

UNITY OF FAIRFAX Treasurer's Report

February 18, 2021

TO: Board of Trustees

FROM: Dave Richardson, Treasurer

SUBJECT: Current financial status and issues

This report provides final 2020 financials, January financials and updates on several financial events. No board decisions required.

PPP. It's worth acknowledging how our federal government has filled a critical pandemic-induced revenue shortfall. The first attachment to this note shows Unity's final 2020 financial statement. Following accounting guidance the statement shows our first PPP loan of \$87,000 recorded as grant income. The otherwise \$100,000+ loss for the year is reduced to a modest loss of about \$14,000.

As previously reported, we have applied for and received an additional \$77,000 PPP loan this month. The funds now are in our operating reserve account. As noted, this is called a loan but as long as we maintain our employee level the loan will be forgiven and becomes a grant.

The impact of this 2021 loan is substantial. Our current budget projects a loss of about \$83,000. This loan will cover projected losses through October. We need to remember this is a one-shot infusion, but it fills an anticipated gap.

Three numbers. For regular monthly reporting, this summary will focus on three numbers that encapsulate our financial status. January financials will be finalized shortly.

- Love offerings. We project 50K a month on average but that fluctuates. Our challenge is to make sure declines are merely fluctuations. January love offerings were 42K; low but within normal range. Monitor.
- Operating profit. January = -13K vs budget of -7.5K. Also monitor.
- Cash on hand. Operating cash declined from 29K to 20K; PPP provides breathing room.

Expenses. Expenses are more stable than income. This report notes any deviations. We are investigating whether we have adequately budgeted for anticipated earthcare/landscape expenses.

Montessori School. Still in process of setting up/permits.

Finance committee. This group is prepared to play a role in our 'hybrid church' planning.

Unity of Fairfax
Statement of Financial Position
As of January 31, 2021

	JAN 2021	DEC 2020	Change
ASSETS			
Current Assets			
Unrestricted cash	28,504	28,336	168
Reserve Cash			
Security Deposits	25,003	25,003	-
Capital Reserve	135,308	131,758	3,551
Operating Reserve	348	348	-
Restricted Cash			
Benevolence Fund	8,319	8,264	55
Capital Improvements	100	3,686	(3,586)
Sacred Grounds	2,170	2,170	-
Vision 2020	100	100	-
Total Bank Accounts	199,853	199,665	188
Other Current Assets	20,639	24,493	(3,854)
Total Current Assets	220,492	224,158	(3,666)
Fixed Assets			
Land	419,328	419,328	-
Building and Grounds	4,207,336	4,207,336	-
Equipment	73,181	73,181	-
Furniture, Fixtures, Software	167,625	167,625	-
Accumulated Depreciation	(2,050,604)	(2,039,586)	(11,018)
Construction In Progress	-	-	-
Total Fixed Assets	2,816,866	2,827,883	(11,018)
Mildred Park Endowment Fund	119,920	119,920	-
TOTAL ASSETS	3,157,278	3,171,962	(14,684)
LIABILITIES AND EQUITY			
Liabilities			
Total Current Liabilities	20,037	14,664	5,373
Long-Term Liabilities			
Hunter Mill Montessori Escrow	25,000	25,000	-
Pinnacle Academy Escrow	-	-	-
Total Mortgage Payable	1,326,298	1,335,408	(9,110)
Note Payable - SBA PPP Loan	-	-	-
Note Payable - Energy Loan	5,169	6,024	(855)
Total Long-Term Liabilities	1,356,467	1,366,432	(9,965)
Total Liabilities	1,376,504	1,381,096	(4,591)
Equity			
Net Assets	1,776,733	1,758,250	18,483
Unrealized Gain/Loss on Investments	14,133	14,133	-
Net Income	(10,092)	18,483	(28,575)
Total Equity	1,780,774	1,790,867	(10,093)
TOTAL LIABILITIES AND EQUITY	3,157,278	3,171,962	(14,684)

