

Unitarian Church of Edmonton

Board Meeting Minutes - December 19, 2018

Present: Vice-president Karen Bilida, secretary Gloria Krenbrenk, treasurer Doug Eastwell, Brian Kiely, trustees David Rae, Yvonne Mireau, Marilyn Gaa

Regrets: Karen Mills, Robert Begg

Call to Order: 7:20 p.m.

Opening Words: Marilyn Gaa

Adoption of Minutes: **Moved** by Yvonne Mireau, **seconded** by Doug Eastwell, that the minutes of the November 21, 2018, UCE Board meeting be approved with one correction. **CARRIED.**

Approval of Agenda: **Moved** by Marilyn Gaa, **seconded** by Yvonne Mireau, that the Agenda be approved. **CARRIED.**

NEW BUSINESS

Grant Application

Brian Kiely clarified the two CUC funds:

1. Northern Lights – funded by individuals, a similar idea to a GoFundMe campaign. In order to apply for funds from this pool UCE requires participation by 20% of our members. We do not have such participation and therefore do not qualify.
2. Sharing Our Faith – The requirement is that UCE hold a special collection by the congregation to pay into this fund. We have done so and therefore qualify. The grants are under \$5,000 and are for new projects that promote our vision. The deadline for applications is March 31, 2019.

Suggestions for possible projects included the youth summer camp that RE Director Will Adair is working on, or new signage for the building.

Tabled for the new year.

Next Hosts for "Fun For Everyone"

January and February 2019 events are confirmed as per the attached list, with the remainder not yet confirmed at this time.

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STANDING ITEMS & FOLLOW-UP

Debt Retirement Celebration

Booked for Saturday, January 12, 2019, 4:30 to 7:00 p.m. David Rae, Yvonne Mireau and Marilyn Gaa are heading up planning. A budget of \$500 was agreed as reasonable for food and decorations. The food will be snacks buffet style, not a meal, with Prosecco (Italian sparkling wine) rather than champagne. Suggestions for entertainment were a historical slide show, albums of photos in the library, possible musical entertainment such as Benjamin Williams. A mass email will go out requesting RSVP's by January 7.

Co-hosting Western Fall Gathering 2019

A Zoom meeting is expected to take place in January. Nothing further at this time.

REPORTS

Minister – attached

Marilyn Gaa inquired as to why cooking for the Seniors Lunch was included in the report as this is not part of the minister's duties. Brian responded that due to lack of volunteer support, staff has had to step up.

DRE – attached

Will Adair has requested to work through the summer. The RE Director's contract is up for renewal in April and this item can be addressed at that time. The board will require a budget in order to consider this proposal.

We would like Will to include attendance information in his future reports.

Will Adair and Maria Jenkins would like to attend OWL training (junior high and senior high levels) in Vancouver. The registration fee is \$250 per trainer, flights approximately \$190 each, and accommodations will be by billet. The total cost is expected to be approximately \$900 which is within the RE budget, therefore board approval is not required. The plan is to utilize funds raised by the youth.

Finance / Treasurer (attached)

Doug Eastwell is working on clarification and simplification of our bookkeeping system.

Hiring a new bookkeeper is top priority. Doug enquired as to whether the board has a preference for hiring an individual, or a bookkeeper connected with an accounting firm. The board felt the back up of an accounting firm will provide better protection.

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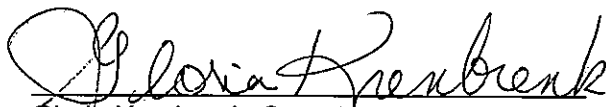
Board Report in Newsletter

Gloria Krenbrenk noted that as board meetings are now taking place after the newsletter deadline, any news is old news and has already been communicated otherwise. We will simply include a note in each newsletter with the date of the next board meeting.

Next Meeting: **Wed, January 23, 2019 at 7:15 p.m.** Opening and closing words to be provided by Doug Eastwell

Closing Words: Marilyn Gaa

ADJOURNED at 8:20 p.m.


Gloria Krenbrenk, Secretary



1. Grant Applications

See attachments

2. Tentative "Fun for Everyone" schedule

Month	Suggested hosts/themes	Who was going to ask them
January	changed to Susan Ruttan	David <i>Confirmed</i>
February (24 th)	Social Justice	Karen Bilida <i>Confirmed</i>
March	Gordon, Jennifer, Dale	Karen Mills <i>unknown</i>
April	Gerard, Stephen, Michelle	David <i>yes</i>
May	Pagan Group	Yvonne
June	Picnic and outdoor games	
July	Neighbourhood craft fair	
August	Erin, Graham, Erica ????	
September	Welcome party	

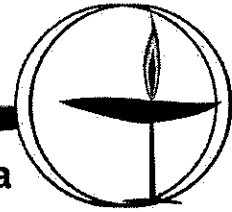
3. December 2018 RE report for the board

This Past Month

We are still done a teacher for the pathfinders group and I will Have a proper job description ready to be posted by the end of the month, I was hoping to fill the position from within but that does not seem to be likely. We have had our first month of "Youth Together in Caring" afternoon program attendance has been low so I will be contacting the parents to see if a different day of time would work better. We have had higher attendance in the lower to classes over last month. But are still looking into ways we could increase attendance and/or invite new families to or congregation.

