Other	179.00			
Total 7700 · Leadership Development	5,000.26	1,000.00	4,000.26	500.03%
7800 · Cradlerock Children's Center				
8506 · CCC Scholarships	7,000.00	7,000.00	0.00	100.00%
Total 7800 · Cradlerock Children's Center	7,000.00	7,000.00	0.00	100.00%
7900 · Facilities Management / OBIC				
8013 · OBIC Assessment	90,303.06	83,892.16	6,410.90	107.64%
8029 · OBIC Reserve	12,813.00	12,813.00	0.00	100.00%
Total 7900 · Facilities Management / OBIC	103,116.06	96,705.16	6,410.90	106.63%
8000 · Administration				
8001 · Office Supplies	2,265.72	1,800.00	465.72	125.87%
8002 · Duplicating	5,803.66	4,000.00	1,803.66	145.09%
8003 · Postage	941.64	900.00	41.64	104.63%
8005 · Bank Fees	383.80	200.00	183.80	191.90%
8008 · Insurance	3,464.00	3,000.00	464.00	115.47%
8011 · Equip/Softw/Maint.	4,382.03	3,000.00	1,382.03	146.07%
8012 · Telephone	669.36	700.00	-30.64	95.62%
Total 8000 · Administration	17,910.21	13,600.00	4,310.21	131.69%
8100 · Debt Service				
8025 · Debt Svc (Mortgage Interest)	408.92	2,130.56	-1,721.64	19.19%
8036 · Debt Service (WW Interest)	10,000.00	10,000.00	0.00	100.00%
Total 8100 · Debt Service	10,408.92	12,130.56	-1,721.64	85.81%
8500 · Social Action Council				
7005 · Welcoming Congregation	281.31	500.00	-218.69	56.26%
7102 · Community Outreach - General	7,458.14	5,000.00	2,458.14	149.16%
7105 · Social Justice Impact Committee	5,626.98	5,350.00	276.98	105.18%
8504 · Broad-Based SAC Project	0.00	2,750.00	-2,750.00	0.00%
8505 · Social Action Administration	314.11			
8509 · Environmental Activities Comm	51.80	500.00	-448.20	10.36%
Total 8500 · Social Action Council	13,732.34	14,100.00	-367.66	97.39%
8700 · Denominational Affairs				
7301 · UUA Assessment	25,920.00	25,920.00	0.00	100.00%

	Jul '13 - Jun 14	Budget	\$ Over Budget	% of Budget
7303 · JPD Assessment	11,664.00	11,664.00	0.00	100.00%
Total 8700 · Denominational Affairs	37,584.00	37,584.00	0.00	100.00%
9500 · Finance Council				
9502 · Pledge Collection (EFT) Fees	415.66	1,000.00	-584.34	41.57%
Total 9500 · Finance Council	415.66	1,000.00	-584.34	41.57%
99000 · Personnel				
90010 · Minister				
90011 · Salary - Minister	51,860.12	51,860.00	0.12	100.00%
90013 · FB - Minister				
900131 · FB - Minister Retirement	9,235.78	9,266.00	-30.22	99.67%
900132 · FB - Minister Life & Disability	1,524.60	1,683.23	-158.63	90.58%
Total 90013 · FB - Minister	10,760.38	10,949.23	-188.85	98.28%
90014 · Prof Exp - Minister	4,998.71	6,000.00	-1,001.29	83.31%
90015 · Housing - Minister	40,800.00	40,800.00	0.00	100.00%
Total 90010 · Minister	108,419.21	109,609.23	-1,190.02	98.91%
90020 · Executive Director				
90021 · Salary - Exec Dir	60,077.94	60,078.00	-0.06	100.00%
90022 · FICA - Exec Dir	4,595.97	4,595.97	0.00	100.00%
90023 · FB - Exec Dir				
900231 · FB - Exec Retirement	5,889.01	6,008.00	-118.99	98.02%
900232 · FB - Exec Dir Life & LTD	433.32	601.00	-167.68	72.10%
Total 90023 · FB - Exec Dir	6,322.33	6,609.00	-286.67	95.66%
90024 · Prof Exp - Exec Dir	1,999.33	2,000.00	-0.67	99.97%
Total 90020 · Executive Director	72,995.57	73,282.97	-287.40	99.61%
90030 · DLRE				
90031 · Salary - DLRE	50,430.12	50,430.00	0.12	100.00%
90032 · FICA - DLRE	3,857.90	3,857.90	0.00	100.00%
90033 · FB - DLRE				
900331 · FB - DLRE Retirement	5,035.37	5,043.00	-7.63	99.85%
900332 · FB - DLRE Life & LTD	480.00	504.30	-24.30	95.18%
Total 90033 · FB - DLRE	5,515.37	5,547.30	-31.93	99.42%
90034 · Prof Exp - DLRE	3,949.92	4,700.00	-750.08	84.04%
Total 90030 · DLRE	63,753.31	64,535.20	-781.89	98.79%
90040 · Music Director				
90041 · Salary - Music Dir	29,259.88	29,260.00	-0.12	100.00%
90042 · FICA - Music Dir	2,238.38	2,238.39	-0.01	100.00%
90043 · FB - Music Dir				
900431 · FB - Music Dir Retirement	2,879.16	2,926.00	-46.84	98.40%
900432 · FB - Mus Dir Life & LTD	278.52	292.60	-14.08	95.19%
Total 90043 · FB - Music Dir	3,157.68	3,218.60	-60.92	98.11%
90044 · Prof Exp - Music Dir	500.00	500.00	0.00	100.00%
Total 90040 · Music Director	35,155.94	35,216.99	-61.05	99.83%
90060 · Assoc Music Director				
90061 · Salary - Assoc MD	29,259.88	29,260.00	-0.12	100.00%

