

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

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

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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