

Finance Leadership Reports for Feb 2021 Council Meeting

For 2020 (Books are now closed)

- Treasurer's Summary for 2020
- B vs A for 2020
- B vs A for December 2020 only
- Balance Sheet as of 12/31/20
- Dedicated Income and Expense as of 12/31/20
- Restricted Investment Activity for 2020
- FLT Minutes for Feb meeting
- Outreach Giving for 2020
- Investment Committee Minutes
- Investment Funds Detail at end of 2020

For 2021

- Proposed 2021 Final Budget

Treasurer's Summary
Jan-Dec 2020

As of 02/24/2021

<u>Operating Funds</u>		<u>Dedicated Accounts</u>	
Total Bank Accounts	\$197,975	Agape	\$10,381
Advanced Rent Deposits	(\$11,770) ^{Neg}	Capital Improvement Reserves	\$10,012
Reserved for Dedicated Accounts	(\$56,882) ^{Neg}	Brick Sales	\$1,457
Reserved for Seeking Refuge Housing	(\$13,800) ^{Neg}	Cold Weather Shelter	\$851
Pre-Paid Pledge	\$0	Investment Cash	\$2,500
Available Balance	\$115,523	Outreach Reserves	\$13,692
Restricted Investments as of Nov 30:	\$156,856	Seeking Refuge	\$789
HCC Scholarship Paid	\$28,500	Rt. 1 - DRC	\$826
		Sacred Garden	\$15,374
		Youth	\$1,000
			\$56,882
Loan Repayments Due to KC		Outreach Funds Paid Out thru Dec 2020 =	\$39,530
Emergency Loans	\$0	For Q4 2019 and Q1-Q3 2020	
Total	\$0		

Budget vs. Actual
Jan - Dec 2020

Operating Budget	Actual	Budget	Difference
Income			
Pledges	\$189,933	\$179,000	\$10,933
Offering	\$38,248	\$20,500	\$17,748
Rental Sales	\$8,065	\$47,400	(\$39,335)
Rental Expenses	(\$11,352)	(\$18,735)	(\$7,383)
Net Rental Income	(\$3,287)	\$28,665	(\$31,952)
Other	\$47	\$125	(\$78)
Prorated Carryover	\$7,870	\$7,870	\$0
Total Income	\$232,811	\$236,160	(\$3,349)
Expenses			
Building & Grounds	\$43,964	\$54,495	(\$10,531)
Finance	\$58,390	\$52,120	\$6,270
Human Resources	\$98,085	\$98,600	(\$515)
Worship	\$4,773	\$8,600	(\$3,827)
Spiritual Enrichment	\$7,385	\$9,180	(\$1,795)
Council	\$1,891	\$5,205	(\$3,314)
Community Life	\$1,528	\$4,640	(\$3,112)
Office	\$3,785	\$3,330	\$455
Total Expenses	\$219,801	\$236,170	(\$16,369)
Net Income	\$13,010	(\$10)	\$13,020

Kittamaqundi Community Inc.

Budget vs. Actuals: FY2020 - FY20 P&L

January - December 2020

	TOTAL		
	ACTUAL	BUDGET	OVER BUDGET
Income			
4000-Budgeted Income			
4100 Pledges	189,933	179,000	10,933
4200 Offering	38,248	20,500	17,748
4300 Rental			
4305 Rental Income	8,065	47,400	-39,335
4310 Rental Advertising	-3,468	-2,500	-968
4315 Rental Coordinator	-3,900	-3,900	0
4316 Rental Coordinator II	-2,700	-2,700	0
4318 Building Manager		-2,485	2,485
4320 Rental Cleaning	-800	-3,600	2,800
4325 Rental Carpet Cleaning	-300	-1,400	1,100
4326 Liquor Insurance		-950	950
4328 Rental Accountant	-184	-1,200	1,016
Total 4300 Rental	-3,287	28,665	-31,952
4400 Other			
4500 Interest Earned			
4520 B of A Money Mkt	11	5	6
4560 Schwab Fund	35	120	-85
Total 4500 Interest Earned	47	125	-78
Total 4400 Other	47	125	-78
4800 Carry Forwd Frm Prior Year	7,870	7,870	0
Total 4000-Budgeted Income	232,811	236,160	-3,349
Total Income	\$232,811	\$236,160	\$ -3,349
GROSS PROFIT	\$232,811	\$236,160	\$ -3,349
Expenses			
6000-Budgeted Expenses			
6010 Building & Grounds			
6015 Capital Improvement Fund	12,000	12,000	0
6022 Insurance			
6023 Commercial Package Ins	5,796	5,200	596
6024 Commercial Umbrella Ins	435	850	-415
Total 6022 Insurance	6,231	6,050	181
6030 Maintenance Under \$500	1,264	1,700	-436
6031 Barn Work Day	98	500	-402
6040 Regular Maintenance			
6045 Contract Cleaning	1,050	3,500	-2,450
6046 Fire Extnghshrs/Smk Alarm	73	100	-27
6047 HVAC Maintenance	1,356	2,000	-644
6048 Grounds/Lawn/P.L. Maintena	1,875	2,300	-425
6049 Sacred Garden Maintenance	3,240	3,240	0

Kittamaqundi Community Inc.