Ongoing Projects

- The youth "outing" for December we will have a New Year's party on Saturday 29th with the option for the youth to have a sleepover that night. Parents have been asked to inform me as soon as possible if their youth would like to sleep over. I have set a minimum of six youth for the sleep over portion to go ahead. January's Event is yet to be planned but I will be advocating for a field trip to a Buddhist Temple.

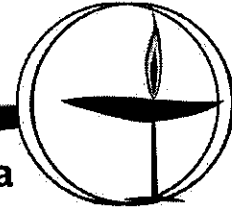


- Mystery Buddies has been rescheduled to start in January the 19th to February 10th with a Reveal Party service in the Keeler Hall after service on February 17th. Sign sheets will go out next week and dead line will be January 10th with "Adult Mystery Buddies" packages handed out on January 12th.

Plans for the future

- Summer Camps for this coming summer. I have checked into the licencing and have discovered that we need no special permitting for camps. I have meet up with Ilara form Westwood in regards to planning the camps together and come up with programing as well as facilitators. I have decided to simplify me plans for the summer camps slightly and have more of a trial year with a smaller selection of classes and dates. I will have a plan to the board as soon as it is finished.
- Young Adult's Gathering – A time for our young adults to get together and have a safe place for community in the "bridging years". I see this group something like "Religion on Tap" but instead of getting together at a pub we would maybe have a potluck here with discussion and fun (board games, Cards, ect). I will be putting an enquiry of interest in this month's newsletter to see if there is enough interest to move forward with this program.
- Sundays in Summer – I would like to propose a modified program for the kids over the summer. I have talked too many of the parents and one of the reasons they don't come over the summer, besides being away, is that there is no program for the kids/youth and they are never sure if the service will be engaging enough to keep the children's focus. I also believe that it will create more continuity with our families that have young people and as a result may make it easier to get back into the swing of thing in the fall.

I in vision the Sundays with all the children & youth together and we would have games and other activities focusing on our principles and sources. It would entail about 8 to 10 hours a week for myself, and 3 hours for a second. Hopefully our current teachers will be able to do some each if they are available and willing.



4. Treasurer's Report – December 14, 2018

1. Finance Committee met on December
 2. We are developing a flowchart detailing the cash flow both income and expense. The intent is to get an overview of who exactly does what and who is overseeing each step.
 3. The Audit committee will be doing the audit early in 2019.
 4. The issue of finding a replacement book-keeper/accountant is a major priority. The committee is now developing a job description including a list of areas of responsibility (PowerChurch, CRA, Ceridian payroll)
 5. The November financials look good - Actual YTD Revenue exceeds Budget by just under \$85K and Actual Expenses are \$5,300 less than Budget.
 6. Bev has provided November month-end financial information.
- Respectfully submitted Doug Eastwell

5. For reference - Committee Liaisons

Aesthetics	– Yvonne Mireau
Buildings and Grounds	– David Rae
Chaplaincy	– Tabled
Church Services	– Tabled
Communications	– Karen Bilida
Endowment	– Doug Eastwell
Finance	– Doug Eastwell
Human Resources	– David Rae
Leadership	– Karen Mills
Membership	– Gloria Krenbrenk
Ministerial Relations	– Robert Begg
Religious Exploration	– Yvonne Mireau
Social Justice	– Marilyn Gaa

Minister's Report, December, 2018

Brian Kiely

Accomplishments:

* Led Mitten Tree Service * Had 4 pastoral care visits or calls * Prepared Senior's Lunch and coordinated volunteers * attended two committee meetings * met with staff

Seniors Lunch

Seven volunteers helped serve or clean up from the Senior's Lunch. We had about 40 in attendance. leftovers went to the Hope Mission Block Party courtesy of Ali Hammington. Volunteers included Gordon Ritchie, Robert Begg, Brenda Cottle, Ali Hammington, Ali Hammington, David Rae and Lyn Evans

Holiday Services

Blue Christmas, December 23 morning and Christmas Eve are all nearly organized. As usual I have several volunteer readers for Blue Christmas and Christina Keast has organized her wonderful team for the meal.

A small note of appreciation to add for the Youth Group who helped plan and carry out the Mitten Tree service. They did excellent work!

In all we gathered 169 pairs of socks, 54 pairs of gloves/mitts, 92 hats, 22 scarves and some new underwear. We also submitted about \$600 to the CBC Turkey Drive.

