

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

Summary

- The reports show operating net expenses of \$1k compared to \$9k budgeted, so \$8k better than budget. \$3k of this \$8k is from income being better than budget, including \$2k of unexpected interest on our Employee Retention Credit; \$5k is expenses being less than budget. However, expenses in some areas appear to be lower due to timing differences and are expected to catch up to some extent as the year progresses. It is hard to judge how much expense savings will remain at year-end.

Income

- In June we received \$24k from the federal government as an Employee Retention Credit for 2020 and 2021. We applied for this in 2022. We contributed \$22k of this to certain reserve funds in accordance with our 2023 budget.
- Pledge income and other contributions are \$1k over budget. We recognized \$19k of 2023 prepaid pledges as income in Jan-June. The remainder is shown on the Statement of Financial Position as Deferred Income - Prepaid Pledges.
- Income of \$2,785 for Faith Formation support from restricted funds is part of \$5k budgeted to be drawn from the William Cuff Youth Ministry Fund and Faith Formation Fund in 2023 to support this ministry.
- We budgeted for rental income from Tiny Forest Childcare LLC to start on March 1st, but their opening day was delayed until July 5th. This resulted in a shortfall of rental income of \$4,400 as of June 30th and \$4,542 by July 5th. The impact was partly offset by a contribution of almost \$2k from a vendor to resolve a dispute and by income from additional rentals.

Expenses

- The Facilities team continues to manage its expenses in line with the operating budget, while also planning upcoming repair projects to be funded from capital reserves and the Angel Fund. Thank you to all the volunteers who help to maintain our facilities, reducing our expenses.
- Other areas mostly show expenses that are \$5k better (lower) than budget, but as stated above these appear to include multiple timing differences that are quite likely to get caught up by year-end.

Thank you for your generous support that makes possible our worship and pastoral care and enables us to serve people in need during these challenging times.

Tom Duggan, Treasurer

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

Data as of 7/9/23

	Actual	Budget			
	Year-to-Date	Year-to-Date		Difference	Notes
	6/30/2023	6/30/2023			
Income					
Pledges	\$72,978	\$72,498	✔	\$480	(1)
Rites (Baptisms etc.)	1,350	900	✔	450	
Other Contributions	2,746	2,748	⚠	(2)	
Total Contributions	77,074	76,146	✔	928	
Fundraising	1,075	648	✔	427	
Faith Formation	2,795	2,670	✔	125	(2)
Faith in Action	2,670	2,298	✔	372	
Facilities Income	11,818	13,448	✘	(1,630)	(3)
Operating Grant Income	24,115	21,734	✔	2,381	(4)
Net Investment Inc/(Exp)	921	540	✔	381	
	120,468	117,484	✔	2,984	
Expenses					
Worship	5,405	7,569	✔	(2,164)	(5)
Faith Formation	2,795	2,670	⚠	125	
Community Care	27	918	✔	(891)	
Faith in Action	1,911	3,247	✔	(1,336)	
Pastor	45,280	45,870	✔	(590)	(5)
Office	11,462	11,738	✔	(276)	
Facilities	33,198	32,720	⚠	478	(6)
Contribution to Reserve Funds	21,734	21,734	✔	0	(4)
	121,812	126,466	✔	(4,654)	
Unrestricted Net Income/(Expenses)	(\$1,344)	(\$8,982)	✔	\$7,638	

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) In June we drew \$990 from the William Cuff Youth Ministry Fund and \$325 from the Faith Formation Fund as part of the \$5k in 2023 budgeted support from restricted funds for Faith Formation.

(3) Facilities income is impacted by \$4k due to a delay in Tiny Forest LLC's startup of a daycare facility in our nursery. Their scheduled opening day is July 5th, with a shortfall in budgeted rental income of \$4,542. The impact was partly offset by \$2k contributed by a vendor to resolve a dispute.

(4) In June we received \$24k from the government's Employee Retention Credit for 2020 and 2021, including \$2k of unbudgeted interest. \$22k has been contributed to several reserve funds per the 2023 budget.

(5) Some differences are 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 pay complied with the congregation's budgets.

