

BUSINESS ADMINISTRATOR'S REPORT TO THE TREASURER  
For the Period Ending 10/31/16  
STATEMENT OF FINANCIAL ACTIVITIES

Notes on Income Items:

- 1) #4010-Current Year Stewardship Pledges: We have completed 4/12 or 33.33% of our current fiscal year. Current YTD pledges continue to exceed the budget at 37.64% due to prepaid pledges received in July. Pledges for the month are under budget at 7.15%.
- 2) #4020-Post Stewardship Pledges: Significantly over budget YTD at 92.78%.
- 3) #4030-Prior Year Stewardship Pledges: All collectible outstanding pledges have been received.
- 4) #4040-Operating Fund Donations: On budget at 8.51% in October, and over budget YTD at 41.89%.
- 5) #4510-Building Use Fees: Over budget at 16.40% in October and 39.20% YTD. October is high due to Congregation Beth El's rentals.
- 6) #4620-Insurance Dividends: Over budget YTD at 264.50% due to receipt of \$529 for UUA Safety Group Dividend Program from Church Mutual (based on 3-year loss experience).

Notes on Expense Items:

- 1) #5320-Dental Ins.-Adm: Under budget due to budget error which didn't account for Office Administrator's decrease in hours.
- 2) #5340-Retirement Minister, DLE, and Administration: Over budget due to UUA plan change timing, which required us to continue contributing 10% to retirement in July.
- 3) #6040-Building Maintenance: Over budget in October at 9.65% due to the repair of wiring in parking lot lights (\$144), and a fire panel replacement (\$260). Under budget YTD at 18.10%.
- 4) #6110-Service Contracts-Building: Quarterly Sheren HVAC service of \$493.25.
- 5) #6220-Computers and Technology: Over budget at 38.63% YTD as the majority of our annual renewals occur in the first half of the year.

STATEMENT OF FINANCIAL POSITION

Items of Note:

- 1) #1010-Operating Fund Accounts: Cash reserves are at 16.86% versus the goal of 25%.
- 2) #2366-Community Needs: Donations were made in October to Food Rescue of Northern Michigan (\$250), and UUCGT Safe Harbor (\$600).
- 3) #2370-219-Special Collections-Thanksgiving: Received \$185 in October for the Thanksgiving dinner.
- 4) #2385-Safe Harbor: Received \$600 from Community Needs.
- 5) #2386-Endowment Holding Account: \$124.89 was invested with Vanguard in October.
- 6) #2410-Memorial Garden Fund: Paid \$241 in October for an engraved tag, shrubs, and various landscaping improvements.
- 7) October activity resulted in a deficit of \$733.29, with a YTD surplus of \$33,492.62.

Capital Improvements 2016-2017:

- Front Door Pin Lock System in August: \$1,449.54.