

TREASURER'S REPORT November 2018 Financials

Detail Comments

Income – The income for the month was somewhat staggering with a total of just under \$58,000 or \$11,000 above Budget. This was primarily from two specific sources. The first was a prepaid pledge for 2019 of \$5,000. The other was an additional donation of \$5,200 by a pledging parishioner.

	MONTH			YTD		
	Actual	Budget	B/(W)	Actual	Budget	B/(W)
Total 2018 Pledge	53,215	44,007	9,208	506,024	493,062	12,962
Total Plate	5,316	3,000	2,316	64,769	16,000	48,769
Total Other Income	170	0	170	896		896
Total Income	58,701	47,007	11,694	571,689	509,062	62,627

Expenses – Our total expenses were under Budget by a total of \$7,000. While there was not any one specific account that contributed primarily to the savings, one account (Grounds) did not have the usual expense of \$1,000 which will be made up in December. Contract Labor continues as a positive variance as does salaries.

	MONTH			YTD		
	Actual	Budget	B/(W)	Actual	Budget	B/(W)
Children's Ministry	0	675	675	6,044	7,425	1,381
Contract Labor	652	1,883	1,231	9,137	21,213	12,076
Insurance	2,523	2,550	27	57,635	57,150	(485)
Maintenance	2,979	3,860	881	47,592	42,460	(5,132)
Miscellaneous	820	2,050	1,230	19,171	22,525	3,354
Office Supplies	594	1,035	441	8,961	12,185	3,224
Salaries	11,443	12,550	1,107	134,581	143,133	8,552
Utilities	2,743	3,310	567	35,382	38,805	3,423
Total Expenses	37,763	44,959	7,196	503,464	535,052	31,588

Surplus/ (Deficit) – Due to the significant Income increase and the very low spending, our Surplus for the month was just under \$21,000. To date we have a Surplus of \$68,000. Just as a note, we are \$94,000 better than Budget for the year. Two thirds of the improvement comes from an increase in Income, while one third is from expense reduction.

	MONTH			YTD		
	Actual	Budget	B/(W)	Actual	Budget	B/(W)
Income	58,701	47,007	11,694	571,689	509,062	62,627
Expenses	37,763	44,959	7,196	503,464	535,052	31,588
Surplus/(Deficit)	20,937	2,048	18,890	68,225	(25,990)	94,215

Restricted Funds: The only expenditures of note in Restricted Funds were the following:

- \$1,938 in Clergy Continuing Education for Fr. Richard's Holy Land trip
- \$1,430 in Chapel Fund for an alter Crucifix
- \$2,329 in Fellowship RF that was for expenditures for the Diocesan Convention. This amount will be reimbursed by the Diocese in the future.

Available Balances – Total cash on hand, operating cash and the General Benevolence Fund which is under the discretion of the Vestry appear below. Our total cash increased significantly due to the large surplus we had in the month.

	Total Cash on Hand	Operating Cash	General Benevolence	Capital Improvements
Beginning	311,363	207,494	51,477	(14,327)
Ending	331,987	228,432	51,477	(14,327)

Other Items of Note:

- I contacted Frost Brokerage relative to investing surplus cash with them. They recommended the purchased of US Treasury notes, either 6 month (yielding about 2.4%) or 12 month (yielding 2.5%). Their fee (about \$100) would be included in the purchase. My recommendation would be to invest \$150,000 in 6 month notes. It would earn about \$3,600 annually. Every six months we can roll it over and purchase another note. The Vestry can designate how the interest is used. I would recommend allocating it to Capital Improvements. If used for Operation purposes, those funds would go into the Diocesan Assessment calculation.
- Relative to the Forecast that was presented to the parish at the Stewardship Luncheon, due to the exceptional month, we are forecasting a year end surplus of about \$75,000 which is \$20,000 greater than presented at the luncheon.

Submitted

David Spaulding

Note: The Report Option to include Open Transactions is selected.