	Jul '13 - Jun 14	Budget	\$ Over Budget	% of Budget
90062 · FICA - Assoc MD	2,238.38	2,238.39	-0.01	100.00%
90063 · FB - Associate Music Director				
900631 · FB - Assoc Music Dir Retirement	2,921.60	2,926.00	-4.40	99.85%
900632 · FB - Assoc Music Dir Life & LTD	278.52	292.60	-14.08	95.19%
Total 90063 · FB - Associate Music Director	3,200.12	3,218.60	-18.48	99.43%
90064 · Prof Exp - Assoc MD	500.00	500.00	0.00	100.00%
Total 90060 · Assoc Music Director	35,198.38	35,216.99	-18.61	99.95%
90070 · Sunday Attendant				
90071 · Salary - Sunday Attendant	5,197.63	5,540.00	-342.37	93.82%
90072 · FICA - Sunday Attendant	397.62	423.81	-26.19	93.82%
Total 90070 · Sunday Attendant	5,595.25	5,963.81	-368.56	93.82%
90110 · Youth Choir Director				
90111 · Salary - Youth Choir	3,264.39	3,350.00	-85.61	97.44%
90112 · FICA - Youth Choir	249.72	256.28	-6.56	97.44%
Total 90110 · Youth Choir Director	3,514.11	3,606.28	-92.17	97.44%
90150 · Congregational Secretary				
90151 · Salary - Cong Secretary	31,110.04	31,110.00	0.04	100.00%
90152 · FICA - Cong Secretary	2,379.92	2,379.92	0.00	100.00%
90153 · FB - Cong Secretary				
901531 · FB - Cong Secretary Retirement	3,095.93	3,111.00	-15.07	99.52%
901532 · FB - Cong Secy Life & LTD	282.96	311.10	-28.14	90.96%
Total 90153 · FB - Cong Secretary	3,378.89	3,422.10	-43.21	98.74%
90154 · Prof Exp - Cong Secy	249.90	250.00	-0.10	99.96%
Total 90150 · Congregational Secretary	37,118.75	37,162.02	-43.27	99.88%
90160 · Youth Director				
90161 · Salary - Youth Director	12,338.04	12,338.00	0.04	100.00%
90162 · FICA - Youth Director	943.86	943.86	0.00	100.00%
Total 90160 · Youth Director	13,281.90	13,281.86	0.04	100.00%
90190 · Assistant Minister				
90191 · Salary - Assistant Minister	24,639.94	24,640.00	-0.06	100.00%
90192 · FICA - Assistant Minister	1,884.96	1,884.96	0.00	100.00%
90194 · Prof Exp - Assistant Minister	3,999.93	4,000.00	-0.07	100.00%
Total 90190 · Assistant Minister	30,524.83	30,524.96	-0.13	100.00%
90200 · Casual Labor				
90201 · Nursery	4,137.50	4,543.00	-405.50	91.07%
Total 90200 · Casual Labor	4,137.50	4,543.00	-405.50	91.07%
90210 · LGL Assistant				
90211 · Salary - LGL Assistant	12,368.50	12,444.00	-75.50	99.39%
90212 · FICA - LGL Assistant	950.77	951.97	-1.20	99.87%
Total 90210 · LGL Assistant	13,319.27	13,395.97	-76.70	99.43%
99900 · Miscellaneous Personnel				
99002 · Payroll Expenses	2,141.66	1,500.00	641.66	142.78%
99999 · Personnel Contingency	1,217.71	1,250.00	-32.29	97.42%

