



Budget 2021-2022

A Note From the Leadership

God has been at work in and through the various ministries of Our Savior over this last year doing some pretty amazing things even despite all of the challenges that we have faced! Lives are being changed as people are connected to Jesus. We are excited about all of the things that God has done and look forward with anticipation to all that God is going to do as we follow Him into the future He has been preparing for us. Great days are ahead for Our Savior Lutheran Ministries.

The enclosed 2021-2022 Fiscal Year Budget is presented for your review, comments, and approval. Considerable prayer and hard work on the part of staff and Board of Directors has resulted in this budget proposal for the coming fiscal year.

This budget demonstrates our determined commitment to operate Our Savior within our projected income. Our desire is to work hard on advancing the kingdom work of God through Our Saviors' ministry and mission, while maintaining a balanced budget.

As we look back over 2020 and 2021 God has been at work despite the pandemic! Financially, we will end this fiscal year having performed better than budget. We give thanks and praise to God and to you for this.

We were the first school in Alameda County open full time. Our school and preschool continue to be a shining light to many families within our community as kids receive a top quality education and learn about God's love for them.

We encourage each of you to read this brochure carefully and prayerfully. We look forward to celebrating as a congregation and making some decisions together with you at the Voters' Meeting on June 6. These are exciting times. We will also have a Q&A night on May 24 to answer any questions you might have prior to the voters meeting. We look forward to journeying with you this next year. Thank you for your love and support.

Mark Your Calendars

- **May 24 @ 7 PM**
Q&A Meeting
(Sanctuary)– *This is a time to come and ask your questions before the voters meeting.*
- **June 6 @ 10:30 AM**
Voters Meeting
(Sanctuary)



Our Savior
Lutheran Ministries

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Income

During the 2020-2021 fiscal year, we have seen a continuation of solid giving. Praise the Lord for faithful givers especially during this pandemic filled year. In addition, both the preschool and the school have very strong enrollment numbers for the next school year.

From a church income perspective, we expect to end the year around 98% of target so are keeping the target the same for next year. We are experiencing a decrease in revenue from other sources including special gifts (due to reduction in lab matching funds); however, this will be partially offset by increased revenue from rentals.

For the school, we are projecting an enrollment of 310 students for next year. This is up from 235 students this year. There was also a 5 % increase in tuition.

In the preschool, we are projecting an enrollment of 121, with waiting lists in many of our classes. There was a 4% increase in tuition for preschool this year.

We believe that the proposed budget of \$4,773,522 is an achievable budget as we walk together under God's care and guiding.



Personnel

Proposed Budget: \$3,071,990

Percentage of Budget: 64%

Our Savior has been blessed with a great staff that seeks to serve God and our community. They work tirelessly serving to bring people to Jesus and extending the kingdom of God. They are a blessing to our ministry and the families we serve. As a ministry, it is our desire to provide for and take care of our staff as best as we possibly can. In working with our staff there are costs in terms of salary, benefits, and expenses. Last year there were no salary increases, so this year's budget allows us to make up for that. We also continue to work to get salaries in line with district guidelines for our area.



Changes for 2021-2022:

- Salary adjustments averaged 6%.
- For the first time in many years, this year's budget brings a majority of our team members to at or above 90% of target (CNH Guidelines where available).
- Budget includes the addition of 4 school teachers, 2 preschool teachers, 4 teacher aides, dedicated music teacher, and school office administrator.

Ministry Expenses

Proposed Budget: \$468,932
Percentage of Budget: 10%

The five major Ministry areas are:

- **Worship Ministries** – This covers the supplies for worship, music purchases and licensing, as well as support of the liturgical arts.
- **Family Ministry** – This is our ministry with people from birth through adults. This money covers curriculum and supplies for our Sunday School, Church, Confirmation, and youth groups. This also supports our various adult and care ministries.
- **Missions** – At Our Savior, we are glad to support the work of the church at large. This includes supporting our district and missionaries in Guatemala and Uganda, as well as efforts such as our quilting mission.
- **School Expenses**—This covers all of the expenses that are necessary for the running of a school from classroom supplies to curriculum.
- **Tuition Support**—This covers both financial aid that is given on an as needed basis and discounts given to children of staff, and siblings.

Changes for 2021-2022:

- Discount support is more than doubling, partially offset by an unexpected decrease in Financial Aid.
- Overall school expenses budget increasing to account for larger enrollment.



