

New England Yearly Meeting
FY 2021 Operating (Non-Camp) Budget Proposal

version 4-3-2020b approved Finance Committee 4-11-2020

| Category | FY19 | | FY20 | Δ FY20 to FY21 | FY21 Proposed Budget* |
|--|----------------|----------------|----------------|----------------------|-----------------------------|
| | Budget | Actuals | Budget | | |
| Income | | | | | |
| 4010 Individual Contributions | 212,000 | 210,194 | 215,500 | 14,725 | 230,225 |
| 4020 Monthly Meeting Contributions | 373,000 | 333,257 | 377,000 | (4,000) | 373,000 |
| 4030 Organizations Contributions | - | 1 | - | - | - |
| 4050 Interest and Dividend Income | 4,000 | 9,303 | 9,000 | - | 9,000 |
| 4070 Books and other Items | 16,000 | 20,077 | 17,000 | - | 17,000 |
| 4080 Retreat Program Fees | 50,000 | 44,618 | 50,000 | (3,000) | 47,000 |
| 4085 Sessions Program Fees | 185,000 | 202,936 | 201,000 | 10,050 | 211,050 |
| 4090 Change in Fair Market Value | - | 960 | - | - | - |
| 4099 Net Assets Released To/From | 8,500 | 660 | - | - | - |
| Total Income | 848,500 | 822,005 | 869,500 | 17,775 | 887,275 |
| Expenses | | | | | |
| 5000 Staff | 363,915 | 379,198 | 406,231 | 25,288 | 431,519 |
| 5110 Administration | 96,496 | 56,890 | 64,996 | 2,554 | 67,550 |
| 5200 Office | 37,015 | 32,252 | 36,515 | 500 | 37,015 |
| 5300 Travel & Conferences | 36,000 | 32,007 | 39,000 | (3,700) | 35,300 |
| 6000 Programs | 259,020 | 243,348 | 266,420 | 3,590 | 270,010 |
| 6140 Books and Other | 14,500 | 17,447 | 15,000 | (500) | 14,500 |
| 6200-6500 Support of Other Orgs. | 45,975 | 43,471 | 45,975 | - | 45,975 |
| 6600 Publications | 4,000 | 3,522 | 4,000 | - | 4,000 |
| Total Expenses | 856,921 | 808,137 | 878,137 | 27,732 | 905,869 |
| Net Operating Income | (8,421) | 13,868 | (8,637) | (9,957) | (18,594) |
| Other Income & Other Expense | | | | | |
| 9940 Other Income - Transfers from other funds | | 32,072 | | | |
| Total Other Income | | 32,072 | | | |
| Net Other Income | | 32,072 | | | |
| Net Income | (8,421) | 45,940 | (8,637) | (9,957) | (18,594) |

Note

* This budget was developed as the COVID-19 pandemic was just beginning to take hold and efforts to reduce its spread were starting to be implemented. The Finance Committee could see that our plans for the coming year might need to be significantly altered, but knew we could not anticipate what those changes would be and thus did not adjust for those eventualities. The Committee realized that it may need to revise the proposed budget prior to submitting it for approval by the Yearly Meeting, if and when they are presented with a revised set of guidelines for the activities of the Yearly Meeting in the coming year.

