

DAF Report for May 2022

and Year End Recap

COVID-Safety

- Worked with Building use team to keep out congregation, staff, and renters safe
- No congregational passings reported to us from COVID-19
- Maintained building contact tracing logs
- Created masking donation system

Finance

Finance Recap

	As of May 24th 2022	As of May 24th 2021
Total Revenue	\$513,004.68	\$395,426.89
Total Expenditures	\$448,434.19	\$458,291.75
NET OPERATING REVENUE	\$64,570.49	\$ -62,864.86

- Opened new accounts at UVA CCU and moving away from Wells Fargo
- Revamped chart of accounts
- Worked with Kay F and Stan W to make sure Endowment bookkeeping is accurate
- Stopped PayPal and Give Lively Automatic payments for pledges, all payments go through Breeze now.
- Created 5 year Budget recap

Financial Reports

- [Budget Vs Actual YTD as of 05-24-2022](#)
- [Statement of Activity YTD as of 05-24-2022](#)
- [Statement of Financial Position YTD as of 05-24-2022](#)
- [April UUCEF YTD Report](#)
- [April UUCEF Monthly Statement](#)

Administration

Safety & Security

- Worked with police on break in, installed deadbolt on mailroom door
- Worked with Caroline and Leigha Rae to create a COVID supply area
- Working with Police to track down fraudulent checks

Regulatory

- Submitted Name Change documents to VA SCC as well as Fictitious Name documents
- Denied 501(c)(3) due to lack of Bylaw intention compliance; voting at the congregational meeting

Attendance

YEAR	2022	2021	2020	2019	2018	2017
Jan	91	194	288	208	265	230
Feb	94	183	154	229	208	271
Mar	120	179	100	205	238	289
April	131	158	175	199	258	243
May		123	182	191	207	237
June		118	112	170	139	139
July		98	105	137	135	140
Aug		107	137	165	136	336*
Sept		83	107	215	250	265
Oct		60	92	116	161	NA
Nov		99	134	214	202	225
Dec		84	146	161	169	238

*the month with the Jesse Jackson visit

Information Technology and Computers

- Installed multiple smart devices for climate control
- Worked with Green Committee to walk with power company and identify areas of concern
- Upgraded 3 computers
- Donated 2 computers to congregants
- Installed Nest Doorbell for safety and Google Home Display
- Migrated from DropBox to Sync
- Set up WiFi Net for main building and for Summit

Communication

- Asked Jude B and Steven for help with restarting communications committee
- Continuing to work on icon for UUCville

Membership

- Worked with Stewardship and membership to get an accurate representation of members in Breeze and to remove inactive members
- Created multiple forms for new membership interest

Personnel

- Hired new office assistant Leigha Rae
- Working on on boarding Tim Temerson
- Worked with Alex to end position

Buildings and Facilities

- Rentals:
 - Blue Ridge Music Together
- All screw in bulbs replaced with LEDs

Gardens and Grounds

- Removed dead trees from around the property
- Tilled the playground
- Repaired playground fences and shed
- Worked with Beverly Gorham and volunteers to paint main office and hallway
- Hired a new Lawn Service