Retirement

I have signed the agreement and await Karen Mills' counter signature when she returns. Thank you to the Board for making this such an easy exercise. It will be a good parting, I think. It matters a great deal to me that we have managed this without significant conflict. It is a sign that I leave behind a healthy congregation that knows how to manage its affairs well and with grace. That's the kind of congregation I found when I got here in 1997. I am very relieved that this is still the culture.

Bank Statement Reconciliation Reports	
30-Nov-18	
WAGES Account	
Closing Balance on this Statement (See Bank Statement)	155,541.98
Plus Deposits made after Statement closing date	0.00
Sub Total	155,541.98
Less Outstanding Cheques (See list attached)	3,354.47
Equals	152,187.51
Cheque Book Balance (See Balance Sheet)	152,187.51
Difference (If any)	0.00
CARD PAYMENT Account	
Closing Balance on this Statement (See Bank Statement)	267.89
Plus Deposits made after Statement closing date	0.00
Sub Total	267.89
Less Outstanding Cheques (See list attached)	0.00
Equals	267.89
Cheque Book Balance (See Balance Sheet)	267.89
Difference (If any)	0.00
OPERATING Account	
Closing Balance on this Statement (See Bank Statement)	22,122.23
Plus Deposits made after Statement closing date	0.00
Sub Total	22,122.23
Less Outstanding Cheques (See List Attached)	1,594.42
Equals	20,527.81
Cheque Book Balance (See Balance Sheet)	20,527.81
Difference (If any)	0.00
CASINO Account	
Closing Balance on this Statement (See Bank Statement)	36,208.86
Plus Deposits made after Statement closing date	0.00
Sub Total	36,208.86
Less Outstanding Cheques (See list attached)	0.00
Equals	36,208.86
Cheque Book Balance (See Balance Sheet)	36,208.86
Difference (If any)	0.00
TANGERINE Account	
Savings	84,103.78
Endowment	13,580.33
Closing Balance on this Statement (See Bank Statement)	97,684.11
Plus Deposits made after Statement closing date	0.00
Sub Total	97,684.11
Cheque Book Balance (See Balance Sheet)	97,684.11
Difference (If any)	0.00

Unitarian Church of Edmonton

Reconciliation Transactions Detail Report Jul 01, 2018 to Dec 30, 2018

Account: 1010 Wages Chequing

Date	JE#	Comment	Source	Deposits	Withdrawals
Oct 18, 2018	J425	Transfer Endowment to Separate Line.	Entry	-	50,850.00
Nov 08, 2018	J469	2018 October Bookkeeping Services	3958	-	1,181.25
Nov 08, 2018	J470	Coffee Expenses	3959	-	73.22
Nov 28, 2018	J576	Mohammad Adam	3962	-	2,100.00
					54,204.47
					3354.47

Unitarian Church of Edmonton

Reconciliation Transactions Detail Report May 01, 2018 to Nov 30, 2018

Account: 1040 Operating Chequing

Date	JE#	Comment	Source	Deposits	Withdrawals
May 08, 2018	J1155	Childcare for AGM May 2018	1936	-	20.00
May 22, 2018	J1196	Dental Claim - Brian	1946	-	273.00
Jun 20, 2018	J1309	Appreciation for Services at Pride Parade	1965	-	50.00
Jul 26, 2018	J44	Ten dollars change due to KS's over payment on July 18, 2018.	1981	-	10.00
Sep 26, 2018	J275	Non-RE Childcare	2016	-	20.00
Oct 25, 2018	J388	Refund Bewrhanu Yadeta cancelled October 27th rental	2038	-	50.00
Nov 08, 2018	J500	WFRG - Ministers' Retreat October 2018	2043	-	266.34
Nov 17, 2018	J510	One month ADSL	2046	-	63.00
Nov 28, 2018	J530	Sharing Our Abundance	2050	-	525.91
Nov 28, 2018	J531	Electrical Supplies	2051	-	184.50
Nov 28, 2018	J532	Replacement Acrylic for Membership Desk	2052	-	131.67
					1,594.42

Unitarian Church of Edmonton
Balance Sheet As at Nov 30, 2018

ASSET**Current Assets**

Wages Chequing	101,337.51	
Endowment Funds	50,850.00	
Wage Sub Total		152,187.51
Card Payment - Plan #5		267.89
Operating Chequing		20,527.81
Casino Chequing		36,208.86
Refugee Chequing		0.00
Savings at Tangerine	84,103.78	
Endowment at Tangerine	13,580.33	
Total Tangerine Accounts		97,684.11
Accounts Receivable		186.93
Interest Receivable		1,247.49
CURRENT ASSETS TOTAL		308,310.60

INVESTMENTS

Endowment #14 Matures Sept 18/18	0.00	
Endowment #15 Matures March 18/19	27,486.00	
Endowment #17 - Matures May 14/21	12,205.53	
Endowment: Credit Union Share	908.41	
Total Endowment		40,599.94
Allen Fund #18 Matures April 28/21	2,066.54	
Morton Fund #19 Matures April 28/21	4,133.09	
Total Special Funds		6,199.63
INVESTMENTS TOTAL		46,799.57

