

To: Unity of Fairfax Board of Trustees

From: John Dickman, Treasurer

Subject: October 2019 Financial Report

Date: December 13, 2019

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 an October Net Operating Revenue loss of \$14,466. Our YTD Net Operating Revenue is now a loss of \$70,131. To support this loss we have used reserve funds to maintain ministry operations.

While YTD love offerings are 5% below last year's YTD level, they are only 2% below the last five years' average. With that said, love offerings are significantly below budget. Events and short-term rentals are also below budget.

As discussed at our recent annual meeting, 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. We are taking this challenge seriously. Action is required now.

The 2020 ministry funding plan (budget) is in the process of development. Continued input is welcome from everyone.

The new electronic sign is scheduled for installation by late January.

In this Thanksgiving season, we are grateful for the Spiritual Community and Spiritual Center that is ours in Unity of Fairfax.

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

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

	Oct-19			Year-To-Date		
	Actual	Budget	Difference	Actual	Budget	Difference
<b>Revenue</b>						
Total 4100 Love Offerings	\$ 41,904	\$ 64,298	\$ (22,394)	\$ 497,508	\$ 634,939	\$ (137,431)
Total EPS Workshop Revenue	5,792	1,500	4,292	22,339	15,250	7,089
Total UNITY EVENTS_OperatingFund	-	10,000	(10,000)	13,033	20,879	(7,846)
Fundraising Revenue	1,027	-	1,027	23,518	-	23,518
Total 4400 Rental Income -Short Term	1,260	4,000	(2,740)	4,997	19,000	(14,003)
Total 4500 Bookstore	2,261	1,395	866	8,977	12,582	(3,605)
Total 4600 Other	70	12	58	1,367	235	1,132
4700 Rental Income- Pinnacle Academy	17,567	17,567	-	169,810	169,810	-
<b>Total Revenue</b>	<b>\$ 69,881</b>	<b>\$ 98,772</b>	<b>\$ (28,891)</b>	<b>\$ 741,549</b>	<b>\$ 872,695</b>	<b>\$ (131,146)</b>
<b>Expenditures</b>						
Total 6100 Compensation & Benefits	\$ 42,236	\$ 41,914	\$ 322	\$ 389,940	\$ 403,159	\$ (13,219)
<b>6200 Occupancy</b>						
Amortization	\$ 87	\$ 87	\$ -	\$ 871	\$ 871	\$ -
Depreciation Expense	9,795	11,577	(1,782)	97,947	101,767	(3,820)
Equipment Maintenance & Repairs	-	-	-	6,822	4,557	2,265
Funding capital reserve	3,527	3,527	-	35,270	35,270	-
General Maintenance & Repairs	431	1,500	(1,069)	6,737	15,000	(8,263)
Interest Expense-Mortgage	4,728	4,801	(73)	49,240	49,315	(75)
Interest Expense-UnitedBankLoan	54	75	(21)	656	925	(269)
Janitorial Services	1,000	1,458	(458)	10,000	14,583	(4,583)
Landscape maintenance	1,155	2,500	(1,345)	2,330	17,500	(15,170)
Supplies - kitchen & bathroom	-	802	(802)	4,985	8,021	(3,036)
Total Utilities	85	447	(362)	8,829	6,134	2,695
<b>Total 6200 Occupancy</b>	<b>\$ 20,862</b>	<b>\$ 26,774</b>	<b>\$ (5,912)</b>	<b>\$ 223,687</b>	<b>\$ 253,943</b>	<b>\$ (30,256)</b>
Total 6300 General & Administrative	\$ 9,941	\$ 8,200	\$ 1,741	\$ 85,861	\$ 64,664	\$ 21,197
6400 Tithes	\$ 7,133	\$ 9,877	\$ (2,744)	\$ 74,155	\$ 87,269	\$ (13,114)
<b>6500 Program</b>						
Total COMMUNICATIONS TEAM	\$ 640	\$ 1,072	\$ (432)	\$ 8,254	\$ 12,405	\$ (4,151)
Funding Benevolence Fund	580	833	(253)	2,234	8,333	(6,099)
Total MISCELLANEOUS PROGRAM COSTS	1,401	1,124	277	13,088	8,194	4,894
Total MUSIC PROGRAM	997	1,500	(503)	11,064	16,322	(5,258)
Total RETREAT MINISTRY	-	-	-	250	4,500	(4,250)
Total YOUTH MINISTRY PROGRAM	557	1,273	(716)	3,147	7,850	(4,703)
<b>Total 6500 Program</b>	<b>\$ 4,175</b>	<b>\$ 5,802</b>	<b>\$ (1,627)</b>	<b>\$ 38,037</b>	<b>\$ 57,604</b>	<b>\$ (19,567)</b>
Technology	\$ -	\$ 1,150	\$ (1,150)	\$ -	\$ 11,500	\$ (11,500)
<b>Total Expenditures</b>	<b>\$ 84,347</b>	<b>\$ 93,717</b>	<b>\$ (9,370)</b>	<b>\$ 811,680</b>	<b>\$ 878,139</b>	<b>\$ (66,459)</b>
<b>Net Operating Revenue</b>	<b>\$ (14,466)</b>	<b>\$ 5,055</b>	<b>\$ (19,521)</b>	<b>\$ (70,131)</b>	<b>\$ (5,444)</b>	<b>\$ (64,687)</b>
Transfer In from Reserves	\$ 12,000			\$ 53,000		
Transfer Out from Reserves	\$ (12,000)			\$ (53,000)		
Transfer To Reserves	\$ 3,527			\$ 35,270		
Transfer To/From Restricted Funds	\$ -			\$ 25,489		
<b>Net Revenue</b>	<b>\$ (10,939)</b>	<b>\$ 5,055</b>	<b>\$ (15,994)</b>	<b>\$ (9,372)</b>	<b>\$ (5,444)</b>	<b>\$ (3,928)</b>