Accounts	MTD Actual	MTD Budget	Better / (Worse)	YTD Actual	YTD Budget	Better / (Worse)
Income						
Pledge						
400300 - Pledge Additional	\$0.00	\$0.00	\$0	\$0.00	\$0.00	\$0
400301 - Pledge Commitments	\$53,215.36	\$44,007.00	\$9,208	\$506,023.52	\$493,062.00	\$12,962
Total Pledge	\$53,215.36	\$44,007.00	\$9,208	\$506,023.52	\$493,062.00	\$12,962
Plate						
400200 - Plate Check	\$4,726.34	\$0.00	\$4,726	\$58,079.95	\$0.00	\$58,080
400205 - Plate Cash	\$589.46	\$3,000.00	(\$2,411)	\$6,689.43	\$16,000.00	(\$9,311)
Total Plate	\$5,315.80	\$3,000.00	\$2,316	\$64,769.38	\$16,000.00	\$48,769
Miscellaneous Income						
400101 - Diocesan Support	\$0.00	\$0.00	\$0	\$0.00	\$0.00	\$0
400103 - Miscellaneous Income Other	\$170.00	\$0.00	\$170	\$896.16	\$0.00	\$896
400105 - Parish Hall Rental	\$0.00	\$0.00	\$0	\$0.00	\$0.00	\$0
400106 - Special Events	\$0.00	\$0.00	\$0	\$0.00	\$0.00	\$0
Total Miscellaneous Income	\$170.00	\$0.00	\$170	\$896.16	\$0.00	\$896
Parish Hall						
400400 - Parish Hall - Building Funds	\$0.00	\$0.00	\$0	\$0.00	\$0.00	\$0
Total Parish Hall	\$0.00	\$0.00	\$0	\$0.00	\$0.00	\$0
Total Income	\$58,701.16	\$47,007.00	\$11,694	\$571,689.06	\$509,062.00	\$62,627
Expenses						
Altar Guild						
500000 - Altar Guild	\$140.17	\$350.00	\$210	\$2,772.49	\$4,100.00	\$1,328
Total Altar Guild	\$140.17	\$350.00	\$210	\$2,772.49	\$4,100.00	\$1,328
Auto Expense						
500105 - Auto Allowance Curate	\$400.00	\$400.00	\$0	\$4,400.00	\$4,400.00	\$0
500110 - Auto Allowance Deacon	\$1,200.00	\$600.00	(\$600)	\$6,600.00	\$6,600.00	\$0
500115 - Auto Allowance Rector	\$0.00	\$0.00	\$0	\$200.00	\$400.00	\$200
500120 - Auto Reimbursement	\$0.00	\$0.00	\$0	\$0.00	\$0.00	\$0
Total Auto Expense	\$1,600.00	\$1,000.00	(\$600)	\$11,200.00	\$11,400.00	\$200
Children's Ministry						
500220 - Christian Ed	\$0.00	\$200.00	\$200	\$3,125.37	\$2,200.00	(\$925)
500225 - Christian Ed Other	\$0.00	\$0.00	\$0	\$79.43	\$0.00	(\$79)
500245 - Youth Activities	\$0.00	\$475.00	\$475	\$939.01	\$5,225.00	\$4,286
500250 - VBS	\$0.00	\$0.00	\$0	\$0.00	\$0.00	\$0
500260 - Youth Missions Local	\$0.00	\$0.00	\$0	\$0.00	\$0.00	\$0
500265 - Youth Missions Int'l	\$0.00	\$0.00	\$0	\$1,900.00	\$0.00	(\$1,900)
