

FY24-25 Proposed Operating Budget

Item	FY23-24 Budget	FY24-25 Proposed Budget	Notes
REVENUE			
4000 CANVASS & CONTRIBUTIONS			
4001 Pledge Income	312,000	325,000	
4002 Non Pledge Contributions	25,000	47,500	Sunset Park UU income (\$17,500) moved here
4003 Ministers Discretionary Fund	2,000	500	Most income shows up in Sunday Plate.
4004 Sunday Plate	30,000	40,000	
4008 WLA Contribution	8,500	8,550	\$7500 for RE support. \$1000 for First Fridays
4011 Interest Income	120	120	
Total 4000 CANVASS & CONTRIBUTIONS	377,670	421,670	
4200 RENTS			
4201 Daycare Rent	380,070	391,472	
Minus 10% FY23 Rent for Cap Reserve	(31,174)	(34,890)	Less 10% of prior year net for capital fund
Apartments Rent	89,100	90,780	2% increase (average rent increase in Brooklyn Heights)
Minus 10% FY23 Rent for Cap Reserve	(7,926)	(8,117)	Less 10% of prior year net for capital fund
4203 Other Rent & Room Fees	100,000	120,000	
4204 Ceremonies Income	5,000	8,750	
4205 Additional Janitorial Fees from Rentals	1,000	1,000	
Total 4200 RENTS	536,070	568,995	
4300 PROGRAM & CONG. FUNDRAISING			
4301 Hospitality Income	500	500	
4303 Unifair	8,000	11,000	
4304 Auction	10,000	7,000	
4305 Religious Education Contributions	10,000	23000	\$3000 - registrations, \$5000 for retreat, \$15000 for trip to Transylvania
4306 Other Fundraisers (formerly Fundraising/Unbudgeted Special Events)	5,500	5,500	
4311 Julie McKinney Fund	10,000	14000	Contributions have been higher in recent years.
4312 Other Income	5,000	5,000	
4314 Winter Appeal Income	7,000	7,150	Includes \$2150 carry-over from FY23-24 for website
4315 DCL Programs Income		600	First Fridays income
4316 Immigrant Solidarity Income	10,000	10,000	Pass-through.
4319 Sunset Park UU	15,000	-	Revenue moved to Non-Pledge Contributions
Total 4300 PROGRAM & CONG. FUNDRAISING	66,000	83,750	
TOTAL REVENUE	979,740	1,074,415	

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EXPENSES			
Minister Salary	72,662	75,000	for interim
Housing Allowance	57,795	50,000	for interim
SUBTOTAL SALARY	130,457	125,000	
Health/Dental/Life	30,751	30,000	
Pension	13,046	12,500	
Moving expenses		7,000	
Professional expenses	7,260	7,260	
TOTAL SENIOR MINISTER	181,514	181,760	
Music Director	43,579	47,150	
Professional expense	2,000	2,000	
TOTAL MUSIC DIRECTOR	45,579	49,150	
7300 OTHER WORSHIP EXPENSE			
7302 Worship & Music Materials	3,000	3,500	
7303 Visiting Ministers	1,400	700	
7305 Music Purchases	1,750	2,000	
7306 Substitute Music Director	1,500	1,850	
7307 Summer Music Program	1,800	1,800	
7308 Section Leaders	20,500	22,450	
7310 Organ & Piano Maintenance	3,520	3,520	
7311 Julie McKinney Expense	10,000	14,000	Expenses have been higher in recent years.
Total 7300 OTHER WORSHIP EXPENSE	43,470	49,820	
7400 TECH			
7401 Tech Assistant	1,600	600	Expenses to date for current year are \$0
7402 Hardware/Software	1,000	750	Expenses to date for current year are \$0
Total 7400 TECH	2,600	1,350	
TOTAL WORSHIP-MUSIC-TECH	273,163	282,080	

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Asst Minister for Education/Family Ministry	92,300	71,069	
Housing Allowance		24,000	
Health/Dental/Life	31,231	32,168	
Pension	9,230	9,507	
DEFM professional expense	6,000	6,500	
TOTAL DEFM COMPENSATION	138,761	143,244	
7600 OTHER LIFESPAN FAITH EXPENSE			
7601 Lifespan Faith Development Staff	3,922	10,000	Toddler teacher and youth coordinator
8411 Childcare Staff	4,918	6,000	FY23-24 expenses are higher.
7603 Religious Education Expense	17,000	25,000	OWL - \$500, Supplies - \$4500, Retreat - \$5000, Trip - \$15000
Total 7600 OTHER LIFESPAN FAITH EXPENSE	25,840	41,000	
TOTAL LIFESPAN FAITH EXPENSE	164,601	184,244	
Dir. of Congregational Life	56,592	59,000	
Bonus	1,000		
Dental/Life	1,083	2,000	Based on expenses to date
Pension	5,659	5,900	
Professional expense	2,000	2,500	
TOTAL DCL COMPENSATION	66,334	69,400	
EXPENSES			
8401 DCL Program Expense	3,750	4,650	
8402 Weaving Social Justice	500	-	- moving Juneteenth to worship
8403 Hospitality Expense	2,500	2,000	FY23-24 likely to be about \$1500
8404 Ceremonies Expense	500	1,500	
8408 UniFair Expense	2,000	3,000	
8409 Fundraising/Unbudgeted Special Events	2,000	1,000	FY23-24 likely to be under \$1000
8410 Other Expense	5,000	5,000	
8412 Auction Expenses	1,500	2,000	
8414 Immigrant Solidarity Expense	10,000	10,000	Pass through
Total 8400 OTHER CONGREGATIONAL EXPENSE	27,750	29,150	
TOTAL CONGREGATIONAL LIFE EXPENSE	94,084	98,550	