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| Category | FY2019 | | FY2020 Budget | Δ FY20 to FY21 | FY2021 Draft Budget |
|--|----------------|----------------|------------------|-------------------|------------------------|
| | Actuals | Budget | | | |
| Income | | | | | |
| 4010 Individual Contributions | 210,194 | 212,000 | 215,500 | 14,725 | 230,225 |
| 4020 Monthly Meeting Contributions | 333,257 | 373,000 | 377,000 | -4,000 | 373,000 ¹ |
| 4030 Organizations Contributions | 1 | 0 | 0 | 0 | 0 |
| 4050 Interest and Dividend Income | 9,303 | 4,000 | 9,000 | 0 | 9,000 |
| 4070 Books and other Items | 20,077 | 16,000 | 17,000 | 0 | 17,000 |
| 4080 Retreat Program Fees | 44,618 | 50,000 | 50,000 | -3,000 | 47,000 |
| 4085 Sessions Program Fees | 202,936 | 185,000 | 201,000 | 10,050 | 211,050 ² |
| 4090 Change in Fair Market Value | 960 | 0 | 0 | 0 | 0 |
| 4099 Net Assets Released To/From | 660 | 8,500 | 0 | 0 | 0 |
| Total Income | 822,005 | 848,500 | 869,500 | 17,775 | 887,275 |
| Expenses | | | | | |
| 5000 Salaries and Benefits | 379,198 | 363,915 | 406,231 | 25,288 | 431,519 ³ |
| 5100 General & Administration | | | | 0 | |
| 5110 Administration | | | | 0 | |
| 5120 Bank Expense | 7,280 | 6,000 | 6,000 | 1,000 | 7,000 |
| 5130 Contracted Services | 18,702 | 60,396 | 31,896 | -996 | 30,900 |
| 5135 Accounting Services | 4,000 | 4,000 | 4,000 | -2,500 | 1,500 ⁴ |
| 5140 Legal Services | 7,771 | 7,750 | 5,250 | -3,750 | 1,500 ⁴ |
| (TBD) Infrastructure | | | | 1,000 | 1,000 ⁵ |
| 5150 Liability Insurance | 4,071 | 4,000 | 4,000 | 1,100 | 5,100 ⁶ |
| 5160 Payroll Service | 5,229 | 4,500 | 4,500 | 700 | 5,200 |
| 5170 Recruiting Expense | | 500 | 0 | 0 | 0 |
| 5180 Rent | 9,350 | 9,350 | 9,350 | 0 | 9,350 |
| 5190 Misc. Expense | 488 | 0 | 0 | 0 | 0 |
| Total 5110 Administration | 56,890 | 96,496 | 64,996 | 2,554 | 67,550 |
| 5200 Office | | | | 0 | |
| 5210 Archives Office Expenses | | 0 | 0 | 0 | 0 |
| 5220 Cleaning Services | 264 | 265 | 265 | 0 | 265 |
| 5230 Maint - Equip & Hardware | 0 | 1,250 | 1,250 | 0 | 1,250 |
| 5240 Postage | 3,218 | 3,750 | 3,750 | 0 | 3,750 |
| 5250 Office Equipment | 331 | 3,250 | 3,250 | 0 | 3,250 |
| 5260 Office Supplies | 1,376 | 2,500 | 2,000 | 500 | 2,500 |
| 5270 Printing & Copying | 14,614 | 14,500 | 14,500 | 0 | 14,500 |
| 5280 Software & Updates | 9,128 | 7,000 | 7,000 | 0 | 7,000 |
| 5290 Telephone | 3,179 | 4,500 | 4,500 | 0 | 4,500 |
| 5295 Miscellaneous | 142 | 0 | 0 | 0 | 0 |
| Total 5200 Office | 32,252 | 37,015 | 36,515 | 500 | 37,015 |
| Total 5100 General & Administration | 89,142 | 133,511 | 101,511 | 3,054 | 104,565 |
| 5300 Travel & Conferences | | | | 0 | |
| 5310 Travel - Committee | 7,217 | 3,000 | 2,500 | 500 | 3,000 |
| 5320 Travel - Clerk | 3,552 | 5,000 | 4,000 | 500 | 4,500 |
| 5330 Travel - Programs | 1,460 | 4,600 | 4,600 | -900 | 3,700 |
| 5335 Travel - Rep. Travel | 4,746 | 5,000 | 10,000 | -3,300 | 6,700 ⁷ |
| 5350 Travel - Staff | 15,032 | 18,000 | 17,500 | -500 | 17,000 ⁸ |
| 5360 Travel - Ministries | | 400 | 400 | 0 | 400 |
| Total 5300 Travel & Conferences | 32,007 | 36,000 | 39,000 | -3,700 | 35,300 |

