

To: Unity of Fairfax Board of Trustees

From: John Dickman, Treasurer

Subject: December 2019 Financial Report

Date: January 23, 2020

Attached are the four monthly financial documents;

- Budget vs Actuals + YTD. Includes selected accounts.
- Statement of Financial Position. Compares to December 31, 2018, as base.
- YTD Statement of Activity By Fund.
- YTD Statement of Restricted Cash Flows.

The Budget vs Actuals report shows a December Net Operating Revenue gain of \$22,191, due to a significant increase in December love offerings. This brings our love offerings up to last year's level and only 1% below the last 5-year average. Our final 2019 Net Operating Revenue is a loss of \$61,675.

As discussed previously, while our revenues are consistent with prior years, our expenses have increased significantly. Some of this was due to extra accounting expenses, part of which were related to the clean audit we recently undertook. However, most of the increased costs are in the area of compensation and benefits.

We now have the opportunity to assess what actions are necessary to increase revenues and reduce expenditures. A Finance Project team, established by the Finance Committee to act as an in-house consulting group to Reverend Russ, has made recommendations that are being taken into discernment. Other projects are being initiated.

Our Balance Sheet remains strong, with our Total Equity increasing \$65,000 to \$1,758,250.

The 2020 ministry funding plan (budget) is nearing completion.

The new electronic sign is scheduled for installation next week. A temporary panel will be installed instead of the electronic message board due to delays in manufacturing. The new message board should be installed by mid-February.

Please continue to nurture the now with your generous contributions.

