

These 2019 results are preliminary until all end-of-year transactions are processed. Final results are expected by no later than March 31, 2020.

The Maine Conference of the United Church of Christ Comparative Statement of Financial Position 2019

Line	Dec 2019	Dec 2018	\$ Difference	% Difference	
1 ASSETS					
2 Cash	\$ 768,124	\$ 684,696	\$ 83,428	12%	Note 1
3 Accounts Receivable (incl. capital campaign pledges, net)	153,247	141,873	11,374	8%	Note 2
4 Prepaid Expenses & Deposits	27,022	16,659	10,363	62%	Note 3
5 Inventory	29,724	29,982	(258)	-1%	
6 Investments in Consolidated Trust Fund and Marketable Securities					
7 Available for Current Operations	1,382,298	1,324,882	57,416	4%	Note 4
8 Notes Receivable	25,000	25,191	(191)	-1%	
9 Land	224,687	224,687	-	n/a	
10 Net Depreciable Assets	1,225,955	1,288,690	(62,735)	-5%	Note 5
11 Contributions Receivable from Remainder Trusts	107,879	107,879	-	n/a	
12 Investments in the Consolidated Trust Held for Endowment Purposes	1,895,258	1,612,190	283,069	18%	Note 4
13 Beneficial Interest in Trust	592,400	593,093	(693)	0%	
14 TOTAL ASSETS	\$ 6,431,594	\$ 6,049,820	\$ 381,774	6%	
15 LIABILITIES					
16 Accounts Payable	\$ 87,508	\$ 86,519	\$ 989	1%	
17 Accrued Expenses	20,369	7,586	12,783	169%	
18 Prepaid Fees and Revenue	12,696	12,037	659	5%	
19 Held for Others	78,740	78,590	150	0%	
20 Current Portion of Long Term Debt	-	-	-	n/a	
21 Line of Credit	-	-	-	n/a	
22 Long Term Portion of Notes Payable	-	-	-	n/a	
23 TOTAL LIABILITIES	\$ 199,313	\$ 184,732	\$ 14,580	8%	
24 NET ASSETS					
25 Unrestricted	\$ 3,410,999	\$ 3,043,805	\$ 367,193	12%	
26 Temporarily Restricted	651,601	651,601	-	n/a	
27 Permanently Restricted	2,169,681	2,169,681	-	n/a	
28 TOTAL NET ASSETS	\$ 6,232,281	\$ 5,865,088	\$ 367,193	6%	
29 TOTAL LIABILITIES AND NET ASSETS	\$ 6,431,594	\$ 6,049,820	\$ 381,774	6%	

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The Maine Conference of the United Church of Christ

Cash Balances by Bank Account
at November 30th

	<u>11/30/2015</u>	<u>11/30/2016</u>	<u>11/30/2017</u>	<u>11/30/2018</u>	<u>11/30/2019</u>
Checking/ Savings					
1101 - Operating	15,869	73,093	79,024	78,816	82,263
1102 - Payroll Reserve	1,000	5,000	5,000	5,000	5,000
1103 - Facilities Management	5,119	44,072	8,051	7,776	16,059 <i>Note A</i>
1104 - Special Missions Account	917	14,317	14,467	14,467	14,467
1106 - Morgan Stanley Mutual Funds	-	-	-	-	-
1107 - Short Term Investments	207,778	328,831	354,182	354,182	523,452 <i>Note B</i>
1108 - Certificates of Deposit	82,436	82,683	82,911	82,932	83,180 <i>Note C</i>
1109 - Money Markets	545,825	116,551	83,035	83,049	83,220 <i>Note D</i>
1116 - Petty Cash	1,852	1,826	1,869	1,869	1,869
Total Cash	860,796	666,373	628,539	628,090	809,511

Detail of Money Market Accounts:

Money Market 1	-	-	-	-	-
Money Market 2	-	-	-	-	-
Money Market 3	-	-	-	-	-
Money Market 4	191,779	33,673	-	-	-
Money Market 5	29,492	-	-	-	-
Money Market 6	241,847	-	-	-	-
Money Market 7- Camden National	82,707	82,877	83,035	83,049	83,220
Total Money Markets	545,825	116,551	83,035	83,049	83,220

- Note A* Pilgrim Lodge receipts are deposited here and used for minor facilities repairs. Excess funds are transferred to the operating checking account on a regular basis.
- Note B* Royal Bank of Canada investment account was closed in April 2019 and the \$231k proceeds were deposited into Short Term investments. Short Term investment funds are unrestricted. Funds have since been transferred into operating checking to cover Pilgrim Lodge capital purchases.
- Note C* Certificates of Deposit interest rate is 0.3%
- Note D* Money Market accounts held receipts from the capital campaign and the sale of Rockcraft property. Funds were used in 2016 and 2017 for Pilgrim Lodge improvements including \$1MM for building the dining hall, Quitobaquito. In 2016, \$400k was invested in the Consolidated Trust Fund as Rockcraft Remainder Trust, a board-restricted fund.

