

Proposed Operating Budget 2022

Operating Budget		2021 Budget	2022 Budget <i>(Proposed)</i>
Income			
	Pledge Income (current year)	\$ 530,000	\$ 536,000
	Non-pledge income	\$ 34,000	\$ 36,000
	Plate offering	\$ 2,500	\$ 1,000
	Endowment Fund Transfer	\$ 4,000	\$ 4,800
	Miscellaneous	\$ 3,000	\$ 500
	Building Use	\$ 16,500	\$ 21,000
	Interest	\$ 2,000	\$ 2,800
Subtotal Contributed & Earned Income		592,000	602,100
	Fundraising for Unbudgeted Priorities	\$ 2,250	\$ -
	Carry Over	\$ 42,000	\$ 33,000
	PPP Loan Forgiveness	\$ 94,400	\$ -
Total Income		\$ 730,650	\$ 635,100
Expenses			
Benevolences & Mission			
	Board Designated Benevolences (subtotal)	\$ 10,000	\$ 12,000
	Our Church's Wider Mission (OCWM)	\$ 20,000	\$ 24,000
	Potomac Association	\$ 8,500	\$ 8,000
Total Benevolences & Mission		\$ 38,500	\$ 44,000
Pastoral Expenses			
	<u>Interim Senior Pastor</u>		
	Salary plus Housing	\$ 91,851	\$ 97,362
	Benefits	\$ 38,386	\$ 30,000
	Travel, Professional, Continuing Education	\$ 1,600	\$ 1,600
	Interim Senior Pastor (subtotal)	\$ 131,837	\$ 128,962
	<u>Called Pastor</u>		
	Salary plus Housing	\$91,698	\$ -
	Benefits	\$35,491	\$ -
	Travel, Professional, Continuing Education	\$1,600	\$ -
	Called Pastor (subtotal)	128,789	-
	<u>Other Pastoral Expenses</u>		
	Part-time Pastoral Staff/ Intern		\$ -
	Guest and Supply Ministers	\$ 500	\$ 1,000
Total Pastoral Expenses		\$ 261,126	\$ 129,962

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Program Expenses			
<u>Christian Education</u>			
Christian Education Programs		\$ 2,700	\$ 3,000
Child Care Providers		\$ 5,414	\$ 5,400
Christian Education (subtotal)		\$ 8,114	\$ 8,400
<u>Music & Communications</u>			
<u>Director of Music and Communications</u>			
Director Music and Communications (salary + benefits)		\$ 62,000	\$ 69,670
Music Programs		\$ 10,000	\$ 10,000
Youth Choirs Director		\$ 9,123	\$ 9,670
Substitute Organist		\$ 500	\$ 1,000
Communications Committee		\$ 1,000	\$ 1,200
Music and Communications (subtotal)		\$ 82,623	\$ 91,540
<u>Other Programs</u>			
Board of Deacons Programs		\$ 6,000	\$ 6,000
BOSJ Programs		\$ 1,500	\$ 1,500
Stewardship Committee		\$ 2,700	\$ 1,500
Personnel/HR/Safe Space Committee		\$ 350	\$ 500
Endowment Committee		\$ 100	\$ 200
Historian & Archivist		\$ 100	\$ 200
First Friday Program or Other Outreach		\$ 1,500	\$ 3,000
Delegates Expenses		\$ 500	\$ 1,000
Total Program Expenses		\$ 103,487	113,840
Office, Building, & Grounds Operations			
<u>Office Administrator</u>			
Office Administrator (salary + benefits)		47,866	50,630
Sexton		\$ 31,734	\$ 37,670
Assistant Sexton		\$ -	\$ 9,000
FICA for Non-Pastoral Staff		\$ 10,796	\$ 12,290
Payroll Service Costs		\$ 1,790	\$ 2,400
Staff Training		\$ 500	\$ 500
Staff Appreciation and Merit Bonus		\$ 1,500	\$ 1,500
Financial Operations Contractors		\$ 36,850	\$ 35,000
Church Operations Personnel (Total)		131,036	148,990
Office Operations		\$ 11,000	\$ 11,000
IT Operations		\$ 5,000	\$ 5,000
Insurance, Interest, Bank Fees		\$ 22,760	\$ 25,000
Legal Counsel		\$ 1,000	\$ 500
Custodial Contract & Supplies		\$ 41,000	\$ 33,000
Additional Cleaning (floors, windows, etc)		\$ -	\$ 10,000
Building Maintenance		\$ 21,000	\$ 20,000
Grounds Maintenance		\$ 6,750	\$ 7,800
Utilities		\$ 31,000	\$ 33,000
Total Office, Bldg, Grds Operations Expenses		\$ 270,546	294,290

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Reserve Fund Transfers			
	Transfer to Major Repair Reserve	\$ 25,000	\$ 25,000
	Transfer to Capital Expense Reserve	\$ 10,000	\$ 5,000
	Transfer to Organ Repair Reserve	\$ 2,000	\$ 2,000
	Transfer to Website Reserve		\$ 1,000
	Transfer to Pastoral Transition Contingency	\$ 20,000	\$ 20,000
Total Reserve & Designated Fund Transfers		\$ 57,000	53,000
Total Expenses		\$ 730,659	635,093
Net Revenue (Income - Expenses)		\$ (9)	\$ 7
Major Expenditure Categories		2022 Budget	% of Total
	Benevolence & Mission	\$ 44,000	7%
	Personnel Expense	\$ 364,693	57%
	Program Expense	\$ 28,100	4%
	Office, Building & Grounds Operations & Maintenance	\$ 145,300	23%
	Transfer to Reserves	\$ 53,000	8%
	Total	\$ 635,093	100%
Budget Categories (includes associated staff expense)		2022 Budget	% of Total
	Benevolence & Mission	\$ 44,000	7%
	Pastoral Expense	\$ 129,962	20%
	Music and Communications	\$ 91,540	14%
	CE and Other Programs	\$ 22,300	4%
	Operations & Administrative, Building, Grounds	\$ 294,290	46%
	Transfer to Reserves	\$ 53,000	8%
	Total	\$ 635,093	100%