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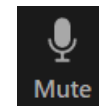
# Congregational Church of Amherst NH, UCC

## FY25 Preliminary Budget Overview



**February 18, 2024**

Zoom attendees Please Mute While We Get Started





# Agenda

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- Good News Message of 2023  
Pastor Maureen
- Current Financial Status  
Todd Whitney
- Preliminary Budget for FY25  
Doug Topliffe
  - Projections to End of FY24
  - FY25 Preliminary Budget
    - Income and Expense Estimates
    - Aspirational Items
- Stewardship  
Doug Topliffe



# Good News of 2023

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- Highlights of 2023
  - Livestreaming and anytime video viewing
  - Welcoming new membership
  - Church School / Youth programs thriving
  - New Acting Associate Pastor
  - Music Programs
  - Community Outreach
  - Celebrating Our Gifts

- We continue to thrive as a church
- Positive outlook / energy among congregation



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# Budget Presentation

A large, detailed black and white line drawing of a church building with a tall steeple topped with a weather vane. The church is surrounded by several trees, including a large evergreen on the right and several bare deciduous trees on the left. A wooden fence runs across the foreground, and a path leads towards the church entrance.



# Budget Team Members

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- Todd Whitney (chair)
- Don Lyon
- Ken Bell
- Paul Spiess, Treasurer
- Doug Topliffe, Resource Ministry Coordinator



# Current Financial Status

As of

January 31, 2024



# Financial Status Summary, January 31, 2024

## FY24 P&L Summary as of January 31, 2024

	YTD Actual	YTD Budget	Over/(Under) Budget
<b>Income</b>	<b>\$280,781</b>	<b>\$282,003</b>	<b>(\$1,223)</b>
Tithes and Offerings			
Pledges	\$228,307	\$229,307	(\$1,000)
Non-Pledge and Loose Plate	\$22,624	\$21,614	\$1,010
All Other	\$29,849	\$31,083	(\$1,234)
<b>Expenses</b>	<b>\$270,232</b>	<b>\$279,808</b>	<b>(\$9,576)</b>
Staff	\$177,624	\$182,335	(\$4,711)
Program	\$19,648	\$21,356	(\$1,709)
Building and Office	\$72,960	\$76,116	(\$3,156)
<b>Net Income</b>	<b>\$10,549</b>	<b>\$2,196</b>	<b>\$8,354</b>

On Budget with Tithes and Offerings + Savings in Staff, Programs and B&G => Our Current Surplus!



# Investments and Cash Positions as of January 31, 2024

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Investments (Endowment, Jackson, Lawrence)	\$612,324
Bank Accounts (Money market and checking)	\$200,921
– Permanent Restricted Accounts	\$162,289
– Temporary Restricted Accounts	\$ 14,585
– Working Cash	\$ 24,047
Roof Repair Loan (5 years, 3% APR)	\$ 18,250

Note: \$24K Working cash is ~ 2/3 of a month of our operating expenses

Where Working cash is our “unspoken for” money

Total of Checking Account + Money Market Saving

less

Dedicated liabilities (Permanent and Temporary Restricted Accounts)





# Capital Campaign Updates

Project	Estimate or Actual	Remaining cost	Cum cost	Cum Cash Balance
Fire Suppression (Actual)	96,465.74	0.00	0.00	53,785.64
Alarm (Actual)	23,642.50	0.00	0.00	53,785.64
Chimney	8,372.00	0.00	0.00	53,785.64
Parsonage roof	\$14,949.00	0.00	0.00	53,785.64
Loan Payback 2019	35,563.75	0.00	0.00	53,785.64
Church Electrical (Actual)	65,071.74	0.00	0.00	53,785.64
Jackson Memorial Tree	1,812.00	0.00	0.00	53,785.64
Church Kitchen	162,822.04	0.00	0.00	53,785.64
Paint Church	83,776.25	0.00	0.00	53,785.64
loan Payback 2021	34,672.50	0.00	0.00	53,785.64
Church Windows	107,000.00	46,363.10	46,363.10	7,422.54
Parsonage Electrical	14,815.41	0.00	46,363.10	7,422.54
Parsonage Windows	53,229.27	0.00	46,363.10	7,422.54
Parsonage siding and Paint	37,080.75	3,600.00	49,963.10	3,822.54
Parsonage Plumbing	2,071.82	0.00	49,963.10	3,822.54
loan Payback 2020	46,632.50	0.00	49,963.10	3,822.54

