

2011 OUUC Adopted Budget---Summary of Changes from 2010 by Cost Center

Cost Center	Change	Purpose
2010 Budget Level	\$414,581	
Building Payments (P&I)	\$3,477	Increased to include the full 12 months for the UUA loan
Dues & Memberships	\$1,266	Assumes slightly increased membership & increase in UUA dues
Compensation	\$15,037	Minimal staff raises; increase for building caretaker hours, and adds a new Ministerial Intern reserve
	\$434,361	
Minister's Discretionary Fund	\$200	Minimal Increase
Pastoral Care Team	\$300	Addition of Addiction Ministry Team
Committee on Ministry/Conflict Mgmt	(\$750)	Reduces deposit for sabbatical reserve
Board Expenses	\$0	No increase requested
Volunteer Recognition	\$0	No increase requested
Social Justice Committee	(\$26)	Small decrease
Green Sanctuary	\$85	Small increase
Partner Church Committee	\$150	Increase for Balaz scholar funding
Financial Charges	\$87	Minimal Increase
Fund Raising/Canvass	\$500	Small increase
Hospitality Committee	\$650	Increase for kitchen supplies
Children's RE	\$1,075	Cover assumed increase of children in RE
Membership Services	\$165	Small increase
Communications Committee	(\$159)	Small decrease (moved Newsletter mailing to Office budget)
Music Committee	(\$250)	Small decrease
Worship Arts Committee	\$200	Small increase
Office Expenses	\$1,505	Increase for more custodial supplies for larger space, more phone lines, and move newsletter from Communications Committee
Main Building Utilities	(\$200)	Updated Estimate
B & G Annex Utilities/Phone	\$300	Small increase
Bldg & Grounds Committee	\$1,808	Increased costs for larger space and upgrades to existing space
Total Budget	\$440,000	

Budget was adopted at the OUUC Congregational Meeting on Sunday, December 19, 2010.

Unfunded Needs where Additional Resources will be prioritized (not listed in priority order)

Program Coordinator		
Volunteer Recognition		
Key Bank Loan Prepayment		
Major Maintenance Reserve		
Ministerial Intern (Fall 2011)		
Out-of-the-Woods Space		

OUUC 2011 Budget Revenue Estimates Proposal to Congregation

Revenue Category	2010 Budget	Year-To- Date Nov	Estimated 2010 Total	Request for 2011	Approved Estimate
Expected Pledge Receipts	355,254	320,718	350,000	418,083	383,000
Pledge Payments for Previous Year	2,000	105	105	0	0
Pledge Income-Noncash	0	4,548	4,548	0	0
Share the Plate	14,500	12,260	13,000	14,500	14,500
General Fund-non-pledge	1,000	11,345	11,345	1,000	11,000
Non-pledge, Donor-advised	0	500	500	0	0
Fund-Raising Committee/Canvass	372,754	349,476	379,498	433,583	408,500
RE Registration Fee	1,100	1,322	1,322	1,100	1,100
Special Fees Total	1,100	1,322	1,322	1,100	1,100
Building Use Fees	2,500	1,924	1,924	2,200	2,200
Out-of-the-Woods Contribution	3,000	1,895	3,000	3,000	3,000
Rental Income	5,500	3,819	4,924	5,200	5,200
Auction Income	20,027	24,336	24,336	25,000	25,000
Events & Activities	20,027	24,336	24,336	25,000	25,000
Key Bank Interest Income	200	2,606	2,700	200	200
General Fund-igive.com	0	27	27	0	0
One-time Carry-over From Past Years	15,000			0	0
Miscellaneous Income		0			
Total Income	414,581	381,586	412,807	465,083	440,000

The \$383,000 pledge level is an 8 percent increase above 2010, but a 17% increase would be necessary to balance the requested levels.

