

First Congregational Church of Woodstock
Operating Fund Financial Comments – Year to Date February 2023

Summary

- Operating net expenses were \$2k compared to \$7k net expenses budgeted, so \$5k better than budget. Operating income was \$2k higher than budget and operating expenses were \$3k lower.

Income

- Pledge income for January was \$1k better than budget. Thank you!
- We recognized \$6k of 2023 prepaid pledges as income in Jan/Feb. The remaining \$32k is shown on the Statement of Financial Position as Deferred Income - Prepaid Pledges.
- The Italian Dinner is on track to meet its fundraising goal. Thank you for supporting this event. Buon appetito!
- We are looking forward to Tiny Forest Childcare LLC starting to use our nursery in the next month or so. It will be a valuable service to the community and will also help us financially. If you know of other community groups or nonprofits looking for meeting space, please encourage them to check out our facilities. We want to bring more of the community into our space and to make new connections.

Expenses

- Expenses were \$3k lower than budget in January, with the savings spread out across all categories.
- In the Facilities section, heating oil prices have been coming down leading to \$1k in savings so far. This is especially helpful because our budget for Other Recurring Maintenance appears to have omitted the elevator pressure-relief valve test, for which we have just been quoted about \$1,500.
- Staff pay increases applied to work performed commencing February 1st so January 2023 compensation was still at 2022 rates. Similarly, the amount and mix of the pastor's compensation and benefits changed on February 1st. The pastor's housing allowance and other elements of compensation and benefits for January 2023 were paid in accordance with the 2022 budget approved by the congregation.

You make possible our worship and pastoral care and enable us to serve people in need during these challenging times.

Thank you for your generosity.

Tom Duggan

Treasurer

**First Congregational Church of Woodstock
Summary of Operating Income & Expenses**

Data as of 3/2/23

	Actual Year-to-Date <u>2/28/2023</u>	Budget Year-to-Date <u>2/28/2023</u>		<u>Difference</u>	<u>Notes</u>
Income					
Pledges	\$25,008	\$23,666	✔	\$1,342	(1)
Rites (Baptisms etc.)	0	300	⚠	(300)	
Other Contributions	1,420	916	✔	504	
	<u>26,428</u>	<u>24,882</u>	✔	1,546	
Fundraising	1,022	1,000	✔	22	
Faith in Action	413	366	✔	47	
Facilities Income	3,325	3,016	✔	309	
Net Investment Inc/(Exp)	8	100	⚠	(92)	
Endowment Fund Withdrawal	0	0	✔	0	
	<u>31,196</u>	<u>29,364</u>	✔	1,832	
Expenses					
Worship	1,923	2,620	✔	(697)	
Faith Formation	65	166	✔	(101)	
Community Care	0	84	✔	(84)	
Faith in Action	17	450	✔	(433)	
Pastor	14,580	15,290	✔	(710)	(2)
Office	3,258	3,593	✔	(335)	
Facilities	14,010	14,580	✔	(570)	(3)
Contribution to Reserve Funds	0	0	✔	0	
	<u>33,853</u>	<u>36,783</u>	✔	(2,930)	
Unrestricted Net Income/(Expenses)	<u>(\$2,657)</u>	<u>(\$7,419)</u>	✔	\$4,762	

Notes:

Line items with actual/budget year-to-date activity are shown. Rounding differences may arise due to cents not shown.

(1) Prepaid pledges are recognized in income over the months to which they apply. The amount not yet recognized in income is shown on the Statement of Financial Position as Deferred Income - Prepaid Pledges.

(2) Differences arise due to use of 2022 pay rates and salary/benefits mix for January as the 2023 budget was not approved by the congregation until January 29th. All items are at rates preapproved by the congregation.

(3) Operating income & expenses exclude Designated, Endowment and Restricted Fund items including major repair expenses. These are reported separately.