FIXED ASSETS

Building	1,483,791.36	
Land	211,955.85	
Tenant Improvements	24,562.43	
Sub total Land & Building		1,720,309.64
Accumulated Amortization: Bldg	-689,069.80	
Accumulate Amortization: Tenant Imp	-14,811.80	
Sub total Amortization		-703,881.60
Furniture & Equipment		81,739.23
FIXED ASSETS TOTAL		1,098,167.27

TOTAL ASSET**1,453,277.44****LIABILITY****CURRENT LIABILITIES**

Accounts Payable		6,678.25
Unearned Revenue		
Ministerial Discretionary	304.84	
Blue Xmas	336.03	
Social Justice Fund	2,000.00	
Youth Funds	4,763.84	
History Project	221.56	
Membership Committee - Kitty	138.95	
Landscaping, Grounds	2,400.73	



Callingwood Branch
100, 6655 178 Street NW
Edmonton, Alberta
T5T 4J5
Tel: 780.496.2130

THE UNITARIAN CHURCH OF EDMONTON
10804 119 ST NW
EDMONTON AB T5H 3P2

number of cheques enclosed: 16
Member Number: 1470111

All in One® Statement

For the period ending November 30, 2018

Annual Audit Procedures

As part of our annual audit procedures, we kindly ask that you examine the enclosed statement and report any discrepancies in your account balances to our auditors, Deloitte LLP. Deloitte can be contacted at (780) 421-3671 or Servus@deloitte.ca.

☐ servus credit union

177542.28
171342.62
6199.66
6199.63
Change in 03
Opening Balance
Due to Servus
going back to Nov 1
to Reinvest Allent
Mortgage Funds

wages - Community Plan #1

Interest received curr. yr(\$)

45.10

Date	Description	Withdrawals(\$)	Deposits(\$)	Balance(\$)
Nov 01	Opening Balance			171,342.62
Nov 01	CBA 000009930769	(532.03)		170,810.59
Nov 01	AFT Customer Credit Settlement <i>CAPT</i>		6,360.33	177,170.92
Nov 02	CANADA HELPS 1123202		241.25	177,412.17
Nov 05	Business Deposit		5,760.00	183,172.17
Nov 05	Business Deposit		1,696.90	184,869.07
Nov 07	Debit Adjustment <i>RRSP Sept</i>	(1,306.00)		183,563.07
Nov 07	Cheque #3956	(25,000.00)		158,563.07
Nov 09	CANADA HELPS 1123202		48.25	158,611.32
Nov 13	Business Deposit		5,195.00	163,806.32
Nov 14	Transfer from term 16		10,205.53	174,011.85
Nov 14	Cheque #3961	(489.07)		173,522.78
Nov 14	Transfer to term 17	(12,205.53)		161,317.25
Nov 15	AFT Customer Credit Settlement <i>CAPT</i>		1,146.50	162,463.75
Nov 19	Business Deposit		815.00	163,278.75
Nov 19	Cheque #3957	(36.16)		163,242.59
Nov 21	Cheque #3960	(147.00)		163,095.59
Nov 26	Business Deposit		4,390.00	167,485.59
Nov 26	Business Deposit		2,000.00	169,485.59
Nov 27	CUST # PP9 R569 2507811 <i>CERIDIAN</i>	(12,536.63)		156,948.96

Member Number: 1470111
For the period ending November 30, 2018

wages - Community Plan #1 (continued)

Date	Description	Withdrawals(\$)	Deposits(\$)	Balance(\$)
Nov 30	CANADA HELPS 1123202		289.25	157,238.21
Nov 30	Debit Adjustment <i>RRSP - Nov</i>	(1,678.00)		155,560.21
Nov 30	Credit Interest		6.77	155,566.98
Nov 30	Service Fee	(25.00)		155,541.98
Nov 30	Monthly Fee	(10.00)		155,531.98
Nov 30	Monthly Fee Rebate	10.00		155,541.98
Total		(53,955.42)	38,154.78	

Casino account - Community Plan #2

Interest received curr. yr(\$)

6.85

Date	Description	Withdrawals(\$)	Deposits(\$)	Balance(\$)
Nov 01	Opening Balance			36,207.37
Nov 30	Credit Interest		1.49	36,208.86
Total		0.00	1.49	

operating - Community Plan #3

Interest received curr. yr(\$)