OUUC 2011 Budget Expense Summary

EXPENSE CATEGORY	2010 Budget	Year-To- Date Nov	Estimated 2010 Total	Request for 2011	Adopted Budget
Compensation	165,060	148,240	164,022	168,489	169,724
Employee Benefits	71,178	59,611	71,178	77,287	81,040
Payroll Taxes	10,614	9,918	10,474	11,173	11,125
Minister's Discretionary Fund	800	630	800	800	1,000
Pastoral Care Team	75	0	0	75	375
Committee on Ministry/Conflict Management	2,950	2,987	3,000	2,725	2,200
Board Expenses	800	671	700	800	800
Social Justice Committee	2,526	1,449	1,674	2,950	2,500
Green Sanctuary	240 ⁺	97	199	400	325
Dues & Memberships	19,536	19,533	19,533	20,802	20,802
Partner Church Committee	400	535	535	500	550
Financial Charges	12,995	11,086	12,583	13,082	13,082
Fund Raising/Canvass	2,800	2,692	2,692	3,350	3,300
Hospitality Committee	525	959	1,025	1,175	1,175
Children's RE	3,900	3,711	4,016	4,880	4,975
Membership Services	835	589	855	1,800	1,000
Communications Committee	6,485	6,233	7,004	6,471	6,326
Music Committee	3,510	1,474	3,510	3,510	3,260
Worship Arts Committee	2,250	1,154	1,669	2,450	2,450
Office Expenses	11,915	12,086	12,469	14,335	13,420
Main Building Utilities	9,500	7,710	8,700	9,300	9,300
B & G Annex Utilities/Phone	5,200	4,652	5,200	5,500	5,500
Bldg & Grounds Committee	16,551	11,467	13,300	45,817	18,359
Building Payments (P&I)	63,936	56,906	57,791	67,413	67,413
Unbudgeted Expenses	0	4,436	4,436	0	0
Total Expenses	414,581	368,826	407,365	465,083	440,000
Revenues	414,581	381,586	412,807	465,083	440,000
Balance	0	12,760	5,442	0	0

Major Funds as of November 30, 2010

General Operating Fund	25,171
Permanent Operating Reserve Fund	15,000
Benevolence Fund	2,167
Building Major Maintenance Fund	47,152
Building Expansion Fund	64,514
Music Fund	5,445
Piano Fund	873
Grounds and Landscaping	4,895
Audio Visual Fund	3,069
Sabbatical Fund	2,000
Endowment Fund	20,020
Property Equity Fund	1,071,348
Total	1,261,654

Reserve Accounts as of November 30, 2010

Adult RE Reserve	1,314
Audit Reserve	1,300
Book Sale Clearing Account	717
Bumper Sticker Sales	378
Chalice Reserve	110
Giving Tree	656
Guest at your Table	9
Hymn book reserve	966
Middle School Reserve	1,559
Out-of-the-Woods Direct Contribution	108
Retreat Scholarship Reserve	2,000
RE Supplies Reserve	599
Safe Congregation Reserve	500
Social Justice Reserve	74
Transylvania Partner Church	4,794
Women's Retreat	1,487
Young Adult Reserve	664
YRUU Reserve	1,839
Total Reserves	18,986

OUUC 2011 Budget--Adopted December 19, 2010

EXPENSE CATEGORY	2010 Budget	Year-To-Date Nov	Estimated 2010 Total	Request for 2011	Adopted Budget
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Compensation

Staff Compensation Totals:	165,060	148,240	164,022	168,489	169,724
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Employee Benefits

Staff Benefit Totals:	71,178	59,611	71,178	77,287	81,040
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Payroll Taxes

FICA/Medicare	8,514	8,000	8,556	8,823	8,775
L & I: Workers Comp.	2,100	1,918	1,918	2,350	2,350
Staff Payroll Taxes Totals:	10,614	9,918	10,474	11,173	11,125

Minister's Discretionary Fund

Minister's Discretionary Fund	800	630	800	800	1,000
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Provides funds for distribution as determined necessary by the minister.

Pastoral Care Team/Addiction Ministry

Postage for cards/notes to members	75	-	-	75	75
Addiction Ministry					300
Total	75	-	-	75	375

Provides funds for distribution as determined necessary by the minister.

Committee on Ministry (COM)/Conflict Management Team (CMT)

COM Annual Assessment and Goal Meetings	150	-	-	150	150
Minister and DRE Sabbatical Reserve	2,000	2,000	2,000	1,000	1,000
Safe Congregation Response Team Reserve Fund	500	500	500	1,000	500
Supplies and printing	50	-	-	50	50
Conflict Management Team	250	487	500	525	500
Totals:	2,950	2,987	3,000	2,725	2,200

2011 Committee on Ministry Goals

- Support and sustain Conflict Management Team and Safe Congregation Response Team, as needed;
 - Conduct ongoing assessment of the congregation's health and well-being utilizing a variety of methods including personal interviews, anonymous surveys, etc.;
 - Produce annual assessment of the Minister utilizing congregational feedback as well as his own ministerial review;
 - Review CoM Policies, such as the Covenant of Right Relations, Safe Congregation Policy, and the Conflict Management Policy, as needed;
 - Oversee the annual congregational assessment and goal-setting process unless or until such time as the Board decides to have a different entity facilitate the process; and,
- Work in coordination with the OUUC Board to assess and refine the assessment process, facilitation, and time line, as well as the role and structure of the Program Council.

