

Congregational Church of Belmont

Revenue & Expense - Budget vs. Actual

	Year-to-Date 12/31/16		Better/ (Worse)	Notes
	Actual	Budget		
Ordinary Revenue/Expense				
Revenue				
Building Use				
Apartment Space	31,200	31,200	0	
Long Term Leases	78,012	78,011	1	
Other Rentals	40,738	39,000	1,738	
Weddings/Receptions	2,240	2,100	140	
Total Building Use	<u>152,190</u>	<u>150,311</u>	1,879	
Contributions				
Pledges	79,002	81,416	(2,414)	
Unpledged Giving	7,789	7,000	789	
Total Contributions	<u>86,791</u>	<u>88,416</u>	(1,625)	
Other				
Amazon Associates	1,529	1,200	329	
eScrip	115	500	(385)	
Interest	349	300	49	
VBS	2,145	0	2,145	
Total Other	<u>4,138</u>	<u>2,000</u>	2,138	
Total Revenue	243,119	240,727	2,392	
Expense				
Administration				
Admin Assistant	12,282	12,056	(226)	
Advertising	1,126	1,500	374	
Bank Service Charges	240	240	0	
Bookkeeper	1,506	1,506	0	
Hi-Speed Internet	648	607	(41)	
Lay Conference	323	560	237	
Postage	373	500	127	
Supplies/Equipment Mtce.	2,619	2,600	(19)	
Telephone	1,642	1,615	(27)	
Total Administration	<u>20,759</u>	<u>21,184</u>	425	
Building and Grounds				
Building Expenses				
Bldg. Supplies	1,483	1,200	(283)	
Building Maintenance	2,493	4,000	1,507	
Capital Projects Reserve	5,000	5,000	0	
Cleaning Service	7,620	7,570	(50)	
Total Building Expenses	<u>16,596</u>	<u>17,770</u>	1,174	
Utilities				
Gas & Electricity	8,296	8,350	54	
Waste Disposal & Misc	4,059	4,215	156	
Water	2,923	3,000	77	
Total Utilities	<u>15,278</u>	<u>15,565</u>	287	
Yard Maintenance	5,205	5,020	(185)	
Total Building and Grounds	<u>37,079</u>	<u>38,355</u>	1,276	

Congregational Church of Belmont Revenue & Expense - Budget vs. Actual

	<u>Year-to-Date 12/31/16</u>		<u>Better/</u>	<u>Notes</u>
	<u>Actual</u>	<u>Budget</u>	<u>(Worse)</u>	
Christian Education				
Adult Ed. Honorarium	0	200	200	
Background Checks	12	60	48	
Child Care	4,803	4,500	(303)	
Curriculum	594	200	(394)	
Director's Salary	24,000	24,000	0	
Supplies	659	1,000	341	
Training	16	535	519	
VBS	1,261	200	(1,061)	See also VBS income above
Youth Pgms/Confirmation	225	500	275	
Total Christian Education	<u>31,570</u>	<u>31,195</u>	<u>(375)</u>	
Deaconate & Music				
Deaconate				
Deacons' Discretion	211	200	(11)	
Evangelism/Membership	339	300	(39)	
Honoraria	150	450	300	
OCWM	14,800	14,800	0	
Pulpit/Worship Supplies	306	400	94	
Total Deaconate	<u>15,806</u>	<u>16,150</u>	<u>344</u>	
Music				
Choir Director	7,004	7,416	412	
Choir Director Budget	859	1,000	141	
Guest Organist	0	300	300	
Organ/Piano Tuning/Mtce	0	300	300	
Organist	9,674	9,244	(430)	Extra paid by Choir Director
Total Music	<u>17,537</u>	<u>18,260</u>	<u>723</u>	
Total Deaconate & Music	<u>33,343</u>	<u>34,410</u>	<u>1,067</u>	
Insurance and Taxes				
Fire/Liability Insurance	7,160	7,160	0	
Other Fees/Levies	20	80	60	
Property Tax	4,348	4,562	214	
Social Security	4,411	4,377	(34)	
Workers Comp. Ins.	1,212	942	(270)	
Total Insurance and Taxes	<u>17,151</u>	<u>17,121</u>	<u>(30)</u>	
Ministerial				
Annual Meeting	308	300	(8)	
Annuity	10,518	10,861	343	
Auto Allowance	2,600	2,600	0	
Disability & Grp. Life Ins.	1,127	1,119	(8)	
Health Insurance	3,163	2,969	(194)	
Housing Allowance	31,320	31,320	0	
Professional Development	3,600	3,600	0	
Reserve for Sabbatical	1,500	1,500	0	
Salary	46,255	46,255	0	
Total Ministerial	<u>100,391</u>	<u>100,524</u>	<u>133</u>	
Total Expense	<u>240,293</u>	<u>242,789</u>	<u>2,496</u>	
General Fund Net Revenue/(Loss)	2,826	(2,062)	4,888	