	Jul '13 - Jun 14	Budget	\$ Over Budget	% of Budget
Total 99900 · Miscellaneous Personnel	3359.37	2,750.00	609.37	122.16%
Total 99000 · Personnel	426,373.39	429,089.28	-2715.89	99.37%
Total Expense	635,720.59	626,209.00	9,511.59	101.52%
Net Ordinary Income	87,521.14	60,563.74	26,957.40	144.51%
Other Income/Expense				
Other Income				
Building Other Income				
4511 · Interest Income - Building Fund	3,791.59			
Total Building Other Income	3,791.59			
Endowment Other Income				
3915 · Endowment Receipts	4,390.00			
4510 · Unrealized Gain [Loss] - Endwmt	59,722.02			
4514 · Interest Income - Endowment	162.26			
Total Endowment Other Income	64,274.28			
Outreach				
Coffeehouse				
Coffeehouse (MDF) Expense	-7,544.89			
Coffeehouse (MDF) Revenue	7,544.89			
Total Coffeehouse	0.00			
Fifth Sunday (CCC)				
Fifth Sunday Payout	-4,124.49	-4,000.00	-124.49	103.11%
Fifth Sunday Receipts	4,395.49	4,000.00	395.49	109.89%
Total Fifth Sunday (CCC)	271.00	0.00	271.00	100.00%
Second Sunday Outreach Offering				
SSOO Payout	-21,355.17	-23,000.00	1,644.83	92.85%
SSOO Receipts	21,840.83	23,000.00	-1,159.17	94.96%
Total Second Sunday Outreach Offering	485.66	0.00	485.66	100.00%
Total Outreach	756.66	0.00	756.66	100.00%
Scrip Other Income				
4512 · Scrip Income	97,730.77			
4518 · Scrip Expense	-110,687.00			
Total Scrip Other Income	-12,956.23			
Win-Win Other Income				
4513 · Interest Income (WW Reserve)	83.19			
Total Win-Win Other Income	83.19			
Total Other Income	55,949.49	0.00	55949.49	100.00%
Other Expense				
Debt Service Other Expense				
8031 · Debt Srvc (Principal)	1,103.40	13,563.76	-12,460.36	8.14%
8035 · Debt Service (WW P&I Set-Aside)	58,250.00	47,000.00	11,250.00	123.94%
Total Debt Service Other Expense	59,353.40	60,563.76	-1,210.36	98.00%
Total Other Expense	59,353.40	60,563.76	-1,210.36	98.00%
Net Other Income	-3,403.91	-60,563.76	57,159.85	5.62%
Net Income	84,117.23	-0.02	84,117.25	100%

APPENDIX F

OWEN BROWN INTERFAITH CENTER FY 2014 FINANCIAL REPORT Budget vs. Actual Report

	Jan - Dec 14	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Damage Deposits	50.00			
Donations	100.00			
Owner Cong Payments				
Christ United Methodist	21,229.92	21,230.04	-0.12	100.0%
Unitarian-Universalist Cong.	96,714.00	96,714.00	0.00	100.0%
Total Owner Cong Payments	117,943.92	117,944.04	-0.12	100.0%
Rental - Related Business				
Eternal Sacred Order	7,303.50	6,500.04	803.46	112.36%
Grace Christian Ministries	25,585.25	25,000.08	585.17	102.34%
Shalom Aleicham	6,644.25	6,000.00	644.25	110.74%
Bar/Bat Mitzvah	0.00	996.00	-996.00	0.0%
Memorial Services	2,645.00	2,499.96	145.04	105.8%
Hassan, Sayed	11,745.00	5,200.08	6,544.92	225.86%
Sri Sathya Saibaba Ctr	6,000.00	6,000.00	0.00	100.0%
Other - Religious	2,352.75	0.00	2,352.75	100.0%
Total Rental - Related Business	62,275.75	52,196.16	10,079.59	119.31%
Rental-Non-related Business				
Hammond HS	1,092.03	0.00	1,092.03	100.0%
Weddings	1,200.00	4,500.00	-3,300.00	26.67%
Assoc. of Community Services	213.75	0.00	213.75	100.0%
Musical Programs, Recitals	513.75	500.04	13.71	102.74%
Howard Co. Board of Elections	0.00	0.00	0.00	0.0%
Maryland Coding & Training	1,980.00	3,000.00	-1,020.00	66.0%
Classroom Rentals	1,342.50	6,999.96	-5,657.46	19.18%
Training Meeting	0.00	0.00	0.00	0.0%
Banquets, Dinners	0.00	500.04	-500.04	0.0%
Parties	1,307.50	500.04	807.46	261.48%
Receptions, Showers	0.00	500.04	-500.04	0.0%
Graduation Parties	1,585.00	2,000.04	-415.04	79.25%
Child Dedication/Baby Shower	4,130.00	2,000.04	2,129.96	206.5%
Birthday Parties	3,721.25	2,499.96	1,221.29	148.85%
Woodlake Assn	437.50	300.00	137.50	145.83%
ALS Association	405.00	399.96	5.04	101.26%