Board Expenses

Board Discretionary Fund	600	476	500	600	600
20 Background checks	200	195	200	200	200
Totals:	800	671	700	800	800

Volunteer Recognition

Volunteer Coordinator Office Supplies	-				
Volunteer Recognition Event	-			-	-
Volunteer Training Supplies	-				
Individual Volunteer Recognition Supplies	-			-	-
Totals:	-	-	-	-	-

OUUC 2011 Budget--Adopted December 19, 2010

EXPENSE CATEGORY	2010 Budget	Year-To- Date Nov	Estimated 2010 Total	Request for 2011	Adopted Budget
Social Justice					
Share the Plate Annual Dinner	200	-	175	150	150
UUSC Focus '09: speakers, travel, press conference	200	100	100	-	-
Speaker fees/travel	300	-	-	-	-
Printing/promotion	150	99	99	-	-
Coalition Sponsorships	100	-	50	-	-
Equipment/supplies/Miscellaneous	25	-	-	-	-
Immigration Support				300	150
Days of Peace				300	150
Veterans' Support				300	150
Subscription to TC Pronet				50	50
Gifts					
UU Voices	1	-	-	600	600
Panza Tent City	1,000	1,000	1,000	1,000	1,000
UUSC Program	250	250	250	250	250
Chamber of Commerce dues (for health benefits)	300	-	-	-	-
Totals:	2,526	1,449	1,674	2,950	2,500

Immigration Support: Includes participation as a member organization in Northwest Detention Center Roundtable (over 30 organizations representing activists, health care, higher education, law enforcement, legal, religious organizations, social services, etc), Bridges-Not Walls (a coalition of South Sound region community members united to address issues), and Sound Immigration Reform (create forums for community dialogue which inspire and motivate people to take action toward achieving just, humane, and comprehensive immigration reform).

Days of Peace: Focuses on conversations between youth here and in war-torn parts of the world, four celebrations per year in Olympia, and includes continued support to illustrating the costs of war such as the Memorials to Life for Iraq & Afghanistan.

Veterans Support: Coffee Strong and emerging desire to provide much needed community-based support for local veterans returning from wars.

Green Sanctuary					
Carpool System	35	-	-	150	150
Ethical Eating Forums	-		-	75	50
Earth Day and other Green Sanctuary Program activities	50	33	55	50	50
Green House-warming Project	50		-	100	50
Household Practices Materials (Out-of-the Woods clients)	30		30	-	-
Low Carbon Books subsidy	50		50	-	-
Disposal of invasive weeds from OUUC property	25	64	64	25	25
Totals:	240	97	199	400	325

\$100 is our rough estimate for continuing the **Green Housewarming Project** through the 2011.

\$150 to develop a **Carpool System Database** providing updates to each OUUC household two times per year.

\$50 for **Earth Day and other GS Program worship activities.**

Earth Day and Ethical Eating (a UUA study and action issue being developed by an ad hoc committee under the GS umbrella) worship services may incur special costs in 2011.

\$75 for continuing **Ethical Eating educational activities.** We would like to provide a new series of films on these issues in 2011. The Ethical Eating work group has requested this amount to assist in rental or purchase of films and other educational materials.

\$25 for **disposal of invasive weeds.**

We have organized several "ivy pulling parties" each year for a number of years. The cost of taking the pickup loads of noxious vegetation (and occasionally junk) to the county landfill has often been absorbed by the participants. The committee appreciates being able to reimburse the volunteers who give their time and effort to supporting a healthier forest on OUUC's property.

In 2010 we were very fortunate to have the owner of the property to the north of ours chemically treat a patch of Japanese knotweed on the northern edge of the OUUC property while treating their own. This action was required by the Thurston County Weed Control Board, and saved OUUC the expense, hazard, or extensive labor of removing the noxious weed ourselves.

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EXPENSE CATEGORY	2010 Budget	Year-To-Date Nov	Estimated 2010 Total	Request for 2011	Adopted Budget
Dues/Memberships					
UUA Annual Program Fund	12,852	13,076	13,076	14,146	14,146
PNWD dues	5,484	5,257	5,257	5,456	5,456
Interfaith Works	1,200	1,200	1,200	1,200	1,200
Totals:	19,536	19,533	19,533	20,802	20,802

UUA requires \$56 per member.