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|---|----------------|----------------|------------------|-------------------|------------------------|
| | Actuals | Budget | | | |
| 6000 Programs | | | | 0 | |
| 6110 Sessions Room & Board | 173,649 | 170,000 | 175,950 | 5,190 | 181,140 |
| 6112 Retreats - Room & Board | | | | 0 | |
| 6114 Room Rental | 17,625 | 20,000 | 20,000 | 0 | 20,000 |
| 6150 Food Expense | 15,130 | 18,000 | 18,000 | 0 | 18,000 |
| 6112 Retreats - Room & Board | 32,754 | 38,000 | 38,000 | 0 | 38,000 |
| 6125 Program Expenses | | | | 0 | |
| 6105 Honoraria | 15,814 | 16,500 | 19,500 | 2,500 | 22,000 ⁹ |
| 6115 Equipment Rental | 5,412 | 6,000 | 6,000 | 0 | 6,000 |
| 6121 Supplies and Other Expenses | 5,078 | 9,300 | 9,300 | 0 | 9,300 |
| 6165 Pre-Sessions Expense | 1,406 | 1,000 | 1,000 | 0 | 1,000 |
| 6125 Program Expenses | 27,710 | 32,800 | 35,800 | 2,500 | 38,300 |
| 6130 Committee Exp. - General | 5,838 | 11,700 | 11,950 | -5,600 | 6,350 |
| 6134 Childcare | 788 | 2,000 | 2,000 | 0 | 2,000 |
| 6167 Committee Day Expenses | | 500 | 500 | -500 | 0 |
| 6130 Committee Expenses | 6,626 | 14,200 | 14,450 | -6,100 | 8,350 |
| 6160 Support - Retreats & Sessions | | | | 0 | |
| 6163 Friends Camp | 2,309 | 2,220 | 2,220 | 0 | 2,220 |
| 6167 Religious Education & Outreach | 300 | 1,800 | 0 | 2,000 | 2,000 ¹⁰ |
| 6160 Program Support | 2,609 | 4,020 | 2,220 | 2,000 | 4,220 |
| Total 6000 Programs | 243,348 | 259,020 | 266,420 | 3,590 | 270,010 |
| 6140 Books and Other | | 0 | 0 | 0 | 0 |
| 6142 Books | 10,068 | 14,500 | 15,000 | -500 | 14,500 |
| 6145 Other Items for Sale | 1,650 | 0 | 0 | 0 | 0 |
| 6147 Consignment Sales | 5,730 | 0 | 0 | 0 | 0 |
| Total 6140 Books and Other | 17,447 | 14,500 | 15,000 | -500 | 14,500 |
| 6200 Support of Other Orgs | | | | 0 | |
| 6310 FGC | 13,075 | 13,075 | 13,075 | 0 | 13,075 |
| 6320 FUM | 11,357 | 13,075 | 13,075 | 0 | 13,075 |
| 6325 FWCC | 13,075 | 13,075 | 13,075 | 0 | 13,075 |
| 6310-6325 FGC, FUM & FWCC | 37,507 | 39,225 | 39,225 | 0 | 39,225 |
| 6328 Ramallah Friends School | 100 | 100 | 100 | 0 | 100 |
| 6335 AFSC | 300 | 300 | 300 | 0 | 300 |
| 6340 FCNL | 750 | 750 | 750 | 0 | 750 |
| 6345 QEW | 300 | 300 | 300 | 0 | 300 |
| 6350 Friends Peace Teams | 100 | 100 | 100 | 0 | 100 |
| 6355 FWCC 3rd World Travel | 500 | 500 | 500 | 0 | 500 |
| 6360 QUNO | 200 | 200 | 200 | 0 | 200 |
| 6362 Quaker Voluntary Service | 100 | 100 | 100 | 0 | 100 |
| 6328-6362 Friends' Organizations | 2,350 | 2,350 | 2,350 | 0 | 2,350 |
| 6590 Ecumenical Organizations | | | | 0 | |
| 6592 State Council of Churches | 3,214 | 4,000 | 4,000 | 0 | 4,000 |
| 6594 NE Council of Churches | 150 | 150 | 150 | 0 | 150 |
| 6596 NECL | 150 | 150 | 150 | 0 | 150 |
| 6598 World Council of Churches | 100 | 100 | 100 | 0 | 100 |
| 6590 Ecumenical Organizations | 3,614 | 4,400 | 4,400 | 0 | 4,400 |
| Total 6200-6500 Support of Other Orgs. | 43,471 | 45,975 | 45,975 | 0 | 45,975 |