ISEC, Inc.	0.00	500.04	-500.04	0.0%
Cradlerock Children's Ctr	58,918.56	58,920.00	-1.44	100.0%
Heffer Yoga	2,907.00	2,880.00	27.00	100.94%
Business Meetings	7,242.75	15,000.00	-7,757.25	48.29%
Other Rental	<u>0.00</u>	<u>699.96</u>	<u>-699.96</u>	<u>0.0%</u>
Total Rental-Non-related Business	<u>86,996.59</u>	<u>101,700.12</u>	<u>-14,703.53</u>	<u>85.54%</u>
Other Income				
Small Stage Rental/Setup	0.00	0.00	0.00	0.0%
Portable Sound System	180.00	150.00	30.00	120.0%
Credit Card Processing Chgs	234.95	200.04	34.91	117.45%
Telephone Reimbursement	1,673.40	1,599.96	73.44	104.59%
Internet Access Reimbursement	944.64	900.00	44.64	104.96%
LCD Projector Rental	340.00	500.04	-160.04	68.0%
Recycling	9.80	80.04	-70.24	12.24%
Returned Check Fee	83.00	0.00	83.00	100.0%
Storage Rental	1,080.00	999.96	80.04	108.0%
Cable access	0.00	0.00	0.00	0.0%
Copier Receipts	13,484.71	11,300.04	2,184.67	119.33%
Interest Income	387.90	40.08	347.82	967.81%
Misc. Income	<u>2,740.00</u>	<u>100.08</u>	<u>2,639.92</u>	<u>2,737.81%</u>
Total Other Income	<u>21,158.40</u>	<u>15,870.24</u>	<u>5,288.16</u>	<u>133.32%</u>
Total Income	<u>288,524.66</u>	<u>287,710.56</u>	<u>814.10</u>	<u>100.28%</u>
Gross Profit	288,524.66	287,710.56	814.10	100.28%
Expense				
National Bankcard Charges	45.56			
Utilities				
Electricity & Gas	23,891.22	27,000.00	-3,108.78	88.49%
Water-Sewer Usage	<u>3,420.40</u>	<u>3,699.96</u>	<u>-279.56</u>	<u>92.44%</u>
Total Utilities	27,311.62	30,699.96	-3,388.34	88.96%
Admin				
Subscriptions	79.00	0.00	79.00	100.0%
Education for Staff	402.24	500.04	-97.80	80.44%
Luncheon-Meetings	18.34	99.96	-81.62	18.35%
Overdraft Fee	0.00	0.00	0.00	0.0%
Internet Access	35.00	1,200.00	-1,165.00	2.92%
Cable Television	0.00	-251.04	251.04	0.0%
Postage	191.01	120.00	71.01	159.18%
Computer Network Admin	1,981.97	1,500.00	481.97	132.13%
Legal	0.00	0.00	0.00	0.0%
Accounting	6,650.00	5,499.96	1,150.04	120.91%
Bank Charges	661.34	399.96	261.38	165.35%
Finance Charges	0.00	0.00	0.00	0.0%