January-June, 238 members at \$56 for 6 months=
 July-December, 258 members at \$58 for 6 months=

6,664
 7,482
14,146

PNWD requires \$22 per member.

January-June, 238 members at \$22 for 6 months=
 July-December, 258 members at \$22 for 6 months=

2,618
 2,838
5,456

UU Voices Mission: To inspire Unitarian Universalists to act together for justice in Washington State, especially in the legislative arena. Who We Are: Washington State Unitarian Universalist Voices for Justice is a statewide liberal religious legislative advocacy network that educates, organizes, and advocates for public policies that build a just and sustainable world.

The work of WA UU Voices is linked to OUUC in several ways. Our legislative network serves as outreach to the larger community around issues of justice advocacy. Our mission is linked closely to OUUC's mission and recognition that as a congregation located in the state capital it is given "special opportunities and responsibilities. In fulfilling our mission, we proclaim Unitarian Universalist values and advocate legislation that upholds them." [from the OUUC website]

WA UU Voices is governed by its bylaws and an elected board of directors. . The board works closely with WA UU Voices' half-time Coordinator, the Reverend Carol McKinley, an OUUC Affiliated Community Minister, who manages the organization's daily operation and serves as the nonprofit's registered lobbyist. Barry Zickhur, OUUC, is the contractor who develops and maintains WA UU Voices' website. Other members of OUUC volunteer regularly for our programs and events.

In addition to its legislative advocacy, WA UU Voices is committed to the development of well-informed citizen activists. We offer educational resources and workshops to help citizens know the issues and communicate effectively with legislators. We provide background materials on specific issues, including marriage equality, tax equity, criminal justice reform, and climate change. To keep members and supporters informed, we communicate through our website, www.uuvoicewa.org, and regular email newsletters.

Partner Church Committee

One year membership	150	150	150	150	150
Educational displays, posters, fliers	-	135	135	50	100
Partnership Church Conference-travel for Balaz Scholar	250	250	250	300	300
Totals:	400	535	535	500	550

Increased funding for educational displays will allow us to produce brochures to use in education of the congregation and others about our work with partner churches. Additional funds for the Partnership Church Conference will support our bringing of the Starr King (Balazs) Scholar to our church. The cost of this activity has risen over the past few years with airfares being the biggest single factor. We are asking for an increase from \$250 to \$300. The committee members have been covering some of these costs, in the past, by personal donations. I am sure they will continue to do what they can to see this activity continue but are asking to see more funding to support our bringing the Starr King Scholar to our Congregation.

The funds collected on Partner Church Sunday are dedicated for use in support of the congregations in our partner churches and do not support the bringing of the scholar to our church.

Financial Costs

Washington Property Taxes/Annual Nonprofit Filing	250	222	250	250	250
Financial Fees/Bank Charges	900	831	900	900	900
Building Insurance	3,175	2,076	3,000	3,175	3,175
Part-time bookkeeper	8,670	8,194	8,670	8,757	8,757
Bank Adjustments	-	(237)	(237)	-	-
Totals:	12,995	11,086	12,583	13,082	13,082

Fund-Raising Committee

Annual (Canvass) Dinner (food for 300 people @ \$5.00 each)	950	836	836	900	900
Space rental, including space for kids	1,000	1,137	1,137	1,200	1,200
Rental of dishes, sound equipment, etc.	700	719	719	800	800
Canvass dinner childcare/children's activities	150	-	-	150	100
Annual Canvass Thank You Brunch	-	-	-	300	300
Totals:	2,800	2,692	2,692	3,350	3,300

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EXPENSE CATEGORY	2010 Budget	Year-To-Date Nov	Estimated 2010 Total	Request for 2011	Adopted Budget
Hospitality Committee					
Child Care:(Not Sunday Services)	75	-	25	75	75
Kitchen Supplies	450	959	1,000	1,100	1,100
Totals:	525	959	1,025	1,175	1,175

Religious Education					
Volunteers: Training	400	280	325	480	450
Administrative/Office Supplies	350	363	363	420	400
Curriculum	100	443	443	120	300
Children's Fellowship	50	-	-	60	60
Church School Supplies	1,275	1,447	1,500	1,530	1,550
Worship Supplies	100	-	-	120	100
Nursery	75	114	200	90	90
Family Ministry Events	250	513	513	300	400
OWL Training	500	322	322	500	500
Middle School Supplies	100	-	100	120	125
High School Youth Group	500	229	250	840	800
Young Adults/Campus Ministry	200	-	-	300	200
Totals:	3,900	3,711	4,016	4,880	4,975

• We are experiencing nearly a doubling of our summer attendance in Religious Education, and with the classroom expansion we anticipate increased enrollment and attendance this year. More children in the program will mean a need for more supplies, more teachers (with more training and appreciation), and more administrative costs. We need to budget for a bigger program next year, so we are asking for a 20% increase so that we can accommodate more children.

