

To: Unity of Fairfax Board of Trustees

From: John Dickman, Treasurer

Subject: October 2020 Financial Report

Date: November 14, 2020

Attached are the four monthly financial documents, utilizing our new chart of accounts;

- Ministry Fund Budget vs Actuals + YTD. Includes summarized accounts.
- Statement of Financial Position. Compares to December 31, 2019, as base.
- YTD Statement of Activity By Fund.
- YTD Statement of Cash Flows.

The Ministry Fund shows an October Net Income loss of \$8,750, meaning expenditures exceeded income by this amount. Year-To-Date our Expenses exceeded Income by \$105,294.

Our October Love Offerings were \$40,415, bringing our YTD October Love Offerings to \$484,825. YTD October Love Offerings are 3% below last year and 5% below the last 5-year average for the same time-period. With other sources of income greatly diminished due to the pandemic, we rely mostly on the community's love offerings.

Total Expenses in October, \$54,734, were \$5,221 less than September's Total Expenses, mostly due to the payroll tax credit under the CARES Act that allows a staff member to work reduced hours. There is a credit showing for Property Maintenance that is the net of a reclassification of \$3,162 to the Earthcare Ministry that was incurred earlier this year. Also, with this report we are separately identifying the Marketing Expense as part of General & Administrative Expenses for the first time.

Our cash situation on the Statement of Financial Position remains strong, primarily due to the complete deferral of our July, August, and September mortgage payments. Our regular monthly mortgage payment is about \$4,400 interest and \$9,000 principle. For the October, November, and December mortgage payments we are paying the interest due plus \$4,000 of principle each month. The amounts that are not paid this year are due as a balloon payment, with interest, at the end of the mortgage term in 2031.

We continue to seek ways to increase income and reduce expenses.

**Unity of Fairfax**  
**Budget vs. Actuals: FY\_2020 - Ministry Fund**  
**OCTOBER 2020**

	October 2020			Year-To-Date		
	Actual	Budget	Variance	Actual	Budget	Variance
<b>Income</b>						
LOVE OFFERING INCOME	\$ 40,415	\$ 53,917	\$ (13,501)	\$ 484,825	539,167	\$ (54,342)
EPS INCOME	1,327	2,500	\$ (1,173)	15,326	25,000	(9,674)
EVENTS INCOME	-	5,000	\$ (5,000)	-	50,000	(50,000)
FUNDRAISING INCOME	1,240	583	\$ 657	9,726	5,833	3,892
SHORT TERM RENTAL INCOME	-	1,667	\$ (1,667)	3,671	16,667	(12,996)
LONG TERM RENTAL INCOME	3,000	14,510	\$ (11,510)	55,700	145,103	(89,403)
BOOKSTORE SALES	-	1,167	\$ (1,167)	1,878	11,667	(9,789)
OTHER INCOME	1	250	\$ (249)	6,148	2,500	3,648
<b>Total Income</b>	<b>\$ 45,984</b>	<b>\$ 79,594</b>	<b>\$ (33,610)</b>	<b>\$ 577,272</b>	<b>\$ 795,936</b>	<b>\$ (218,664)</b>
<b>Expenses</b>						
COMPENSATION & BENEFITS	25,508	34,757	(9,249)	337,588	347,568	(9,981)
OCCUPANCY EXPENSE						
Amort, Depr, & Interest	15,535	15,050	485	156,213	150,496	5,717
Property Maintenance	(1,092)	3,142	(4,234)	20,574	31,417	(10,842)
Utilities	1,063	1,167	(103)	20,286	11,667	8,619
Pinnacle Expense Reimbursement	-	-	-	(16,294)	-	(16,294)
<b>Total OCCUPANCY EXPENSE</b>	<b>15,506</b>	<b>19,358</b>	<b>(3,852)</b>	<b>180,779</b>	<b>193,579</b>	<b>(12,800)</b>
GENERAL & ADMINISTRATIVE						
Staff & Support Expenses	1,472	1,218	254	15,398	12,182	3,217
Finance and Insurance Exp	1,629	1,642	(13)	21,723	16,423	5,299
Office & Facilities Expense	1,495	2,887	(1,392)	25,470	28,867	(3,397)
Marketing Expense	195	567	(372)	2,919	5,669	(2,750)
<b>Total GENERAL &amp; ADMINISTRATIVE</b>	<b>4,791</b>	<b>6,315</b>	<b>(1,523)</b>	<b>65,510</b>	<b>63,141</b>	<b>2,369</b>
EPS WORKSHOPS	-	1,283	(1,283)	105	12,833	(12,728)
EVENTS	-	3,000	(3,000)	1,442	30,000	(28,558)
FUNDRAISING EXPENSE	125	83	42	977	833	144
MINISTRIES EXPENSE						
Total Worship Ministry	841	1,517	(676)	5,169	15,167	(9,997)
Total Music Ministry	83	1,242	(1,159)	3,892	12,417	(8,524)
Total Youth Ministry	-	458	(458)	732	4,583	(3,851)
Total Bookstore Expenses	-	1,000	(1,000)	2,048	10,000	(7,952)
Total Earthcare Ministry	3,162	417	2,745	3,162	4,167	(1,005)
Total Miscellaneous Ministries	-	233	(233)	792	2,333	(1,541)
<b>Total MINISTRIES EXPENSE</b>	<b>4,085</b>	<b>4,867</b>	<b>(781)</b>	<b>15,795</b>	<b>48,667</b>	<b>(32,871)</b>
TITHES	4,598	7,959	(3,361)	57,727	79,590	(21,863)
Tithes Expensed Elsewhere	(3,540)	-	(3,540)	(14,159)	-	(14,159)
OUTGOING TITHES	1,058	7,959	(6,901)	43,568	79,590	(36,022)
ALLOCATION TO INTERNAL FUNDS						
Transfer to Capital Reserves	3,527	3,527	-	35,270	35,270	-
Transfer to Benevolence Fund	133	-	133	1,532	-	1,532
<b>ALLOCATION TO INTERNAL FUNDS</b>	<b>3,660</b>	<b>3,527</b>	<b>133</b>	<b>36,802</b>	<b>35,270</b>	<b>1,532</b>
<b>Total Expenses</b>	<b>\$ 54,734</b>	<b>\$ 81,149</b>	<b>\$ (26,415)</b>	<b>\$ 682,566</b>	<b>\$ 811,482</b>	<b>\$ (128,916)</b>
<b>Net Income</b>	<b>\$ (8,750)</b>	<b>\$ (1,555)</b>	<b>\$ (7,195)</b>	<b>\$ (105,294)</b>	<b>\$ (15,546)</b>	<b>\$ (89,748)</b>



