

**First Congregational Church of Woodstock
Proposed 2023 Budget
Detail**

Draft & data as of 1/26/23

Yellow Highlight = Significant Assumptions

Orange Highlight = Critical Assumptions

Income

401 Contributions

	Draft 2022 Actual	2022 Budget	Proposed 2023 Budget	Change From 2022 Draft Actual	Assumptions/Explanations
401.01 Pledges	\$158,129	\$141,400	\$145,000	(\$13,129)	\$145,262 pledged as of 1/26/23
401.02 Rites (Baptisms, Weddings, Funerals etc.)	1,600	0	1,800	200	
401.03 Other Contributions	7,590	7,500	7,500	(90)	
Total Contributions	167,319	148,900	154,300	(13,019)	

402 Fundraising

402.01 Chicken Barbeque Income	21,389	9,000	21,000	(389)	
402.01EXPS Expenses for Chicken BBQ	(8,765)	0	(10,000)	(1,235)	
Chicken BBQ Net Income	12,624	9,000	11,000	(1,624)	
402.02 Christmas on the Hill Income	15,020	9,000	14,000	(1,020)	
402.02EXPS Expenses for Christmas on the Hill	(1,789)	0	(2,000)	(211)	
Christmas on the Hill Net Income	13,231	9,000	12,000	(1,231)	
402.03 Arts Festival Income	5,231	3,000	5,000	(231)	
402.03EXPS Expenses for Arts Festival	(1,131)	0	(1,500)	(369)	
Arts Festival Net Income	4,100	3,000	3,500	(600)	
402.04 Italian Dinner	2,315	1,000	2,000	(315)	
402.04EXPS Expenses for Italian Dinner	(262)	0	(500)	(238)	
Italian Dinner Net Income	2,053	1,000	1,500	(553)	
402.09 Gift Cards	5,250	0	0	(5,250)	Program retired in December 2022
402.09EXPS Expenses for Gift Cards	(5,114)	0	0	5,114	Program retired in December 2022
Gift Cards Net Income	136	0	0	(136)	
Total Fundraising	32,144	22,000	28,000	(4,144)	

404 Faith Formation

404.01 Faith Formation Contributions	0	0	0	0	
404.02 Support from Restricted Funds	0	0	4,805	4,805	\$805 from Faith Formation Fund, \$4,000 from Wm. Cuff Fund
Total Faith Formation	0	0	4,805	4,805	

Draft & data as of 1/26/23

	Draft 2022	2022	Proposed	Change From	
Yellow Highlight = Significant Assumptions	Actual	Budget	2023	2022 Draft	Assumptions/Explanations
Orange Highlight = Critical Assumptions			Budget	Actual	
405 Community Care [New Ministry Area]					
405.01 Community Care Contributions	0	0	2,000	2,000	Actual proceeds from Christmas Offering - budgeted as \$2,000
Total Community Care	0	0	2,000	2,000	
406 Faith in Action [Formerly Outreach]					
406.01 Faith in Action Contributions	0	0	1,200	1,200	Tag sale proceeds [2022 was in Restricted Funds: Other]
406.03 Community Kitchen Local Income	2,186	1,500	2,200	14	Same as CK Local expense - no bottom line impact
Total Faith in Action	2,186	1,500	3,400	1,214	
409 Facilities					
409.01 Parsonage Rental	16,300	16,800	16,800	500	No increase this year
409.02 Daycare Rental	0	0	11,000	11,000	\$1,100/month from estimated start 3/1/23
409.03 Room & Eqpt. Use Income	1,200	1,000	1,300	100	
Total Facilities	17,500	17,800	29,100	11,600	
430 Operating Grants [New Category]	0	0	21,734	21,734	Employee Retention Credit (application pending with IRS)
440 Unrestricted Investment Income					
440.01 Interest/Dividend Inc on Unrestricted Invs	8	0	1,200	1,192	Invest say \$40k at say 3%
440.02 Realized gain/(loss) on unrestricted invs	187	0	0	(187)	
Total Unrestricted Investment Inc	195	0	1,200	1,005	
450 Endowment (New Century) Fund Withdrawal	0	10,000	10,000	10,000	To be taken only if necessary. Credited to Contingency Fd 4 now
Prior Year Surplus - Budgeted Use [Not in QuickBooks]	0	35,000	0	0	Not needed
Total Income	219,344	235,200	254,539	35,195	