**Nurture the Now, Invest in our Future**

**Unity of Fairfax**  
**Budget vs. Actuals: 2019 P&L Ministry Fund**  
**Dec-19**

	Dec-19			Year-To-Date		
	Actual	Budget	Difference	Actual	Budget	Difference
<b>Revenue</b>						
Total 4100 Love Offerings	\$ 92,074	\$ 96,446	\$ (4,372)	\$ 634,119	\$ 803,720	\$ (169,601)
Total EPS Workshop Revenue	1,570	3,250	(1,680)	26,870	20,000	6,870
Total UNITY EVENTS_OperatingFund	300	-	300	20,413	21,026	(613)
Fundraising Revenue	-	-	-	23,482	-	23,482
Total 4400 Rental Income -Short Term	-	2,000	(2,000)	4,997	24,000	(19,003)
Total 4500 Bookstore	908	2,000	(1,092)	11,658	15,361	(3,703)
Total 4600 Other	17	149	(132)	1,628	442	1,186
4700 Rental Income- Pinnacle Academy	17,567	17,567	-	204,943	204,943	-
<b>Total Revenue</b>	<b>\$ 112,436</b>	<b>\$ 121,412</b>	<b>\$ (8,976)</b>	<b>\$ 928,110</b>	<b>\$ 1,089,492</b>	<b>\$ (161,382)</b>
<b>Expenditures</b>						
Total 6100 Compensation & Benefits	\$ 43,424	\$ 41,914	\$ 1,510	\$ 475,805	\$ 486,988	\$ (11,183)
<b>6200 Occupancy</b>						
Amortization	\$ 87	\$ 87	\$ -	\$ 1,045	\$ 1,045	\$ -
Depreciation Expense	11,023	10,577	446	118,766	123,920	(5,154)
Equipment Maintenance & Repairs	2,087	3,004	(917)	10,726	7,751	2,975
Funding capital reserve	3,527	3,527	-	42,324	42,324	-
General Maintenance & Repairs	132	1,500	(1,368)	6,962	18,000	(11,038)
Interest Expense-Mortgage	4,671	4,742	(71)	58,769	58,829	(60)
Interest Expense-UnitedBankLoan	49	75	(26)	759	1,075	(316)
Janitorial Services	1,000	1,458	(458)	12,000	17,500	(5,500)
Landscape maintenance	-	2,500	(2,500)	2,615	22,500	(19,885)
Supplies - kitchen & bathroom	195	802	(607)	5,794	9,625	(3,831)
Total Utilities	919	623	296	10,858	7,501	3,357
<b>Total 6200 Occupancy</b>	<b>\$ 23,690</b>	<b>\$ 28,895</b>	<b>\$ (5,205)</b>	<b>\$ 270,618</b>	<b>\$ 310,070</b>	<b>\$ (39,452)</b>
Total 6300 General & Administrative	\$ 6,404	\$ 8,420	\$ (2,016)	\$ 99,770	\$ 78,530	\$ 21,240
6400 Tithes	\$ 11,163	\$ 12,141	\$ (978)	\$ 92,811	\$ 108,949	\$ (16,138)
<b>6500 Program</b>						
Total COMMUNICATIONS TEAM	\$ 961	\$ 1,755	\$ (794)	\$ 10,323	\$ 15,412	\$ (5,089)
Funding Benevolence Fund	157	833	(676)	2,687	10,000	(7,313)
Total MISCELLANEOUS PROGRAM COSTS	1,685	614	1,071	19,659	9,213	10,446
Total MUSIC PROGRAM	1,947	2,696	(749)	13,831	20,518	(6,687)
Total RETREAT MINISTRY	-	-	-	250	4,500	(4,250)
Total YOUTH MINISTRY PROGRAM	814	1,012	(198)	4,031	9,548	(5,517)
<b>Total 6500 Program</b>	<b>\$ 5,564</b>	<b>\$ 6,910</b>	<b>\$ (1,346)</b>	<b>\$ 50,781</b>	<b>\$ 69,191</b>	<b>\$ (18,410)</b>
Technology	\$ -	\$ 1,150	\$ (1,150)	\$ -	\$ 13,800	\$ (13,800)
<b>Total Expenditures</b>	<b>\$ 90,245</b>	<b>\$ 99,430</b>	<b>\$ (9,185)</b>	<b>\$ 989,785</b>	<b>\$ 1,067,528</b>	<b>\$ (77,743)</b>
<b>Net Operating Revenue</b>	<b>\$ 22,191</b>	<b>\$ 21,982</b>	<b>\$ 209</b>	<b>\$ (61,675)</b>	<b>\$ 21,964</b>	<b>\$ (83,639)</b>
Transfer In from Reserves				\$ 53,000		
Transfer Out from Reserves				\$ (53,000)		
Transfer To Reserves	\$ 3,527			\$ 42,324		
Transfer To/From Restricted Funds	\$ -			\$ 25,489		
<b>Net Revenue</b>	<b>\$ 25,718</b>	<b>\$ 21,982</b>	<b>\$ 3,736</b>	<b>\$ 6,138</b>	<b>\$ 21,964</b>	<b>\$ (15,826)</b>

