

Finance Report to the Board
For the Meeting of March 14, 2016

At the February Board meeting, the Finance Committee reported an anticipated revenue shortfall for the 2015-2016 fiscal year. As of the March Finance meeting, the Business Administrator reported \$15,000 of certain uncollectible pledges and another \$20,000 at risk based on payment history and/or conversations with the pledging units. In order to mitigate the negative effects of uncollectible pledges, the Finance Committee conducted a detail line item review of expenditures in search of cost containment opportunities to offset these revenue losses.

We determined that 100% of our \$6,836 Contingency fund would need to be used this year to offset operating expenses. Additionally, The Finance committee recommends some expense reductions. The following motion will be made by Phyllis Jessup at the Board Meeting:

I move that the Board approve the following recommendations made by the Finance Committee to help minimize an expected year end deficit due to lost pledges:

- 1) The freezing of \$664 of the Music Resource/Curriculum Budget (leaving \$700 available for the remainder of the year)*
 - 2) The freezing of \$1500 of the Sunday Services Resource/Curriculum Budget (leaving \$1,011 available for the remainder of the year)*
 - 3) The freezing of \$1000 of the Professional Expense for the Director of Music (leaving \$583 available for the remainder of the year)*
 - 4) The freezing of the \$1000 Board Budget*
 - 5) The freezing of the remaining \$4160 budget for UUA Dues*
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While the above steps will help to reduce a year end deficit, they are not likely to eliminate it completely. The Finance Committee will work closely with the Business Manager to monitor this situation and updates will be presented at each Board meeting. Further action may be required.