Draft & data as of 1/26/23

	Draft 2022	2022	Proposed	Change From	
	Actual	Budget	2023	2022 Draft Actual	Assumptions/Explanations
			Budget		
Expenses					
503 Worship [Formerly Music Program]					
503.05 Other Worship Resources [Formerly Diaconate Expenses]	464	750	2,000	1,536	Formerly Other Exps: \$500 supplies + \$500 instr. repair + \$1k retreat
503.22 Music Misc. Expenses	0	750	0	0	Incl. in broader Worship Resources acct instead
503.23 Instrument Repair	3	400	0	(3)	Incl. in broader Worship Resources acct instead
Subtotal: Other Worship Resources	467	1,900	2,000	1,533	
503.01 Music Director Salary	7,863	8,000	8,925	1,062	47 wks x 7 hrs/wk + 10 hrs x \$25/hr + 5% COLA
503.02 Worship Licenses & Technology [New Account]	0	0	1,500	1,500	Separated to help ensure copyright compliance
503.03 Guest Musicians [Formerly Organist substitutes]	200	1,000	1,000	800	Anticipates increase in paid guest musicians
503.04 Guest Preachers [Formerly Preacher Honoraria]	0	800	500	500	Moved from Minister Expenses
503.06 Hospitality/Catering	288	300	330	42	Moved from Other Expenses
503.07 Organist salary	7,975	8,000	0	(7,975)	Leilani asked to move to volunteer status
Total Worship	16,793	20,000	14,255	(2,538)	Actually a \$6k increase net of organist volunteering
504 Faith Formation					
504.01 Children & Family Coordinator salary	2,194	8,000	7,360	5,166	Calculated assuming Feb 1 start (not hired yet)
504.02 Faith Formation materials/ministry	310	750	1,000	690	
Total Faith Formation	2,504	8,750	8,360	5,856	
505 Community Care [New Ministry Area]					
505.01 Community Care Program [New Account]	0	0	2,000	2,000	Actual proceeds from Christmas Offering - budgeted as \$2,000
505.02 Congregational Care [New Account]	0	0	500	500	
Total Community Care	0	0	2,500	2,500	
506 Faith in Action [Formerly Other/Wider Expenses]					
506.01 Faith in Action Missions	3,700	4,000	5,200	1,500	Includes \$1200 budgeted proceeds from Tag sale
506.02 Faith in Action Program	425	200	500	75	
506.03 Community Kitchen Local Expenses	2,186	1,500	2,200	14	Same as CK Local income - no bottom line impact
506.04 Windham Association UCC Dues	254	300	300	46	
506.05 SNEUCC Contribution	8,412	8,412	8,592	180	Same % of inc. as 2022 budget excl. inc. contributed to reserves
Total Faith in Action	14,977	14,412	16,792	1,815	Hospitality/Catering & Diaconate Exps moved to Worship