**Unity of Fairfax**  
**Statement of Financial Position**  
As of December 31, 2020

	Dec-19		
	Current	31-Dec-18	Change
<b>ASSETS</b>			
<b>Current Assets</b>			
Unrestricted cash	\$ 22,899	\$ 20,835	\$ 2,064
Capital Reserve	\$ 89,254	\$ 72,013	\$ 17,241
Operating Reserve	\$ 348	\$ 41,161	\$ (40,813)
Security Deposit Account	\$ 59,877	\$ 47,367	\$ 12,510
<b>Restricted Funds</b>			
Benevolence Fund	12,249	15,877	(3,628)
Capital Improvement Fund	340	20,637	(20,297)
Exterior Sign Fund	26,933	-	26,933
Sacred Grounds Fund	8,292	11,486	(3,194)
<b>Total Restricted Funds</b>	<b>\$ 47,814</b>	<b>\$ 48,001</b>	<b>\$ (187)</b>
Accounts Receivable	\$ -	\$ 1,355	\$ (1,355)
Other Current Assets	\$ 19,144	\$ 22,759	\$ (3,615)
<b>Total Current Assets</b>	<b>\$ 239,336</b>	<b>\$ 253,492</b>	<b>\$ (14,156)</b>
<b>Fixed Assets</b>			
Land	\$ 419,328	\$ 419,328	\$ -
Accumulated Depreciation	(1,916,064)	(1,797,298)	(118,766)
Building and Grounds	4,215,002	4,163,361	51,641
Equipment	73,181	68,096	5,085
Furniture and Fixtures	130,336	130,336	-
<b>Total Fixed Assets</b>	<b>\$ 2,921,783</b>	<b>\$ 2,983,823</b>	<b>\$ (62,040)</b>
Mildred Park Fund	\$ 105,833	\$ 84,335	\$ 21,498
<b>TOTAL ASSETS</b>	<b>\$ 3,266,952</b>	<b>\$ 3,321,649</b>	<b>\$ (54,698)</b>
<b>LIABILITIES AND EQUITY</b>			
<b>LIABILITIES</b>			
Total Current Liabilities	\$ 44,871	\$ 52,355	\$ (7,484)
<b>Long-Term Liabilities</b>			
Escrow Liab-HunterMillMontessori	\$ 25,000	\$ 12,500	\$ 12,500
Escrow Liab.-Pinnacle Academy	35,000	35,000	-
Total Mortgage Payable-United Bank	1,387,741	1,503,201	(115,460)
Note Payable - United Bank	16,090	25,807	(9,717)
<b>Total Long-Term Liabilities</b>	<b>\$ 1,463,831</b>	<b>\$ 1,576,508</b>	<b>\$ (112,677)</b>
<b>TOTAL LIABILITIES</b>	<b>\$ 1,508,702</b>	<b>\$ 1,628,862</b>	<b>\$ (120,160)</b>
<b>EQUITY</b>			
3900 Net Assets	\$ 1,692,786	\$ 1,577,105	\$ 115,681
Net Revenue	65,464	115,681	(50,217)
<b>TOTAL EQUITY</b>	<b>\$ 1,758,250</b>	<b>\$ 1,692,786</b>	<b>\$ 65,464</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$ 3,266,952</b>	<b>\$ 3,321,649</b>	<b>\$ (54,697)</b>

**Unity of Fairfax**  
**Statement of Activity by Fund**  
 January - December 2019

	Ministry Fund	Capital Reserve	Operating Reserve	Total UnRestricted	Benevolence Fund	Capital Improvement Fund	MP Endowment Fund	Sacred Grounds	Vision 2020	Total Restricted Funds	TOTAL
Income											
4100 Love Offerings	634,119			634,119	3,537	10,383		6,521	49,466	69,907	704,026
4200 Program Revenue	47,283			47,283							47,283
4300 Fundraising Revenue	23,483			23,483							23,483
4400 Rental Income -Short Term	4,997			4,997							4,997
4500 Bookstore	11,658			11,658							11,658
4600 Other	1,441		187	1,628		76	21,498			21,574	23,202
4700 Rental Income- Pinnacle Academy	204,943			204,943							204,943
<b>Total Income</b>	<b>927,923</b>	<b>-</b>	<b>187</b>	<b>928,110</b>	<b>3,537</b>	<b>10,459</b>	<b>21,498</b>	<b>6,521</b>	<b>49,466</b>	<b>91,481</b>	<b>1,019,591</b>
Gross Profit	927,923	-	187	928,110	3,537	10,459	21,498	6,521	49,466	91,481	1,019,591
Expenses											
6100 Compensation & Benefits	475,805			475,805							475,805
6200 Occupancy	270,617			270,617				1,914		1,914	272,531
6300 General & Administrative	99,771			99,771	6,688			750		7,438	107,209
6400 Tithes	92,811			92,811							92,811
6500 Program	48,094			48,094							48,094
Funding Benevolence Fund	2,687			2,687							2,687
<b>Total Expenses</b>	<b>989,785</b>	<b>-</b>	<b>-</b>	<b>989,785</b>	<b>6,688</b>	<b>-</b>	<b>-</b>	<b>2,664</b>	<b>-</b>	<b>9,353</b>	<b>999,138</b>
<b>Net Operating Income</b>	<b>(61,862)</b>	<b>-</b>	<b>187</b>	<b>(61,675)</b>	<b>(3,151)</b>	<b>10,459</b>	<b>21,498</b>	<b>3,857</b>	<b>49,466</b>	<b>82,128</b>	<b>20,453</b>
Other Income											
4800 Transfer to/from Unrestricted	91,572	42,324		133,896	2,687					2,687	136,583
<b>Total Other Income</b>	<b>91,572</b>	<b>42,324</b>	<b>-</b>	<b>133,896</b>	<b>2,687</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,687</b>	<b>136,583</b>
Other Expenses											
7900 Transfer to/from Reserve Funds		25,083	41,000	66,083		15,000		7,489	3,000	25,489	66,083
7910 Transfer to/from Restricted Fund											
<b>Total Other Expenses</b>	<b>-</b>	<b>25,083</b>	<b>41,000</b>	<b>66,083</b>	<b>-</b>	<b>15,000</b>	<b>-</b>	<b>7,489</b>	<b>3,000</b>	<b>25,489</b>	<b>25,489</b>
<b>Net Other Income</b>	<b>91,572</b>	<b>17,241</b>	<b>(41,000)</b>	<b>67,813</b>	<b>2,687</b>	<b>(15,000)</b>	<b>-</b>	<b>(7,489)</b>	<b>(3,000)</b>	<b>(22,802)</b>	<b>45,011</b>
<b>Net Income</b>	<b>29,710</b>	<b>17,241</b>	<b>(40,813)</b>	<b>6,138</b>	<b>(464)</b>	<b>(4,541)</b>	<b>21,498</b>	<b>(3,632)</b>	<b>46,466</b>	<b>59,326</b>	<b>65,464</b>

