

## UNITY OF FAIRFAX Treasurer's Report

June 21, 2021

TO: Board of Trustees

FROM: Dave Richardson, Treasurer

SUBJECT: Current financial status and issues

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This report updates key financial metrics through May.

**Current Financials: Three metrics.** May and year-to-date financials are appended. We're making some adjustments to clarify how we report on capital expenditures, so there may be some edits at a later point.

- Love offerings (see attached ministry fund budget page). With the help of one special contribution May love offerings were **49K**. Year-to-date contributions, averaging just over 45K, are about 91% of our monthly target of 50K.
- Operating profit (at the bottom of the same budget vs actual chart). The combination of slightly higher income and under-budget expenses kept our May operating loss to about **6K**. Cumulative operating loss (before PPP adjustment) is about 46K, up 6K from last month.
- Operating Cash on hand. (reference the Statement of financial condition). Combined unrestricted and operating reserve cash declined from 67K to 63K, less of a decline than anticipated. This includes an increment of 2K in operating reserves based on last month's board adjustment of allocations to reserves. We continue to make a monthly transfer of PPP money into unrestricted cash to show a clear financial trail when we apply for PPP loan forgiveness later this year. (Unrestricted operating cash 29K; PPP reserves 31K; other operating reserves 2K).

**Capital budget.** With the board's June action allocating 6K to the sprinkler project, the 2021 capital budget will be increased from 35K to 41K. About 16K of that has been paid; most of the rest is committed or will be in the next couple months.

### **Operating budget trends/issues.**

1. **Love offerings.** With Rev Russ returned and reopening scheduled we should be able to expect an improvement. It may take a while; in past years the summer months have tended to be light. Still worthwhile to consider further congregation communications near term.
2. **Montessori School.** The school is making substantial improvements to the building but does not yet have all county permits to open, including paying for half the cost of external painting. We are in active discussion with them about rent; still uncertain their ability to pay. The church should anticipate the potential of a longer delay. Important for board to discuss at this meeting.

**Unity of Fairfax**  
**Statement of Financial Position**  
**As of May 31, 2021**

	MAY 2021	DEC 2020	Change
<b>ASSETS</b>			
<b>Current Assets</b>			
Unrestricted cash	29,414	28,336	1,078
<b>Reserve Cash</b>			
Security Deposits	25,004	25,003	1
Capital Reserve	142,813	131,758	11,055
Operating Reserve (PPP2)	31,622	348	31,274
<b>Restricted Cash</b>			
Benevolence Fund	7,369	8,264	(895)
Capital Improvements	100	3,686	(3,586)
Sacred Grounds	2,170	2,170	-
Vision 2020 (new OpReserve)	2,100	100	2,000
<b>Total Bank Accounts</b>	<b>240,592</b>	<b>199,665</b>	<b>40,927</b>
<b>Other Current Assets</b>	<b>7,808</b>	<b>24,493</b>	<b>(16,685)</b>
<b>Total Current Assets</b>	<b>248,400</b>	<b>224,158</b>	<b>24,242</b>
<b>Fixed Assets</b>			
Land	419,328	419,328	-
Building and Grounds	4,213,490	4,207,336	6,154
Equipment	75,524	73,181	2,343
Furniture, Fixtures, Software	179,863	167,625	12,238
Accumulated Depreciation	(2,094,612)	(2,039,586)	(55,025)
Construction In Progress	-	-	-
<b>Total Fixed Assets</b>	<b>2,793,593</b>	<b>2,827,883</b>	<b>(34,290)</b>
<b>Mildred Park Endowment Fund</b>	<b>125,293</b>	<b>119,920</b>	<b>5,373</b>
<b>TOTAL ASSETS</b>	<b>3,167,287</b>	<b>3,171,962</b>	<b>(4,675)</b>
<b>LIABILITIES AND EQUITY</b>			
<b>Liabilities</b>			
<b>Total Current Liabilities</b>	<b>21,502</b>	<b>14,664</b>	<b>6,838</b>
<b>Long-Term Liabilities</b>			
Hunter Mill Montessori Escrow	25,000	25,000	-
Pinnacle Academy Escrow	-	-	-
<b>Mortgage Payable</b>	<b>1,288,981</b>	<b>1,335,408</b>	<b>(46,427)</b>
<b>Note Payable - SBA PPP Loan</b>	<b>77,702</b>	<b>-</b>	<b>77,702</b>
<b>Note Payable - Energy Loan</b>	<b>1,722</b>	<b>6,024</b>	<b>(4,301)</b>
<b>Total Long-Term Liabilities</b>	<b>1,393,406</b>	<b>1,366,432</b>	<b>26,974</b>
<b>Total Liabilities</b>	<b>1,414,907</b>	<b>1,381,096</b>	<b>33,812</b>
<b>Equity</b>			
Net Assets	1,776,733	1,758,250	18,483
Unrealized Gain/Loss on Investments	19,506	14,133	5,373
Net Income	(43,860)	18,483	(62,343)
<b>Total Equity</b>	<b>1,752,379</b>	<b>1,790,867</b>	<b>(38,487)</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>3,167,287</b>	<b>3,171,962</b>	<b>(4,675)</b>