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The Maine Conference of the United Church of Christ

Summary of Revenue and Expenses

For the Year to Date Ended December 31

	Budget	Actual	Variance (Shortfall)	2018 YTD
REVENUE				
OCWM from Local Churches	\$ 403,368	\$ 395,168	\$ (8,200)	\$ 409,530
Fellowship Dues	218,178	202,447	(15,731)	212,697
Income from Invested Funds	104,000	113,050	9,050	111,850
Friends of the Maine Conference	10,000	6,316	(3,684)	12,037
Annual Meeting	-	21,090	21,090	-
Miscellaneous	34,725	2,354	(32,371)	51,931
Special Council Fundraising	-	-	-	-
Extraordinary Gifts, Bequests	-	-	-	-
Conference Operating Fund Subtotal	\$ 770,271	\$ 740,426	\$ (29,845)	\$ 798,045
Pilgrim Lodge Subtotal	351,940	316,391	(35,549)	320,254
Resource and Ministry Teams Subtotal	26,834	32,617	5,783	27,440
Resource Center Subtotal	-	-	-	199
TOTAL REVENUE	\$ 1,149,045	\$ 1,089,434	\$ (59,611)	\$ 1,145,938
EXPENSES			Variance (Overage)	
Conference Ministry and Operations	\$ 739,479	\$ 644,414	\$ 95,065	\$ 738,079
Pilgrim Lodge Subtotal	367,610	397,871	(30,261)	379,472
Resource and Ministry Teams Subtotal	61,956	37,500	24,456	61,311
Resource Center Subtotal	-	-	-	17,562
TOTAL EXPENSES	\$ 1,169,045	\$ 1,079,785	\$ 89,260	\$ 1,196,424
OPERATING SURPLUS (DEFICIT)/Variance (Shortfall)	\$ (20,000)	\$ 9,649	\$ 29,649	\$ (50,486)
Conference Subtotal Income	\$ 797,105	\$ 773,043	\$ (24,062)	\$ 825,684
Conference Subtotal Expenses	801,435	681,914	119,521	816,952
Conference Subtotal Surplus (Deficit)	\$ (4,330)	\$ 91,129	\$ 95,459	\$ 8,732
Pilgrim Lodge Subtotal Income	\$ 351,940	\$ 316,391	\$ (35,549)	\$ 320,254
Pilgrim Lodge Subtotal Expenses	367,610	397,871	(30,261)	379,472
Pilgrim Lodge Subtotal Surplus (Deficit)	\$ (15,670)	\$ (81,480)	\$ (65,810)	\$ (59,218)