**First Congregational Church of Woodstock
Detail of Operating Income & Expenses**

Data as of 3/2/23

	Actual Year-to-Date 2/28/2023	Budget Year-to-Date 2/28/2023		Difference	Notes
Income					
Contributions					
401.01 Pledges	\$25,008	\$23,666	✔	\$1,342	(1)
401.02 Rites (Baptisms etc.)	0	300	⚠	(300)	
401.03 Other Contributions	1,420	916	✔	504	
	26,428	24,882	✔	1,546	
Fundraising					
402.04 Italian Dinner	1,034	1,000	✔	34	
402.04EXPS Expenses for Italian Dinner	(12)	0	⚠	(12)	
Italian Dinner Net Income	1,022	1,000	✔	22	
	1,022	1,000	✔	22	
Faith in Action Ministry Income					
406.03 Community Kitchen Local Income	413	366	✔	47	
	413	366	✔	47	
Facilities Income					
409.01 Parsonage Rental	2,800	2,800	✔	0	
409.03 Room & Equip. Use Income	525	216	✔	309	
	3,325	3,016	✔	309	
Unrestricted Investment Income					
440.01 Interest/Dividend Inc on Unrestricted Invs	8	100	⚠	(92)	
	8	100	⚠	(92)	
Total Operating Income	31,196	29,364	✔	1,832	
Expenses					
Worship					
503.01 Music Director Salary	1,063	1,444	✔	(381)	
503.02 Worship Licenses & Technology	226	500	✔	(274)	
503.03 Guest Musicians	360	360	✔	0	
503.05 Other Worship Resources	160	260	✔	(100)	
503.06 Hospitality/Catering	114	56	⚠	58	
	1,923	2,620	✔	(697)	
Faith Formation					
504.02 Faith Formation materials/ministry	65	166	✔	(101)	
	65	166	✔	(101)	
Community Care					
505.02 Congregational Care	0	84	✔	(84)	
	0	84	✔	(84)	
Faith in Action					
506.02 Faith in Action Program	0	84	✔	(84)	
506.03 Community Kitchen Local Expenses	17	366	✔	(349)	
	17	450	✔	(433)	

**First Congregational Church of Woodstock
Detail of Operating Income & Expenses**

Data as of 3/2/23

	Actual	Budget			
	Year-to-Date	Year-to-Date		Difference	Notes
	<u>2/28/2023</u>	<u>2/28/2023</u>			
Pastor					
507.01 Pastor Salary	7,042	7,750	✔	(708)	(2)
507.02 Pastor Housing Allowance	3,878	3,360	⚠	518	(2)
507.03 Pastor Annuity	3,500	4,000	✔	(500)	(2)
507.04 Pastor Expense Reimbursement	160	180	✔	(20)	
	<u>14,580</u>	<u>15,290</u>	✔	(710)	
Office					
508.01 Communications Coord. Salary	1,635	1,635	✔	0	
508.02 Payroll Taxes	205	236	✔	(31)	
508.05 Copier	490	476	⚠	14	
508.06 Telephone/Internet	406	406	✔	0	
508.07 Office Supplies	236	398	✔	(162)	
508.08 Professional Services	286	342	✔	(56)	
508.09 Tech Equip, Licenses, Services	0	100	✔	(100)	
	<u>3,258</u>	<u>3,593</u>	✔	(335)	
Facilities					
509.01 Property Insurance	5,538	5,538	✔	0	
509.02 Fuel Expense	2,753	4,200	✔	(1,447)	
509.03 Electricity Expense	68	170	✔	(102)	
509.04 Property Taxes	2,392	2,392	✔	0	
509.05 Repairs	167	1,000	✔	(833)	(3)
509.06 Contract Cleaning	998	1,000	✔	(2)	
509.07 Other Recurring Maintenance	2,094	280	✘	1,814	
	<u>14,010</u>	<u>14,580</u>	✔	(570)	
Total Operating Expenses	<u>33,853</u>	<u>36,783</u>	✔	(2,930)	
Net Operating Income/(Expense)	<u>(\$2,657)</u>	<u>(\$7,419)</u>	✔	\$4,762	

Notes:

Only line items with actual or budgeted year-to-date activity are shown. Rounding differences may arise due to cents not shown.

(1) Prepaid pledges are recognized in income over the months to which they apply. The amount of prepaid pledges not yet recognized in income is shown on the Statement of Financial Position as Deferred Income - Prepaid Pledges.

(2) Differences arise due to use of 2022 pay rates and salary/benefits mix for January as the 2023 budget was not approved by the congregation until January 29th. All items are at rates preapproved by the congregation.

(3) Operating income & expenses exclude Designated, Endowment and Restricted Fund items including expenses for major repairs. These are reported separately.

**First Congregational Church of Woodstock
Designated, Investment, Endowment & Restricted Funds
Financial Comments – Year to Date February 2023**

Unrestricted Investments

- We transferred \$46k from operating funds to an investment account. We are building a ladder of CDs that will generate income while still giving us access to additional funds within a reasonable time if needed.

Congregation-Designated Reserve Funds

- We transferred \$30k from congregation-designated reserve funds to an investment account, again to purchase CDs. Income will be credited to each congregation-designated fund pro-rata.

Endowment (New Century) Fund

- The market value of this fund rose by \$13k in January, recovering some of the drop we experienced last year. We report on this activity one month in arrears due to the time it takes to receive updated statements.

Donor-Designated Restricted Funds

- We remitted to the Open and Affirming Coalition of the United Church of Christ the \$633 proceeds from the special offering in celebration of our 20 years as an Open and Affirming church.
- We transferred \$50k from donor-restricted funds to an investment account, again to purchase CDs. Income will be credited to each donor-restricted fund pro-rata.

We continue to warmly welcome gifts to our main ministry, Angel and Endowment (New Century) funds while we work to reduce the number of funds for which extra administrative work is required.

Thank you for your generosity.