Member Services					
New member service and luncheon	125		50	150	125
Potlucks for newcomers	60		50	150	100
Flowers	50			-	-
New Hymnals (20 blue, 10 gray, plus shipping)	-		-	700	250
Introduction to OUUC class (3 per year)	50			150	75
Introduction to OUUC-Monthly	20			50	50
UU pocket guide for members (40@\$7)	245	555	555	-	-
Childcare for New Member class	35			-	-
Welcome Kiosk Supplies	100	34	50	150	75
Vests/Sashes/Stoles (or other ID)	50			-	-
Training sessions	25			100	50
Name tags	25		-	100	50
Welcome Wheel Development	-		100	100	100
Brochures from UUA	50		50	150	125
Subtotals:	835	589	855	1,800	1,000

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EXPENSE CATEGORY	2010 Budget	Year-To-Date Nov	Estimated 2010 Total	Request for 2011	Adopted Budget
Communications Committee					
Newsletter printing & postage (moved to Office budget)	700	200	400	-	-
Web-hosting and yearly domain name registration fees	300	288	300	300	300
Phone book ads (3 directories)	2,800	2,319	2,700	2,385	2,385
Olympian Special Ads	-	-	-	365	365
Olympian weekly ads	2,650	2,382	2,500	1,976	1,976
CDs, boxes, labels, signs	35	102	102	150	80
Church Directory Service	-	-	60	60	60
On-line Calendar Service	-	-	-	60	60
On-line Payment Service	-	-	-	300	300
Batteries	-	-	-	75	50
Projector backup lamp	-	-	-	350	350
Pulpit lighting lamps	-	-	-	100	100
Videotape	-	-	-	50	50
A/V equipment (to cover repairs or needed replacements)	-	-	-	300	250
Other	-	942	942	-	-
Subtotals:	6,485	6,233	7,004	6,471	6,326

The on-going OUUC goals in the area of Activities and Actions include increasing the visibility of OUUC and understanding of UU principles in the larger community and establishing the UU ministry in the wider community (beyond our doors). In addition to the maintenance of the phone book and newspaper ads, newsletter printing and maintenance of our audio-video equipment (necessary for the worship service and the ability to let people buy audio tapes and CDs of individual services), we have identified a number of ways to help accomplish the goals through the use of new media vehicles available to us.

Music Committee					
Substitute and Rehearsal Pianist Fee	1,450	400	1,450	1,450	1,400
Guest Musician fees	1,000	620	1,000	1,000	1,000
Sheet Music	1,000	454	1,000	1,000	800
Music director dues (UU Musicians' Network)	60	-	60	60	60
Totals:	3,510	1,474	3,510	3,510	3,260

The Music Committee's budget request supports the goals of sustaining and increasing the number of people attending OUUC services and becoming members of OUUC, welcoming and integrating newcomers into the choir, & increasing the visibility of OUUC in the larger community. With a fully funded budget request, the Music Committee can:

- Support the choir singing at Sunday services at least twice a month.
- Expand repertoire in complexity and style.
- Maintain a welcoming atmosphere for people who want to create music with us as well as listen to our music.
- Offer at least two free concerts a year, open to the community.

1. Substitute Pianist Fees: The OUUC Music Director is entitled to four Sundays off each year annual leave, plus two Sundays sick leave.
2. Guest Musician Fees: The Worship Arts Committee and members of the congregation often express a desire for more guest musicians.
3. Sheet Music: The OUUC choir has committed to buy a minimum of 20 copies of each anthem, using the choir reserve account if necessary. If the sheet music budget is adequately funded we plan to buy approximately 40 copies of each.
4. Membership in the UU Musicians' Network provides the Music Directory with contacts and information from UU congregations across the country and around the world.