**Unity of Fairfax**  
**Statement of Cash Flows - Ministry**  
January - May, 2021

	<b>Total</b>
<b>OPERATING ACTIVITIES</b>	
Net Revenue	(45,930)
Adjustments to reconcile Net Revenue to Net Cash provided by operations:	
Draw PPP2	46,428
Prepays	7,711
Accounts Payable	3,460
Accrued Tithes	850
Accrued Bills Payable	(2,232)
Prepaid Rental Deposits	(1,300)
Deferred Revenue	(366)
Outreach Passthrough	1,847
YOU Rally Passthrough	(1,158)
Stripe Deposits Pending	2,753
<b>Total Adjustments to reconcile Net Revenue to Net Cash provided by operations:</b>	<b>57,993</b>
<b>Net cash provided by operating activities</b>	<b>12,063</b>
<b>INVESTING ACTIVITIES</b>	
Capital Reserve transfer	(12,390)
Fixed Assets: Computer Equipment	(2,343)
Fixed Assets:Furniture, Fixtures, Software	(550)
Fixed Assets:Accumulated Depreciation	55,025
<b>Net cash provided by investing activities</b>	<b>39,742</b>
<b>FINANCING ACTIVITIES</b>	
Mortgage Payable	(46,427)
Note Payable - Energy Loan	(4,301)
<b>Net cash provided by financing activities</b>	<b>(50,728)</b>
<b>Net cash increase for period</b>	<b>1,078</b>
Cash at beginning of period	28,336
<b>Cash at end of period</b>	<b>29,414</b>

**Unity of Fairfax**  
**Statement of Activity by Fund**  
**YTD MAY 2021**

	Ministry Fund	Capital Reserve	Operating Reserve	Security Reserve	Total UnRestricted	Benevo lence Fund	Capital Improv ement	MP Endwm ent Fund	Sacred Grounds	Vision 2020	Total Restricted	TOTAL
<b>Income</b>												
LOVE OFFERING INCOME	228,478	-	-	-	228,478	245	-	-	-	-	245	228,723
EPS INCOME	6,066	-	-	-	6,066	-	-	-	-	-	-	6,066
EVENTS INCOME	-	-	-	-	-	-	-	-	-	-	-	-
FUNDRAISING INCOME	1,775	-	-	-	1,775	-	-	-	-	-	-	1,775
SHORT TERM RENTAL INCOME	1,300	-	-	-	1,300	-	-	-	-	-	-	1,300
LONG TERM RENTAL INCOME	15,000	-	-	-	15,000	-	-	-	-	-	-	15,000
BOOKSTORE SALES	-	-	-	-	-	-	-	-	-	-	-	-
GRANT INCOME *	-	-	-	-	-	-	-	-	-	-	-	-
OTHER INCOME	6,189	120	-	-	6,309	-	-	-	-	-	-	6,309
<b>Total Income</b>	<b>258,809</b>	<b>120</b>	<b>-</b>	<b>-</b>	<b>258,929</b>	<b>245</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>245</b>	<b>259,174</b>
<b>Expenses</b>												
COMPENSATION & BENEFITS	148,411	-	-	-	148,411	-	-	-	-	-	-	148,411
OCCUPANCY EXPENSE	97,931	12,390	-	-	110,321	-	-	-	-	-	-	110,321
GENERAL & ADMINISTRATIVE	25,895	-	-	-	25,895	4,000	-	-	-	-	-	25,895
EPS WORKSHOPS	-	-	-	-	-	-	-	-	-	-	-	-
EVENTS	-	-	-	-	-	-	-	-	-	-	-	-
FUNDRAISING EXPENSE	-	-	-	-	-	-	-	-	-	-	-	-
MINISTRIES EXPENSE	6,780	-	-	-	6,780	-	-	-	-	-	-	6,780
OUTGOING TITHES	7,627	-	-	-	7,627	-	-	-	-	-	-	7,627
ALLOCATIONS TO INTERNAL FUNDS	18,095	(15,635)	(2,000)	-	460	(460)	-	-	-	-	-	460
<b>Total Expenses</b>	<b>304,739</b>	<b>(3,245)</b>	<b>(2,000)</b>	<b>-</b>	<b>299,494</b>	<b>3,540</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>299,494</b>
<b>Net Income *</b>	<b>(45,930)</b>	<b>3,365</b>	<b>2,000</b>	<b>-</b>	<b>(40,565)</b>	<b>(3,295)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>(3,295)</b>	<b>(43,860)</b>

