

Subject: November 2025 Financial Status and Actions

From: Bowman Kell, Treasurer 2025
To: Board of Trustees, Unity of Fairfax 2025
Date: Presented December 9, 2025

1. Executive Summary November

- a. Income: Love offerings strongest YTD with \$44k. Auction income \$15k, up 20% over 2024.
- b. With stronger income and stable expenses, we had **net income of \$15k** for November, which helps reduced our YTD deficit to \$ (55,122).
- c. Unity of Fairfax Investment Account (Vanguard) has been rebalanced in alignment with our Investment Policy. 49% Stocks, 19% Bonds, 32% Federal Money Market.
- d. CPAs completed 2024 Tax return. For 2026, given our rigorous concentration on accounting details given our staff transition in 2025, CPAs agree we do not need to conduct a financial review and/or audit for 2025.
- e. **Finance Committee:** Preliminary budget has been shared with the Finance Committee (FC) and the Board. Staff and additional ministry teams will be asked to confirm their needs before Dec 31. Given the large deficit expected due to lower income and increasing expenses, the FC recommends the Board keep the **Emergency Cash Flow plan** in place; as well as do **contingency planning** including examining major fundraising, cutting expenses, selling a portion of our property and/or applying for a bank loan.

The Board thanks Steve Cerny for his service on the Finance Committee (FC) , as he rolls off at year-end. For 2026, FC members will include Rob Chavez, Julie Fisher, Bowman Kell, Ed Merritt and Dave Richardson; and the new Treasurer.

2. November Income Highlights

Type	Comments	Month	YTD Budget Variance
		November	
Love Offerings	Strongest month YTD. Year-end activity as expected.	\$ 43,972	\$ (102,082)
Rentals	Short term rentals ↑ (recital, card show, Farmers Market, etc.)	\$ 19,596	\$ 21,127
Fundraising	Auction good, YTD below budget due to prior 2025 fundraising	\$ 14,082	\$ (24,490)

3. November Expense Highlights: (parenthesis indicates lower expenses)

Type	Comments	Month	YTD Variance
		November	
Compensation & Benefits	Under budget YTD \$29k	\$ 32,329	\$ (29,656)
Occupancy	Below budget for month, less repairs	\$ 15,662	\$ 9,421
Gen & Admin	Under budget	\$ 4,878	\$ 9,291
Ministry	Under budget	\$ 1,627	\$ (4,478)
Tithes	Accrued, not yet paid	\$ 7,831	\$ (8,351)

4. Operating Summary as of Year-end:

	Nov 24 2025	Jul 21 2025	Apr 30 2025	Dec 31 2024
Cash (Ministry)	\$ 46,539	\$ 20,751	\$ 44,966	\$ 25,586
Reserves (Operating & Capital)	\$ 41,867	\$ 33,856	\$ 54,493	\$ 57,548
Investment Fund (Vanguard)	\$ 123,054 9/30	\$ 115,299 6/30	\$ 116,661 3/31	\$ 119,908
Restricted Funds	\$ 9,159	\$ 12,160	\$ 13,706	\$ 12,627

5. Attached Financial Reports for December:

- a. Statement of Financial Position – Balance Sheet
- b. Statement of Activity by Fund (Unrestricted and Restricted)
- c. Budget vs. Actual Month and Annual
- d. Preliminary Budget (screen share)