Open  
Projects

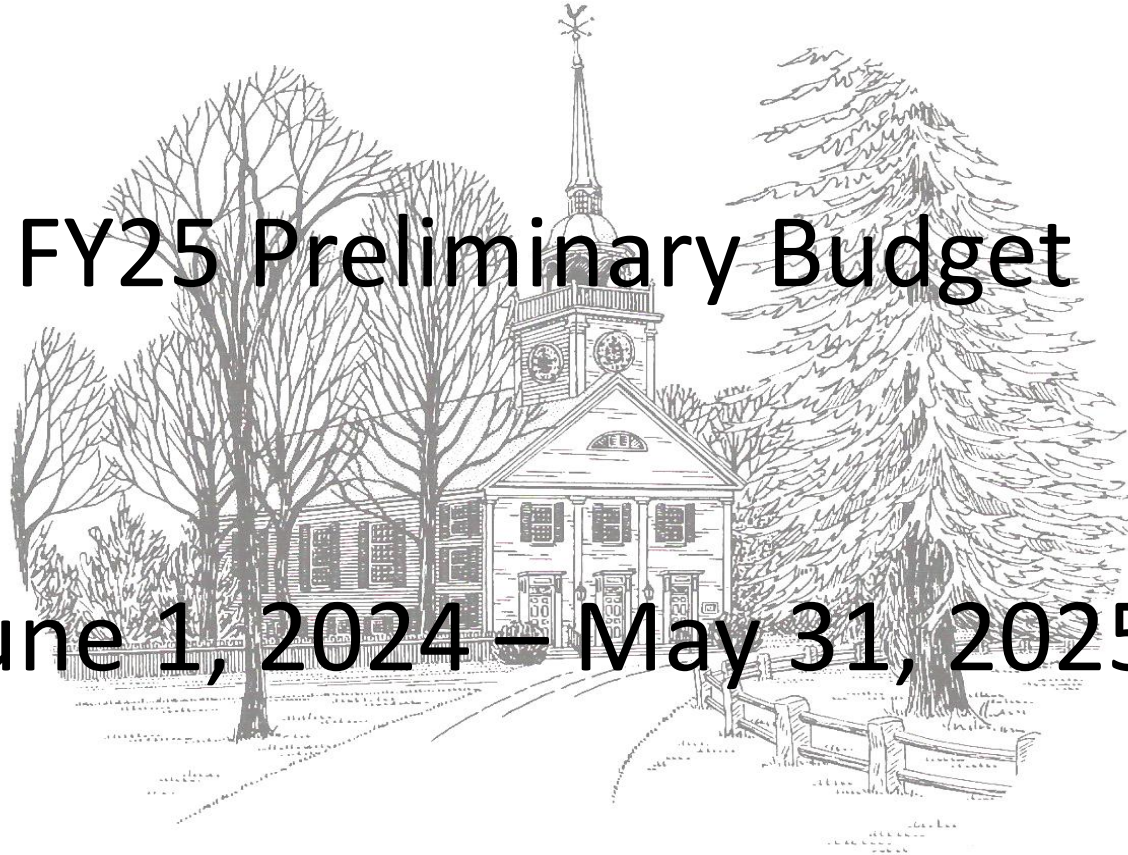


Total Funds Remaining	\$53,786
Budgeted Expenses to Complete Projects	\$49,963
Surplus / Contingence Funds	\$ 3,823



# FY25 Preliminary Budget

June 1, 2024 – May 31, 2025





# Lead-In to FY25

## End of FY24 Projected Position

### Income and Expense Possibilities

	FY24 Annual Budget	End of FY24 Low Projection	End of FY24 High Projection
Income	<b>\$403,484</b>	\$397,000	\$407,800
Expenses	<b>\$413,940</b>	\$411,000	\$419,700

