

# BUF Proposed Budget Revision for 2020-2021

## *Why revise BUF's budget?*

This budget is a proposed way forward for BUF during the closure of our building due to COVID 19 pandemic.

- The Covid 19 mandated closure of BUF's building has a substantial impact on BUF's Income and Expenses.
- The budget passed in May, 2020 was based on a predicted 6 month shutdown of the building, and that BUF would re-open the building in January, 2021.
- The current plan is for BUF's building to be closed through May, 2021.

The congregation will vote on this revised budget at the November 15, 2020 Congregational Meeting.

This proposed revised budget includes:

- The **actual** income and expense for July, August, and September 2020.
- The **forecasted** income and expense for October 2020 – June 2021

## *What did we modify in comparison to the budget passed in May, 2020?*

### INCOME:

- Forecasted income from **pledges, friends and non-friends donations** is increased, reflecting the generosity of our members, friends and visitors.
- Income from BUF's major **fundraiser**, Mayfaire is reduced to an amount that could be raised from an on-line fundraiser.
- Use of **Covid Grants** is less than the original forecast.
- Due to the building closure, **rental income** is forecast to be close to zero.
- Forecasted Income from "in person" **Programs** such as Community Night Dinner is reduced due to building closure.

### EXPENSES:

- Estimate of **mortgage interest** is decreased, reflecting the re-amortization and expected refinancing of BUF's mortgage.
- Forecasted **Building maintenance, Utilities and Custodial** expenses is reduced
- Forecasted expense for **Sunday services (technical)** increased
- Forecasted expenses for "in person" **Programs** when building closed is reduced
- **Hourly workers:** Childcare coordinator hours is cut, RE Assistant hours are reduced, KeyBoard Artist II hours are increased
- Withdrawals from the **Building Maintenance Reserve and Emergency Reserve** is increased. BUF made extra deposits into these reserves in the last fiscal year, in anticipation of loss of income from this fiscal year.

## WHAT IS PRESERVED?

- BUF continues to support our full time staff, including benefits.
- BUF has offered Sunday morning services continuously since the beginning of the pandemic, moving online and learning new skills.
- BUF continues to support the monthly Taize service.
- BUF is finding creative ways online to continue small group activity.
- BUF community continues to support our Social and Environmental Justice allies.
- BUF continues full support of the Unitarian Universalist Association.

### *What are BUF's other Resources?*

## RESERVES:

Since 2014, BUF has budgeted to contribute each month to three reserve accounts. In the last fiscal year, BUF made extra contributions to the reserves in order to prepare for the possible shortcomings of this fiscal year.

1. Building Maintenance: 15% of BUF's rental income
  - a. Current total: \$31,541
  - b. Extra contribution last fiscal year: \$5000
  - c. Proposed Budgeted use for 2020-2021: -\$ 5,221
2. Emergency Reserve: 1% of BUF's Income
  - a. Current total: \$43,473
  - b. Extra contribution last fiscal year: \$20,000
  - c. Proposed Budgeted use for 2020-2021: -\$23,043
3. Sabbatical: \$125 a month
  - a. Current total: \$ 9375
  - b. Proposed Budgeted use for 2020-2021: \$0

This budget proposes the withdrawal of \$28,265 from these reserves to balance BUF's budget during the pandemic related building shutdown. Thanks are due to BUF's financial leaders for their foresight in setting up these reserves.

## BUILDING SAVINGS ACCOUNT:

This savings account was created for the 2010 Addition/Remodel of BUF's building. It was funded in part by the Capital Campaign donations in 2008 – 2010. After the construction expenses were paid and the building was mortgaged, \$28,000 remained in this savings account. Its use is restricted for future Addition/Remodel of BUF's building. The current balance is \$28,429. This fund could be used with congregational approval to upgrade our building, such as COVID 19 air quality improvements.

## **ENDOWMENT:**

BUF's Endowment provides long-term financial security for BUF and generates income outside of the operating fund to assist with specific needs. By charter, the principal of the endowment cannot be spent for operating expenses. Withdrawal from this account is limited to half of the yearly gain from interest or capital gains. The Endowment has been increased by several generous contributions in the last two years. The current total is \$162,296.

## **CULTURE OF GENEROSITY**

The BUF community has consistently contributed to both the needs within BUF as well as the needs outside of BUF. This generosity was reflected in the contributions last year to the Year End Giving campaign, and the increase in pledges in May, 2020, despite the BUF building shut down and the challenges of the pandemic to our community.

## **CARING AND RESILIENT COMMUNITY**

In the midst of the pandemic, BUF has risen to the occasion. Through online services, online coffee hour, choir, musical collaborations, pastoral care, chalice circles, online affinity groups and meetups, volunteer projects, and even a UU introductory Zoom class, BUF continues to be a source of **Community, Compassion, Commitment**.

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