Statement of Financial Position YTD Nov 30, 2025

Unity of Fairfax

	11/30/25	12/31/24	\$ Change
Assets			
Current Assets			
Bank Accounts			
Total for 1100 Unrestricted cash	\$ (2,095)	\$ 25,586	\$ (27,681)
1200 Reserve Cash			
1205 Security Deposits (Fidelity)	\$ 28,232	\$ 27,240	\$ 993
1211 Capital Reserve	\$ 20,870	\$ 20,841	\$ 29
1212 Operating Reserve	\$ 21,001	\$ 36,707	\$ (15,706)
Total for 1200 Reserve Cash	\$ 70,103	\$ 84,788	\$ (14,685)
1300 Restricted Cash (1300)			
1301 Benevolence Fund	\$ 2,875	\$ 3,571	\$ (696)
1302 Secular Fund	\$ 4,856	\$ 7,627	\$ (2,771)
1303 Sacred Grounds	\$ 1,429	\$ 1,429	\$ -
1304 Special Purpose Fund	\$ -	\$ -	\$ -
Total for 1300 Restricted Cash (1300)	\$ 9,160	\$ 12,627	\$ (3,467)
Total for Bank Accounts	\$ 77,168	\$ 123,000	\$ (45,833)
Total for Other Current Assets	\$ 13,087	\$ 16,766	\$ (3,679)
Total for Current Assets	\$ 92,676	\$ 139,767	\$ (47,091)
Fixed Assets			
Fixed Assets			
1600 Land	\$ 419,328	\$ 419,328	\$ -
Total for 1610 Building and Grounds	\$ 4,188,854	\$ 4,188,854	\$ -
Total for 1620 Equipment	\$ 73,040	\$ 71,290	\$ 1,750
Total for 1630 Furniture, Fixtures, Software	\$ 144,776	\$ 144,776	\$ -
Total for Fixed Assets	\$ 2,254,942	\$ 2,376,074	\$ (121,132)
Other Assets			
1801 Unity of Fairfax Investment Fund	\$ 123,054	\$ 119,908	\$ 3,147
Total for Assets	\$ 2,470,672	\$ 2,635,749	\$ (165,077)
Liabilities and Equity			
Liabilities			
Total for Current Liabilities	\$ 68,160	\$ 41,257	\$ 26,904
Long-term Liabilities			
2700 Escrow Liabilities			
2701 Hunter Mill Montessori Escrow	\$ 25,000	\$ 25,000	\$ -
2703 Committee For Helping Others Escrow	\$ 2,000	\$ 2,000	\$ -
Total for 2700 Escrow Liabilities	\$ 27,000	\$ 27,000	\$ -
Total for 2800 Mortgage Payable	\$ 681,140	\$ 833,447	\$ (152,306)
Total for Long-term Liabilities	\$ 708,140	\$ 860,447	\$ (152,306)
Total for Liabilities	\$ 776,300	\$ 901,704	\$ (125,403)
Equity			
3400 Gain/Loss on Disposal	\$ 1,179	\$ 1,179	\$ -
3500 Unrealized Gain/Loss on Investments	\$ 71,895	\$ 56,447	\$ 15,448
3000 Net Assets	\$ 1,676,420	\$ 1,661,388	\$ 15,032
Net Income	\$ (55,122)	\$ 15,032	\$ (70,154)
Total for Equity	\$ 1,694,371	\$ 1,734,045	\$ (39,674)
Total for Liabilities and Equity	\$ 2,470,672	\$ 2,635,749	\$ (165,077)