### Possible Year End Net Income and Working Cash Estimates

	Budget Case	Best Case (Hi Inc - Low Exp)	Worst Case (Low Inc - Hi Exp)
Net Income	<b>(\$10,456)</b>	<b>(\$3,200)</b>	<b>(\$22,700)</b>
Working Cash	<b>Est. \$3,042</b>	<b>Est. \$10,298</b>	<b>Est. (\$9,202)</b>

Note: Working Cash at end of FY23 (5-31-24) was \$13,498

- Working Cash Precariously Low to Negative at end of FY
  - These are estimates, still 4 Months left in FY24



# Preliminary Budgeting Prep

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- Develop a Baseline (subsistence) Budget
  - Begin with current year's expenses and income
  - Review all line items and adjusted as needed based on:
    - Past year actual expenses
    - Expected increases (or decreases)
    - Add'l cost reduction **suggestions** to reduce deficit /offset cost increases
- Collect Aspirational Items
- Budget Team Output:
  - Preliminary vision for a budget for next fiscal year
  - Pledge goals for the Stewardship Campaign



# FY25 Income Position (Using FY24 Pledge Level), \$'s

	FY25 Budget	Difference from FY24	Comments
<b>Tithes &amp; Offerings</b>	<b>366,713</b>	<b>(100)</b>	
Current Year Pledge	284,268		FY24 pledge amount
Pledges Paid in Advance	36,295		FY24 pledge amount
Previous Year's Pledges	2,900	(600)	FY24 pledge amount
Non-Pledged Contributions	28,000	0	
Loose Plate Contributions	5,250	500	
Donation from Woman's Assoc.	10,000	0	
<b>Total Rentals</b>	<b>31,543</b>	<b>1,771</b>	8% PIV (placeholder)
<b>Other Income</b>	<b>6,900</b>	<b>0</b>	
Wedding & Memorial Srvc Fees	1,000	0	
Supplementary Fundraising	3,900	0	Success + Rotary + Breakfast w/ Santa
Other Income	2,000	0	
<b>Total Income</b>	<b>405,155</b>	<b>1,671</b>	Modest Increase from FY24

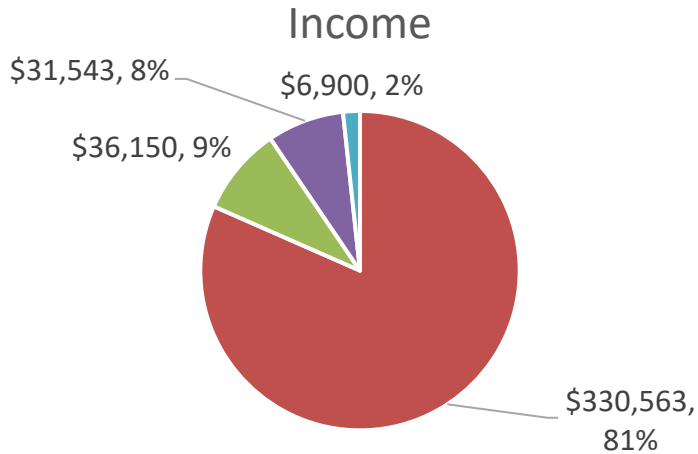


# FY24 Expense Estimates, Baseline, \$'s

	<b>FY25 Annual Budget</b>	<b>Difference from FY24</b>	<b>Description</b>
<b>Total Staff Expenses</b>	<b>285,574</b>	<b>8,166</b>	
Total Senior Pastor	91,631	0	
Total Associate Pastor	66,514	7,178	10 mo paid position FY24
Total Other Staff Members	107,110	2,348	Bell Choir Dir and Nursery increase
Total Misc. Staffing Expenses	21,820	140	
<b>Total Program Expenses</b>	<b>29,007</b>	<b>(500)</b>	Reduced Pulpit Supply
<b>Total Church Building &amp; Grounds</b>	<b>94,909</b>	<b>8,868</b>	Numerous
<b>Total Parsonage</b>	<b>7,850</b>	<b>0</b>	
<b>Total Office Expense</b>	<b>13,034</b>	<b>0</b>	
<b>Total Expenses</b>	<b>432,151</b>	<b>16,534</b>	