Congregational Church of Belmont Revenue & Expense - Budget vs. Actual

	<u>Year-to-Date 12/31/16</u>		Better/ (Worse)	<u>Notes</u>
	<u>Actual</u>	<u>Budget</u>		
Other Revenue				
Funds Income				
Altar Guild	624			
Capital Improvements	13,356			
Housing	0			
Minister in Training	0			
Music	1,724			
Organ Maintenance	6,403			
Ray Gotthold	2,520			
Sabbatical	1,500			
Scholarships	4,266			
Social Action	9,564			
Special Projects	66			
Total Funds Income	<u>40,023</u>			
Total Other Revenue	40,023			
Other Expense				
Funds Outlays				
Altar Guild	1,226			
Capital Improvements	5,423			
Housing	0			
Minister in Training	0			
Music	1,525			
Organ Maintenance	6,403			
Ray Gotthold	2,399			
Sabbatical	0			
Scholarships	3,259			
Social Action	6,032			
Special Projects	954			
Total Funds Outlays	<u>27,221</u>			
Total Other Expense	27,221			
Net Other Fund Revenue/(Loss)	12,802			
Combined Fund Net Revenue/(Loss)	15,628			

General Fund SOCF	
General Fund Net Revenue/(Loss)	2,826
(Increase)/Decrease in Prepaid Expenses	(469)
Increase/(Decrease) in Accrued Expenses	(265)
Increase/(Decrease) in Bldg Use Deposit	1,400
Increase/(Decrease) in Payroll Liabilities	(91)
Increase/(Decrease) in Social Action Coll.	246
Change in General Fund	3,647
Per Fund Balances	3,648
Delta (due to rounding)	1

Congregational Church of Belmont Balance Sheet

	<u>12/31/16</u>	<u>12/31/15</u>	<u>Change</u>
ASSETS			
Current Assets			
Checking/Savings			
123Signup	717	413	304
Bank of America	176,722	160,908	15,814
Cornerstone CD - 7003	0	6,738	(6,738)
Cornerstone CD - 7005	12,624	12,473	151
Cornerstone CD - 7006	11,218	11,092	126
Cornerstone Demand Note - 7001	7,032	239	6,793
Total Checking/Savings	<u>208,313</u>	<u>191,863</u>	<u>16,450</u>
Total Current Assets	208,313	191,863	16,450
Other Current Assets			
Prepaid Expenses	3,403	2,935	468
Total Other Current Assets	<u>3,403</u>	<u>2,935</u>	<u>468</u>
TOTAL ASSETS	<u>211,716</u>	<u>194,798</u>	<u>16,918</u>
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Accrued Expenses	0	265	(265)
Bldg Use Deposit	5,625	4,225	1,400
Payroll Liabilities	2,175	2,266	(91)
Social Action Collections	508	262	246
Total Current Liabilities	<u>8,308</u>	<u>7,018</u>	<u>1,290</u>
Total Liabilities	8,308	7,018	1,290
Equity			
Retained Earnings	187,780	185,581	2,199
Net Revenue/(Loss)	15,628	2,199	13,429
Total Equity	<u>203,408</u>	<u>187,780</u>	<u>15,628</u>
TOTAL LIABILITIES & EQUITY	<u>211,716</u>	<u>194,798</u>	<u>16,918</u>

Congregational Church of Belmont Fund Balances

	<u>12/31/16</u>	<u>12/31/15</u>	<u>Change</u>
Altar Guild	164	766	(602)
Capital Improvements	48,628	40,694	7,934
Cram Memorial	548	548	0
General	19,894	16,246	3,648
Housing	114,202	114,202	0
Minister in Training	250	250	0
Music	606	407	199
Organ Maintenance	92	92	0
Ray Gotthold	89	(32)	121
Sabbatical	4,200	2,700	1,500
Scholarships	1,297	290	1,007
Social Action	6,501	2,970	3,531
Special Projects	11,842	12,730	(888)
TOTAL	<u>208,313</u>	<u>191,863</u>	<u>16,450</u>
Excluding General	188,419	175,617	12,802