Unity of Fairfax
Budget vs. Actuals: FY_2020 - Ministry Fund
JANUARY 2021

	Actual	Monthly Budget	Variance	2021 Draft Annual Budget
Income				
LOVE OFFERING INCOME	\$ 42,445	\$ 50,000	\$ (7,555)	\$ 600,000
EPS INCOME	2,144	1,400	744	16,800
EVENTS INCOME	-	500	(500)	6,000
FUNDRAISING INCOME	-	833	(833)	10,000
SHORT TERM RENTAL INCOME	260	200	60	2,400
LONG TERM RENTAL INCOME	3,000	5,691	(2,691)	68,288
BOOKSTORE SALES		300	(300)	3,600
OTHER INCOME	16	100	(84)	1,200
Total Income	\$ 47,865	\$ 59,024	\$ (11,159)	\$ 708,288
Expenses				
COMPENSATION & BENEFITS	30,702	30,077	625	360,924
OCCUPANCY EXPENSE	19,969	20,033	(64)	240,400
GENERAL & ADMINISTRATIVE				
Staff & Support Expenses	1,416	1,500	(84)	18,000
Finance and Insurance Exp	1,918	2,300	(382)	27,600
Office & Facilities Expense	2,294	2,500	(206)	30,000
Marketing	129	500	(371)	6,000
Total GENERAL & ADMINISTRATIVE	5,758	6,800	(1,042)	81,600
EPS WORKSHOPS	-	280	(280)	3,360
EVENTS		250	(250)	3,000
FUNDRAISING EXPENSE		-	-	-
MINISTRIES EXPENSE				
Total Worship Ministry		729	(729)	8,750
Total Music Ministry		250	(250)	3,000
Total Youth Ministry		150	(150)	1,800
Total Bookstore Expenses		180	(180)	2,160
Total Earthcare Ministry	500	-	500	-
Total Miscellaneous Ministries		50	(50)	600
Total MINISTRIES EXPENSE	500	1,359	(859)	16,310
TITHES	4,786	5,902	(1,116)	70,829
Tithes Expensed Elsewhere	(3,709)	(2,360)	(1,349)	(28,320)
OUTGOING TITHES	1,077	3,542	(2,465)	42,509
ALLOCATION TO INTERNAL FUNDS				
Transfer to Capital Reserves	3,527	3,527	-	42,324
Transfer to Benevolence Fund	214	140	74	1,680
ALLOCATION TO INTERNAL FUNDS	3,741	3,667	74	44,004
Total Expenses	\$ 61,747	\$ 66,009	\$ (4,262)	\$ 792,107
Net Income *	\$ (13,882)	\$ (6,985)	\$ (6,897)	\$ (83,819)
				\$ 72,000