Administration and Property

Proposed Budget: \$1,234,000
Percentage of Budget: 26%

Administration and Property covers the physical needs of the ministry. This area is broken up into three areas:

1. **Administration** - Effective and efficient management of the business of the ministry requires office equipment and resources. These dollars are allotted for printing, computers, office supplies, postage, other necessary office functions, and professional fees on an as needed basis.
2. **Property** - This area covers the substantial costs of keeping the buildings and grounds clean and well-functioning. Utilities are also included in this area.
3. **Debt Servicing** - Mortgage payments. We are in year 2 of our current 3 year agreement with LCEF and benefitted from a 0.5% interest rate reduction in February.

Changes for 2021-2022:

- Adjustment of mortgage expense budget line to accurately reflect monthly outlay under our current agreement.
- Establishing a Capital Expense Fund to set aside money for future inevitable large expenses (Big 4: HVAC, roof, floor coverings and parking lot).
- Electricity expenses continue to increase (solar scheduled 3% increase/yr despite planned production reduction) as well as some performance issues.

Operating Budget 2021-2022



Account Number	Account Name	Actuals Through April 2021	Current Budget 2020-2021	Proposed Budget 2021-2022
Income				
Church Income				
14000	Church Giving	\$ 856,200	\$ 1,037,000	\$ 1,037,000
4550	Church Other Income	\$ 66,100	\$ 93,620	\$ 57,500
	<i>Subtotal</i>	\$ 922,300	\$ 1,130,620	\$ 1,094,500
School Income				
4102.1	School Tuition	\$ 1,661,900	\$ 1,848,852	\$ 2,823,170
4102.2	Preschool Tuition	\$ 452,900	\$ 665,034	\$ 710,000
4200	Extended Care Receipts	\$ 45,500	\$ 145,500	\$ 117,000
4300	School Other Income	\$ 460,100	\$ 33,900	\$ 30,300
	<i>Subtotal</i>	\$ 2,620,400	\$ 2,693,286	\$ 3,680,470
14775	Investment/Designated Funds	\$ 274,000	\$ -	\$ -
	Income Subtotal	\$ 3,816,700	\$ 3,823,906	\$ 4,774,970
Ministry Expenses				
16500	Worship Ministries	\$ 11,000	\$ 20,200	\$ 21,150
16800	Ministry Programs	\$ 56,600	\$ 22,950	\$ 23,700
17000	Missions	\$ 56,700	\$ 72,300	\$ 73,550
18000	School Expenses	\$ 100,100	\$ 93,172	\$ 109,132
18750	Tuition Support	\$ 203,000	\$ 175,000	\$ 240,000
	Ministries Subtotal	\$ 427,400	\$ 383,622	\$ 467,532
Administration and Property Expenses				
Administration				
16000	Administrative	\$ 95,200	\$ 88,898	\$ 118,100
16300	Mortgages	\$ 387,500	\$ 494,892	\$ 660,000
	<i>Subtotal</i>	\$ 482,700	\$ 583,790	\$ 778,100
Property				
7000	Utilities	\$ 161,700	\$ 177,960	\$ 238,500
7010	Facilities	\$ 108,400	\$ 169,300	\$ 217,400
	<i>Subtotal</i>	\$ 270,100	\$ 347,260	\$ 455,900
	Administration and Property Subtotal	\$ 752,800	\$ 931,050	\$ 1,234,000
Personnel Expenses				
5100	Salaries	\$ 1,656,700	\$ 1,877,954	\$ 2,355,055
5700	Employee Benefits	\$ 510,600	\$ 551,178	\$ 681,635
6100	Human Resources	\$ 21,400	\$ 36,640	\$ 35,300
	Personnel Subtotal	\$ 2,188,700	\$ 2,465,772	\$ 3,071,990
Budget Summary and Totals				
Income		\$ 3,816,700	\$ 3,823,906	\$ 4,774,970
Expenses				
	<i>Ministries</i>	\$ 427,400	\$ 383,622	\$ 467,532
	<i>Administration and Property</i>	\$ 752,800	\$ 931,050	\$ 1,234,000
	<i>Personnel</i>	\$ 2,188,700	\$ 2,465,772	\$ 3,071,990
Total Expenses		\$ 3,368,900	\$ 3,780,444	\$ 4,773,522
Income Less Expenses		\$ 447,800	\$ 43,462	\$ 1448