Congregational Church of Belmont
Fund Activity

1/7/17
Rev. B

	Altar Guild	Capital Imp.	Cram Memorial	Housing	Minister in Training	Music	Organ Maint.	Ray Gotthold	Sabbatical	Scholarships	Social Action	Special Projects	Total
Beginning Balance 1/1/16	766	40,694	548	114,202	250	407	92	(32)	2,700	290	2,970	12,730	175,617
Significant Receipts													
Poinsettias	80												80
Family Fun Day		567									566		1,133
Rummage Sale		219									218		437
Chocolate Fest		7,571									7,571		15,142
GF Capital Projects Reserve		5,000											5,000
Organ Concert						605							605
Family Camp										4,266			4,266
Xfer from Jabulani Children's Village								540					540
SF Night Ministry											159		159
Youth Bake Sale (SF Night Ministry)											164		164
B. White - Antique Sales											479		479
Reimb. toward QB 2016												66	66
Other	544					1,119	6,403	1,980	1,500		406		11,952
Total Receipts	624	13,357	0	0	0	1,724	6,403	2,520	1,500	4,266	9,563	66	40,023
Significant Disbursements													
Easter Flowers	195												195
Poinsettias	225												225
Apartment Stove Hood		1,053											1,053
Parlor Room & Bathrooms Painting		2,990											2,990
Parlor Room Carpet		1,380											1,380
Palm Sunday & Easter Musicians						950							950
Guest Musicians						575							575
Puente de la Costa Sur											100		100
Second Harvest Food Bank											1,500		1,500
SF Night Ministry											302		302
PMC Board Membership											200		200
Every \$ Feeds Kids											1,000		1,000
Home and Hope											1,400		1,400
Samaritan House											1,400		1,400
Family Camp *										3,259			3,259
Flag												50	50
Family Fun Day Advertising												404	404
Gift Cards												100	100
Intuit QuickBooks 2016												400	400
Other	806						6,403	2,399			130		9,738
Total Disbursements	1,226	5,423	0	0	0	1,525	6,403	2,399	0	3,259	6,032	954	27,221
Ending Balance 12/31/16	164	48,628	548	114,202	250	606	92	89	4,200	1,297	6,501	11,842	188,419
Change	(602)	7,934	0	0	0	199	0	121	1,500	1,007	3,531	(888)	12,802

General Fund 19,894

Grand Total 208,313

* Total Family Camp 2016 disbursement is 4172 with initial reservation payment of 913 made in 2015 included.

Congregational Church of Belmont 2016 Chocolate Fest

	<u>Date</u>	<u>Description</u>	<u>Amount</u>
Income			
Boutique Sales			
	10/8	Change fund	(205.00)
	10/14	Square - Fri eve	606.00
	10/15	Square - Sat aft	1,543.60
	10/15	Square - Sat eve	1,027.40
	10/16	Cash/checks	1,289.00
	10/19	Vendor payments (8)	(2,904.58)
	10/20	Vendor payment	(433.60)
Total Boutique Sales			<u>922.82</u>
Gifts/Angels			
	10/9	Music	100.00
	10/19	Save the Music	50.00
Total Gifts/Angels			<u>150.00</u>
Raffle			
	10/14	Square - Fri eve	10.00
	10/15	Square - Sat aft	20.00
	10/15	Square - Sat eve	20.00
	10/16	Cash/checks	815.00
Total Raffle			<u>865.00</u>
Silent Auction			
	10/14	Square - Fri eve	440.00
	10/15	Square - Sat aft	280.00
	10/15	Square - Sat eve	570.00
	10/16	Cash/checks	420.00
	10/23	Cash/checks	95.00
	10/30	Cash/checks	60.00
Total Silent Auction			<u>1,865.00</u>
Ticket Sales			
	4/24	Cash/checks from 2015	90.00
	8/1	123Signup - Jul	25.00
	8/31	123Signup - Aug	345.00
	9/11	Cash/checks	40.00
	9/30	123Signup - Sep	2,160.00
	10/2	Cash/checks	100.00
	10/8	Change fund	(200.00)
	10/9	Cash/checks	130.00
	10/9	Square	50.00
	10/14	Square - Fri eve	1,580.00
	10/15	Refund	(25.00)
	10/15	Refund	(50.00)
	10/15	123Signup - Oct	5,005.00
	10/15	Square - Sat aft	1,570.00
	10/15	Square - Sat eve	940.00
	10/16	Cash/checks	2,895.00
Total Ticket Sales			<u>14,655.00</u>
Total Income			18,457.82