# Unity of Fairfax Statement of Restricted Cash Flows

January - December, 2019

	Vision 2020					Totals
	BeneFund	Capital Imp	MP Endow	Sacred Gr	Exterior Sign	
<b>OPERATING ACTIVITIES</b>						
Total Income	3,537	10,459	21,498	6,521	49,466	91,480
Total Expenses	(6,688)	0	0	(2,664)	0	(9,353)
Transfer To/From	2,687	(15,000)	(7,489)	(3,000)	(3,000)	(22,802)
<b>Net Income</b>	<b>(465)</b>	<b>(4,541)</b>	<b>21,498</b>	<b>(3,633)</b>	<b>46,466</b>	<b>59,325</b>
<b>Adjustments to reconcile Net Income to Net Cash provided by operations:</b>						
Due from Unrestricted Fund *	(157)					(157)
Mortgage Principle Paydown *		(10,000)				(10,000)
Construction In Progress **					(19,533)	(19,533)
Increased Asset ***		(5,756)		(890)		(6,646)
Prior Year EPS transfer ****	32					32
Prior Year adjustment ****	(3,037)			1,329		(1,708)
<b>Total Adjustments to reconcile Net Income to Net Cash provided by operations:</b>	<b>(3,628)</b>	<b>(20,297)</b>	<b>21,498</b>	<b>(3,194)</b>	<b>26,933</b>	<b>21,312</b>
<b>Net cash increase for period</b>	(3,628)	(20,297)	21,498	(3,194)	26,933	21,312
<b>Cash at beginning of period (December 31, 2018)</b>	15,877	20,637	84,335	11,486	0	132,335
<b>Cash at end of period (December 31, 2019)</b>	<b>12,249</b>	<b>340</b>	<b>105,833</b>	<b>8,292</b>	<b>26,933</b>	<b>153,647</b>

- \* December Bene Fund 10% transferred in Jan2020
- \* \$10k donor designated contribution toward mortgage principle
- \*\* Prepaid expenses for Esign
- \*\*\* Final Pymt for paving lot
- \*\*\*\* \$32 is Dec 2018 EPS transferred in Jan2019
- \*\*\*\* \$3037 transferred from Passthru to Revenue in 2019 for prior years
- \*\*\*\* \$1329 adjusted for prior year expenses corrected in 2019