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

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

Data as of 7/9/23

	Actual	Budget			
	Year-to-Date	Year-to-Date		Difference	Notes
	6/30/2023	6/30/2023			
Income					
Contributions					
401.01 Pledges	\$72,978	\$72,498	✔	\$480	(1)
401.02 Rites (Baptisms etc.)	1,350	900	✔	450	
401.03 Other Contributions	2,746	2,748	⚠	(2)	
	<u>77,074</u>	<u>76,146</u>	✔	928	
Fundraising					
402.01 Chicken Barbeque Income	0	0	✔	0	
402.01EXPS Expenses for Chicken BBQ	(776)	(800)	✔	24	
Chicken BBQ Net Income	(776)	(800)	✔	24	
402.03 Arts Festival Income	0	0	✔	0	(2)
402.03EXPS Expenses for Arts Festival	(52)	(52)	✔	0	
Arts Festival Net Income	(52)	(52)	✔	0	
402.04 Italian Dinner	2,586	2,000	✔	586	
402.04EXPS Expenses for Italian Dinner	(715)	(500)	⚠	(215)	
Italian Dinner Net Income	1,871	1,500	✔	371	
	<u>1,075</u>	<u>648</u>	✔	427	
Faith Formation Income					
404.01 Faith Formation Contributions	10	0	✔	10	
404.02 Support from Restricted/Reserve Funds	2,785	2,670	✔	115	(3)
	<u>2,795</u>	<u>2,670</u>	✔	125	
Faith in Action Ministry Income					
406.01 Faith in Action Contributions	1,138	1,200	⚠	(62)	
406.03 Community Kitchen Local Income	1,532	1,098	✔	434	
	<u>2,670</u>	<u>2,298</u>	✔	372	
Facilities Income					
409.01 Parsonage Rental	8,400	8,400	✔	0	
409.02 Daycare Rental	0	4,400	✘	(4,400)	(4)
409.03 Room & Equip. Use Income	1,450	648	✔	802	
409.05 Facilities Contributions	1,968	0	✔	1,968	(5)
	<u>11,818</u>	<u>13,448</u>	✘	(1,630)	
Operating Grant Income					
	24,115	21,734	✔	2,381	(6)
Unrestricted Investment Income					
440.01 Interest/Dividend Inc on Unrestricted Invs	921	540	✔	381	
	<u>921</u>	<u>540</u>	✔	381	
Total Operating Income	<u>120,468</u>	<u>117,484</u>	✔	2,984	

First Congregational Church of Woodstock
Detail of Operating Income & Expenses

Data as of 7/9/23

	Actual	Budget			
	Year-to-Date	Year-to-Date		Difference	Notes
	<u>6/30/2023</u>	<u>6/30/2023</u>			
Expenses					
Worship					
503.01 Music Director Salary	3,557	4,751	✔	(1,194)	(7)
503.02 Worship Licenses & Technology	226	900	✔	(674)	
503.03 Guest Musicians	360	360	✔	0	
503.04 Guest Preachers	150	250	✔	(100)	
503.05 Other Worship Resources	918	1,140	✔	(222)	
503.06 Hospitality/Catering	194	168	⚠	26	
	<u>5,405</u>	<u>7,569</u>	✔	<u>(2,164)</u>	
Faith Formation					
504.01 Children & Family Coordinator salary	2,350	2,350	✔	0	
504.02 Faith Formation materials/ministry	445	320	⚠	125	
	<u>2,795</u>	<u>2,670</u>	⚠	<u>125</u>	
Community Care					
505.01 Community Care Program	27	666	✔	(639)	
505.02 Congregational Care	0	252	✔	(252)	
	<u>27</u>	<u>918</u>	✔	<u>(891)</u>	
Faith in Action					
506.01 Faith in Action Missions	1,138	1,732	✔	(594)	
506.02 Faith in Action Program	234	252	✔	(18)	
506.03 Community Kitchen Local Expenses	374	1,098	✔	(724)	
506.05 SNEUCC Contribution	165	165	✔	0	
	<u>1,911</u>	<u>3,247</u>	✔	<u>(1,336)</u>	
Pastor					
507.01 Pastor Salary	22,542	23,250	✔	(708)	(7)
507.02 Pastor Housing Allowance	10,592	10,072	⚠	520	(7)
507.03 Pastor Annuity	11,500	12,000	✔	(500)	(7)
507.04 Pastor Expense Reimbursement	526	548	✔	(22)	
507.05 Pastor Continuing Education	120	0	⚠	120	
	<u>45,280</u>	<u>45,870</u>	✔	<u>(590)</u>	
Office					
508.01 Communications Coord. Salary	5,468	5,415	⚠	53	
508.02 Payroll Taxes	870	985	✔	(115)	
508.05 Copier	1,406	1,428	✔	(22)	
508.06 Telephone/Internet	1,218	1,240	✔	(22)	
508.07 Office Supplies	1,070	1,194	✔	(124)	
508.08 Professional Services	1,409	1,026	⚠	383	
508.09 Tech Equip, Licenses, Services	21	300	✔	(279)	
508.10 Publicity	0	150	✔	(150)	
	<u>11,462</u>	<u>11,738</u>	✔	<u>(276)</u>	