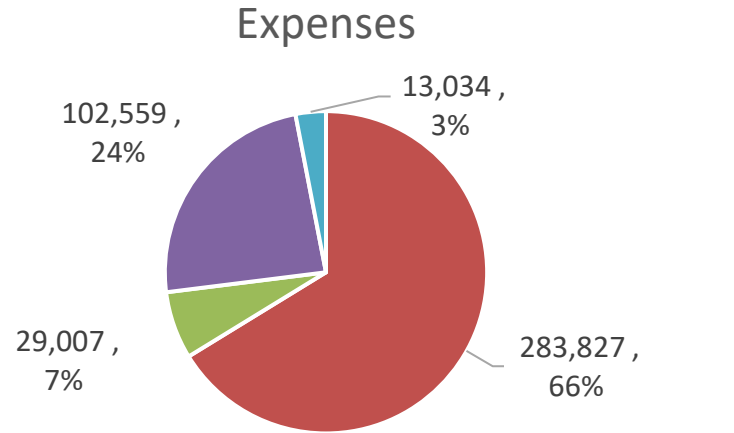


# Income and Expense Visual



- Income
- Non Pledge Income
- Other Income
- Pledges
- Rentals

**Pledge Income >80%  
of Total**



- Expenses
- Programs
- Office
- Staff
- Building and Grounds

**Staff 66% of Total  
B&G 24% of Total**



# Details of (Selected) Expense Changes

Item	FY24 Budget	FY25 Baseline	Increase (Decrease)	Reason
<b>Staffing, Assoc Pastor</b>	<b>\$5,973</b>	<b>\$13,151</b>	<b>\$7,178</b>	
12 month base pay budget for FY25	\$0	\$4,463	\$4,463	Salary, Housing Allow, Annuity, Allowances for all 12 months
UCC Health Insurance	\$2,575	\$8,208	\$5,366	FY24, was Kate's supplemental only
Covenant Related Exp	\$3,398	\$480	(\$2,918)	Auto allowance, Life Insurance
<b>Staffing, Other</b>	<b>\$31,717</b>	<b>\$34,067</b>	<b>\$2,348</b>	
Bell Choir Director	\$3,150	\$4,000	\$850	Sara to assume Bell Choir Director responsibilities as part of her position
Nursery Staffing	\$0	\$1,500	\$1,500	CE Request- Self employed position proposed
<b>Programs</b>	<b>\$1,250</b>	<b>\$750</b>	<b>(\$500)</b>	
Diaconate, Pulpit Supply	\$1,250	\$750	(\$500)	Increased for pastor transition last summer, not as much needed for FY25





## Details of (Selected)Expense Changes, Cont'd

Item	FY24 Budget	FY25 Baseline	Increase (Decrease)	Reason
<b>Building and Grounds</b>	<b>\$27,000</b>	<b>\$35,700</b>	<b>\$8,700</b>	
Water	\$2,000	\$3,200	\$1,200	Based on last few years actuals
Cleaning Service	\$25,000	\$32,500	\$7,500	Rate corrections and post COVID cleaning increases



# Aspirational Items

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- One Items Identified So far
  - Technology Fund      \$500
    - Just in case to cover expenses for upcoming FY
- **Been 3 years since last pay increase for staff**
  - June 2021, Church was able to provide
    - 5% increase for full time staff
    - 2% increase all others
  - This equates to ~ \$10,000 for the same level of increases for 2024
  - Not included for FY25



# Pledge Income For Balanced Budget

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Budget	Pledge Total	Increase Over FY24
Baseline (Subsistence + Aspirations)	\$357,720	\$28,320
Subsistence Only	\$357,200	\$27,800