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

	OCT 2020	DEC 2019	Change
<b>ASSETS</b>			
<b>Current Assets</b>			
Unrestricted cash	28,728	22,899	5,828
<b>Reserve Cash</b>			
Security Deposits	25,003	59,877	(34,875)
Capital Reserve	124,659	89,254	35,405
Operating Reserve	348	348	-
<b>Restricted Cash</b>			
Benevolence Fund	7,956	12,249	(4,293)
Capital Improvements	3,686	340	3,346
Sacred Grounds	7,323	8,292	(970)
Vision 2020	100	26,933	(26,833)
<b>Total Bank Accounts</b>	<b>197,802</b>	<b>220,194</b>	<b>(22,392)</b>
<b>Accounts Receivable</b>	<b>1,179</b>	<b>-</b>	<b>1,179</b>
<b>Other Current Assets</b>	<b>12,746</b>	<b>19,144</b>	<b>(6,398)</b>
<b>Total Current Assets</b>	<b>211,727</b>	<b>239,338</b>	<b>(27,610)</b>
<b>Fixed Assets</b>			
Land	419,328	419,328	-
Building and Grounds	4,204,086	4,195,469	8,617
Equipment	73,181	73,181	-
Furniture, Fixtures, Software	166,965	130,336	36,629
Accumulated Depreciation	(2,016,558)	(1,916,064)	(100,494)
Construction In Progress	-	19,533	(19,533)
<b>Total Fixed Assets</b>	<b>2,847,002</b>	<b>2,921,783</b>	<b>(74,781)</b>
<b>Mildred Park Endowment Fund</b>	<b>109,439</b>	<b>105,833</b>	<b>3,606</b>
<b>TOTAL ASSETS</b>	<b>3,168,168</b>	<b>3,266,953</b>	<b>(98,785)</b>
<b>LIABILITIES AND EQUITY</b>			
<b>Liabilities</b>			
<b>Total Current Liabilities</b>	<b>18,319</b>	<b>44,871</b>	<b>(26,552)</b>
<b>Long-Term Liabilities</b>			
Hunter Mill Montessori Escrow	25,000	25,000	-
Pinnacle Academy Escrow	-	35,000	(35,000)
<b>Total Mortgage Payable</b>	<b>1,343,234</b>	<b>1,387,741</b>	<b>(44,507)</b>
<b>Note Payable - SBA PPP Loan</b>	<b>87,000</b>	<b>-</b>	<b>87,000</b>
<b>Note Payable - Energy Loan</b>	<b>7,726</b>	<b>16,090</b>	<b>(8,363)</b>
<b>Total Long-Term Liabilities</b>	<b>1,462,960</b>	<b>1,463,831</b>	<b>(871)</b>
<b>Total Liabilities</b>	<b>1,481,280</b>	<b>1,508,702</b>	<b>(27,423)</b>
<b>Equity</b>			
Net Assets	1,758,250	1,692,786	65,464
Unrealized Gain/Loss on Investments	3,652	-	3,652
Net Income	(75,014)	65,464	(140,478)
<b>Total Equity</b>	<b>1,686,888</b>	<b>1,758,250</b>	<b>(71,362)</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>3,168,168</b>	<b>3,266,953</b>	<b>(98,785)</b>