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

Data as of 7/9/23

	Actual	Budget			
	Year-to-Date	Year-to-Date		Difference	Notes
	<u>6/30/2023</u>	<u>6/30/2023</u>			
Facilities					
509.01 Property Insurance	11,658	11,833	✔	(175)	
509.02 Fuel Expense	5,302	9,000	✔	(3,698)	
509.03 Electricity Expense	1,272	1,090	⚠	182	
509.04 Property Taxes	2,392	2,392	✔	0	
509.05 Repairs	4,699	3,000	✘	1,699	(8)
509.06 Contract Cleaning	2,993	3,050	✔	(57)	
509.07 Other Recurring Maintenance	4,882	2,355	✘	2,527	(5)
	<u>33,198</u>	<u>32,720</u>	⚠	478	
Contributions to Reserve Funds					
550.01 Contrib. to Ministry Reserve Fund	8,355	8,355	✔	0	(6)
550.02 Contrib. to Contingency Reserve Fund	5,024	5,024	✔	0	(6)
550.03 Contrib. to Capital Improvements Reserve Fund	8,355	8,355	✔	0	(6)
	<u>21,734</u>	<u>21,734</u>	✔	0	
Total Operating Expenses	<u>121,812</u>	<u>126,466</u>	✔	(4,654)	
Net Operating Income/(Expense)	<u>(\$1,344)</u>	<u>(\$8,982)</u>	✔	\$7,638	

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) Event income is recognized when earned. Event expenses are recognized when incurred. Funds received prior to an event are shown as deferred income on the Statement of Financial Position until recognized as income.

(3) In June we drew \$990 from the William Cuff Youth Ministry Fund and \$325 from the Faith Formation Fund as part of the \$5k in 2023 budgeted support from restricted funds for Faith Formation.

(4) Facilities income is impacted by \$4k due to a delay in Tiny Forest LLC's startup of a daycare facility in our nursery. Their scheduled opening day is July 5th, with a shortfall in budgeted rental income of \$4,542. The impact was partly offset by \$2k contributed by a vendor to resolve a dispute.

(5) Facilities Contributions \$2k represents the value of services to be provided by a vendor to resolve a dispute. A matching amount is included in Other Recurring Maintenance expenses.

(6) In June we received \$24k from the government's Employee Retention Credit for 2020 and 2021, including \$2k of unbudgeted interest. \$22k has been contributed to several reserve funds per the 2023 budget.

(7) Some differences are 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 pay complied with the congregation's budgets.

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

First Congregational Church of Woodstock
Congregation-Designated, Endowment & Donor-Restricted Funds
Financial Comments – Year to Date June 2023

Congregation-Designated Reserve Funds

- The Ministry Reserve Fund, Contingency Reserve Fund and Capital Improvements Reserve Fund received a total of \$22k in contributions from operating funds in accordance with our 2023 budget. This was made possible by the Employee Retention Credit we received in June for 2020 and 2021, for which we applied last year.
- In June our reserve funds received interest income from the first maturity of a CD we purchased three months ago.

Endowment (New Century) Fund

- The market value of this fund fell by \$5k in May, making a total \$5k increase for January through May. This is slow progress in the recovery from last year's \$40k decline, reflecting general market conditions. We report on this activity one month in arrears due to the time it takes to receive statements from the investment fund managers.

Donor-Designated Restricted Funds

- In June we drew \$990 from the William Cuff Youth Ministry Fund and \$325 from the Faith Formation Fund as part of the \$5k in 2023 budgeted support for the Faith Formation ministry.
- 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 generous support.