8.91

Date	Description	Withdrawals(\$)	Deposits(\$)	Balance(\$)
Nov 01	Opening Balance			4,210.41
Nov 06	Cheque #2025	(68.95)		4,141.46
Nov 07	Deposit		25,000.00	29,141.46
Nov 07	PITNEYBOWES-LEA 000009930769	(69.35)		29,072.11
Nov 14	Direct Energy 000009930769	(563.60)		28,508.51
Nov 14	Cheque #2013	(8.99)		28,499.52
Nov 16	Cheque #2039	(1,884.75)		26,614.77
Nov 19	Cheque #2035	(116.88)		26,497.89
Nov 20	TELSCO SECURITY 154176001	(85.05)		26,412.84
Nov 21	CDNONLINEGIVING 000009930769		4,575.00	30,987.84
Nov 22	Cheque #2047	(613.20)		30,374.64
Nov 22	Cheque #2024	(54.60)		30,320.04
Nov 23	Cheque #2049	(420.90)		29,899.14
Nov 26	ATCO Energy 1199180	(1,250.20)		28,648.94
Nov 26	TELUS PAPS 8906114	(276.57)		28,372.37
Nov 26	Cheque #2048	(2,818.45)		25,553.92
Nov 27	EPCOR 07010300019	(451.35)		25,102.57
Nov 27	Cheque #2044	(34.30)		25,068.27
Nov 28	Cheque #2042	(428.62)		24,639.65
Nov 28	Cheque #2041	(1,500.00)		23,139.65
Nov 28	Cheque #2045	(460.00)		22,679.65
Nov 29	XEROX CANADA LT 000009930769	(550.83)		22,128.82
Nov 30	Credit Interest		0.91	22,129.73
Nov 30	Service Fee	(7.50)		22,122.23

Member Number: 1470111
For the period ending November 30, 2018

operating - Community Plan #3 (continued)

Date	Description	Withdrawals(\$)	Deposits(\$)	Balance(\$)
Nov 30	Monthly Fee	(10.00)		22,112.23
Nov 30	Monthly Fee Rebate	10.00		22,122.23
Total		(11,664.09)	29,575.91	

card payments - Business Plan #5

Date	Description	Withdrawals(\$)	Deposits(\$)	Balance(\$)
Nov 01	Opening Balance			277.89
Nov 30	Service Fee	(10.00)		267.89
Total		(10.00)	0.00	

INVESTMENTS

GIC - 18 Month Non-redeemable #15

Start Date	18Sep2017	Interest rate(%)	1.800
Maturity Date	18Mar2019	Accrued Interest	98.95

Date	Description	Withdrawals(\$)	Deposits(\$)	Balance(\$)
Nov 01	Opening Balance			27,488.00
Total		0.00	0.00	

GIC - 1 Year Non-redeemable #16

Start Date	14Nov2017	Interest rate(%)	1.750
Maturity Date	14Nov2018	Accrued Interest	0.00

Date	Description	Withdrawals(\$)	Deposits(\$)	Balance(\$)
Nov 01	Opening Balance			10,030.00
Nov 14	Credit Interest		175.53	10,205.53
Nov 14	Transfer to cheq 1	(10,205.53)		0.00
Total		(10,205.53)	175.53	

GIC - 30 Month Non-Redeemable #17

Start Date	14Nov2018	Interest rate(%)	3.000
Maturity Date	14May2021	Accrued Interest	16.05

Date	Description	Withdrawals(\$)	Deposits(\$)	Balance(\$)
Nov 14	Opening Balance			0.00
Nov 14	Transfer from cheq 1		12,205.53	12,205.53
Total		0.00	12,205.53	

Member Number: 1470111
For the period ending November 30, 2018

GIC - 30 Month Non-Redeemable #18

Start Date	28Oct2018	Interest rate(%)	3.000	
Maturity Date	28Apr2021	Accrued Interest	5.61	
Date	Description	Withdrawals(\$)	Deposits(\$)	Balance(\$)
Nov 01	Opening Balance	ALLEN FUND		2,066.54
Total		0.00	0.00	

GIC - 30 Month Non-Redeemable #19

Start Date	28Oct2018	Interest rate(%)	3.000	
Maturity Date	28Apr2021	Accrued Interest	11.21	
Date	Description	Withdrawals(\$)	Deposits(\$)	Balance(\$)
Nov 01	Opening Balance	MORTON FUND		4,133.09
Total		0.00	0.00	

MEMBERSHIP SUMMARY

Deposit & Investment Accounts	Balance(\$)	Borrowing Accounts	Balance(\$)
Chequing Accounts	214,140.96		
Common Shares	908.41		
Investments	45,891.16		
Accrued Interest	131.82		

If you find any errors in this statement, please contact your branch within 30 days of the statement date.



Statement

www.tangerine.ca

SAVINGS: 82,972.22

ENDOWMENT: 14,711.89

\$97,684.11

November 01, 2018 To November 30, 2018

Client #: 17069896

The Unitarian Church of Edmonton
10804 119 ST NW
EDMONTON AB T5H 3P2

Account(s) at a Glance

Account Registration: The Unitarian Church of Edmonton Ms Beverley Walker And/Or
Mrs. Susan J Ruttan And/Or Mr. Doug Eastwell

Account Type
Tangerine Business Savings Account

Account Number
3300087073

Account Balance(\$)
97,684.11

The Details - Tangerine Business Savings Account - 3300087073

Current Interest Rate
0.90%

Interest Earned Year To Date
\$651.66

Transaction Date	Transaction Description	Amount(\$)	Balance(\$)
01 Nov 2018	Opening Balance	0.00	97,611.90
30 Nov 2018	Interest Paid	72.21	97,684.11
30 Nov 2018	Closing Balance	0.00	97,684.11

Up to \$100 of each cheque you deposit will be available for withdrawal once deposited. When using an ABM, please deposit each cheque in separate envelopes to gain access to these funds immediately.