**Unity of Fairfax**  
**Statement of Activity by Fund**  
**YTD OCTOBER 2020**

	Ministry Fund	Capital Reserve	Operating Reserve	Security Reserve	Total UnRestricted	MP				Total Restricted	TOTAL		
						Benevolence Fund	Capital Improvement	Endowment Fund	Sacred Grounds			Vision 2020	
<b>Income</b>													
LOVE OFFERING INCOME	484,825	-	-	-	484,825	1,715	-	-	1,100	-	-	2,815	487,640
EPS INCOME	15,326				15,326								15,326
EVENTS INCOME	-				-								-
FUNDRAISING INCOME	9,726				9,726								9,726
SHORT TERM RENTAL INCOME	3,671				3,671								3,671
LONG TERM RENTAL INCOME	55,700				55,700								55,700
BOOKSTORE SALES	1,878				1,878								1,878
OTHER INCOME	6,148	135	-	4	6,287								6,287
<b>Total Income</b>	<b>577,273</b>	<b>135</b>	<b>-</b>	<b>4</b>	<b>577,412</b>	<b>1,715</b>	<b>-</b>	<b>-</b>	<b>1,100</b>	<b>-</b>	<b>-</b>	<b>2,815</b>	<b>580,227</b>
<b>Expenses</b>													
COMPENSATION & BENEFITS	337,588				337,588								337,588
OCCUPANCY EXPENSE	180,779				180,779				2,070			2,070	182,849
GENERAL & ADMINISTRATIVE	65,510				65,510	7,407						7,407	72,917
EPS WORKSHOPS	105				105								105
EVENTS	1,442				1,442								1,442
FUNDRAISING EXPENSE	977				977								977
MINISTRIES EXPENSE	15,796				15,796								15,796
OUTGOING TITHES	43,568				43,568								43,568
ALLOCATIONS TO INTERNAL FUNDS	36,802	(35,270)			1,532	(1,532)						(1,532)	-
<b>Total Expenses</b>	<b>682,567</b>	<b>(35,270)</b>	<b>-</b>	<b>-</b>	<b>647,297</b>	<b>5,875</b>	<b>-</b>	<b>-</b>	<b>2,070</b>	<b>-</b>	<b>-</b>	<b>7,944</b>	<b>655,241</b>
<b>Net Income</b>	<b>(105,294)</b>	<b>35,405</b>	<b>-</b>	<b>4</b>	<b>(69,885)</b>	<b>(4,160)</b>	<b>-</b>	<b>-</b>	<b>(970)</b>	<b>-</b>	<b>-</b>	<b>(5,129)</b>	<b>(75,014)</b>

Notes to the Statement Of Activity:

Transfers from Reserve Funds	65,000	(65,000)											-
Transfers from Reserve Funds	87,000												(87,000)



**Unity of Fairfax**  
**Statement of Restricted Cash Flows**  
YTD OCTOBER 2020

	Capital Reserve	Operating Reserve	BeneFund	Capital Imp	MP Endow	Sacred Gr	Exterior Sign	Totals
<b>OPERATING ACTIVITIES</b>								
Total Income	135	0	1,715			1,100		2,950
Total Expenses	0		(7,407)			(2,070)		(9,476)
Transfer To/From	35,270		1,399					36,669
<b>Net Income</b>	<b>35,405</b>	<b>0</b>	<b>(4,293)</b>	<b>0</b>	<b>0</b>	<b>(970)</b>	<b>0</b>	<b>30,143</b>
<b>Adjustments from Net Income to Net Cash:</b>								
Asset Addition								
Due from Unrestricted Fund							(23,487)	(23,487)
Transfers Within Restricted Funds				3,346			(3,346)	-
SBA PPP Loan		87,000						87,000
SBA PPP Loan transfer to Ministry		(87,000)						(87,000)
Unrealized loss on Investment					3,606			3,606
<b>Total Adjustments from Net Income to Net Cash</b>	<b>35,405</b>	<b>0</b>	<b>(4,293)</b>	<b>3,346</b>	<b>3,606</b>	<b>(970)</b>	<b>(26,833)</b>	<b>10,262</b>
Net cash increase for period	35,405	0	(4,293)	3,346	3,606	(970)	(26,833)	10,262
Cash at December 31, 2019	89,254	348	12,249	340	105,833	8,292	26,933	243,249
<b>Cash at October 31, 2020</b>	<b>124,659</b>	<b>348</b>	<b>7,956</b>	<b>3,686</b>	<b>109,439</b>	<b>7,322</b>	<b>100</b>	<b>253,511</b>