Budget vs. Actuals: FY2020 - FY20 P&L

January - December 2020

	TOTAL		
	ACTUAL	BUDGET	OVER BUDGET
6050 Painting/Repairs	888	5	883
6061 Snow Removal	450	4,000	-3,550
6062 Trash Removal	1,879	1,950	-71
Total 6040 Regular Maintenance	10,811	17,095	-6,284
6060 Supplies For Building	783	1,450	-667
6070 Utilities			
6072 Electricity	4,490	7,000	-2,510
6073 Elevator Maintenance	5,133	4,700	433
6078 Water & Sewer	588	500	88
6079 Telephone	2,066	3,000	-934
Total 6070 Utilities	12,277	15,200	-2,923
6080 Rolling Ridge Account	500	500	0
Total 6010 Building & Grounds	43,964	54,495	-10,531
6110 Finance			
6113 Accounting Clerk	10,500	10,500	0
6120 Banking Fees			
6121 Check Order Fee	48	75	-27
6123 Deposit Scanner	180	180	0
6124 Other Fees	586	25	561
Total 6120 Banking Fees	814	280	534
6134 Software & Support	840	840	0
6139 Agape Outreach	600	600	0
6140 Outreach			
6180 Outreach Fund	45,636	39,900	5,736
Total 6140 Outreach	45,636	39,900	5,736
Total 6110 Finance	58,390	52,120	6,270
6210 Human Resources			
6215 Payroll Tax Expen	953	1,000	-47
6220 Social Hour Assistant	1,985	2,600	-615
6235 Office Administrator	9,318	9,450	-132
6250 Enabling Minister			
6251 EM Salary, Housing & SS Of			
6252 EM Salary	21,000	19,500	1,500
6253 EM Housing	48,500	48,500	-0
Total 6251 EM Salary, Housing & SS Of	69,500	68,000	1,500
6256 EM Retirement Fund	13,500	13,500	0
6262 EM Professional Developmen	931	2,000	-1,069
Total 6250 Enabling Minister	83,931	83,500	431
6275 Workers Comp Ins	1,292	1,300	-8
6280 Background Checking Fees	174	300	-126
6290 Bank P/R Fee	432	450	-18

Kittamaqundi Community Inc.

Budget vs. Actuals: FY2020 - FY20 P&L

January - December 2020

	TOTAL		
	ACTUAL	BUDGET	OVER BUDGET
Total 6210 Human Resources	98,085	98,600	-515
6410 Worship			
6052 Piano Tuning	420	400	20
6415 Aids & Supplies	818	1,500	-682
6435 Music	3,535	6,700	-3,165
Total 6410 Worship	4,773	8,600	-3,827
6460 Spiritual Enrichment			
6465 Classes-Events	70	650	-580
6466 Lenten Retreat		200	-200
6470 Child Care/Aide	1,855	1,820	35
6472 Sunday School Supplies	810	550	260
6475 Sunday School Teacher	4,650	4,400	250
6480 Youth Services		1,560	-1,560
Total 6460 Spiritual Enrichment	7,385	9,180	-1,795
6510 Council			
6511 Council Expenses	753	1,700	-947
6512 Emergency Funds	500	500	0
6516 - Records Management	25	300	-275
6517 Great Ideas		1,000	-1,000
6518 Retreat Expenses	312	1,200	-888
6519 Quarterly Meetings		500	-500
6521 - E-Mtg Accounts (Zoom)	300	5	295
Total 6510 Council	1,891	5,205	-3,314
6530 Community Life			
6531 Seed CARE and FOCUS Groups		180	-180
6532 Vitality & Diversity	50	1,800	-1,750
6560 Coffee, Tea(Hospty) Suppli	383	1,000	-617
6570 Events			
6577 Seder		250	-250
6579 Parties/Picnics	0	300	-300
Total 6570 Events	0	550	-550
6580 KC Email & IT Assistance	285	300	-15
6590 Website-Church	810	810	0
Total 6530 Community Life	1,528	4,640	-3,112
6610 Office			
6635 Computer & Software	2,254	1,000	1,254
6640 Postage	187	130	57
6645 Supplies	195	600	-405
6647 Cartridges & Printing	1,150	1,600	-450
Total 6610 Office	3,785	3,330	455
Total 6000-Budgeted Expenses	219,801	236,170	-16,369

Kittamaqundi Community Inc.

Budget vs. Actuals: FY2020 - FY20 P&L

January - December 2020

		TOTAL	
	ACTUAL	BUDGET	OVER BUDGET
Total Expenses	\$219,801	\$236,170	\$ -16,369
NET OPERATING INCOME	\$13,010	\$ -10	\$13,020
NET INCOME	\$13,010	\$ -10	\$13,020

Kittamaquondi Community Inc.