**Unity of Fairfax**  
**Statement of Financial Position**  
As of October 31, 2019

	Oct-19		31-Dec-18		Change
	Current				
<b>ASSETS</b>					
<b>Current Assets</b>					
Unrestricted cash	\$ 9,010	\$	20,835	\$	(11,825)
Capital Reserve	\$ 82,200	\$	72,013	\$	10,187
Operating Reserve	\$ 319	\$	41,161	\$	(40,842)
Security Deposit Account	\$ 59,875	\$	47,367	\$	12,508
<b>Restricted Funds</b>					
Benevolence Fund	14,172		15,877		(1,705)
Capital Improvement Fund	340		20,637		(20,297)
Exterior Sign Fund	30,233		-		30,233
Sacred Grounds Fund	2,761		11,486		(8,725)
<b>Total Restricted Funds</b>	<b>\$ 47,506</b>	<b>\$</b>	<b>48,001</b>	<b>\$</b>	<b>(495)</b>
Accounts Receivable	\$ 400	\$	1,355	\$	(955)
Other Current Assets	\$ 20,273	\$	22,759	\$	(2,486)
<b>Total Current Assets</b>	<b>\$ 219,583</b>	<b>\$</b>	<b>253,492</b>	<b>\$</b>	<b>(33,909)</b>
<b>Fixed Assets</b>					
Land	\$ 419,328	\$	419,328	\$	-
Accumulated Depreciation	(1,895,246)		(1,797,298)		(97,948)
Building and Grounds	4,215,002		4,163,361		51,641
Equipment	68,096		68,096		-
Furniture and Fixtures	130,336		130,336		-
<b>Total Fixed Assets</b>	<b>\$ 2,937,516</b>	<b>\$</b>	<b>2,983,823</b>	<b>\$</b>	<b>(46,307)</b>
Mildred Park Fund	\$ 99,369	\$	84,335	\$	15,034
<b>TOTAL ASSETS</b>	<b>\$ 3,256,468</b>	<b>\$</b>	<b>3,321,649</b>	<b>\$</b>	<b>(65,181)</b>
<b>LIABILITIES AND EQUITY</b>					
<b>LIABILITIES</b>					
Total Current Liabilities	\$ 38,767	\$	52,355	\$	(13,588)
<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	1,415,583		1,503,201		(87,618)
Note Payable - United Bank	17,733		25,807		(8,074)
<b>Total Long-Term Liabilities</b>	<b>\$ 1,493,316</b>	<b>\$</b>	<b>1,576,508</b>	<b>\$</b>	<b>(83,192)</b>
<b>TOTAL LIABILITIES</b>	<b>\$ 1,532,083</b>	<b>\$</b>	<b>1,628,862</b>	<b>\$</b>	<b>(96,779)</b>
<b>EQUITY</b>					
3900 Net Assets	\$ 1,692,786	\$	1,577,105	\$	115,681
Net Revenue	31,458		115,681		(84,223)
<b>TOTAL EQUITY</b>	<b>\$ 1,724,244</b>	<b>\$</b>	<b>1,692,786</b>	<b>\$</b>	<b>31,458</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$ 3,256,327</b>	<b>\$</b>	<b>3,321,649</b>	<b>\$</b>	<b>(65,322)</b>