Tom Duggan

Treasurer

First Congregational Church of Woodstock
Congregation-Designated, Endowment & Donor-Restricted Funds
Year to June 30, 2023

Data as of 7/9/23

	Balance as of <u>12/31/2022</u>	Income YTD <u>6/30/2023</u>	Expenses YTD <u>6/30/2023</u>	Transfers YTD <u>6/30/2023</u>	Balance as of <u>6/30/2023</u>	<u>Notes</u>
Congregation-Designated Reserve Funds						
310.01 Ministry Reserve Fund	\$0	\$8,355.00	\$0		\$8,355	
310.02 Contingency Reserve Fund	3,918	5,051.38	0		8,969	
310.03 Capital Improvements Reserve Fund	29,588	8,421.23	0		38,010	
310.04 Special Purpose Reserve Fund [Parsonage Sale]	9,000	62.86	0		9,063	
310.05 Pastor Sabbatical Reserve Fund	9,485	206.65	0		9,692	
	\$51,991	\$22,097.12	\$0	\$0	\$74,089	
Endowment (New Century) Fund						
180.11 Endowment - Cost	\$217,546	\$2,166		\$9,400	\$229,112	(1)
180.12 Endowment - Market Value Adj.	23,937	5,915			29,852	(1)
330.02 Endowment - Held at Inv. Managers	241,483	8,081	0	9,400	258,964	
330.02 Endowment - Cash Held at FCCW	9,400			(9,400)	0	
	\$250,883	\$8,081	\$0	\$0	\$258,964	
Donor-Restricted Funds						
340.01 Deacons Charitable Giving Fund	\$13,522	\$435	(\$2,316)		\$11,640	
340.02 Community Care Ministry Fund	2,001	250	0		2,251	
340.03 Faith Formation Ministry Fund	805	0	(445)		360	(2)
340.04 Faith in Action Ministry Fund	0	0	0		0	
340.05 Community Kitchen Fund	5,019	0	(1,000)		4,019	
340.06 Music Fund	2,476	0	(759)		1,718	
340.07 Angel Fund	7,800	0	0		7,800	
340.08 William Cuff Youth Ministry Fund	15,842	0	(2,340)		13,502	(2)
340.09 Williams Summer Camp/Conf Fund	1,568	0	0		1,568	
340.10 Mavis Hescoek Flowers Fund	961	0	(160)		801	
340.11 Richardson Tree Lighting Fund	10,860	0	(1,000)		9,860	
340.15 Other Designated Funds	1,050	3,155	(4,105)		100	
	\$61,904	\$3,840	(\$12,125)	\$0	\$53,618	

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 2023 gain/(loss) in market value of New Century Fund invested assets only through May 31, 2023. We report these items one month in arrears due to the delay in receiving statements from the investment fund managers. Cost figures represent the balance as of 12/31/15 plus contributions and dividends less withdrawals since then.

(2) In June we drew \$990 from the William Cuff Youth Ministry Fund and \$325 from the Faith Formation Fund as part of the 2023 budgeted support for Faith Formation.

First Congregational Church of Woodstock
Statement of Financial Position
As of Jun 30, 2023

Data as of 7/9/23

	<u>Total</u>	<u>Notes</u>
Assets:		
Current Assets		
Cash and Cash Equivalents		
Operating Checking	\$36,778	
Restricted Checking:		
Donor-Restricted Funds	3,618	
Congregation-Designated Reserve Funds	14,089	
	<u>17,707</u>	
Chicken BBQ Checking	4,586	
	<u>59,071</u>	
Prepayments	3,474	
Accounts Receivable	1,357	
Short-term Investments (CDs < 1 yr):		
Unrestricted Funds	56,627	
Congregation-Designated Funds	60,000	
Donor-Restricted Funds	<u>50,000</u>	
	166,627	
Total Current Assets	<u>230,529</u>	
Noncurrent Assets		
Long-term Investments		
Endowment (New Century) Fund		
Assets Held by Investment Managers	258,964	(1)
Land, buildings & equipment (Not included)	<u>0</u>	
Total Noncurrent Assets	<u>258,964</u>	
Total Assets	<u>\$489,493</u>	
Liabilities:		
Current Liabilities		
Accounts Payable & Accrued Expenses	3,625	
Daycare - Security Deposit/Deferred Rent	2,058	
Deferred Income - Arts/Crafts Fair	2,587	
Deferred Income - Prepaid Pledges	<u>19,071</u>	(2)
Total Liabilities	<u>27,341</u>	
Net Assets		
Unrestricted Funds	75,481	
Congregation-Designated Funds:		
Endowment (New Century) Fund	258,964	(1)(3)
Reserve Funds	74,089	(3)
Donor-restricted Funds	<u>53,618</u>	(3)
Total Net Assets	<u>462,152</u>	
Total Liabilities and Net Assets	<u>\$489,493</u>	

Notes:

Rounding differences may arise due to cents not shown.

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

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

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