Budget vs. Actuals: FY2020 - FY20 P&L

December 2020

	TOTAL		
	ACTUAL	BUDGET	OVER BUDGET
Income			
4000-Budgeted Income			
4100 Pledges	21,357	14,913	6,444
4200 Offering	3,733	1,712	2,021
4300 Rental			
4305 Rental Income	250	1,375	-1,125
4310 Rental Advertising	-855	-212	-643
4315 Rental Coordinator	-325	-325	0
4316 Rental Coordinator II	-225	-225	0
4318 Building Manager		-315	315
4320 Rental Cleaning		-300	300
4325 Rental Carpet Cleaning		-113	113
4326 Liquor Insurance		0	0
4328 Rental Accountant	-12	-100	89
Total 4300 Rental	-1,167	-215	-952
4400 Other			
4500 Interest Earned			
4520 B of A Money Mkt	1	1	-0
4560 Schwab Fund	0	10	-10
Total 4500 Interest Earned	1	11	-10
Total 4400 Other	1	11	-10
4800 Carry Forwd Frm Prior Year	654	654	0
Total 4000-Budgeted Income	24,579	17,075	7,503
Total Income	\$24,579	\$17,075	\$7,503
GROSS PROFIT	\$24,579	\$17,075	\$7,503
Expenses			
6000-Budgeted Expenses			
6010 Building & Grounds			
6015 Capital Improvement Fund	1,000	1,000	0
6022 Insurance			
6023 Commercial Package Ins		0	0
6024 Commercial Umbrella Ins	-373	0	-373
Total 6022 Insurance	-373	0	-373
6030 Maintenance Under \$500		138	-138
6031 Barn Work Day		0	0
6040 Regular Maintenance			
6045 Contract Cleaning		288	-288
6046 Fire Extnghshrs/Smk Alarm		0	0
6047 HVAC Maintenance		0	0
6048 Grounds/Lawn/P.L. Maintena	225	188	37
6049 Sacred Garden Maintenance	270	270	0

Kittamaqundi Community Inc.

Budget vs. Actuals: FY2020 - FY20 P&L

December 2020

		TOTAL	
	ACTUAL	BUDGET	OVER BUDGET
6050 Painting/Repairs	888	5	883
6061 Snow Removal		2,050	-2,050
6062 Trash Removal	156	157	-1
Total 6040 Regular Maintenance	1,539	2,958	-1,419
6060 Supplies For Building		119	-119
6070 Utilities			
6072 Electricity	299	840	-541
6073 Elevator Maintenance		0	0
6078 Water & Sewer		0	0
6079 Telephone	151	250	-99
Total 6070 Utilities	450	1,090	-640
6080 Rolling Ridge Account		0	0
Total 6010 Building & Grounds	2,616	5,305	-2,689
6110 Finance			
6113 Accounting Clerk	875	875	0
6120 Banking Fees			
6121 Check Order Fee		0	0
6123 Deposit Scanner	15	15	0
6124 Other Fees	155	3	152
Total 6120 Banking Fees	170	18	152
6134 Software & Support	70	70	0
6139 Agape Outreach	50	50	0
6140 Outreach			
6180 Outreach Fund	5,018	3,325	1,693
Total 6140 Outreach	5,018	3,325	1,693
Total 6110 Finance	6,183	4,338	1,845
6210 Human Resources			
6215 Payroll Tax Expen	85	87	-2
6220 Social Hour Assistant		213	-213
6235 Office Administrator	828	782	46
6250 Enabling Minister			
6251 EM Salary, Housing & SS Of			
6252 EM Salary	3,125	1,625	1,500
6253 EM Housing	4,042	4,038	4
Total 6251 EM Salary, Housing & SS Of	7,167	5,663	1,504
6256 EM Retirement Fund	3,375	3,375	0
6262 EM Professional Developmen		163	-163
Total 6250 Enabling Minister	10,542	9,201	1,341
6275 Workers Comp Ins		112	-112
6280 Background Checking Fees		25	-25
6290 Bank P/R Fee	36	32	4

Kittamaqundi Community Inc.

Budget vs. Actuals: FY2020 - FY20 P&L

December 2020

	TOTAL		
	ACTUAL	BUDGET	OVER BUDGET
Total 6210 Human Resources	11,491	10,452	1,039
6410 Worship			
6052 Piano Tuning	210	200	10
6415 Aids & Supplies	325	125	200
6435 Music	175	562	-387
Total 6410 Worship	710	887	-177
6460 Spiritual Enrichment			
6465 Classes-Events		56	-56
6466 Lenten Retreat		0	0
6470 Child Care/Aide	175	148	27
6472 Sunday School Supplies	615	44	571
6475 Sunday School Teacher	550	550	0
6480 Youth Services		130	-130
Total 6460 Spiritual Enrichment	1,340	928	412
6510 Council			
6511 Council Expenses	50	138	-88
6512 Emergency Funds		38	-38
6516 - Records Management		25	-25
6517 Great Ideas		87	-87
6518 Retreat Expenses	153	0	153
6519 Quarterly Meetings		125	-125
6521 - E-Mtg Accounts (Zoom)	300	5	295
Total 6510 Council	503	418	85
6530 Community Life			
6531 Seed CARE and FOCUS Groups		15	-15
6532 Vitality & Diversity		150	-150
6560 Coffee, Tea(Hospity) Suppli	259	87	172
6570 Events			
6577 Seder		0	0
6579 Parties/Picnics		25	-25
Total 6570 Events		25	-25
6580 KC Email & IT Assistance	30	25	5
6590 Website-Church		0	0
Total 6530 Community Life	289	302	-13
6610 Office			
6635 Computer & Software		87	-87
6640 Postage	132	9	123
6645 Supplies	63	50	13
6647 Cartridges & Printing	700	800	-100
Total 6610 Office	895	946	-51
Total 6000-Budgeted Expenses	24,027	23,576	451

Kittamaqundi Community Inc.