Total Children's Ministry	\$0.00	\$675.00	\$675	\$6,043.81	\$7,425.00	\$1,381
Contract Labor						
500300 - Accountant	\$0.00	\$0.00	\$0	\$460.00	\$500.00	\$40
500303 - Musicians	\$0.00	\$0.00	\$0	\$0.00	\$0.00	\$0
500304 - Nursery	\$651.60	\$1,050.00	\$398	\$5,539.81	\$11,550.00	\$6,010
500310 - Clergy	\$0.00	\$833.00	\$833	\$3,137.02	\$9,163.00	\$6,026
Total Contract Labor	\$651.60	\$1,883.00	\$1,231	\$9,136.83	\$21,213.00	\$12,076
Diocesan Assessment						
500400 - Assessment	\$7,292.36	\$7,293.00	\$1	\$80,223.88	\$80,223.00	(\$1)
Total Diocesan Assessment	\$7,292.36	\$7,293.00	\$1	\$80,223.88	\$80,223.00	(\$1)
Housing Allowance						
500500 - Curate	\$1,750.00	\$1,750.00	\$0	\$19,250.00	\$19,250.00	\$0
500501 - Priest	\$0.00	\$0.00	\$0	\$0.00	\$0.00	\$0
500502 - Rector	\$0.00	\$0.00	\$0	\$1,000.00	\$2,000.00	\$1,000
Total Housing Allowance	\$1,750.00	\$1,750.00	\$0	\$20,250.00	\$21,250.00	\$1,000
Insurance						
500600 - Dental	\$0.00	\$0.00	\$0	\$0.00	\$0.00	\$0
500601 - Disability LTD/STD	\$0.00	\$0.00	\$0	\$0.00	\$0.00	\$0
500602 - Life/ AD&D	\$44.48	\$125.00	\$81	\$730.18	\$1,375.00	\$645
500603 - Medical	\$2,478.10	\$2,425.00	(\$53)	\$29,580.35	\$26,675.00	(\$2,905)
500604 - Insurance Other	\$0.00	\$0.00	\$0	\$0.00	\$0.00	\$0
500605 - Property	\$0.00	\$0.00	\$0	\$27,324.49	\$29,100.00	\$1,776
500606 - Vision	\$0.00	\$0.00	\$0	\$0.00	\$0.00	\$0
500607 - Worker's Comp	\$0.00	\$0.00	\$0	\$0.00	\$0.00	\$0
Total Insurance	\$2,522.58	\$2,550.00	\$27	\$57,635.02	\$57,150.00	(\$485)
Maintenance - Property & Equip						
500700 - Building Repairs	\$29.96	\$325.00	\$295	\$11,251.56	\$3,575.00	(\$7,677)
500701 - Computer & Consulting	\$231.38	\$500.00	\$269	\$2,540.70	\$5,500.00	\$2,959
500702 - Equip Purchases	\$1,198.00	\$0.00	(\$1,198)	\$1,847.00	\$0.00	(\$1,847)
500703 - Equip Rental	\$110.00	\$110.00	\$0	\$1,100.00	\$1,210.00	\$110
500704 - Equip Repairs	\$0.00	\$0.00	\$0	\$0.00	\$0.00	\$0
500705 - Grounds	\$0.00	\$1,000.00	\$1,000	\$12,126.54	\$11,000.00	(\$1,127)
500706 - Kitchen Supplies	\$79.89	\$200.00	\$120	\$749.16	\$2,200.00	\$1,451
500707 - Maint Supplies	\$0.00	\$150.00	\$150	\$63.95	\$1,650.00	\$1,586
500709 - Service Contracts	\$354.12	\$375.00	\$21	\$4,617.27	\$4,125.00	(\$492)