Misc Exp	317.98	99.96	218.02	318.11%
Office Supplies	504.84	350.04	154.80	144.22%
Computer / DSL	627.07	500.04	127.03	125.4%
Marketing	337.28	249.96	87.32	134.93%
Telephone	<u>5,408.79</u>	<u>4,700.04</u>	<u>708.75</u>	<u>115.08%</u>
Total Admin	17,214.86	14,968.92	2,245.94	115.0%
Admin-Copy				
Supplies, Paper, staples	1,872.37	999.96	872.41	187.24%
Office Equipment Rental	5,775.00	6,500.04	-725.04	88.85%
Color Copy Charges	<u>3,242.54</u>	<u>3,300.00</u>	<u>-57.46</u>	<u>98.26%</u>
Total Admin-Copy	10,889.91	10,800.00	89.91	100.83%
Insurance				
Workers Compensation	679.00	1,800.00	-1,121.00	37.72%
Umbrella Liability	350.00	375.00	-25.00	93.33%
Commercial Multi-Peril	<u>6,758.00</u>	<u>3,500.04</u>	<u>3,257.96</u>	<u>193.08%</u>
Total Insurance	7,787.00	5,675.04	2,111.96	137.22%
Major Expenditures				
Doors and Windows	<u>96.41</u>			
Total Major Expenditures	96.41			
Occupancy (Operating Exp)				
Fire Alarm System Repair/Main	3,155.00	1,500.00	1,655.00	210.33%
Misc. Expenses	212.80	200.04	12.76	106.38%
Breakroom Supplies	0.00	50.04	-50.04	0.0%
Electrical Repairs	0.00	300.00	-300.00	0.0%
Handyman Materials, Supplies	1,099.83	2,000.04	-900.21	54.99%
Locks and Keys	525.99	99.96	426.03	526.2%
Tables, Chairs, Mtg Room Equip	1,625.23	600.00	1,025.23	270.87%
Parking Lot	525.66	500.04	25.62	105.12%
Playground, Patio	290.00	500.04	-210.04	58.0%
Plumbing	150.00	600.00	-450.00	25.0%
Elevator Maintenance/Repairs	2,489.60	2,300.04	189.56	108.24%
Handy Man Services	8,304.04	6,000.00	2,304.04	138.4%
Recycling Pick Up	526.08	800.04	-273.96	65.76%
Gardening supplies/plants	2,525.00	3,000.00	-475.00	84.17%
Landscape Maintenance	3,065.91	3,699.96	-634.05	82.86%
Floor strip,wax, polish	1,750.00	600.00	1,150.00	291.67%
Carpet Cleaning	3,560.00	4,000.08	-440.08	89.0%
Heat Pump Maintenance	4,792.05	5,499.96	-707.91	87.13%
Janitor Supplies	7,226.16	6,500.04	726.12	111.17%
Janitorial Service	14,118.00	33,000.00	-18,882.00	42.78%
Lawn Mowing Service	5,300.00	5,300.04	-0.04	100.0%
Pest Control	967.68	1,000.00	-32.32	96.77%
Repairs Other	0.00	500.04	-500.04	0.0%

Security Service	2,730.00	2,600.00	130.00	105.0%
Small Equipment	578.35	200.04	378.31	289.12%
Snow Service	3,664.98	3,000.00	664.98	122.17%
Trash Collection	1,693.62	2,199.96	-506.34	76.98%
Occupancy (Operating Exp) - Other	<u>-7.02</u>			
Total Occupancy (Operating Exp)	<u>70,868.96</u>	<u>86,550.36</u>	<u>-15,681.40</u>	<u>81.88%</u>
Wages				
Cleaning Staff	11,327.78	0.00	11,327.78	100.0%
Full-time Employee Healthcare	2,900.47	2,520.00	380.47	115.1%
Payroll Tax Expenses	12,477.13	9,500.04	2,977.09	131.34%
Employee Bonuses	0.00	0.00	0.00	0.0%
Personnel Health Benefit	575.40	3,000.00	-2,424.60	19.18%
Building Managers	86,202.47	83,000.04	3,202.43	103.86%
Custodians	<u>40,195.57</u>	<u>41,000.04</u>	<u>-804.47</u>	<u>98.04%</u>
Total Wages	<u>153,678.82</u>	<u>139,020.12</u>	<u>14,658.70</u>	<u>110.54%</u>
Total Expense	<u>287,893.14</u>	<u>287,714.40</u>	<u>178.74</u>	<u>100.06%</u>
Net Ordinary Income	<u>631.52</u>	<u>-3.84</u>	<u>635.36</u>	<u>100.06%</u>
Net Income	<u><u>631.52</u></u>	<u><u>-3.84</u></u>	<u><u>635.36</u></u>	<u><u>100.06%</u></u>