Please note that you'll need to allow some time for deposits made from your linked Account to clear. Deposits coming from another Canadian bank will be on hold for 5 business days while deposits coming from an American bank will be held for 15 days. But don't worry; your money will be earning interest during this time.

You have the right to request that we investigate any error or omission on your statement within 30 days following the statement date. If you don't request this within the 30 days, except for any amount incorrectly credited to your Credit Account, we'll deem that: (a) the statement is complete and accurate; and (b) all items debited and credited to the Credit Account are genuine and authorized. For more information, to ask any questions about your Credit Account, or to report any errors or omissions on your monthly statement, please call us at 1-888-464-8282 during regular business hours.

Prior to April 8, 2014, Tangerine Savings Account was known as Investment Savings Account

Prior to April 8, 2014, Tangerine Tax-Free Savings Account was known as Tax Free Investment Savings Account

Prior to April 8, 2014, Tangerine RSP Savings Account was known as RSP Investment Savings Account

Prior to April 8, 2014, Tangerine US\$ Savings Account was known as US\$ Investment Savings Account

**Unitarian Church of Edmonton
Comparative Income Statement**

	Actual Nov 01, 2018 to Nov 30, 2018	Actual Oct 01, 2018 to Oct 31, 2018	Actual Jul 01, 2018 to Nov 30, 2018	Budget Jul 01, 2018 to Nov 30, 2018	Difference
REVENUE					
REVENUE					
Identified Contributions	12,358.83	8,785.33	104,721.65	71,666.65	33,055.00
Canada Helps	578.75	289.50	6,032.25	0.00	6,032.25
CDONLINEGIVING	4,575.00	0.00	8,593.00	0.00	8,593.00
— Total Contributions	17,512.58	9,074.83	119,346.90	71,666.65	47,680.25
Unidentified Contributions	720.09	428.63	2,537.60	2,083.30	454.30
Lease Rentals	7,760.00	7,760.00	38,800.00	38,800.00	0.00
Casual Renters	4,080.00	3,131.00	17,121.00	13,750.00	3,371.00
Endowment Interest	186.41	11.23	1,563.75	500.00	1,063.75
Interest, General	69.01	71.51	327.10	516.65	-189.55
Interest, Chambers & Music Funds	0.00	49.90	49.90	25.00	24.90
Miscellaneous	0.00	0.00	20.00	625.00	-605.00
Casino - deferred revenue	0.00	0.00	38,081.43	0.00	38,081.43
Fund Raising	0.00	0.00	0.00	5,000.00	-5,000.00
REVENUE TOTAL	30,328.09	20,527.10	217,847.68	132,966.60	84,881.08
TOTAL REVENUE	30,328.09	20,527.10	217,847.68	132,966.60	84,881.08
EXPENSE					
STAFF					
Salaries	11,604.71	11,352.71	55,485.59	55,448.30	37.29
STATUTORY BENEFITS					
CPP Expense	263.49	194.25	1,623.25	2,589.55	-966.30
EI Expense	67.41	104.77	514.14	1,108.30	-594.16
WCB Expense	57.25	60.90	278.51	260.40	18.11
LTD Expense	69.78	69.78	348.90	0.00	348.90
Group Health	556.87	556.87	2,784.35	3,000.00	-215.65
Staff Retirement Plan - BK	485.00	485.00	2,385.00	2,225.00	160.00
Staff Retirement Plan - JP	124.00	124.00	612.00	616.65	-4.65
Staff Retirement Plan - WA	372.00	0.00	372.00	616.65	-244.65
— Total Statutory Benefits	1,995.80	1,595.57	8,918.15	10,416.55	-1,498.40
Minister's Pension Plan	697.00	697.00	3,485.00	3,485.00	0.00
Minister's Allowances	300.00	300.00	1,500.00	1,500.00	0.00
Minister's Professional Expenses	266.34	952.21	2,727.01	2,083.30	643.71
Other Staff Development	0.00	0.00	91.28	208.30	-117.02
Admin Temp Worker	0.00	67.20	319.20	416.65	-97.45
STAFF TOTAL	14,863.85	14,964.69	72,526.23	73,558.10	-1,031.87
EXTERNAL RELATIONS					
Canadian Unitarian Council Dues	1,500.00	1,500.00	7,500.00	7,500.00	0.00
CCCC Membership	0.00	0.00	0.00	191.65	-191.65
— Net Assistance	0.00	0.00	0.00	191.65	-191.65
EXTERNAL RELATIONS TOTAL	1,500.00	1,500.00	7,500.00	7,691.65	-191.65
PROGRAMS/COMMITTEES					
Adult Program	0.00	54.60	54.60	83.30	-28.70
Aesthetics	0.00	0.00	0.00	41.65	-41.65
Board	0.00	0.00	0.00	83.30	-83.30
Communications	0.00	0.00	0.00	166.65	-166.65

