

| Data Supporting Corpus Distributions as of 12/31/2021 | | | | | | | |
|---|---|--|-----------------|------------------------------|-------------------------------------|------------------------|------------------------------------|
| NO. | ITEM | BACKGROUND | Original Budget | Spent/Transfers to Operating | Est Remaining available at 12/21/21 | Spent/Transfer in 2022 | Est Remaining available at 10/1/22 |
| 1 | New windows in guesthouses | The windows are single pane wood windows that were part of the original 1957 construction. They will be replaced with high performance, low e, double pane windows. | | | | | |
| | | Material 24 @ \$400 | \$9,600 | | | | |
| | | Labor 24 @ \$450 | <u>\$10,800</u> | | | | |
| | | | \$20,400 | \$ 13,250.00 | \$ 7,150.00 | | \$ 7,150.00 |
| 2 | Upgrade plumbing and bathrooms in Weakley Guesthouse | The intent is to do a modest upgrade using durable materials. New finishes including new ceilings, durable wall finishes, and stall partitions are needed. Electrical wiring needs to be upgraded and new fixtures installed. Guest complaints about the bathroom facilities are frequent. All the piping and fixtures (laboratories, water closets, showers) need to be replaced. Handicap accessible fixtures needed to be installed. (It should be noted that it will be impossible to create fully handicap bathrooms due to space limitations.) | | | | | |
| | | Demolition | \$3,000 | | | | |
| | | Fixtures | \$6,000 | | | | |
| | | Finishes | \$8,000 | | | | |
| | | Partitions | \$3,000 | | | | |
| | | Plumbing | \$14,000 | | | | |
| | | Electrical | \$12,000 | | | | |
| | | Design & Permits | \$8,000 | | | | |
| | | Contingency | <u>\$10,000</u> | | | | |
| | | | \$64,000 | \$ 50,518.42 | \$ 13,481.58 | | \$ 13,481.58 |
| 3 | Air conditioning for both guesthouses | Split type AC units will be installed along with upgrades to the main electrical panel and new branch circuits including additional circuits and receptacles. | | | | | |
| | | AC Equipment 20 @ \$1500 | \$30,000 | | | | |
| | | Piping & Installation | \$15,000 | | | | |
| | | Main Electric Panel | \$5,000 | | | | |
| | | Branch Circuits 10 @ \$350 | \$3,500 | | | | |
| | | Receptacles 40 @ \$200 | \$8,000 | | | | |
| | | General Construction | <u>\$4,000</u> | | | | |
| | | | \$65,500 | \$ 58,472.00 | \$ 7,028.00 | | \$ 7,028.00 |
| 4 | New air conditioning in Lodge | The Lodge relies on window units that are very noisy and inadequate to meet the load. New split AC units will be installed. New branch circuit wiring is needed. | | | | | |
| | | AC Equipment 4 @ \$2500 | \$10,000 | | | | |
| | | Piping & Installation | \$4,000 | | | | |
| | | Branch Circuits 4 @ \$350 | \$1,400 | | | | |
| | | General Construction | <u>\$2,000</u> | | | | |
| | | | \$17,400 | | \$ 17,400.00 | | \$ 17,400.00 |

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| 5 | Part-time marketing person for two years | The Executive Director is the only full-time staff person. Part-time staff and resident caretakers handle bookings, guest care, housekeeping, maintenance, and promotion. No one has time to develop new business. The traditional retreat business has been in decline among all the UU retreat centers and new sources of income are needed to be sustainable. Murray Grove has tried to develop new business including offering special wedding packages. This business has the potential for augmenting the retreat income, however, unless there is staff to actively market this new income source will never materialize. Currently it is impossible to fund a marketing person. The intent is to fund this person for two years so they can develop enough new business that there will be sufficient income to fund a part-time person out of operating income. | | | | | |
| | | In lieu of marketing person, budget was allowed for other marketing related expenses: | | | | | |
| | Executive Coaching Services | Turning Point LLC - Coaching | | \$ 16,000.00 | | | |
| | Part of additional Marketing released fr corpus/12,500 per Dominick in 2020 to increase MG marketing efforts | Camera & Misc marketing items | | \$ 5,408.45 | | | |
| | Anti Racism seminar | Seminar | | \$ 2,100.00 | | | |
| | Marketing - Misc | Turning Point Marketing contract | | \$ 9,000.00 | | | |
| | | Dima Jones /hrly help | | \$ 1,051.00 | | | |
| | | Dima Jones /hrly help | | \$ 279.13 | | | |
| | | Salary for two years @ \$25,000/yr | \$50,000 | | | | |
| | | Benefits | \$16,500 | | | | |
| | | | \$66,500 | | \$ 32,661.42 | \$ 30,120.00 | \$ 2,541.42 |
| | | | | | | | |
| | | | | | | | |
| 6 | Retire outstanding line of credit and credit card debt | Murray Grove operates at an extremely tight margin with no reserves and relies on a line of credit and credit card to deal with cashflow. Over the years this has become an outstanding loan. 50% of the loan was called several years ago putting Murray Grove in a tough financial situation. The current balance is \$25,534. It would be desirable to pay off the loan and establish a modest cash reserve to deal with cash flow . | | | | | |
| | | Loan Payoff | \$25,534 | \$ 28,266.52 | \$ - | | \$ - |
| | | Cash Reserve | \$20,000 | \$ 13,874.48 | \$ - | | \$ - |
| | | | \$45,534 | | \$ 3,393.00 | | \$ 3,393.00 |
| | | | | | | | |
| 7 | Kitchen electrical upgrade | The kitchen needs additional circuits for safe operation. In addition a new water softener is needed. | | | | | |
| | | Sub-panel | \$4,000 | | | | |
| | | Branch circuits | \$2,000 | | | | |
| | | GFI receptacles | \$1,500 | | | | |
| | | Water softener | \$2,500 | | | | |
| | | Spent for Water softener, kitchen hood, fan system | \$10,000 | \$ 3,400.00 | \$ 6,600.00 | | \$ 6,600.00 |