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EXPENSE CATEGORY	2010 Budget	Year-To-Date Nov	Estimated 2010 Total	Request for 2011	Adopted Budget
Worship Arts Committee					
Worship Supplies (primarily candles)	100	233	233	250	250
Guest Ministers & Pulpit	2,100	921	1,436	2,150	2,150
Celebrant Training	50	-	-	50	50
Totals:	2,250	1,154	1,669	2,450	2,450

The purpose of the Worship Arts Committee (WAC) is to assist in providing exceptional Sunday worship services. We do this by serving with our minister during worship services and when our minister is not in the pulpit, we schedule, coordinate and help develop worship services with guest ministers and speakers.

We are requesting \$2,150 to compensate five guest ministers (including the Starr King Visiting Scholar) and seven guest speakers. While we expect to compensate guest ministers, we do attempt to obtain guest speakers willing to donate their services.

We were fortunate in 2010 that many of our guest speakers were members of the church and did not require payment. For this reason we have not expended the full amount of our 2010 budget. While we welcome and encourage this participation, it is unusual to have so many of our WAC members speak in one year and not something that could be relied upon for 2011. Given this, we should plan to compensate a majority of our guest speakers

We offer compensation and reimburse for travel costs at the UUA rate. The rate for guest ministers is \$350 (includes travel) and for guest speakers is \$100.

In addition, we are requesting \$250 for worship supplies, primarily for candles. The supply budget purchases items for the communion services.

Increasing attendance, and in particular, an increase in newcomers and visitors during the summer months, makes it essential that the Worship Arts Committee have the resources to obtain quality speakers and guest ministers.

Office/Custodial Supplies

Custodian Supplies	1,100	1,452	1,600	2,000	2,000
Custodian Equipment	250	42	100	250	250
Copier Lease & Supplies (increase in copies)	4,600	4,517	4,600	4,600	4,600
Copying, Printing (outside)	75	16	30	75	50
Phone service (4 lines in main building)	1,740	1,983	2,000	2,400	2,400
Caller ID	-	-	-	240	-
Supplies/Stationary (more paper, envelopes)	1,200	1,453	1,453	1,200	1,200
Postage & Shipping (more mailings)	900	952	952	900	900
Bulk Mail Fees (Previously in Communications budget)	-	-	-	545	545
On-Line Service (satellite internet access)	650	478	500	480	480
Equipment (postage scale, misc.)	75	32	32	75	75
Computer Replacement Fund	650	552	552	650	-
On-line Back-up Services	-	-	-	120	120
Software Maintenance and Updates **	550	399	400	550	550
COSTCO Membership Fee	125	50	50	50	50
Petty cash expense	-	160	200	200	200
Totals:	11,915	12,086	12,469	14,335	13,420

** This covers Church Windows support and upgrades and yearly fees for the anti-virus program.

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EXPENSE CATEGORY	2010 Budget	Year-To- Date Nov	Estimated 2010 Total	Request for 2011	Adopted Budget	
Main Building Utilities						
Main Building (all)	9,500	7,710	8,700	9,300	9,300	
Annex Utilities/Phone						
Annex	5,200	4,652	5,200	5,500	5,500	
Totals:	5,200	4,652	5,200	5,500	5,500	-
Building Payments						
Key Bank Mortgage Payment	24,936	22,460	23,344	23,344	23,344	
UUA Loan Mortgage Payment	39,000	34,446	34,447	44,069	44,069	
Total payments	63,936	56,906	57,791	67,413	67,413	-
Buildings and Grounds						
Main Building Maintenance	1,897	2,627	2,897	3,000	3,000	
Main Building Security Services	3,103	2,911	3,103	3,000	3,000	
Contracted Cleaning Services	8,301	2,244	3,500	11,067	8,100	
Grounds Maintenance and Lawn Mowing Services	250	260	300	650	650	
Annex	3,000	3,425	3,500	3,000	3,009	
Main Building and Annex Upgrades (see list below)				25,100	600	
Building Major Maintenance Reserve Fund	-	-	-	-	-	
Totals:	16,551	11,467	13,300	45,817	18,359	-
Main Building and Annex Upgrades list						
Portable dishwasher for kitchen				600	600	
Paint old restrooms				500		
Insulate Annex				4,000		
Ceramic tile floors for restrooms				6,000		
Annex—new restrooms				4,000		
Upgrade old lighting system from T12 to T8 (new ballasts and tubes in existing lights)				8,000		
Gutter Guards for new north gutters in new RE wing				2,000		
				25,100		