Tom Duggan

Treasurer

First Congregational Church of Woodstock
Congregation-Designated, Endowment & Donor-Restricted Funds
As of February 28, 2023

Data as of 3/2/23

	<u>Balance as of 12/31/2022</u>	<u>Income YTD 2/28/2023</u>	<u>Expenses YTD 2/28/2023</u>	<u>Transfers YTD 2/28/2023</u>	<u>Balance as of 2/28/2023</u>	<u>Notes</u>
Congregation-Designated Reserve Funds						
310.02 Contingency Reserve Fund	\$3,918	\$0	\$0		\$3,918	
310.03 Pastor Sabbatical Reserve Fund	9,485	0	0		9,485	
310.04 Special Purpose Reserve Fund [Parsonage Sale]	9,000	0	0		9,000	
310.05 Capital Improvements Reserve Fund	29,589	0	0		29,589	
	\$51,992	\$0	\$0	\$0	\$51,992	
Endowment (New Century) Fund						
180.11 Endowment - Cost	\$217,546	\$233		\$9,400	\$227,179	(1)
180.12 Endowment - Market Value Adj.	23,937	12,801			36,739	(1)
330.02 Endowment - Held at Inv. Managers	241,483	13,034	0	9,400	263,918	
330.02 Endowment - Cash Held at FCCW	9,400			(9,400)	0	
	\$250,883	\$13,034	\$0	\$0	\$263,918	
Donor-Restricted Funds						
340.01 Deacons Charitable Giving Fund	\$13,522	\$0	(\$826)		\$12,696	
340.02 Community Care Ministry Fund	2,001	250	0		2,251	
340.03 Faith Formation Ministry Fund	805	0	0		805	
340.05 Community Kitchen Fund	5,019	0	(1,000)		4,019	(2)
340.06 Music Fund	2,476	0	(171)		2,305	
340.07 Angel Fund	7,800	0	0		7,800	
340.08 William Cuff Youth Ministry Fund	15,842	0	0		15,842	
340.09 Williams Summer Camp/Conf Fund	1,568	0	0		1,568	
340.10 Mavis Hescoock Flowers Fund	961	0	(64)		897	
340.11 Richardson Tree Lighting Fund	10,860	0	(1,000)		9,860	
340.15 Other Designated Funds	1,050	683	(633)		1,100	(3)
	\$61,904	\$933	(\$3,693)	\$0	\$59,143	

Notes:

Line items without year-to-date activity or balances may not be shown. Rounding differences may arise due to cents not shown.

(1) Represents dividend income and unrealized 2022 gain/(loss) in market value of New Century Fund invested assets only through January 31, 2023. Cost figures represent the brought forward balance as of 12/31/15 plus contributions and dividends less withdrawals since then.

(2) Expense represents a contribution from Community Kitchen local funds to FCCW operating fund.

(3) \$1,000 of balance is 50% of Ukraine tag sale, retained for projects w/Ukrainian students at Woodstock Academy. \$100 is miscellaneous.

First Congregational Church of Woodstock
Statement of Financial Position
As of February 28, 2023

Data as of 3/2/23

	<u>Total</u>	<u>Notes</u>
Assets:		
Current Assets		
Cash and Cash Equivalents		
Operating Checking	\$41,572	
Restricted Checking:		
Donor-Restricted Funds	9,143	
Congregation-Designated Reserve Funds	21,992	
	<u>31,136</u>	
Chicken BBQ Checking	5,361	
	<u>78,069</u>	
Prepayments (\$2,000 Pastor's Annuity + Misc.)	2,014	
Accounts Receivable	1,357	
Short-term Investments:		
Unrestricted Funds	56,100	
Congregation-Designated Funds	30,000	
Donor-Restricted Funds	50,000	
	<u>136,100</u>	
Total Current Assets	<u>217,540</u>	
Noncurrent Assets		
Long-term Investments		
Endowment (New Century) Fund		
Assets Held by Investment Managers	263,918	(1)
Land, buildings & equipment (Not included)	0	
	<u>263,918</u>	
Total Noncurrent Assets	<u>263,918</u>	
Total Assets	<u>\$481,458</u>	
Liabilities:		
Current Liabilities		
Accounts Payable & Accrued Expenses	444	
Deferred Income - Prepaid Pledges	31,785	(2)
	<u>32,229</u>	
Total Liabilities	<u>32,229</u>	
Net Assets		
Unrestricted Funds	74,176	
Congregation-Designated Funds:		
Endowment (New Century) Fund	263,918	(3)
Reserve Funds	51,992	(3)
Donor-restricted Funds	59,143	(3)
	<u>385,129</u>	
Total Net Assets	<u>449,229</u>	
Total Liabilities and Net Assets	<u>\$481,458</u>	

Notes:

Rounding differences may arise due to cents not shown.

(1) Excludes Feb 2023 dividend income and market value change to be added when statement is received late Mar.

(2) Prepaid pledges are recognized in income over the months to which they apply.

(3) For details see the Designated, Endowment & Restricted Funds report.