The Maine Conference of the United Church of Christ

Statement of Activity - Detail of Year-to-Date

Line No.	Budget YTD		YTD		Variance Dec (shortfall)	YTD		Change Pos (Neg)
	Dec 2019	Dec 2019	Dec 2019	Dec 2018		Dec 2018	Dec 2018	
1	SUMMARY OF REVENUE AND EXPENSES							
2								
3	REVENUE							
4	<u>Conference Operating Fund</u>	770,271	740,426	(50,935)	798,045	(78,709)		
5	OCWM from Local Churches	403,368	395,168	(8,200)	409,530	(14,361)	Note 6	
6	Fellowship Dues	218,178	202,447	(15,731)	212,697	(10,250)	Note 7	
7	Income from Invested Funds	104,000	113,050	9,050	111,850	1,200		
8	Friends of the Maine Conference	10,000	6,316	(3,684)	12,037	(5,721)		
9	Annual Meeting		21,090		-			
10	Miscellaneous Income	34,725	2,354	(32,371)	51,931	(49,577)		
11	Special Council Fundraising	-	-	-	-	-	Note 8	
12	Extraordinary Gifts, Bequests	-	-	-	-	-		
13								
14	<u>Resource Center</u>	-	-	-	199	(199)		
15								
16	<u>Pilgrim Lodge - Operating Funds & Transfers</u>	351,940	316,391	(35,549)	320,254	(3,864)		
17	Programmed Events	243,000	221,922	(21,078)	248,812	(26,889)	Note 9	
18	Hosted Groups	50,000	41,691	(8,309)	36,168	5,523		
19	Camp Store / Other	11,000	6,679	(4,321)	7,715	(1,036)		
20	Contributions	30,000	23,175	(6,825)	18,287	4,888		
21	Staff Housing Fees	-	11,550	11,550	-	11,550	Note 10	
22	Miscellaneous	7,940	1,373	(6,567)	3,137	(1,765)		
23	Transfers	10,000	10,000	-	6,135	3,865	Note 11	
24	Capital	-	-	-	-	-		
25	Reductions	-	-	-	-	-		
26								
27	<u>Resource, Ministry Teams</u>	26,834	32,617	5,783	27,440	5,177		
28	Clergy Communities of Practice	2,000	3,100	1,100	2,039	1,061		
29	Honduras Partnership	-	-	-	100	(100)		
34	Maine School of Ministry	24,834	29,517	4,683	25,301	4,216	Note 12	
38								
39	TOTAL REVENUE	1,149,045	1,089,434	(80,701)	1,145,938	(77,594)		
40								
41	EXPENSES							
42				Variance (overage)		Change Pos (Neg)		
43	<u>Conference Ministry and Operations</u>	739,479	644,414	95,065	738,079	93,665		
44	UCC Basic Support	80,674	79,034	1,640	81,906	2,872		
45	Staff Payroll & Benefits	473,210	410,342	62,868	438,873	28,531	Note 13	
46	Conference Minister	128,108	127,934	174	127,100	(834)		
47	Associate Conference Minister	114,927	114,957	(30)	109,377	(5,580)	Note 14	
48	Additional Staff Position #1 IT	87,125	18,125	69,000	-	(18,125)	Note 15	
49	Additional Staff Position #2 t/b/d	-	-	-	-	-		
50	Temp Accountant	-	2,126	-	-	(2,126)	Note 16	
51	Business Manager	-	(1,968)	1,968	87,865	89,833	Note 17	
52	Accountant (& subcontractor)	20,000	23,890	(3,890)	10,584	(13,306)	Note 18	
53	Executive Assistant	49,489	52,477	(2,988)	22,106	(30,371)	Note 17	
54	Treasury Assistant	49,319	53,344	(4,025)	55,620	2,276		
55	Accounting Assistant	18,000	19,250	(1,250)	22,106	2,856		
56	Allocated Payroll, Fees	-	83	-	-	(83)		
57	Continuing Education	6,242	124	6,118	4,115	3,991		
58	Reduction & Savings - Compensation	-	-	-	-	-		
59	Staff Travel & Hospitality	36,500	23,460	13,040	24,460	1,000		
60	Annual Meeting	20,499	12,825	7,674	15,646	2,821		
61	Nominating Committee	200	-	200	-	-		
62								
63	<u>Board of Directors</u>	34,398	28,210	6,188	20,865	(7,345)		
64	General Synod Fund	15,000	15,000	-	15,000	-		
65	Meeting Expenses	1,000	1,936	(936)	1,114	(822)		
66	Council Committees	300	-	300	1,751	1,751		
67	Church Vitality and Leadership	12,098	5,274	6,824	-	(5,274)		
68	Maine Council of Churches	3,000	3,000	-	3,000	-		
69	Sabbatical Reserve	3,000	3,000	-	-	(3,000)		
70								
71	<u>Occupancy</u>	64,785	66,629	(1,844)	118,990	52,361		
72	Rent	32,831	32,981	(150)	57,062	24,082	Note 19	
73	Office Equipment	3,000	9,779	(6,779)	12,038	2,259	Note 20	
74	Copier	3,324	1,182	2,142	-	(1,182)		
75	Supplies	7,000	5,959	1,041	9,359	3,400		
76	Postage	5,000	3,597	1,403	5,162	1,565		
77	Telephone & Internet	11,000	8,074	2,926	24,435	16,361	Note 20	
78	Marketing & Communications	-	3,226	-	-	(3,226)	Note 20	
79	Building Maintenance	300	478	(178)	9,827	9,349	Note 21	

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The Maine Conference of the United Church of Christ