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Business Manager	70,000	66,950	Actual FY23-24 salary is \$65,000
Life and long-term disability	18,000	1,000	
Pension		6,137	11 months of pension
Professional Expense	1,500	1,500	
TOTAL BUSINESS MGR COMPENSATION	89,500	75,587	
Director of Facilities	54,600	78,000	
Health		7,200	
Dental, Life, Long-term disability		2,562	
Pension	5,460	7,800	
Dir. Facilities professional expenses	3,000	1500	
TOTAL DIR FACILITIES COMPENSATION	63,060	97,062	
Custodian (Bobby) - Including overtime (Friday nights)	41,600	47,840	
Health/Dental.	17,464	17,988	
Pension.	4,160	4,784	
TOTAL CUSTODIAN COMPENSATION	63,224	70,612	
OTHER BUILDING EXPENSE			
8607 Facilities Part Time Staff	12,350	20,000	
8609 Insurance	58,200	73,000	Cost has increased significantly this year
8610 NYC Real Estate Tax	61,632	64,714	
8611 Alarms & Extinguishers	20,600	32,000	Cost has increased significantly this year
8612 Electricity	28,000	17,000	Based on projection for FY23-24
8613 Gas	20,000	22,000	Based on projection for FY23-24
8614 Water & Sewer	12,000	6,000	
8615 Maintenance - Supplies	10,000	15,000	
8616 Maintenance - Purchased Service	20,000	10,000	Many projects will be handled in-house
8618 Winter Appeal Expense	4,400		This expense may go to Admin for website
Total 8600 OTHER BUILDING EXPENSE	247,182	259,714	
TOTAL BUILDING EXPENSE	462,966	502,975	

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Office mgr. / bookkeeper	60,000	63,000	
Life only	668	688	
Pension	6,000	6,300	
Professional expense	800	1,000	
TOTAL OFFICE MGR COMPENSATION	67,468	70,988	
8706 OTHER OFFICE ADMINISTRATION EXPENSE			
8707 Office Supplies	3,500	4,000	
8708 Office Machine Repair	1,500	1,000	
8709 Machine Leases	10,140	11,000	
8711 Telephone/ Internet	5,500	3,000	Based on projection for FY23-24
8712 Website Expense	1,000	10,750	\$10,000 for website redesign
8713 Payroll Service	4,500	6,000	
8714 Other Administrative Expense	2,000	3,000	
8715 Legal/Professional Services	7,000	4,000	
8716 Credit Card Fees	4,000	5,000	
8717 Vanco Fees	2,000	1,200	
8718 Postage	1,200	1,500	
8720 ACS/Servant Keeper	600	600	
8721 QuickBooks	1,100	1,100	
8723 Staff FICA Expense	34,322	35,351	Based on 3% COLA
8724 Workers Compensation	4,679	4,819	Based on 3% COLA
8725 Disability Insurance	50	500	\$50 in FY23-24 was typo
8726 Unemployment Insurance	2,000	2,000	
8728 Teleconferencing/Zoom	1,000	1,000	Based on projection for FY23-24
Total 8706 OTHER OFFICE ADMINISTRATION EXPENSE	86,091	95,820	
TOTAL OFFICE ADMINISTRATION EXPENSE	153,559	166,808	
8800 DENOMINATIONAL EXPENSE			
8801 UUA & Interim Sabbatical Contribution	1,000	2,000	
8802 Charitable Contributions	15,000	18,000	Share the Plate - \$2000 goes to Minister's Discretionary Fund
8803 Ministers Discretionary Fund	2,000	2,000	
Search Committee		1,000	
Sunset Park UU	15,000	17,500	Pass through
Total 8800 DENOMINATIONAL EXPENSE	33,000	40,500	
TOTAL REVENUE	986,240	1,071,365	
TOTAL OPERATING EXPENSES	1,181,373	1,275,157	
NET	(195,133)	(203,792)	
SUSTAINABLE DRAW FROM ENDOWMENT	176,300	178,273	
AMOUNT UNDER / (OVER) BUDGET	(18,833)	(25,519)	