Budget vs. Actuals: FY2020 - FY20 P&L

December 2020

		TOTAL	
	ACTUAL	BUDGET	OVER BUDGET
Total Expenses	\$24,027	\$23,576	\$451
NET OPERATING INCOME	\$551	\$ -6,501	\$7,052
NET INCOME	\$551	\$ -6,501	\$7,052

Kittamaqundi Community Inc.

Balance Sheet

As of December 31, 2020

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
1100 Operating Funds	
1110 KC BOA Checking - #8053	23,232.31
1120 KC BOA Payroll Ckg - #4980	7,736.40
1130 KC BOA Money Market - #9675	111,998.79
1160 Schwab Fund	55,007.30
Total 1100 Operating Funds	197,974.80
Total Bank Accounts	\$197,974.80
Other Current Assets	
1400 Restricted Investment Fund	
1440 T. Rowe Price Fund	156,856.12
Total 1400 Restricted Investment Fund	156,856.12
1700 Undeposited Funds	100.00
Total Other Current Assets	\$156,956.12
Total Current Assets	\$354,930.92
TOTAL ASSETS	\$354,930.92
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
2100 ***Payroll Liabilities-Employee	156.10
2150 S. R. Housing Savings	13,800.00
2300 Payroll Liabilities-Employer	77.62
2400 Accounts Payable	
2460 Advanced Rent Deposits	11,770.00
Total 2400 Accounts Payable	11,770.00
Total Other Current Liabilities	\$25,803.72
Total Current Liabilities	\$25,803.72
Long-Term Liabilities	
2800 Long Term Loans	
2840 HCC Scholarship	28,500.00
2890 HCC Scholarship Paid	-28,500.00
Total 2840 HCC Scholarship	0.00
Total 2800 Long Term Loans	0.00
Total Long-Term Liabilities	\$0.00
Total Liabilities	\$25,803.72
Equity	
3800 Surplus Funds from PY	17,265.98
3900 3900-Retained Earnings	225,329.48

Kittamaqundi Community Inc.

Balance Sheet

As of December 31, 2020

	TOTAL
Net Income	86,531.74
Total Equity	\$329,127.20
TOTAL LIABILITIES AND EQUITY	\$354,930.92

Kittamaqundi Community Inc.

Dedicated Income & Expense

January - December 2020

	AGAPE	B&G CAPITAL	BRICK SALES	CWS	INVEST CASH	OUTREACH	REFUGE	RT. 1 - DRC	SACRED GARDEN	YOUTH	TOTAL
Income											
5000-Dedicated Income	10,391.53	26,383.43	1,604.47	1,310.43	7,000.47	53,222.05	1,628.60	857.25	58,090.22	1,000.00	\$161,488.45
Total Income	\$10,391.53	\$26,383.43	\$1,604.47	\$1,310.43	\$7,000.47	\$53,222.05	\$1,628.60	\$857.25	\$58,090.22	\$1,000.00	\$161,488.45
GROSS PROFIT	\$10,391.53	\$26,383.43	\$1,604.47	\$1,310.43	\$7,000.47	\$53,222.05	\$1,628.60	\$857.25	\$58,090.22	\$1,000.00	\$161,488.45
Expenses											
7000-Dedicated Expenses	11.00	16,371.27	147.00	459.69	4,500.00	39,530.00	840.00	31.60	42,715.94		\$104,606.50
Total Expenses	\$11.00	\$16,371.27	\$147.00	\$459.69	\$4,500.00	\$39,530.00	\$840.00	\$31.60	\$42,715.94	\$0.00	\$104,606.50
NET OPERATING INCOME	\$10,380.53	\$10,012.16	\$1,457.47	\$850.74	\$2,500.47	\$13,692.05	\$788.60	\$825.65	\$15,374.28	\$1,000.00	\$56,881.95
NET INCOME	\$10,380.53	\$10,012.16	\$1,457.47	\$850.74	\$2,500.47	\$13,692.05	\$788.60	\$825.65	\$15,374.28	\$1,000.00	\$56,881.95

Kittamaqundi Community Inc.