Unity of Fairfax
Budget vs. Actuals: FY_2020 - Ministry Fund
DECEMBER 2020

	December 2020			Year-To-Date		
	Actual	Budget	Variance	Actual	Budget	Variance
Income						
LOVE OFFERING INCOME	\$ 62,216	\$ 53,917	\$ 8,300	\$ 614,054	647,000	\$ (32,946)
EPS INCOME	1,432	2,500	(1,068)	17,413	30,000	(12,587)
EVENTS INCOME	-	5,000	(5,000)	-	60,000	(60,000)
FUNDRAISING INCOME	150	583	(433)	10,929	7,000	3,929
SHORT TERM RENTAL INCOME	(360)	1,667	(2,027)	3,311	20,000	(16,689)
LONG TERM RENTAL INCOME	3,000	14,510	(11,510)	61,700	174,123	(112,424)
BOOKSTORE SALES	24	1,167	(1,142)	1,902	14,000	(12,098)
GRANT INCOME *	87,000		87,000	87,000		87,000
OTHER INCOME	(22)	250	(272)	6,298	3,000	3,298
Total Income	\$ 153,441	\$ 79,594	\$ 73,847	\$ 802,606	\$ 955,123	\$ (152,517)
Expenses						
COMPENSATION & BENEFITS	29,750	34,757	(5,007)	393,009	417,082	(24,073)
OCCUPANCY EXPENSE						
Amort, Depr, & Interest	16,636	15,050	1,586	188,657	180,595	8,062
Property Maintenance	7,315	3,142	4,173	29,636	37,700	(8,064)
Utilities	1,757	1,167	591	23,299	14,000	9,299
Pinnacle Expense Reimbursement	-		-	(16,294)	-	(16,294)
Total OCCUPANCY EXPENSE	25,708	19,358	6,350	225,297	232,295	(6,998)
GENERAL & ADMINISTRATIVE						
Staff & Support Expenses	1,630	1,218	412	18,452	14,618	3,834
Finance and Insurance Exp	3,980	1,642	2,338	27,282	19,708	7,574
Office & Facilities Expense	2,683	2,887	(204)	29,549	34,644	(5,095)
Marketing	1,442	567	875	4,638	6,804	(2,166)
Total GENERAL & ADMINISTRATIVE	9,735	6,315	3,420	79,921	75,774	4,147
EPS WORKSHOPS	-	1,283	(1,283)	105	15,400	(15,295)
EVENTS		3,000	(3,000)	1,442	36,000	(34,558)
FUNDRAISING EXPENSE		83	(83)	977	1,000	(22)
MINISTRIES EXPENSE						
Total Worship Ministry	494	1,517	(1,023)	6,392	18,200	(11,808)
Total Music Ministry	30	1,242	(1,212)	3,992	14,900	(10,908)
Total Youth Ministry	-	458	(458)	971	5,500	(4,529)
Total Bookstore Expenses	112	1,000	(888)	2,160	12,000	(9,840)
Total Earthcare Ministry	4,500	417	4,083	8,188	5,000	3,188
Total Miscellaneous Ministries	-	233	(233)	792	2,800	(2,008)
Total MINISTRIES EXPENSE	5,136	4,867	269	22,494	58,400	(35,906)
TITHES	6,644	7,959	(1,315)	71,560	95,508	(23,948)
Tithes Expensed Elsewhere	(4,210)		(4,210)	(21,898)		(21,898)
OUTGOING TITHES	2,434	7,959	(5,525)	49,662	95,508	(45,846)
ALLOCATION TO INTERNAL FUNDS						
Transfer to Capital Reserves	3,527	3,527	-	42,324	42,324	-
Transfer to Benevolence Fund	144		144	1,741	-	1,741
ALLOCATION TO INTERNAL FUNDS	3,671	3,527	144	44,065	42,324	1,741
Total Expenses	\$ 76,433	\$ 81,149	\$ (4,715)	\$ 816,973	\$ 973,783	\$ (156,810)
Net Income *	\$ 77,007	\$ (1,555)	\$ 78,562	\$ (14,367)	\$ (18,660)	\$ 4,293

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

	DEC 2020	DEC 2019	Change
ASSETS			
Current Assets			
Unrestricted cash	28,336	22,899	5,437
Reserve Cash			
Security Deposits	25,003	59,877	(34,874)
Capital Reserve	131,758	89,254	42,503
Operating Reserve	348	348	-
Restricted Cash			
Benevolence Fund	8,264	12,249	(3,985)
Capital Improvements	3,686	340	3,346
Sacred Grounds	2,170	8,292	(6,122)
Vision 2020	100	26,933	(26,833)
Total Bank Accounts	199,665	220,194	(20,529)
Other Current Assets	24,493	19,144	5,350
Total Current Assets	224,158	239,338	(15,179)
Fixed Assets			
Land	419,328	419,328	-
Building and Grounds	4,207,336	4,195,469	11,867
Equipment	73,181	73,181	(0)
Furniture, Fixtures, Software	167,625	130,336	37,289
Accumulated Depreciation	(2,039,586)	(1,916,064)	(123,522)
Construction In Progress	-	19,533	(19,533)
Total Fixed Assets	2,827,883	2,921,783	(93,899)
Mildred Park Endowment Fund	119,920	105,833	14,088
TOTAL ASSETS	3,171,962	3,266,953	(94,991)
LIABILITIES AND EQUITY			
Liabilities			
Total Current Liabilities	14,664	44,871	(30,208)
Long-Term Liabilities			
Hunter Mill Montessori Escrow	25,000	25,000	-
Pinnacle Academy Escrow	-	35,000	(35,000)
Total Mortgage Payable	1,335,408	1,387,741	(52,333)
Note Payable - SBA PPP Loan *	-	-	-
Note Payable - Energy Loan	6,024	16,090	(10,066)
Total Long-Term Liabilities	1,366,432	1,463,831	(97,399)
Total Liabilities	1,381,096	1,508,702	(127,607)
Equity			
Net Assets	1,758,250	1,692,786	65,464
Unrealized Gain/Loss on Investments	14,133	-	14,133
Net Income *	18,483	65,464	(46,981)
Total Equity	1,790,867	1,758,250	32,616
TOTAL LIABILITIES AND EQUITY	3,171,962	3,266,953	(94,990)

* Note: PPP Loan released and \$87,000 Grant recognized