**Unity of Fairfax**  
**Statement of Activity by Fund**  
 January - October, 2019

	Capital Reserve		Operating Reserve	Total Unrestricted		Benevolence Fund	Capital Improvement	MP Endowment Fund	Sacred Grounds	Vision 2020	Total Restricted	
	Unrestricted	Reserve		Unrestricted	Restricted						Restricted	Restricted
<b>Income</b>												
4100 Love Offerings	497,508			497,508		3,537	383		2,021	49,466		55,407
4200 Program Revenue	35,372			35,372								-
4300 Fundraising Revenue	23,518			23,518								-
4400 Rental Income -Short Term	4,997			4,997								-
4500 Bookstore	8,977			8,977								-
4600 Other	1,210		158	1,367			76	15,034				15,110
4700 Rental Income- Pinnacle	169,810			169,810								-
<b>Total Income</b>	<b>741,390</b>	<b>-</b>	<b>158</b>	<b>741,548</b>	<b>-</b>	<b>3,537</b>	<b>459</b>	<b>15,034</b>	<b>2,021</b>	<b>49,466</b>	<b>-</b>	<b>812,065</b>
<b>Gross Profit</b>	<b>741,390</b>	<b>-</b>	<b>158</b>	<b>741,548</b>	<b>-</b>	<b>3,537</b>	<b>459</b>	<b>15,034</b>	<b>2,021</b>	<b>49,466</b>	<b>-</b>	<b>812,065</b>
<b>Expenses</b>												
6100 Compensation & Benefits	389,940			389,940								-
6200 Occupancy	223,687			223,687					2,040			2,040
6300 General & Administrative	85,861			85,861		3,891			500			4,391
6400 Tithes	74,155			74,155								-
6500 Program	35,802			35,802								-
Funding Benevolence Fund	2,234			2,234								-
<b>Total Expenses</b>	<b>811,679</b>	<b>-</b>	<b>-</b>	<b>811,679</b>	<b>-</b>	<b>3,891</b>	<b>-</b>	<b>-</b>	<b>2,540</b>	<b>-</b>	<b>-</b>	<b>6,432</b>
<b>Net Operating Income</b>	<b>(70,289)</b>	<b>-</b>	<b>158</b>	<b>(70,131)</b>	<b>-</b>	<b>(354)</b>	<b>459</b>	<b>15,034</b>	<b>(519)</b>	<b>49,466</b>	<b>-</b>	<b>64,085</b>
<b>Other Income</b>												
Transfer to/from Unrestricted	91,572	35,270		126,842		2,234						2,234
<b>Total Other Income</b>	<b>91,572</b>	<b>35,270</b>	<b>-</b>	<b>126,842</b>	<b>-</b>	<b>2,234</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,234</b>
<b>Other Expenses</b>												
7900 Transfer to/from Reserve		25,083	41,000	66,083			15,000		7,489	3,000		25,489
7910 Transfer to/from Restricted												
<b>Total Other Expenses</b>	<b>-</b>	<b>25,083</b>	<b>41,000</b>	<b>66,083</b>	<b>-</b>	<b>-</b>	<b>15,000</b>	<b>-</b>	<b>7,489</b>	<b>3,000</b>	<b>-</b>	<b>25,489</b>
<b>Net Other Income</b>	<b>91,572</b>	<b>10,187</b>	<b>(41,000)</b>	<b>60,759</b>	<b>-</b>	<b>2,234</b>	<b>(15,000)</b>	<b>-</b>	<b>(7,489)</b>	<b>(3,000)</b>	<b>(23,255)</b>	<b>37,504</b>
<b>Net Income</b>	<b>21,284</b>	<b>10,187</b>	<b>(40,842)</b>	<b>(9,372)</b>	<b>-</b>	<b>1,880</b>	<b>(14,541)</b>	<b>15,034</b>	<b>(8,008)</b>	<b>46,466</b>	<b>40,830</b>	<b>31,458</b>

**Unity of Fairfax**  
**Statement of Restricted Cash Flows**  
 January - October, 2019

	BeneFund	Capital Imp	MP Endow	Sacred Gr	Exterior Sign	Totals
Vision 2020						
<b>OPERATING ACTIVITIES</b>						
Total Income	3,537	459	15,034	2,021	49,466	70,517
Total Expenses	(3,891)	0	0	(2,540)	0	(6,432)
Transfer To/From	2,234	(15,000)		(7,489)	(3,000)	(23,255)
<b>Net Income</b>	<b>1,880</b>	<b>(14,541)</b>	<b>15,034</b>	<b>(8,008)</b>	<b>46,466</b>	<b>40,830</b>
Adjustments to reconcile Net Income to Net Cash provided by operations:						
Due from Unrestricted Fund *	(579)			(1,155)		(1,734)
Due To Unrestricted Fund **					3,300	3,300
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>(1,704)</b>	<b>(20,297)</b>	<b>15,034</b>	<b>(8,724)</b>	<b>30,233</b>	<b>14,541</b>
Net cash increase for period	(1,704)	(20,297)	15,034	(8,724)	30,233	14,541
Cash at beginning of period (December 31, 2018)	15,877	20,637	84,335	11,486	0	132,335
<b>Cash at end of period (October 31, 2019)</b>	<b>14,173</b>	<b>340</b>	<b>99,369</b>	<b>2,762</b>	<b>30,233</b>	<b>146,876</b>

\* \$579 EPS 10% Oct 2019 for deposit in Nov 2019, \$1155 due Sacred Grounds for landscape maintenance

\*\* Transfer pending

\*\*\* Final Pymt for paving lot

\*\*\*\* \$32 is Dec 2018 EPS transferred in Jan 2019

\*\*\*\*\* \$3037 transferred from Passthru to Revenue in 2019 for prior years

\*\*\*\*\* \$1329 adjusted for prior year expenses corrected in 2019