Restricted Investment Activity

January - December 2020

DATE	NAME	MEMO/DESCRIPTION	AMOUNT
8000 Restricted Investment			
8002 Investments			
8004 Interest Earned			
8040 T. Rowe Price Fund			
03/31/2020		Income	634.78
06/30/2020		Income	607.43
08/01/2020		Interest	155.50
08/31/2020		Income	163.02
09/30/2020		Income	280.97
10/30/2020		Income	204.57
11/30/2020		Income	177.19
12/31/2020		Income	1,540.04
Total for 8040 T. Rowe Price Fund			\$3,763.50
Total for 8004 Interest Earned			\$3,763.50
8100 Capital Gains			
8140 T Rowe Price Fund			
08/01/2020		Income	171.98
Total for 8140 T Rowe Price Fund			\$171.98
Total for 8100 Capital Gains			\$171.98
8250 Investment Mark to Market			
8290 T Rowe Price Fund			
03/31/2020		Mark to Market	-21,669.00
06/30/2020		Mark to Market	20,048.35
08/01/2020		Mark to Market	6,901.71
08/31/2020		Mark to Market	6,888.66
09/30/2020		Mark to Market	-5,379.21
10/30/2020		Mark to Market	-2,174.23
11/30/2020		Mark to Market	11,983.35
12/31/2020		Mark to Market	2,604.62
Total for 8290 T Rowe Price Fund			\$19,204.25
Total for 8250 Investment Mark to Market			\$19,204.25
8300 Purchase and Sales			
8340 T Rowe Price Fund			
05/26/2020			-6,500.00
Total for 8340 T Rowe Price Fund			\$ -6,500.00
Total for 8300 Purchase and Sales			\$ -6,500.00
Total for 8002 Investments			\$16,639.73
Total for 8000 Restricted Investment			\$16,639.73
TOTAL			\$16,639.73

FINANCIAL LEADERSHIP TEAM MINUTES 2/13/21

Present: Dale Fixsen, Ann Ivester, Don Link, Bonnie Orrison and Bonnie Personett

Excused: Marion Hemerly

Guests: Elaine Buderer and Don Benson

We opened the meeting via Zoom at 10:00 AM with prayer and affirmations.

SACRED GARDEN - BUILDING AND GROUNDS LT

Elaine Buderer and Don Benson, representing the Building and Grounds LT, raised concerns about Sacred Garden budget entries as they appear on Quick Books. After explaining bookkeeping procedures, Elaine was assured she would be kept up to date on SG funds.

YEAR-END REVIEW

The Budget vs Actual for December and 2020, Balance Sheet, Dedicated Accounts, 2020 Investment Reports, and Treasurer's Summary have been reviewed. The 2020 books are now officially closed. Both hard copy and electronic copy records are retained.

2020 DONOR LETTERS

Don completed 90 donor emails and 14 letters. Ann completed 7 letters for non-tax-deductible donations.

DRAFT FINAL 2021 BUDGET

Don walked us through a draft final budget spreadsheet which will be presented at the February 21st Zoom community budget meeting.

TRANSFER OF AUTHORITY FOR B OF A, T. ROWE PRICE, AND SCHWAB

Don, Dale and Ann are authorized for the Schwab account. Dale, Ellen King, Vanessa Deutschmann and Kathy Marshall are authorized for the T. Rowe Price account. A member of the Investment Team should have access to this account. The BOA account signature card updating remains difficult. Don will follow-up with BOA.

HOWARD COMMUNITY COLLEGE SCHOLARSHIP

The January FLT minutes will be amended as follows:

MOTION: The following motion was approved:

RESOLVED, that **\$2,000** from the 2020 Mission/Scholarship fund be donated to Howard Community College as additional funds for the KC Scholarship Endowment Fund.

CORPORATE MISSIONS

FLT recommends the following as 2021 Corporate Missions:

1. Agape FOCUS Group
2. Cold Weather Shelter FOCUS Group
3. Day Resource Center (under Hearts & Hands CARE Group)
4. Sacred Garden FOCUS Group
5. The New Area for the Sacred Garden
6. Seeking Refuge FOCUS Group

INVESTMENT REPORT

The Investment Committee met on 2/10/21. Randy Malm updated the investment chart, which provides the committee with the returns on the KC Endowment assets. The Investment Committee recommends that the Treasurer withdraw \$8000 from the T. Rowe Price Blue Chip Fund to fund the annual 5% scholarship requirement. Don will make the transfer and report to Council.

OUTREACH

FLT approved the following Motion:

MOTION: Resolved, that the Finance Leadership Team approves the 4th Quarter 2020 Outreach disbursement as set forth in the Outreach Team report, which is included in the February Council packet.

PERSONAL PROPERTY TAX FORM 1 UPDATE AND TAX-EXEMPT RENEWAL

Marion has completed Personal Property Tax Form 1 for 2021 for signature, and submission by KC office. Bonnie O reports that the tax-exempt renewal is in effect until 2022.

2021 GOALS

Don asked for input on or additions to the following list of goals for this year:

- a. Revisit and agree on intra-FLT roles and responsibilities.
- b. Implement FLT document retention system.
- c. Update FLT Policies and Procedures.
- d. Document what we do for future FLT's.

NEXT MEETING: March 13, 2021 at 10:00 AM.