Statement of Activity - Detail of Year-to-Date

Line No.		Budget YTD	YTD	Variance	YTD	Change
		Dec 2019	Dec 2019	Dec (shortfall)	Dec 2018	Pos (Neg)
1	SUMMARY OF REVENUE AND EXPENSES					
80	Janitorial Service	1,200	30	1,170	50	20
81	Small Church Office	1,130	1,324	(194)	1,057	(267)
82		-	-	-	-	-
83	Other Administrative Expenses	29,213	23,915	5,298	37,339	13,424
84	Insurance & Bonding	10,263	9,948	315	9,389	(559)
85	Legal	4,000	723	3,277	2,325	1,602
86	Audit	13,750	10,300	3,450	20,631	10,331
87	Professional Fees	-	365	(365)	30	(335)
88	Fees, Charges & Interest	200	2,579	(2,379)	2,745	166
89	Other	1,000	-	1,000	2,219	2,219
90						
91	Resource Center	-	-	-	17,562	17,562
92						
93	Pilgrim Lodge Operating Expenses	367,610	397,871	(30,261)	379,472	(18,399)
94	Program	119,600	133,143	(13,543)	121,663	(11,480)
95	Food Service	44,800	69,078	(24,278)	60,941	(8,137)
96	Program	64,000	52,004	11,996	36,059	(15,945)
97	Marketing & Promotional	10,800	12,062	(1,262)	24,663	12,602
98						
99	Gross Profit, Program	232,340	183,247	(22,006)	198,591	7,616
100						
101	PL Administration & Overhead	248,010	264,728	(16,718)	257,809	(6,919)
102	Director	84,800	73,190	11,610	68,510	(4,680)
103	Administration Salaries & Benefits	72,930	78,571	(5,641)	78,254	(317)
104	Administration Expenses	48,980	50,070	(1,090)	49,351	(719)
105	Facilities	41,300	62,897	(21,597)	61,694	(1,203)
106						
107	NET PILGRIM LODGE REVENUE	(15,670)	(81,480)	(65,810)	(59,218)	14,535
108						
109	Resource Teams & Initiatives	61,956	37,500	24,456	61,311	23,811
110	Clergy Communities of Practice	2,000	2,656	(656)	2,829	172
111	Honduras Partnership	5,000	188	4,812	3,749	3,561
112	Youth Ministry	950	-	950	213	213
114	Outdoor Ministry Resource Team	-	-	-	2,597	2,597
115	Anti-Racism Resource Team	2,500	700	1,800	546	(154)
116	Earthcare Resource Team	900	-	900	558	558
117	Seminarian Scholarships	6,000	-	6,000	6,000	6,000
118	Church Vitality	-	(90)	90	-	90
120	Faith Formation Resource Team	2,200	234	1,966	2,330	2,096
121	NEAUCE Subsidy	500	500	-	150	(350)
122	NEAUCE Scholarship	500	-	500	500	500
123	National & Regional Events	300	-	300	150	150
124	Certification & Training (Spiritual Life)	300	(441)	741	1,530	1,971
125	Partners in Education	300	-	300	-	-
126	Faith Formation Resource Team	300	175	125	-	(175)
127						
128	Maine School of Ministry	42,406	33,812	8,594	42,490	8,678
129	Advisory Board	280	-	280	-	-
130	Director Salary & Benefits	34,326	25,316	9,010	31,955	6,639
131	Program	5,600	5,600	-	8,534	2,934
132	Travel - Director & Instructors	2,000	2,187	(187)	1,895	(292)
133	Other Expenses	200	709	(509)	106	(603)
136	Total Operating Expenses	1,169,045	1,079,785	89,260	1,196,424	116,639
137	OPERATING SURPLUS (DEFICIT)	(20,000)	9,649	8,559	(50,486)	60,134
138	REQUIREMENT FROM RESERVES	20,000	-	-	50,486	-
139	NET OPERATING REVENUE	-	9,649	8,559	-	60,134
140						
141						
142	Other Operating Expenses					
143	Depreciation	90,000	90,000	-	99,389	9,389
144	Loss (Gain) on sale of Fixed Assets	-	-	-	-	-
145	Accounts Receivable Reserves/ Bad Debt	-	-	-	-	-
146	Total Other Operating Expenses	90,000	90,000	-	99,389	9,389