APPENDIX G

OWEN BROWN INTERFAITH CENTER FY 2014 FINANCIAL REPORT Balance Sheet

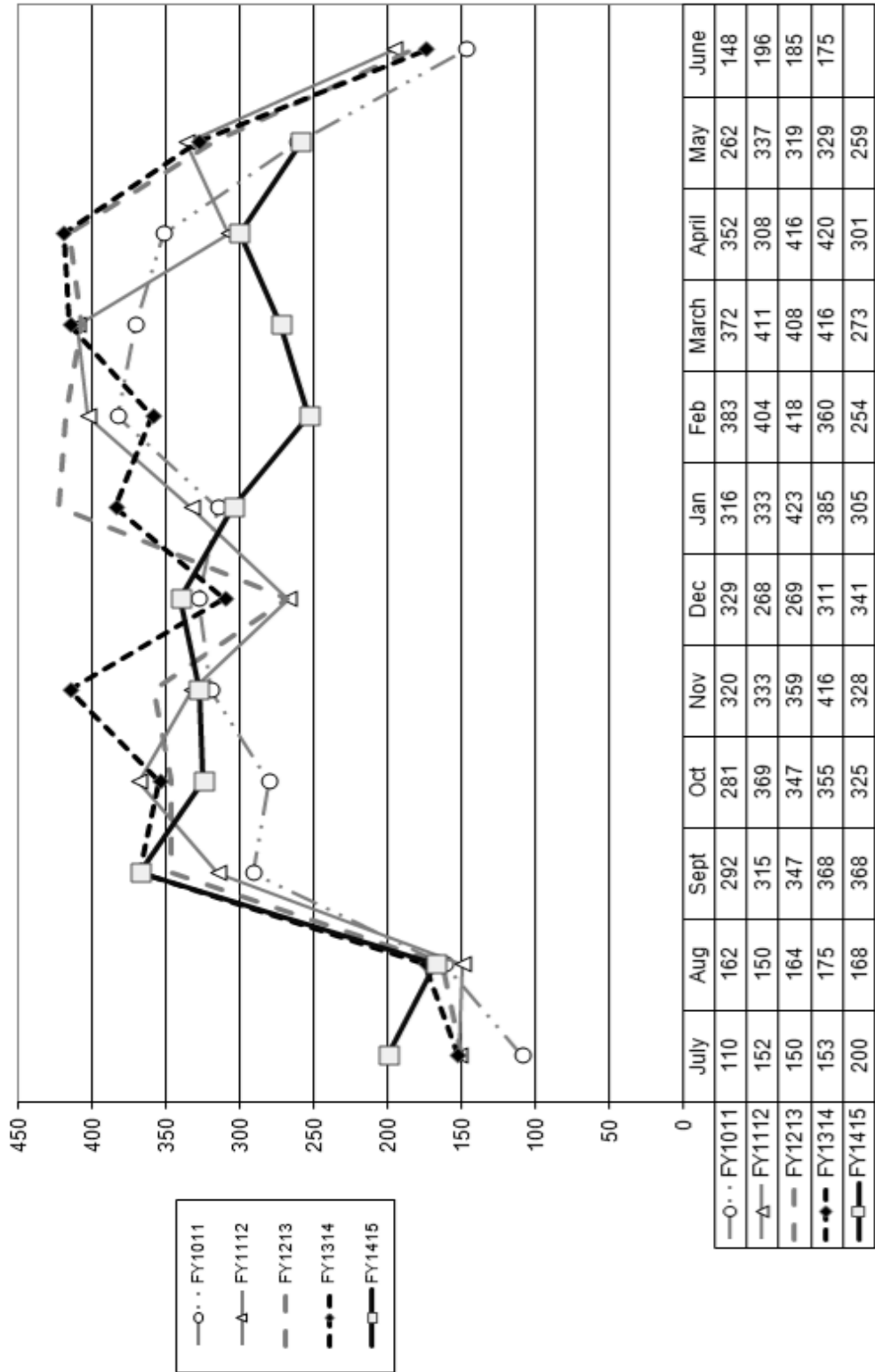
	<u>Dec 31, 14</u>
ASSETS	
Current Assets	
Checking/Savings	
Capital One RFR	78,785.15
Memorial Garden Account	7,057.47
Wells Fargo Payroll	1,106.77
Wells Fargo Checking	<u>52,647.58</u>
Total Checking/Savings	139,596.97
Accounts Receivable	
Receivables	
Receivables - CUMC	958.86
Receivables - Other	<u>458.01</u>
Total Receivables	<u>1,416.87</u>
Total Accounts Receivable	1,416.87
Other Current Assets	
Undeposited	<u>-7.80</u>
Total Other Current Assets	<u>-7.80</u>
Total Current Assets	141,006.04
Fixed Assets	
Building - Net	
Accum. Depr - Facility	1,249,214.41
OBIC Building - Cost	856,491.38
Building - Renovation	<u>1,233,298.59</u>
Total Building - Net	840,575.56
Equipment - Net	
Accum. Depr - Equipment	-85,439.16
Equipment - Office	6,560.57
Equipment Cost (Heat Pump)	83,999.23
Equipment Cost - Computer	<u>5,970.77</u>
Total Equipment - Net	11,091.41