# Stewardship Team

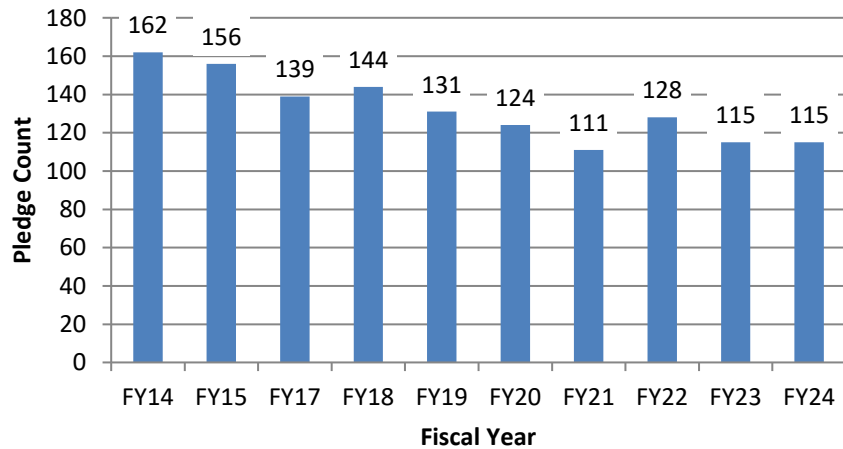
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- Linda Lannin
- Ingrid Michaelis
- Pastor Maureen, Sr Pastor
- Doug Topliffe, Resource Ministry Coordinator

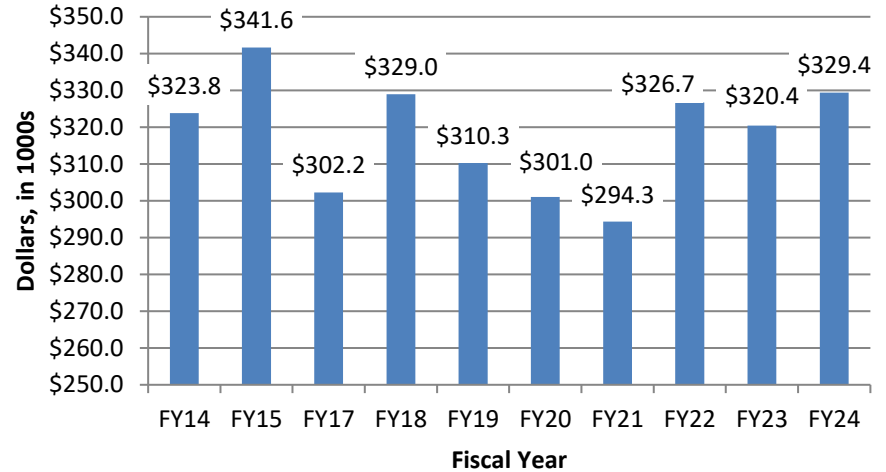


# Stewardship Campaign Goals

## Number of Pledges per Fiscal Year



## Pledge Amount per Fiscal Year



## FY25 Pledge Campaign Goals

\$357,720 in Pledges for a balanced budget

125 Pledge Units

~8.6% increase in pledge amount from FY24



# Stewardship Campaign Timeline

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- Week of Feb 11: Good News Letter sent out
- Feb 18: Preliminary Budget Mtg
- Week of Feb 25: Pledge Letter / Pledge Card sent out
- March 17: Faith Promise Sunday
- FY25 Campaign kick-off
  - Pledge card to be received during service
- March 17–May 16: Pledge campaign continues
- May 18: Annual Meeting
- Approval FY25 Budget



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The End

Thanks For Attending





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# Backup Slides



# Current Financial Position

## Budget Ups and Downs Details

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- Income \$1.2K less than budget
  - Supplementary Income yet to be transferred from reserved accounts (~\$4.7K)
- Expenses \$9.6K under budget
  - Staff level down (\$4.7K)
    - Bell Choir Director savings (\$2.1K)
    - Assoc Pastor savings (\$4.1K)
      - Had budgeted for Aug 1 start, actual late Aug start
      - Covenant With Acting Assoc Pastor
        - » Decrease in automobile expense account vs. budgeted
        - » No disability/life insurance offered
    - Other / Misc. Staff expenses (\$2.4K)
    - End of year bonuses, \$3.9K increase expenditure
  - Programs are almost all underspent, total down (\$1.7K)
  - Building and Grounds down (\$2.0K)
    - Total energy costs down (\$2.5K)
    - General Repairs down (\$2K)
    - Seasonal Maintenance down (\$3.3K)
    - Cleaning expenses up \$5K
    - Water up \$0.9K
    - Remaining items down (\$.1K)
  - Office expenses underspent, total down (\$1.2K)
    - Computer Expenses down (\$1.1K), primarily due to invoice timing