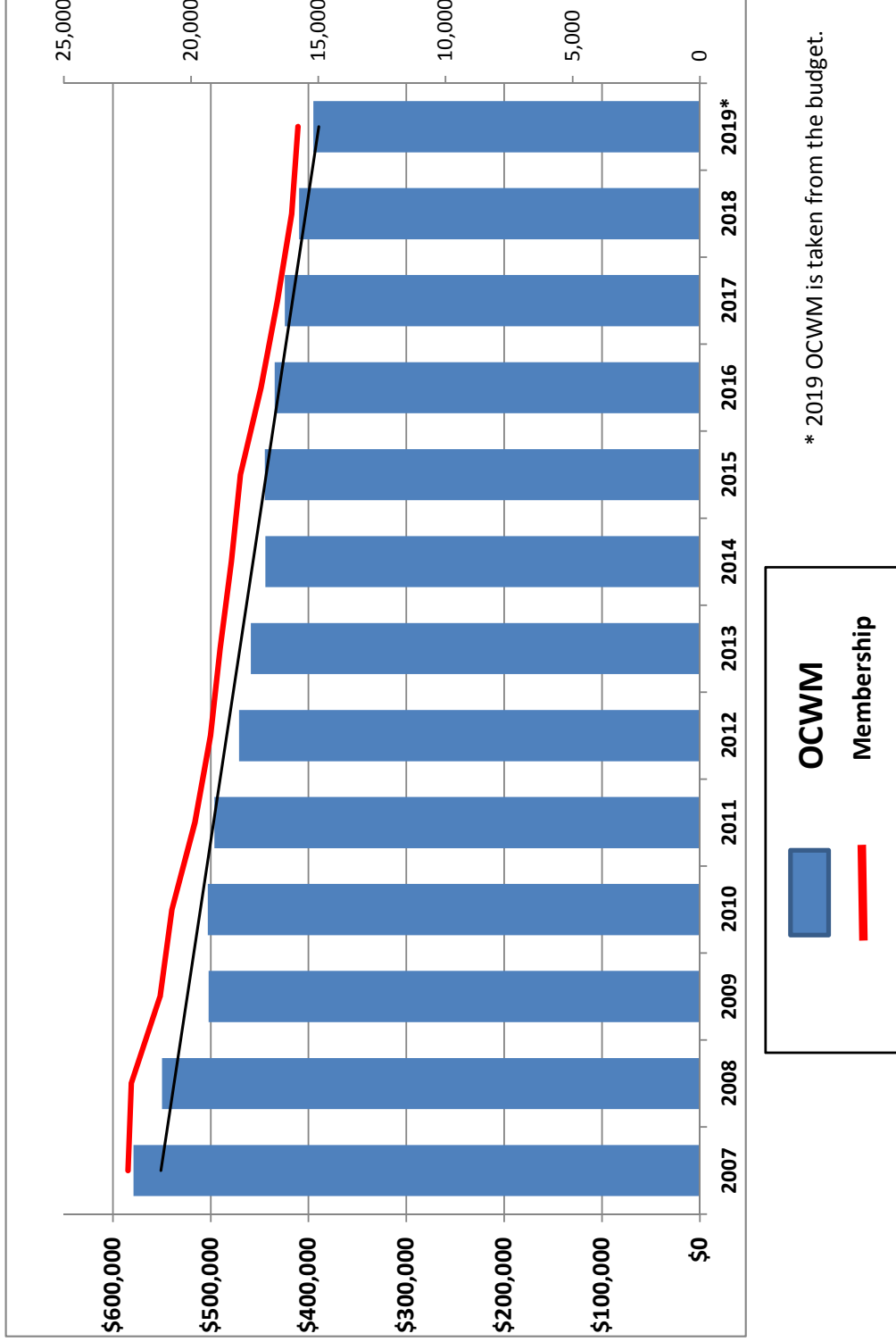
Note 22

Note 23

Note 24

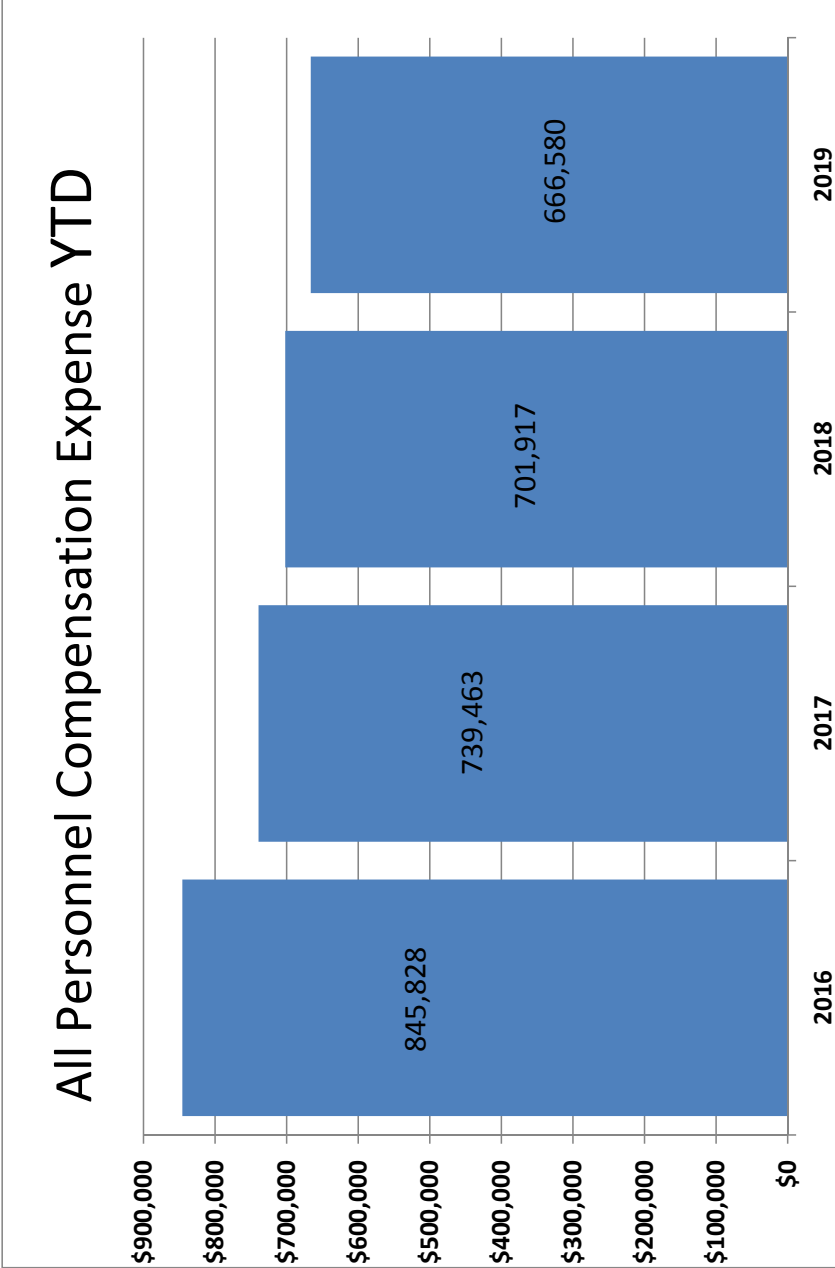
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Pattern of OCWM giving from Churches (\$) vs Member Trends



The Maine Conference of the United Church of Christ

Activity Summary YTD - All Personnel



January through December Expense	Jan - Dec 16	Jan - Dec 17	Jan - Dec 18	Jan - Dec 19
6560 - Payroll Expense	647,390	564,631	555,426	537,805
6565 - Pension Expense	72,728	59,318	50,104	42,400
6571 - Group Life Expense	-	-	-	-
6572 - Life/Disability Ins	7,759	6,356	5,307	4,348
6573 - Medical Plan Expense	109,898	103,265	84,872	76,212
6574 - Dental Plan Expense	7,540	6,142	5,019	4,190
6577 - Medicare Premiums	944	-	100	1,626
6578 - Vision Insurance	(432)	(249)	1,091	-
Total Expense	845,828	739,463	701,917	666,580