Furniture/Fixtures - Net	
sanctuary chairs	17,744.00
UCC Partitions	7,429.00
Accum. Depr - Furn/Fixt	-84,242.55
Carpet - Cost	14,850.00
Furniture & Fixtures - Cost	58,604.88
Furniture/Fixtures - Net - Other	<u>718.37</u>
Total Furniture/Fixtures - Net	15,103.70
OBIC	
Land	<u>44,942.00</u>
Total Fixed Assets	<u>911,712.67</u>
TOTAL ASSETS	<u><u>1,052,718.71</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Unearned Revenue	3,302.26
Payroll Liabilities	4,134.17
Deposits Payable	
Piano Rental Fee	135.00
Damage Deposit	<u>4,935.00</u>
Total Deposits Payable	<u>5,070.00</u>
Total Other Current Liabilities	<u>12,506.43</u>
Total Current Liabilities	<u>12,506.43</u>
Total Liabilities	12,506.43
Equity	
Memorial Garden	-4,358.52
Capital Improvement expenditure	-148,488.18
Capital Assessment Accounts	
UCC Reserve for Replacement	207,585.76
CUMC Reserve for Replacement	<u>63,929.16</u>
Total Capital Assessment Accounts	271,514.92
Earnings	32,345.34
Open Bal Equity	888,567.20
Net Income	<u>631.52</u>
Total Equity	<u>1,040,212.28</u>
TOTAL LIABILITIES & EQUITY	<u><u>1,052,718.71</u></u>

APPENDIX H

**UNITARIAN UNIVERSALIST CONGREGATION OF COLUMBIA
ATTENDANCE – FISCAL YEAR COMPARISON**

(Based on Weekly Attendance Averages)



**MINUTES OF THE 2014 ANNUAL MEETING OF THE
UNITARIAN UNIVERSALIST CONGREGATION OF COLUMBIA**

Submitted by L. Karl Branting, Secretary, Board of Trustees

The Annual Meeting of the Unitarian Universalist Congregation of Columbia was called to order at approximately 6:35 p.m. on June 1, 2014 at the Owen Brown Interfaith Center, 7246 Cradlerock Way, Columbia, MD 21045, by Karen Walsh, President, with the following members of the Board of Trustees in attendance: Karl Branting, Stephen McGovern, Sally Ann Cooper, Mike Glasgow, and Phil Webster.

Quorum. The Secretary of the Congregation, Karl Branting, certified that 124 members of the Congregation were present or represented by proxy as of 6:20 p.m., satisfying the quorum requirement of at least 20% (89) of the members of UUCC.

Opening words were offered by Sally Ann Cooper, and Phil Webster lit the chalice.

Old Business:

2013-2014 Annual Report: Copies of the Annual Report, which had previously been available on the UUCC website, were placed on each table in the Sanctuary. Minutes of the 2013 Annual Meeting, which had been available on the UUCC website and were included as Appendix I in copies of the 2013-2014 Annual Report, were approved without objection on a unanimous voice vote following a motion by Patrick von Schlag.

Endowment Board. Sheldon Pelovitz presented information about the Endowment Board. The Board has 5 members serving for three year terms, but two positions will be open 2014-2015. Candidates for these positions had not been obtained as of the start of the meeting, so nominations were invited from the floor.

The President's Report. Karen Walsh recognized the contributions of the current members of the Board. Karen presented highlights of the President's report, which was included on page 7 of the Annual Report. These highlights included the final preparations for construction of the new building, and the 50th anniversary of the founding of UUCC. Karen thanked Jennie Fitzpatrick for her planning of various 50th anniversary celebrations, and Jean Joklik for the Appreciative Inquiry activity that she organized, which has led to various additional communication activities.

The Treasurer's Report. The Treasurer's Report (set forth pages 21-22 of the Annual Report) was presented by Steve McGovern, who highlighted several important points in the UUCC's current budget. Steve pointed out that both income and expenses are on track to finish very close to this year's budget, despite OBIC's mid-year assessment increase. Steve pointed out that income from the Endowment has been used to contribute to the operating budget, without touching the principal. The remaining mortgage with M&T bank was paid off, but \$1300/month is still being set aside to pay off Win-Win notes.