Congregational Church of Belmont 2016 Chocolate Fest

	<u>Date</u>	<u>Description</u>	<u>Amount</u>
Expenses			
Misc. Expenses			
	1/14	SMC Environmental Health	315.00
	8/1	123Signup fees - Jul	1.75
	8/13	DreamHost (Website hosting)	119.40
	8/31	123Signup fees - Aug	23.03
	9/10	Adj. to 123Signup fees - Aug	(0.01)
	9/30	123Signup fees - Sep	141.25
	10/9	Square fees	1.38
	10/11	Adj. to 123Signup fees - Sep	2.00
	10/14	Amazon (Ice cream cups)	50.20
	10/14	Safeway (Cream, sugar, towels)	46.27
	10/14	Square fees - Fri eve	72.58
	10/15	123Signup fees - Oct	329.28
	10/15	Square fees - Sat aft	94.53
	10/15	BevMo (Champagne)	104.88
	10/15	Square fees - Sat eve	70.45
	10/24	Wine	236.76
	10/24	Decorations	168.76
	10/24	Laundry	100.00
	11/10	Adj. to 123Signup fees - Oct	3.87
	11/10	Ice cream	23.96
Total Misc. Expenses			<u>1,905.34</u>
Music			
	10/17	Michael Medwid	900.00
Total Music			<u>900.00</u>
Publicity			
	3/29	City of Belmont - banner permit	250.00
	8/13	Copyworld (Flyers)	45.33
	8/13	PrintPapa (Flyers)	62.60
	8/13	Custom-Vinyl-Lettering	52.07
	9/13	Banners.com	50.87
	10/19	Save the Music	50.00
Total Publicity			<u>510.87</u>
Total Expenses			<u>3,316.21</u>
Net 2016 Choc Fest			<u><u>15,141.61</u></u>

Congregational Church of Belmont 2016 All Church Fundraising

	<u>Date</u>	<u>Description</u>	<u>Amount</u>
Family Fun Day			
Income			
	4/30	Tickets (Charged via Square)	20.00
	5/1	Tickets (Cash)	2,157.00
	5/29	Tickets (Cash)	100.00
Total Income			<u>2,277.00</u>
Expenses			
	3/13	Advertising	73.39
	3/29	City of Belmont - banner permit	250.00
	4/13	Advertising	88.53
	4/18	Friendly Pony Parties	500.00
	4/30	Square fees	0.55
	6/1	Diddam's	192.11
	6/1	Target	39.26
Total Expenses			<u>1,143.84</u>
Net Family Fun Day			<u>1,133.16</u>
Net 2016 All Church Fundraising			<u><u>1,133.16</u></u>

Congregational Church of Belmont
2016 Rummage Sale

	<u>Date</u>	<u>Description</u>	<u>Amount</u>
Income			
	3/20	Deposit	337.24
	7/24	Deposit	<u>100.00</u>
Total Income			437.24
Expenses			
Total Expenses			<u>0.00</u>
Net 2016 Rummage Sale			<u>437.24</u>

Congregational Church of Belmont Social Action Activity

	Social Action Fund	Social Action Donations							Total Activity	
		Christmas Fund	Ecuador Relief	Family to Family	Home & Hope	Jabulani Children's Village	Neighbors in Need	OGHS		Second Harvest Food Bank
Beginning Balance 1/1/16	2,970	0	0	(138)	0	400	0	0	0	3,232
Significant Receipts										
Family Fun Day	566									566
Rummage Sale	218									218
Chocolate Fest	7,571									7,571
SF Night Ministry	159									159
Youth Bake Sale (SF Night Ministry)	164									164
B. White - Antique Sales	479									479
Return of 2015 Wire Transfer						4,700				4,700
Other	406	495	462	1,460	958	2,482	428	315	150	7,156
Total Receipts	9,563	495	462	1,460	958	7,182	428	315	150	21,013
Significant Disbursements										
Puente de la Costa Sur	100									100
Second Harvest Food Bank	1,500									1,500
SF Night Ministry	302									302
PMC Board Membership	200									200
Every \$ Feeds Kids	1,000									1,000
Home and Hope	1,400									1,400
Samaritan House	1,400									1,400
Wire Transfer Fees						42				42
Xfer to Ray Gotthold Fund						540				540
Other	130	495	462	1,040	731	7,000	428	315	150	10,751
Total Disbursements	6,032	495	462	1,040	731	7,582	428	315	150	17,235
Ending Balance 12/31/16	6,501	0	0	282	227	0	0	0	0	7,010
Change	3,531	0	0	420	227	(400)	0	0	0	3,778