**The Maine Conference of the United Church of Christ
PILGRIM LODGE**

Line No.		Budget YTD	YTD	Variance	YTD	Change Pos (Neg)
		Dec 2019	Dec 2019	Dec (shortfall)	Dec 2018	
1	Pilgrim Lodge - Operating Funds & Transfers	351,940	316,391	(35,549)	320,254	(3,864) <i>Note A</i>
2	Camp Fees and Scholarship	243,000	221,922	(21,078)	248,812	(26,889)
3	Retreats (includes food service)	50,000	41,691	(8,309)	36,168	5,523
4	Milk Fund	1,000	842	(158)	846	(4)
5	Store Sales (minus taxes and COGS)	9,500	5,836	(3,664)	6,196	(360)
6	Camp Photo Sales	500	2	(499)	674	(672)
7	Friends of PL - Annual Appeal	10,000	14,834	4,834	9,411	5,423
8	Unrestricted Donations	20,000	8,341	(11,659)	8,876	(535)
9	Transfer from Reserves	-	-	-	6,135	(6,135) <i>Note B</i>
10	Horton Center Payment-Personnel Assistance	7,440	7,642	202	7,445	197
11	Staff Housing	-	11,550	-	-	11,550 <i>Note C</i>
12	Misc Fees and reimbursements	500	(6,270)	(6,770)	(4,308)	(1,962)
13	Conference Program Support	10,000	10,000	-	-	10,000 <i>Note D</i>
14	Capital	-	-	-	-	-
16	Reductions	-	-	-	-	-
17						
18	Pilgrim Lodge - Operating Expenses	367,610	397,871	(30,261)	379,472	18,399
19	PROGRAM	119,600	133,143	(13,543)	121,663	11,469
20	Food	36,000	34,573	1,427	36,636	(2,064)
21	Consumables	2,800	1,684	1,116	2,908	(1,224)
22	Durables	400	413	(13)	1,026	(612)
23	Food Service payroll	5,600	31,995	(26,395)	19,346	12,649 <i>Note E</i>
24	Summer Staff payroll	55,000	41,186	13,814	36,934	4,252
25	Infirmery & Camper Medical exp	-	1,625	(1,625)	534	1,090
26	Staff certifications and expenses	2,000	2,802	(802)	548	2,254
27	Program supplies and expenses	2,000	5,659	(3,659)	8,444	(2,784)
28	Marketing (printing & postage)	5,000	2,107	2,893	718	1,388
29	Promotional	5,800	4,978	822	11,973	(6,995)
30	Curriculum and Deans Retreat	5,000	6,122	(1,122)	2,597	3,525
31						
32	Pilgrim Lodge - Overhead Expenses	248,010	264,728	(16,718)	257,809	6,919
33	DIRECTOR	84,800	73,190	11,610	68,510	4,680
34	Payroll & Taxes	64,000	60,682	3,318	54,273	6,409 <i>Note F</i>
35	Pension	7,700	7,270	430	7,547	(277)
36	Other Benefits	8,200	1,507	6,693	609	898
37	Travel & Phone	3,000	3,465	(465)	4,266	(801)
38	Vehicle Fuel and Maintenance	1,900	265	1,635	1,814	(1,549)
39						
40	ADMINISTRATION	72,930	78,571	(5,641)	78,254	317
41	Payroll & Taxes	36,300	36,124	176	36,654	(531)
42	Pension	22,548	4,250	18,298	3,729	521
43	Other Benefits	5,082	20,658	(15,576)	22,277	(1,619)
44	Assistant Director	9,000	17,540	(8,540)	15,594	1,946
45						
46	ADMINISTRATION & OVERHEAD	48,980	50,070	(1,090)	49,351	719
47	Telephone and Internet	4,000	4,141	(141)	3,775	366
48	Electricity	4,800	6,119	(1,319)	5,344	775
49	Propane	3,500	4,685	(1,185)	4,960	(275)
51	Commercial Insurance - Auto	1,700	3,326	(1,626)	1,740	1,586
52	Property Insurance	17,280	15,771	1,509	17,580	(1,809)
53	Workers' Comp	5,000	4,231	769	2,741	1,490
54	Dues & Membership (Registration & Members)	3,600	3,279	321	3,076	203
55	Online fees	5,000	15	4,985	-	15
56	Staff Expenses (includes Legal fees)	2,000	565	1,435	2,615	(2,050)
57						
58	FACILITIES	41,300	62,897	(21,597)	61,694	1,203
59	Facility Payroll	20,000	32,804	(12,804)	28,443	4,361
60	Supplies	2,000	2,658	(658)	238	2,420
61	Municipal Services	1,000	1,134	(134)	-	1,134
62	Annual Inspections	4,400	5,310	(910)	4,935	376
63	Maintenance and Repairs, Dues & Fees	5,000	8,001	(3,001)	9,251	(1,249)
64	Lawn	600	527	73	697	(170)
65	Equipment Maintenance	3,000	5,499	(2,499)	9,785	(4,286)
66	Farmhouse Utilities	3,000	2,514	486	3,999	(1,485)
67	Vehicle Fuel	800	1,414	(614)	1,327	86
68	Vehicle Maint & Repairs	1,500	3,036	(1,536)	3,019	16
69						
70	OPERATING SURPLUS (DEFICIT)	(15,670)	(81,480)	(65,810)	(59,218)	(22,263)
71	REQUIREMENT FROM RESERVES	15,670	81,480	65,810	59,218	22,263
72	OPERATING SURPLUS (DEFICIT) + RESERVES	-	-	-	-	-