The meeting was adjourned at 11:52 AM

OUTREACH GIVING 4th QUARTER 2020
HEALTH is this year's Focus Category

Shelter: 10% GL#7175

Women's Housing Coalition, Inc. \$400.00
119 East 25th St.
Baltimore, MD 21218-5232

Habitat for Humanity International \$400.00
322 West Lamar St.
Americus, GA 31709

Help End Homelessness Howard County Inc. \$400.00
6801 Oak hall Lane, #2247
Columbia, MD 21045

Hunger: 10% GL#7160

Howard County Food Bank \$600.00
Community Action Council of Howard County
9820 Patuxent Woods Dr.
Columbia, MD 21046
On Memo line write "for Food Bank"

Feeding America \$600.00
P.O. Box 96749
Washington, DC 20090-6749
Include Mail In Donation Form with check.

Peace: 10% GL#7170

Mediation and Conflict Resolution Center
9770 Patuxent Woods Dr. \$600.00
Suite 306
Columbia, MD 21046

Alight \$600.00
615 First Ave. NE
Suite #500
Minneapolis, MN 5541

Family: 10% GL#7150

Rob's Barbershop Foundation \$300.00
612 Crawfords Ridge Rd.
Odenton, MD 21113

Maryland Coalition of Families \$600.00
10632 Little Patuxent Pkwy. Suite 234
Columbia, MD 21044

Fuel Fund of Maryland \$300.00
1800 Washington Blvd.
Suite 410
Baltimore, MD 21230

Health: 40% GL#7155

Health Care for the Homeless \$1200.00
421 Fallsway
Baltimore, MD 21202

NAMI Howard County \$1200.00
9650 Santiago Rd. Suite 1
Columbia, MD 21045-3960

Direct Relief \$600.00
6100 Wallace Becknell Rd.
Santa Barbara, CA 93117

National Foundation for Infectious Diseases \$600.00
7201 Wisconsin Avenue Suite 750
Bethesda, MD 20814

Doctors Without Borders \$1200.00
40 Rector Street
16th Floor
New York, NY 10006

Environment 10% GL#7145

Greenpeace \$300.00
702 H St. NW Suite 300
Washington, DC 20001

Chesapeake Climate Action Network \$300.00
6930 Carroll Av. #720
Tacoma Park, MD 20912

Water Mission \$300.00
1616 P St. NW #300
Washington, DC 20036

The Arbor Day Foundation \$300.00
211 N 12th St.
Lincoln, NE 68508

Other: 10% GL#7165

Dayspring Silent Retreat Center \$400.00
11301 Neelsville Church Rd.
Germantown, MD 20876-4147

Neighbor Ride \$400.00
5570 Sterrett Place
Columbia, MD 21044

In Memo line write, "In memory of Bob Engelbach"

Glenmont United Methodist Church \$400.00
12901 Georgia Av.
Silver Spring, MD 20906
Attn: Joanne Richards

On Memo line write "Binsar Legal Fund"

TOTAL AVAILABLE: \$12,000.00
TOTAL DISBURSED: \$12,000.00

MISSION/SCHOLARSHIP:

TOTAL DISBURSED FOR 2020: \$7,000.00
TOTAL DISBURSED FOR 4TH QUARTER: \$4500.00

**Kittamaqundi Community
Investment Committee
February 9, 2011**

Attending: Randy Malm, Carol Dunlavey, Barbara K. Lawson and Dale Fixsen

1. Randy Malm updated the investment chart, which provides the committee with the returns on the KC Endowment assets. The Blue Chip Fund had a 28% return and is the obvious choice to withdraw funds for the scholarship fund. If this is done, no rebalancing is necessary. A copy of the chart is attached to the minutes.

2. Recommendation from the Investment Committee: The KC Treasurer to withdraw \$8000 from the TR Price Blue Chip Fund to fund the annual 5% scholarship requirement.

3. The committee agreed, if the markets get rocky this year and impact our investment ranges, we might meet again to make some adjustments.

Meeting adjourned.

KC INVESTMENT FUNDS

Data for 2020 Records

Item	Symbol	Beginning Balances	Add or Subtract	Ending Balances	P/L for 2020		Fund Distribution	
							Fund % of Total	Authorized Ranges
Blue Chip	TRBCX	40,008.24		51,258.07	11,249.83	28%	32.7%	25% to 35%
Balanced*	RPBAX	40,856.36		0.00	(40,856.36)			
	PRDGX	0.00		43,522.49	43,522.49	7%	27.7%	25% to 35%
International Stock*	PRITX	20,766.15		0.00	(20,766.15)			
	PRCNX	0.00		21,358.81	21,358.81	3%	13.6%	5% to 15%
Credit Opportunity	PRCPX	38,581.07		40,712.18	2,131.11	6%	26.0%	25% to 35%
Cash (Money Market)	PRRXX	4.57		4.57	0.00		0.0%	0% to 20%
Totals		<u>140,216.39</u>	0.00	<u>156,856.12</u>	16,639.73	12%	<u>100.0%</u>	