Unity of Fairfax Budget vs. Actuals				
January - November, 2025				
	Actual	Budget	Variance	Projected 12 months
Revenue				
4100 LOVE OFFERING INCOME				
4101 MidWeek Credit Card	\$ 38,576	\$ 33,515	\$ 5,061	\$ 42,083
4102 MidWeek EFT	\$ 80,583	\$ 80,763	\$ (179)	\$ 87,909
4104 MidWeek BillPay	\$ 1,612	\$ 10,340	\$ (8,728)	\$ 1,759
4105 MidWeek Snail Mail	\$ 134,020	\$ 146,771	\$ (12,751)	\$ 146,204
4106 MidWeek STRIPE	\$ 52,168	\$ 70,152	\$ (17,984)	\$ 56,910
4107 Sunday Offering	\$ 55,714	\$ 70,784	\$ (15,071)	\$ 60,778
4109 Sunday Cash Offering	\$ 3,479	\$ 5,252	\$ (1,773)	\$ 3,796
4110 MidWeek Giving Tuesday		\$ 13,750	\$ (13,750)	\$ -
4111 MidWeek Bequest	\$ 18,093	\$ 55,000	\$ (36,907)	\$ 19,738
Total 4100 LOVE OFFERING INCOME	\$ 384,245	\$ 486,327	\$ (102,082)	\$ 419,176
Total 4210 EPS INCOME	\$ 3,152	\$ 3,389	\$ (237)	\$ 3,438
4220 EVENTS INCOME		\$ 3,347	\$ (3,347)	\$ -
4300 FUNDRAISING INCOME				
4301 Auction	\$ 14,973	\$ 22,917	\$ (7,944)	\$ 16,334
4350 LO - Anniversary Fundraiser	\$ 6,056	\$ 11,000	\$ (4,944)	\$ 6,607
4399 Other Fundraising Income	\$ 3,065	\$ 14,667	\$ (11,602)	\$ 3,343
Total 4300 FUNDRAISING INCOME	\$ 24,094	\$ 48,583	\$ (24,490)	\$ 26,284
4400 SHORT TERM RENTAL INCOME	\$ 62,386	\$ 46,017	\$ 16,369	\$ 68,057
4450 LONG TERM RENTAL INCOME	\$ 127,779	\$ 123,021	\$ 4,758	\$ 139,395
Total 4500 BOOKSTORE SALES	\$ 2,290	\$ 4,400	\$ (2,110)	\$ 2,498
Total 4600 OTHER INCOME	\$ 92,336	\$ 9,732	\$ 82,604	\$ 100,730
Total Revenue	\$ 696,281	\$ 724,816	\$ (28,536)	\$ 759,579
Expenditures				
6100 COMPENSATION & BENEFITS				
Total 6100 COMPENSATION & BENEFITS	\$ 365,841	\$ 395,497	\$ (29,656)	\$ 399,099
Total 6200 OCCUPANCY EXPENSE	\$ 225,324	\$ 215,904	\$ 9,421	\$ 245,808
Total 6300 GENERAL & ADMINISTRATIVE	\$ 70,744	\$ 61,453	\$ 9,291	\$ 77,175
6510 EPS WORKSHOPS		\$ 733	\$ (733)	\$ -
Total 6520 EVENTS	\$ 1,758	\$ 4,074	\$ (2,316)	\$ 1,917
Total 6600 FUNDRAISING EXPENSE	\$ 375	\$ 2,112	\$ (1,737)	\$ 409
Total 6700 MINISTRIES EXPENSE	\$ 22,809	\$ 27,287	\$ (4,478)	\$ 24,882
Total 6800 OUTGOING TITHES	\$ 64,120	\$ 72,472	\$ (8,351)	\$ 69,950
Total Expenditures	\$ 751,403	\$ 793,639	\$ (42,236)	\$ 819,712
Net Operating Revenue	\$ (55,122)	\$ (68,822)	\$ 13,700	\$ (60,133)
Net Revenue	\$ (55,122)	\$ (68,822)	\$ 13,700	\$ (60,133)

Statement of Activity by Fund YTD

Unity of Fairfax

January-November, 2025

	Ministry Fund	Capital Reserve	Operating Reserve	Benevolence Fund	Sacred Grounds Fund	Secular Fund	Special Purpose Fund	Total
Income								
Total for 4100 LOVE OFFERING INCOME	\$ 379,845			\$ 350			\$ 4,050	\$ 384,245
Total for 4210 EPS INCOME	\$ 3,152							\$ 3,152
Total for 4300 FUNDRAISING INCOME	\$ 24,094							\$ 24,094
4400 SHORT TERM RENTAL INCOME	\$ 62,386							\$ 62,386
4450 LONG TERM RENTAL INCOME	\$ 127,779							\$ 127,779
Total for 4500 BOOKSTORE SALES	\$ 2,290							\$ 2,290
4604 Grant Income	\$ 10,000					\$ 3,500		\$ 13,500
4609 Miscellaneous	\$ 29,796		\$ 47,835					\$ 77,632
Total for 4600 OTHER INCOME	\$ 40,968	\$ 33	\$ 47,835			\$ 3,500		\$ 92,336
Total for Income	\$ 640,512	\$ 33	\$ 47,835	\$ 350		\$ 3,500	\$ 4,050	\$ 696,281
Expenses								
Total for 6100 COMPENSATION & BENEFITS	\$ 365,841							\$ 365,841
Total for 6200 OCCUPANCY EXPENSE	\$ 221,572						\$ 3,753	\$ 225,324
Total for 6300 GENERAL & ADMINISTRATIVE	\$ 63,847			\$ 5,862		\$ 1,035		\$ 70,744
Total for 6520 EVENTS	\$ 1,758							\$ 1,758
Total for 6600 FUNDRAISING EXPENSE	\$ 375							\$ 375
Total for 6700 MINISTRIES EXPENSE	\$ 22,809							\$ 22,809
Total for 6800 OUTGOING TITHES	\$ 64,120							\$ 64,120
Total for 6900 INTERNAL ALLOCATIONS	\$ 21,162		\$ (21,162)					\$ -
Total for Expenses	\$ 761,915		\$ (21,162)	\$ 5,862		\$ 1,035	\$ 3,753	\$ 751,403
Net Operating Income	\$ (121,402)	\$ 33	\$ 68,997	\$ (5,512)		\$ 2,465	\$ 297	\$ (55,122)