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| 8 | New doors and locksets | Murray Grove used to book each guesthouse for retreats with only one organization occupying the building. It has determined that some retreats can't fill the entire building and chose to cancel the retreat. As a way to accommodate them, Murray Grove allows them to book only the number of rooms they need so that another retreat can book the rest of the rooms for their own retreat. The doors are part of the original construction and lack locksets. Now that different organizations are occupying the same building and this has become a safety concern. | | | | | |
| | | Doors 20 @ \$350 | \$7,000 | | | | |
| | | Labor 20 @ \$150 | \$3,000 | | | | |
| | | Lockset 20 @ \$70 | \$1,400 | | | | |
| | | | \$11,400 | \$ 1,606.87 | \$ 9,793.13 | | \$ 9,793.13 |
| 9 | New digital sign on Route 9 | Seven years ago Murray Grove demolished a derelict building it owned along Rt 9. The power for the original sign came from the service for this house. When the building was demolished the electric power was cut off. Currently our wooden sign is unlit and deteriorating. To attract new business especially for its programs and special events a new digital sign is needed. This will entail installing new electric service. This is expensive as the utility company has said they must extend a line across Rt 9. | | | | | |
| | | Electric service | \$ 6,000 | | | | |
| | | Digital sign | \$ 8,000 | | | | |
| | | Sign installation | \$ 4,000 | | | | |
| | | General construction | \$ 2,000 | | | | |
| | | Spent for design and upgrade old sign until new one is installed | \$ 20,000.00 | \$ 986.00 | \$ 19,014.00 | | \$ 19,014.00 |
| 10 | Rebuilding the Screen House | The Screen House is a building next to the pool that is used during the summer for many functions. It is in poor condition requiring remedial carpentry. If the building was upgraded and heated so it could be used for at least three seasons it would increase the meeting space available for rental. Having more meeting space would enhance Murray Grove's ability to attract bookings. Extensive carpentry work is needed including new insulated wall panels, roof, and heating and air conditioning is also required to accommodate three season operation. | | | | | |
| | | Carpentry repairs | \$15,000 | | | | |
| | | Insulated wall panels | \$20,000 | | | | |
| | | New lighting and electrical outlets | \$6,000 | | | | |
| | | Heat pump air conditioning & heating | \$14,000 | | | | |
| | | Spent for Carpentry repairs/Roof | \$55,000 | \$ 5,950.00 | \$ 49,050.00 | | \$ 49,050.00 |
| 11 | Mattresses and bedding in guesthouses | It has been some time since the guesthouses were refreshed with new mattresses. We have received many complaints about the mattresses. New mattresses are needed throughout. | | | | | |
| | | Mattresses 40 @ \$500 | \$20,000 | | | | |
| | | | \$20,000 | \$ 9,739.80 | \$ 10,260.20 | | \$ 10,260.20 |
| 12 | Parker House improvements | The on site Caretakers use Parker House as their residence. The building provides minimal accommodations at best. Residents are forced to walk outdoors on the porch to get to the bathrooms. Sinks are needed in each room. In addition, soundproofing is needed between the rooms. | | | | | |
| | | 3 sinks @ \$300 | \$900 | | | | |

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| | | | * \$ | 53,855.31 | | |
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53,855.31