Building Design Committee. Jay Paul presented the highlights of the Building Design Committee report (set forth on page 25 of the Annual Report), stating that the total price in the construction contract with FM Harvey is \$2,941,013. This amount excludes some items that should be completed at a later date, such as plumbing and appliances for the new kitchen.

Ends Report. Karen urged the members of UUCC to review the Ends Report to remind themselves of UUCC's key objectives and the many valuable activities performed by the Executive Team in furtherance of these objectives.

Slate of Nominees. Steve Parr introduced the new candidates for the Board of Trustees and for the Nominating Committee. Steve called for nominations for the Endowment Board. Mark Brooks and Alan Heck volunteered to be on the Endowment Board and were accepted as nominees. A motion was made and seconded to accept the slate of candidates for the open positions on the Board of Trustees, Nominating Committee, and Endowment Board, as shown below:

- Board of Trustees
 - Rae Millman – 2nd Vice President
 - Patrick von Schlag – Secretary
- Nominating Committee:
 - Karen Walsh – Chair
 - Julie Boughn
 - Colette Gelwicks
- Endowment Board
 - Mark Brooks
 - Alan Heck

Votes on this motion were cast by written ballot.

FY2014-2015 Annual Budget. Executive Director Maureen Harris described the proposed 2014-2015 budget (presented in comparison to the 2013-2014 budget in Appendix C, pages 31-37, of the Annual Report). Maureen stated that approximately \$622,000 in pledges had been raised as of the time of the meeting, an increase of almost 4% over last year. She pointed out several increases in expenses, including an increase in the OBIC assessment of \$12,500, boosting the Assistant Minister from ½ time to ¾ time, which will cost \$14,800, and addition of an Intern Minister for two years beginning in the fall, at an annual cost of \$8,400. In addition, the Youth Director will increase from 30% to 90%. This staff position expansion will be funded through an Endowment Fund disbursement and a temporary transfer from the Operating Surplus. Maureen pointed out that staff compensation had formerly been at mid-level funding, but under new guidelines just released by the UUA, UUCC is now below mid-level compensation. Maureen suggested that this be addressed in the next budget. Maureen discussed the handling of Win-Win notes that mature on June 30, 2014. A question from the floor asked about sabbatical funding. Maureen said that \$4,000 was set aside for the sabbatical, but with a ¾ time assistant minister and an Intern Minister it will not be necessary to hire a sabbatical minister during Paige Getty's absence, so additional funds

may not be necessary. John Seibel asked whether the UUA guidelines were adjusted geographically. Maureen said that they were. John Harris asked whether “mid-level” applied to all UUCC staff. Maureen said that UUA has min and max levels for each staff position, and the Board’s goal has been to be within between these thresholds. There was discussion about the scope of the Youth Director. John Guy expressed concern about paying operating expenses from the operating surplus. Maureen stated that the intention was to repay the operating surplus funds used for this budget as soon as possible, as was done last year. Maureen stated that the current need for these funds was the result of a temporary cash flow fluctuation rather than a structural imbalance.

A motion to approve the budget was made by Duncan MacDonald and seconded by Ann Wing, and written ballots collected for a vote on the motion.

New Business. Kathy Rose raised the issue of using the auction funds for special projects, such as solar panels for OBIC, as opposed to using the funds for operating expenses. Mark Brooks responded that the auction funds are required for the budget and therefore would not be available for special projects without leaving insufficient operating funds. Karen pointed out that the members of the ET and the next 3 Board presidents were present at the meeting and suggested that they should take Kathy’s request under advisement. A speaker from the floor (Bob Henig) stated that reducing the mortgage would make more money available for sustainable energy, so immediate mortgage reduction should be a higher priority. Gregory Seidman pointed out that the auction provides a mechanism whereby members can contribute services, goods, and crafts in place of cash for the operating budget, and he opined that this is an argument for using the auction to fund general expenses. Elizabeth von Schlag noted the critical importance of volunteers for the success of UUCC.

Announcements:

- Secretary of the Congregation Karl Branting announced the vote counts:
 - Election of officers: yes 147, no 0
 - Budget: yes 139, no 4
- Senior Minister Paige Getty acknowledged the many contributions of outgoing Board President Karen Walsh.
- The date of next Annual Meeting was announced to be June 7, 2015 at 6:30 p.m.

Adjournment:

At 7:48 p.m. the meeting was adjourned.

Respectfully submitted L. Karl Branting, Secretary