*Note: Changed funds during 2020

Withdrawal during 2020

Amount to withdraw	5%	(7,842.81)	rounded->	<u>(8,000.00)</u>
Starting balance projected after withdrawal				<u>148,856.12</u>

Data After 5% Withdrawal

Item	2020 Symbol	Beginning Balances	Add or Subtract	After Withdrawal	Fund Distribution	
					Fund % of Total	Authorized Ranges
Blue Chip	TRBCX	51,258.07	(8,000.00) scholarship	43,258.07	29.1%	25% to 35%
Balanced	PRDGX	43,522.49	scholarship	43,522.49	29.2%	25% to 35%
International Stock	PRCNX	21,358.81		21,358.81	14.3%	5% to 15%
Credit Opportunity	PRCPX	40,712.18		40,712.18	27.4%	25% to 35%
Cash (Money Market)	PRRXX	4.57	scholarship	4.57	0.0%	0% to 20%
		<u>156,856.12</u>	-	<u>148,856.12</u>	<u>100.0%</u>	

TOTAL KC INVESTMENT FUNDS AT START OF 2021

Begin 2020	156,856.12
5% Draw	<u>(8,000.00)</u>
Effective Start	<u>148,856.12</u>

Kittamaqundi Community Inc.
PROPOSED 2021 FINAL BUDGET

Line #	As of 02/25/2021	2020 Actual	2021 Approved	2021 Proposed Final Budget
Income				
1	4000-Budgeted Income			
2	4100 Pledges	\$189,933	\$183,277	\$187,000
3	4200 Offering	\$38,248	\$23,275	\$30,500
4	Pledges + Offering	\$228,181	\$206,552	\$217,500
4300 Rental				
5	4305 Rental Income	\$8,065	\$13,175	\$15,775
6	4310 Rental Advertising	(\$3,468)	(\$2,650)	(\$2,854)
7	4315 Rental Coordinator	(\$3,900)	(\$3,900)	(\$3,900)
8	4316 Rental Coordinator II	(\$2,700)	(\$2,700)	(\$2,700)
9	4318 Building Manager	\$0	\$0	\$0
10	4320 Rental Cleaning	(\$800)	(\$1,000)	\$2,400
11	4325 Rental Carpet Cleaning	(\$300)	(\$600)	(\$900)
12	4326 Liquor Insurance	\$0	\$0	(\$950)
13	4328 Rental Accountant	(\$184)	(\$500)	(\$500)
14	Total 4300 Rental (Net)	(\$3,287)	\$1,825	\$6,371
4400 Other				
4500 Interest Earned				
15	4520 B of A Money Mkt	\$11	5	12
16	4560 Schwab Fund	\$35	120	6
17	Total 4500 Interest Earned	\$46	\$125	\$18
18	Total 4400 Other	\$47	\$125	\$18
19	4800 Carry Forward From Prior Years	\$7,870	\$15,661	\$11,989
20	Total 4000-Budgeted Income	\$232,811	\$224,163	\$235,878
21	Total Income	\$232,811	\$224,163	\$235,878
Expenses				
22	6000-Budgeted Expenses			
23	6010 Building & Grounds			
24	6015 Capital Improvement Fund	\$12,000	\$13,500	\$13,500
25	6022 Insurance			
26	6023 Commercial Package Ins	\$5,796	\$5,800	\$6,000
27	6024 Commercial Umbrella Ins	\$435	\$850	\$900
28	Total 6022 Insurance	\$6,231	\$6,650	\$6,900
29	6030 Maintenance Under \$500	\$1,264	\$1,600	\$1,600
30	xxxx Sound System		\$0	\$200
31	6031 Barn Work Day	\$98	\$250	\$500
6040 Regular Maintenance				
32	6045 Contract Cleaning	\$1,050	\$2,100	\$2,000
33	6046 Fire Extnghrs/Smk Alarm	\$73	\$100	\$100
34	6047 HVAC Maintenance	\$1,356	\$1,500	\$2,000
35	6048 Grounds/Lawn/P.L. Maintena	\$1,875	\$1,900	\$2,250
36	6049 Sacred Garden Maintenance	\$3,240	\$3,240	\$3,240
37	6050 Painting/Repairs	\$888		\$200
38	6061 Snow Removal	\$450	\$3,000	\$4,000
39	6062 Trash Removal	\$1,879	\$1,950	\$1,950
40	Total 6040 Regular Maintenance	\$10,811	\$13,790	\$15,740
41	6060 Supplies For Building	\$783	\$610	\$1,000
6070 Utilities				
42	6072 Electricity	\$4,490	\$4,800	\$6,000
43	6073 Elevator Maintenance	\$5,133	\$6,200	\$6,500
44	6078 Water & Sewer	\$588	\$600	\$600
45	6079 Telephone	\$2,066	\$2,200	\$2,400

Increased 2/25/21 to cover increae to GL #6475.