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|--|------------|------------|------------------|-------------------|------------------------|
| | Actuals | Budget | | | |
| 6600 Publications | | | | 0 | |
| 6610 Yearly Meeting Minute Book (Minutes + Directory) | | 1,000 | 1,000 | -1,000 | 0 |
| 6620 New England Friend (Sessions Issue) | 3,522 | 3,000 | 3,000 | 1,000 | 4,000 |
| Total 6600 Publications | 3,522.15 | 4,000 | 4,000 | 0 | 4,000 |
| Total Expenses | 808,136.85 | 856,921 | 878,137 | 27,732 | 905,869 |
| Net Operating Income | 13,868.24 | -8,421 | -8,637 | -9,957 | -18,594 |
| Other Income & Other Expense | | | | | |
| 9940 Other Income - Transfers from other fu | 32,072.22 | | | | |
| Total Other Income | 32,072.22 | | | | |
| Net Other Income | 32,072.22 | | | | |
| Net Income | 45,940.46 | (8,421.09) | (8,637.00) | (9,956.76) | (18,593.76) |

Notes:

- 1 To be conservative, monthly meeting contributions were kept at the 2019 level.
- 2 Assumes a room and board fee increase by Castleton Univ in summer 2021.
- 3 Increases in salaries are due to a COLA increase, merit raises and raises to keep staff in equitable pay ranges.
- 4 The amount of the Accounting Services and Legal Services lines has decreased due to adequate amounts already in the funds set aside for those purposes.
- 5 The final account number for the "Infrastructure" item has not been determined yet. This item was approved by Permanent Board in February 2020.
- 6 Includes new "cyber liability" protection.
- 7 The budget sets aside \$1700 (~\$5000/3) for FWCC travel, to be transferred to the 3630 World Conference Travel Board Designated Fund.
- 8 This reduced amount is consistent with actual Staff Travel in prior years.
- 9 Includes \$1000 to respond to the Peer Support Budget Priority.
- 10 Adds \$1000 for Spiritual Formation and \$1000 for Inclusive Leadership to respond to the respective Permanent Board Budget Priorities.

Draft Committee Budgets

| Committee | FY20 Budget | FY21 Request | FY21 Proposed |
|----------------------------|------------------------|-------------------------|--------------------------|
| Archives | - | - | |
| Coordinating & Advisory | 500 | 500 | 500 |
| Development | 1,000 | | - |
| Earthcare Ministries | 350 | 350 | 100 |
| Faith and Practice | 1,050 | 1,050 | 1,050 |
| FGC | 100 | 100 | 100 |
| Finance | 100 | 100 | 100 |
| Friends Camp | - | - | - |
| FUM | 350 | 350 | 100 |
| FWCC | 750 | 750 | 100 |
| Ministry and Counsel | 1,650 | 1,650 | 100 |
| Nominating | 1,650 | 1,650 | 500 |
| Personnel | - | - | - |
| Permanent Board | 250 | 250 | 100 |
| Ch. W. Supremacy WG | 600 | 600 | 100 |
| Puente de Amigos | 1,500 | 1,500 | 1,500 |
| Racial Social Econ Justice | 1,500 | 1,500 | 1,500 |
| Youth Ministries | 600 | 500 | 500 |
| Total | 11,950 | 10,850 | 6,350 |