Notes to the Statement Of Activity:

**Unity of Fairfax**  
**Budget vs. Actuals: FY\_2020 - Ministry Fund**  
**MAY 2021**

	<b>MTH</b>	<b>MTH</b>	<b>MTH</b>	<b>YTD</b>	<b>YTD</b>	<b>YTD</b>	<b>Annual</b>
	<b>Actual</b>	<b>Budget</b>	<b>Variance</b>	<b>Actual</b>	<b>Budget</b>	<b>Variance</b>	<b>2021 Draft</b>
							<b>Budget</b>
<b>Income</b>							
LOVE OFFERING INCOME	\$ 48,812	\$ 50,000	\$ (1,188)	\$ 228,478	\$ 250,000	\$ (21,522)	\$ 600,000
EPS INCOME	1,320	1,400	(80)	6,066	7,000	(934)	16,800
EVENTS INCOME	-	500	(500)	-	2,500	(2,500)	6,000
FUNDRAISING INCOME	1,775	833	942	1,775	4,167	(2,392)	10,000
SHORT TERM RENTAL	260	200	60	1,300	1,000	300	2,400
LONG TERM RENTAL	3,000	5,691	(2,691)	15,000	28,453	(13,453)	68,288
BOOKSTORE SALES		300	(300)		1,500	(1,500)	3,600
GRANT INCOME *		-	-		-	-	72,000
OTHER INCOME	976	100	876	6,189	500	5,689	1,200
<b>Total Income</b>	<b>\$ 56,143</b>	<b>\$ 59,024</b>	<b>\$ (2,881)</b>	<b>\$ 258,809</b>	<b>\$ 295,120</b>	<b>\$ (36,311)</b>	<b>\$ 780,288</b>
<b>Expenses</b>							
COMPENSATION & BENEFITS	29,364	30,077	(713)	148,411	150,385	(1,974)	360,924
OCCUPANCY EXPENSE	20,363	19,575	788	97,931	97,875	56	234,900
GENERAL & ADMINISTRATIVE	4,432	6,800	(1,735)	25,895	34,000	(8,105)	81,600
EPS WORKSHOPS	-	280	(280)	-	1,400	(1,400)	3,360
EVENTS		250	(250)		1,250	(1,250)	3,000
FUNDRAISING EXPENSE							
MINISTRIES EXPENSE							
Total Worship Ministry	1,750	729	1,021	5,237	3,646	1,591	8,750
Total Music Ministry	505	250	255	789	1,250	(461)	3,000
Total Youth Ministry	44	150	(106)	255	750	(495)	1,800
Total Bookstore Expenses		180	(180)		900	(900)	2,160
Total Earthcare Ministry	-	458	(458)	500	2,292	(1,792)	5,500
Total Miscellaneous Ministries		50	(50)		250	(250)	600
<b>Total MINISTRIES EXPENSE</b>	<b>2,299</b>	<b>1,818</b>	<b>482</b>	<b>6,780</b>	<b>9,088</b>	<b>(2,307)</b>	<b>21,810</b>
TITHES	5,614	5,902	(288)	25,849	29,512	(3,663)	70,829
Tithes Expensed Elsewhere	(3,590)	(2,360)	(1,230)	(18,222)	(11,800)	(6,422)	(28,320)
OUTGOING TITHES	2,024	3,542	(1,519)	7,627	17,712	(10,085)	42,509
FUNDS							
Transfer to Capital Reserves	1,527	3,527	(2,000)	15,635	17,635	(2,000)	42,324
Transfer to Operating Reserves	2,000			2,000			
Transfer to Benevolence		140	(140)	460	700	(240)	1,680
<b>FUNDS</b>	<b>3,527</b>	<b>3,667</b>	<b>(2,140)</b>	<b>18,095</b>	<b>18,335</b>	<b>(2,240)</b>	<b>44,004</b>
<b>Total Expenses</b>	<b>\$ 62,009</b>	<b>\$ 66,009</b>	<b>\$ (5,366)</b>	<b>\$ 304,739</b>	<b>\$ 330,045</b>	<b>\$ (27,306)</b>	<b>\$ 792,107</b>
<b>Net Income *</b>	<b>\$ (5,866)</b>	<b>\$ (6,985)</b>	<b>\$ 2,485</b>	<b>\$ (45,930)</b>	<b>\$ (34,925)</b>	<b>\$ (9,006)</b>	<b>\$ (11,819)</b>