**Kittamaqundi Community Inc.
PROPOSED 2021 FINAL BUDGET**

Line #	As of 02/25/2021	2020 Actual	2021 Approved	2021 Proposed Final Budget
46	Total 6070 Utilities	\$12,277	\$13,800	\$15,500
47	6080 Rolling Ridge Account	\$500	\$500	\$500
48	Total 6010 Building & Grounds	\$43,964	\$50,700	\$55,240
	6110 Finance			
49	6113 Accounting Clerk	\$10,500	\$10,500	\$10,500
50	6120 Banking Fees			
51	6121 Check Order Fee	\$48	\$75	\$75
52	6123 Deposit Scanner	\$180	\$180	\$180
53	6124 Other Fees	\$586	\$300	\$600
54	Total 6120 Banking Fees	\$814	\$555	\$855
55	6134 Software & Support	\$840	\$840	\$840
56	6139 Agape Outreach	\$600	\$600	\$600
	6140 Outreach			
57	6180 Outreach Fund	\$45,636	\$41,310	\$43,500
58	Total 6140 Outreach	\$45,636	\$41,310	\$43,500
59	Total 6110 Finance	\$58,390	\$53,805	\$56,295
	6210 Human Resources			
60	6215 Payroll Tax Expense	\$953	\$900	\$850
61	6220 Social Hour Assistant	\$1,985	\$1,000	\$0
62	6225 Custodian	\$0	\$0	\$0
63	6235 Office Administrator	\$9,318	\$9,568	\$9,568
	6250 Enabling Minister			
	6251 EM Salary, Housing & SS Offset			
64	6252 EM Salary	\$19,500		\$19,500
65	6253 EM Housing	\$48,500		\$48,500
66	Total 6251 EM Salary, Housing & SS Offset	\$68,000		\$68,000
67	6256 EM Retirement Fund	\$13,500		\$15,170
68	6262 EM Professional Development	\$931	\$2,000	\$2,000
69	Total 6250 Enabling Minister	\$82,431	\$85,170	\$85,170

Kittamaqundi Community Inc.
PROPOSED 2021 FINAL BUDGET

Line #	As of 02/25/2021	2020 Actual	2021 Approved	2021 Proposed Final Budget
70	6275 Workers Comp Ins	\$1,292	\$1,300	\$1,400
71	6280 Background Checking Fees	\$174	\$200	\$200
72	6290 Bank P/R Fee	\$432	\$450	\$450
73	Total 6210 Human Resources	\$96,585	\$98,588	\$97,638
	6410 Worship			
74	6052 Piano Tuning	\$420	\$210	\$420
75	6415 Aids & Supplies	\$818	\$750	\$1,000
76	6435 Music	\$3,535	\$5,500	\$6,000
77	Total 6410 Worship	\$4,773	\$6,460	\$7,420
	6460 Spiritual Enrichment			
78	6465 Classes-Events	\$70	\$100	\$250
79	6466 Lenten Retreat	\$0		
80	6470 Child Care/Aide	\$1,855	\$1,500	\$1,820
81	6472 Sunday School Supplies	\$810	\$400	\$500
82	6475 Sunday School Teacher	\$4,650	\$6,600	\$7,200
83	6480 Youth Services	\$0	\$50	\$100
84	Total 6460 Spiritual Enrichment	\$7,385	\$8,650	\$9,870
	6510 Council			
85	6511 Council Expenses	\$753	\$750	\$1,000
86	6512 Emergency Funds	\$500	\$500	\$1,000
87	6519 Quarterly Meetings	\$0	\$250	\$375
88	6516 Records Management	\$25	\$50	\$150
89	6517 Great Ideas	\$0	\$0	\$250
90	6518 Retreat Expenses	\$312	\$250	\$1,000
91	6521 E-Mtg Accounts (e.g., Zoom)	\$300	\$300	\$300
92	Total 6510 Council	\$1,890	\$2,100	\$4,075
	6530 Community Life			
93	6531 Seed CARE and FOCUS Groups		\$0	\$0
94	6532 Vitality & Diversity	\$50	\$500	\$900
95	6560 Coffee, Tea(Hospity) Supplies	\$383	\$600	\$500
	6570 Events			
96	6577 Seder	\$0	\$0	\$0
97	6579 Parties/Picnics	\$0	\$100	\$200
98	Total 6570 Events	\$0	\$100	\$200
99	6580 KC Email & IT Assistance	\$285	\$360	\$360
100	6590 Website-Church	\$810	\$600	\$900
101	Total 6530 Community Life	\$1,528	\$2,160	\$2,860
	6610 Office			
102	6635 Computer & Software	\$2,254	\$300	\$500
103	6640 Postage	\$187	\$150	\$130
104	6645 Supplies	\$195	\$250	\$350
105	6647 Cartridges & Printing	\$1,150	\$1,000	\$1,500
106	6650 IT Support for Office	\$0	\$0	\$0
107	Total 6610 Office	\$3,786	\$1,700	\$2,480
108	Total 6000-Budgeted Expenses	\$218,301	\$224,163	\$235,878
109	Total Expenses	\$218,301	\$224,163	\$235,878
110	Total Income	\$232,811	\$224,163	\$235,878
111	Net Income	\$14,510	(\$0)	\$0

Requested SELT increase approved 2/25/2021.