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507 Pastor [Formerly Minister Expenses]					
507.01 Pastor Salary	38,000	38,000	46,500	8,500	
507.02 Pastor Housing Allowance	26,400	26,400	20,140	(6,260)	Housing Allowance portion reduced at Pastor's request
507.03 Pastor Annuity	18,000	18,000	24,000	6,000	
Subtotal: Pastor Compensation & Annuity	82,400	82,400	90,640	8,240	Includes COLA and merit adjustment
507.04 Pastor Expense Reimbursement	547	1,000	1,100	553	
507.05 Pastor Continuing Education	1,000	1,000	1,000	0	
507.06 Pastor Sabbatical Fund	0	500	0	0	Not needed - Sabbatical Fund balance is sufficient
Total Pastor	83,947	84,900	92,740	8,793	
508 Office [Formerly Operations]					
508.01 Communications Coord. Salary	12,150	11,500	10,500	(1,650)	50 wks x 8 hrs/wk x \$25/hr + COLA 5%
508.02 Payroll Taxes	2,303	2,048	2,305	2	2022 Projected amount + COLA 5%
508.03 Workers' Comp Insurance	587	2,000	623	36	2022 Projected amount + COLA 5%
508.04 Staff Professional Development	72	250	250	178	
508.05 Copier	2,685	3,100	2,850	165	Formerly in Property Expenses
508.06 Telephone/Internet	2,360	2,300	2,596	236	
508.07 Office Supplies	2,063	2,000	2,382	319	
508.08 Professional Services [Payroll & Payment Processing Fees]	1,872	4,000	2,057	185	\$4k of original \$8k budget reallocated by Trustees to Comms. Coord.
508.09 Tech Equip, Licenses, Services	1,928	1,000	600	(1,328)	2022 included replacement office PC order \$1,300
508.10 Publicity	0	400	300	300	
508.22 Mileage Reimbursement	0	200	0	0	N/A - No current need
508.25 Clerk Stipend	300	300	0	(300)	Assumes stipends retired as part of restructuring
508.26 Treasurer Stipend	0	400	0	0	Assumes stipends retired as part of restructuring
Total Office	26,320	29,498	24,463	(1,857)	Outreach Program Expenses moved to Faith in Action

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509 Facilities [Formerly Property Expenses]					
509.05 Repairs	18,029	13,500	6,000	(12,029)	2022 included \$14k major items (use capital fund in 2023)
509.06 Contract Cleaning [New Acct. to Help Track Extras]	6,475	0	6,360	(115)	2022 included extra month accrual
509.07 Other Recurring Maintenance [New Account to Help Track]	3,383	0	4,000	617	2022 Projected amount + est. inflation
Subtotal [Former Maintenance Account]	27,887	13,500	16,360	(11,527)	
509.21 Grounds Maintenance	25	6,500	0	(25)	Combined into Repairs acct for 2023
509.22 Parsonage Maintenance	700	7,500	0	(700)	Combined into Repairs acct for 2023
509.23 Water System Maintenance	649	1,300	0	(649)	Combined into Other Recurring Maintenance acct for 2023
509.25 Plant, Property & Equip. Exp.	590	1,000	0	(590)	Moved from Capital Exps. Combined into Repairs acct for 2023
Subtotal All Maintenance-related	29,851	29,800	16,360	(13,491)	2022 included \$14k in nonrecurring items
509.01 Property Insurance	14,085	14,104	14,690	605	
509.02 Fuel Expense	10,406	8,500	15,000	4,594	2022 Projected amount with additional daycare heating
509.03 Electricity Expense	2,190	2,750	3,000	810	2022 Projected amount with additional daycare use
509.04 Property Taxes	4,685	5,000	6,500	1,815	Includes \$1,500 for property tax on daycare space
Total Facilities	61,217	60,154	55,550	(5,667)	
550 Contributions to Reserve Funds [New Budget Category]					
550.01 Contribution to Ministry Reserve Fund (New Fund)	0	0	8,355	8,355	Initial Allocation of Employee Retention Credit
550.02 Contribution to Contingency Reserve Fund	0	0	22,437	22,437	Alloc of ERC + \$10k re: New Century withdrawal + \$8k general
550.03 Contribution to Capital Improvements Reserve Fund	0	0	8,355	8,355	Initial Allocation of Employee Retention Credit
550.04 Contribution to Special Purpose Reserve Fund	9,000	9,000	0	(9,000)	Formerly in Office Exps. \$9k re: parsonage transferred to Fund
	9,000	9,000	39,147	30,147	
Total Expenses	214,758	226,714	253,807	39,049	
Net Operating Income	\$4,586	\$8,486	\$732	(\$3,854)	