Note A The Pilgrim Lodge monthly budget is not matched to the seasonality of the business.

Note B In 2018 funds were transferred from reserves to cover camp promotional expenses.

Note C In 2019 Pilgrim Lodge began charging camp staff for housing.

Note D In 2019, \$10,000 in additional support was budgeted for Pilgrim Lodge.

Note E In 2019, in order to meet minimum wage requirements, food service employees were paid hourly instead of daily as in 2018.

Note F In 2018 there was a change in personnel, the previous director left at the end of January 2018 and the new director began work in March 2018.

These 2019 results are preliminary until all end-of-year transactions are processed. Final results are expected by no later than March 31, 2020.

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The Maine Conference of the United Church of Christ

Notes to Financial Statements

- Note 1** In 2019 cash increased by \$231k as the Royal Bank of Canada investment account (investments) was closed and transferred to short-term investments (cash).
- Note 2** Accounts receivable has increased due to undeposited funds of \$45k received on the last business day of 2019. This is offset by a \$34k reduction in Capital Campaign pledges receivable as most pledges have been paid.
- Note 3** 2019 Prepaid Expenses are higher as January 2020 employee benefits were billed in December while these benefits were not prepaid at the end of 2018. Property insurance invoices for 2020 were received in November 2019.
- Note 4** 2019 investment performance recovered some losses from fourth quarter 2018. RBC investments were liquidated in April 2019 and transferred to Morgan Stanley mutual fund investments (cash)
- Note 5** Depreciation of \$98k was recorded for all of 2018 and \$90k has been expensed in 2019. Leasehold improvements of \$16k were written off when the Conference moved in November 2018.
- Note 6** OCWM donations drop each year as the contributions from churches is reduced year-on-year
- Note 7** Fellowship dues have dropped due to the membership counts.
- Note 8** The Conference sponsored a trip to Italy in 2018 as a fundraiser.
- Note 9** Pilgrim Lodge revenue is lower due to reduced registrations for camping programs.
- Note 10** In 2019, Pilgrim Lodge began charging staff for lodging at the camp.
- Note 11** In 2019 there was a \$10k transfer for support of Pilgrim Lodge budgeted.
- Note 12** A new MESoM director was hired in April and training has increased.
- Note 13** There is a reduction in the Conference staffing as there were 4.8 Full Time Equivalent (FTE) employees in 2018 and 4.4 FTE in 2019. There is a vacancy in the Business Manager position (1.0 FTE) which is partially replaced by the accounting consultant at 0.2 FTE. A part-time IT staffer was hired at 0.4 FTE.
- Note 14** The Associate Conference Minister received a one-time salary adjustment in 2019
- Note 15** A new IT employee has been hired on a part-time basis.
- Note 16** A temporary accountant was hired to cover a staff's medical leave.
- Note 17** The Business Manager position has been replaced by an Executive Assistant and an Accounting consultant.
- Note 18** A part-time consultant is performing the accounting management function in 2019.
- Note 19** Rent is lower in 2019 as the Conference moved to a smaller office space in November 2018.
- Note 20** New Office Equipment was purchased in 2018 to facilitate a transition from online accounting software to server-based. The accounting software change was completed in April 2019 to reduce future online support expenses. Telephone and internet has decreased as a new lower-cost vendor was found for VOIP and internet services. Marketing (communications) represents expenses related to the newsletter and promotional efforts. Taken as a whole, there is a \$15k positive variance for all categories.
- Note 21** The office was moved to a new location in November 2018, the move and storage expenses were \$9.8k .
- Note 22** Last year the audit was performed for three years of financial data to bring the audited statements up to date.
- Note 23** In 2019, Food Service expense increased as Pilgrim Lodge paid employees hourly instead of on a daily basis.
- Note 24** in 2019, the MESoM director left at the end of February and a replacement was hired in April.