**Unitarian Church of Edmonton
Comparative Income Statement**

	Actual Nov 01, 2018 to Nov 30, 2018	Actual Oct 01, 2018 to Oct 31, 2018	Actual Jul 01, 2018 to Nov 30, 2018	Budget Jul 01, 2018 to Nov 30, 2018	Difference
Contingency	0.00	0.00	0.00	83.30	-83.30
Pastoral Care	50.38	0.00	57.70	83.30	-25.60
Adam Family Project	2,100.00	0.00	2,100.00	0.00	2,100.00
CHOIR / MUSIC					
Music, Supplies, Memberships	0.00	0.00	0.00	375.00	-375.00
— Total Choir & Musicians	0.00	0.00	0.00	375.00	-375.00
Guest Speakers	0.00	100.00	200.00	0.00	200.00
Other Church Services Costs	0.00	0.00	0.00	208.30	-208.30
— Total Church Services	0.00	100.00	200.00	208.30	-8.30
Friendship	0.00	0.00	0.00	166.65	-166.65
Membership	460.00	70.72	530.72	83.30	447.42
RE CHILDREN'S PROGRAMS					
Child Care - RE	345.40	345.38	986.83	1,308.30	-321.47
Child Care - Non RE	0.00	0.00	20.00	25.00	-5.00
Curriculum	0.00	0.00	0.00	104.15	-104.15
Food	0.00	63.85	140.46	50.00	90.46
Supplies	0.00	21.53	21.53	75.00	-53.47
Training & Conferences	489.07	743.06	1,367.13	250.00	1,117.13
Volunteer Appreciation	55.84	0.00	137.54	125.00	12.54
Youth Fund	0.00	1,471.08	1,762.97	145.80	1,617.17
— Total RE/Children's Program	890.11	2,644.90	4,436.46	2,083.25	2,353.21
Social Responsibility/Justice	0.00	0.00	0.00	41.66	-41.66
PROGRAMS/COMMITTEES TOTAL	3,500.47	2,870.22	7,379.48	3,499.65	3,879.83
OFFICE					
Bank Fees/Accounting Stationery	42.50	56.59	236.92	375.00	-138.08
Bookkeeper	2,518.43	1,181.25	9,026.61	9,166.65	-140.04
Computer Info Technology	0.00	157.19	618.14	500.00	118.14
Computer Tech	0.00	0.00	29.82	1,250.00	-1,220.18
Computer Repair	0.00	0.00	26.15	166.65	-140.50
Website	0.00	0.00	0.00	62.50	-62.50
Ceridian Monthly Charges	85.67	39.64	239.82	229.15	10.67
STATIONERY & SUPPLIES					
Canada Post & Courier	138.70	0.00	515.63	416.65	98.98
Paper, Envelope	0.00	106.57	125.39	187.50	-62.11
Office Expense	0.00	271.24	794.89	750.00	44.89
Copy Lease	550.83	0.00	1,101.66	952.05	149.61
Copy Cost	45.87	34.30	158.32	208.30	-49.98
— Total Stationery & Supplies	735.40	412.11	2,695.89	2,514.50	181.39
Telephone, Fax, Internet	339.57	397.56	1,840.57	1,750.00	90.57
OFFICE TOTAL	3,721.57	2,244.34	14,713.92	16,014.45	-1,300.53
BUILDING					
Janitor	1,884.75	1,884.75	8,859.38	6,666.65	2,192.73
Electricity	1,250.20	1,104.93	5,959.99	6,458.30	-498.31
Sewer & Water	451.35	460.25	2,293.04	2,416.65	-123.61
Insurance	0.00	0.00	0.00	2,083.30	-2,083.30
Natural Gas	563.60	242.19	971.95	3,541.65	-2,569.70
Security	85.05	132.30	614.25	750.00	-135.75
Cleaning Supplies	271.36	152.42	877.07	583.30	293.77
Snow Removal	1,239.00	0.00	1,239.00	1,600.00	-361.00
Property Taxes	0.00	0.00	0.00	3,543.30	-3,543.30

**Unitarian Church of Edmonton
Comparative Income Statement**

	Actual Nov 01, 2018 to Nov 30, 2018	Actual Oct 01, 2018 to Oct 31, 2018	Actual Jul 01, 2018 to Nov 30, 2018	Budget Jul 01, 2018 to Nov 30, 2018	Difference
--- Sub total Building	5,745.31	3,976.84	20,814.68	27,643.15	-6,828.47
Electrical, Sound System	0.00	0.00	0.00	104.15	-104.15
Fire Safety	294.91	0.00	294.91	625.00	-330.09
Furnaces	613.20	0.00	1,226.40	1,208.30	18.10
Keys, Locks	0.00	0.00	0.00	166.65	-166.65
Piano	0.00	0.00	315.00	291.65	23.35
Operations, Other	282.52	868.36	1,500.22	833.30	666.92
Plumbing, Kitchen	0.00	13.65	13.65	208.30	-194.65
Tenant Property Maintenance	0.00	27.64	237.64	625.00	-387.36
Building Maintenance	316.17	1,284.94	3,149.09	2,500.00	649.09
Furniture & Equipment	0.00	0.00	0.00	83.30	-83.30
--- Sub Total Maintenance	1,506.80	2,194.59	6,736.91	6,645.65	91.26
BUILDING TOTAL	7,252.11	6,171.43	27,551.59	34,288.80	-6,737.21
NON-CASH Amounts					
Debt Interest Expense	0.00	0.00	285.55	241.02	44.53
Amortization Expense	0.00	0.00	0.00	0.00	0.00
--- Sub Total NON-CASH amou...	0.00	0.00	285.55	241.02	44.53
NON-CASH TOTAL	0.00	0.00	285.55	241.02	44.53
TOTAL EXPENSE	30,838.00	27,750.68	129,956.77	135,293.67	-5,336.90
NET INCOME	-509.91	-7,223.58	87,890.91	-2,327.07	90,217.98

Unitarian Church of Edmonton
Balance Sheet As at Nov 30, 2018

ASSET

Current Assets

Wages Chequing	101,337.51	
Endowment Funds	50,850.00	
Wage Sub Total		152,187.51
Card Payment - Plan #5		267.89
Operating Chequing		19,288.81
Casino Chequing		36,208.86
Refugee Chequing		0.00
Savings at Tangerine	84,103.78	
Endowment at Tangerine	13,580.33	
Total Tangerine Accounts		97,684.11
Accounts Receivable		186.93
Interest Receivable		1,247.49
CURRENT ASSETS TOTAL		<u>307,071.60</u>

INVESTMENTS

Endowment #14 Matures Sept 18/18	0.00	
Endowment #15 Matures March 18/19	27,486.00	
Endowment #17 - Matures May 14/21	12,205.53	
Endowment: Credit Union Share	908.41	
Total Endowment		40,599.94
Allen Fund #18 Matures April 28/21	2,066.54	
Morton Fund #19 Matures April 28/21	4,133.09	
Total Special Funds		6,199.63
INVESTMENTS TOTAL		<u>46,799.57</u>

FIXED ASSETS

Building	1,483,791.36	
Land	211,955.85	
Tenant Improvements	24,562.43	
Sub total Land & Building		1,720,309.64
Accumulated Amortization: Bldg	-689,069.80	
Accumulate Amortization: Tenant Imp	-14,811.80	
Sub total Amortization		-703,881.60
Furniture & Equipment		81,739.23
FIXED ASSETS TOTAL		<u>1,098,167.27</u>

TOTAL ASSET

1,452,038.44

LIABILITY

CURRENT LIABILITIES

Accounts Payable		3,594.67
Unearned Revenue		6,678.25
Ministerial Discretionary	304.84	
Blue Xmas	336.03	
Social Justice Fund	2,000.00	
Youth Funds	4,763.84	
History Project	221.56	
Membership Committee - Kitty	138.95	
Landscaping, Grounds	2,400.73	

Unitarian Church of Edmonton
Balance Sheet As at Nov 30, 2018

Total Funds-in-Trust		10,165.95
Coffee Fund	221.40	
Soup Sunday	13.27	
Total Fund Raising		234.67
Vision Care		1,006.00
Dental Care, Kiely	373.52	
Total Dental Care Plan		373.52
WCB Payable		487.64
Medical Payable		348.90
Casino 2016-13 Interest	1.49	
Casino 2016 Balance		1.49
Casino 14 2018 Proceeds	74,267.37	
Casino 14 2018 Expense	38,067.69	
Casino 14 2018 Interest	5.36	
Casino 14 2018 Balance		36,205.04
CURRENT LIABILITIES TOTAL		59,096.13
RESERVES		
Endowment		36,875.64
Allen Fund		2,066.55
Freeman Patrick Library		530.00
Morton Music Fund		4,133.09
Nancy Collinge Music Fund		4,096.46
RESERVES TOTAL		47,701.74
TOTAL LIABILITY		106,797.87
EQUITY		
EQUITY		
Prior Years		1,257,349.66
Current Earnings		87,890.91
EQUITY TOTAL		1,345,240.57
TOTAL EQUITY		1,345,240.57
LIABILITIES AND EQUITY		1,452,038.44