November 2018

Note: The Report Option to include Open Transactions is selected.

Accounts	MTD Actual	MTD Budget	Better / (Worse)	YTD Actual	YTD Budget	Better / (Worse)
500715 - Cleaning Services	\$976.00	\$1,200.00	\$224	\$13,296.17	\$13,200.00	(\$96)
Total Maintenance - Property & Equip	\$2,979.35	\$3,860.00	\$881	\$47,592.35	\$42,460.00	(\$5,132)
Miscellaneous						
500900 - Bank Service Charges	\$404.68	\$450.00	\$45	\$5,280.86	\$5,200.00	(\$81)
500901 - Dues & Subscriptions	\$415.00	\$500.00	\$85	\$7,783.49	\$7,950.00	\$167
500902 - Licenses & Permits	\$0.00	\$0.00	\$0	\$20.00	\$75.00	\$55
500903 - Miscellaneous Other	\$0.00	\$300.00	\$300	\$2,191.54	\$3,300.00	\$1,108
500904 - Professional Development	\$0.00	\$400.00	\$400	\$333.95	\$1,600.00	\$1,266
500910 - Fellowship	\$0.00	\$400.00	\$400	\$3,561.20	\$4,400.00	\$839
500915 - Clergy Search	\$0.00	\$0.00	\$0	\$0.00	\$0.00	\$0
Total Miscellaneous	\$819.68	\$2,050.00	\$1,230	\$19,171.04	\$22,525.00	\$3,354
Mission & Outreach						
501000 - La Gran Familia	\$0.00	\$0.00	\$0	\$0.00	\$0.00	\$0
501002 - Malawi Centurian	\$0.00	\$0.00	\$0	\$0.00	\$0.00	\$0
501005 - SAMS	\$0.00	\$0.00	\$0	\$0.00	\$0.00	\$0
501008 - Nashota House	\$0.00	\$0.00	\$0	\$0.00	\$0.00	\$0
501210 - Mission & Outreach	\$0.00	\$650.00	\$650	\$7,000.00	\$7,150.00	\$150
Total Mission & Outreach	\$0.00	\$650.00	\$650	\$7,000.00	\$7,150.00	\$150
Mission Local						
502000 - Alpha	\$0.00	\$0.00	\$0	\$0.00	\$0.00	\$0
Total Mission Local	\$0.00	\$0.00	\$0	\$0.00	\$0.00	\$0
Music						
503000 - Music Supplies	\$0.00	\$50.00	\$50	\$921.95	\$550.00	(\$372)
Total Music	\$0.00	\$50.00	\$50	\$921.95	\$550.00	(\$372)
Office Supplies						
504000 - Equipment Rental	\$483.00	\$485.00	\$2	\$5,359.32	\$5,335.00	(\$24)
504001 - Furniture	\$0.00	\$0.00	\$0	\$0.00	\$0.00	\$0
504002 - Office Equipment	\$0.00	\$0.00	\$0	\$399.59	\$0.00	(\$400)
504003 - Office Other	\$0.00	\$0.00	\$0	\$0.00	\$0.00	\$0
504004 - Postage & Delivery	\$0.00	\$150.00	\$150	\$863.57	\$1,650.00	\$786
504005 - Printing & Reproduction	\$0.00	\$0.00	\$0	\$417.92	\$800.00	\$382
504006 - Office Supplies	\$215.03	\$400.00	\$185	\$2,888.87	\$4,400.00	\$1,511
504007 - Reception Renovation	(\$103.59)	\$0.00	\$104	(\$968.76)	\$0.00	\$969
Total Office Supplies	\$594.44	\$1,035.00	\$441	\$8,960.51	\$12,185.00	\$3,224
Parish Hall						
505000 - Parish Hall Mortgage	\$3,805.61	\$3,830.00	\$24	\$45,214.85	\$42,130.00	(\$3,085)
Total Parish Hall	\$3,805.61	\$3,830.00	\$24	\$45,214.85	\$42,130.00	(\$3,085)
Payroll Expenses						
507100 - Payroll Tax Expense	\$551.88	\$723.00	\$171	\$6,407.55	\$7,953.00	\$1,545
507105 - Medicare	\$0.00	\$0.00	\$0	\$0.00	\$0.00	\$0
507110 - Social Security	\$0.00	\$0.00	\$0	\$0.00	\$0.00	\$0
Total Payroll Expenses	\$551.88	\$723.00	\$171	\$6,407.55	\$7,953.00	\$1,545
Pension Premiums						
506000 - Pension Premiums	\$870.00	\$1,400.00	\$530	\$10,971.00	\$15,400.00	\$4,429
Total Pension Premiums	\$870.00	\$1,400.00	\$530	\$10,971.00	\$15,400.00	\$4,429
Salaries						
507000 - Curate	\$3,000.00	\$3,350.00	\$350	\$32,833.33	\$36,850.00	\$4,017
507002 - Facilities Manager	\$0.00	\$0.00	\$0	\$0.00	\$0.00	\$0
507003 - Music Director	\$1,800.00	\$1,800.00	\$0	\$22,050.00	\$19,800.00	(\$2,250)
507004 - Parish Administrator	\$2,595.16	\$3,350.00	\$755	\$33,615.46	\$36,850.00	\$3,235
507006 - Parish Secretary	\$0.00	\$0.00	\$0	\$0.00	\$0.00	\$0
507008 - Rector	\$0.00	\$0.00	\$0	\$1,641.67	\$5,083.00	\$3,441
507010 - Youth Director	\$4,047.66	\$4,050.00	\$2	\$44,440.93	\$44,550.00	\$109
Total Salaries	\$11,442.82	\$12,550.00	\$1,107	\$134,581.39	\$143,133.00	\$8,552
Utilities						
509000 - Garbage	\$203.62	\$180.00	(\$24)	\$2,038.43	\$1,980.00	(\$58)
509001 - Gas	\$88.26	\$100.00	\$12	\$1,298.24	\$1,050.00	(\$248)
509002 - Electric BOSA	\$174.17	\$130.00	(\$44)	\$2,048.50	\$1,785.00	(\$264)
509003 - Electric Church	\$328.45	\$400.00	\$72	\$5,039.82	\$5,100.00	\$60
509004 - Electric Great Hall	\$904.57	\$1,200.00	\$295	\$10,232.33	\$11,190.00	\$958
509005 - Telephone	\$452.43	\$700.00	\$248	\$4,750.68	\$7,700.00	\$2,949
509006 - Water	\$591.41	\$600.00	\$9	\$9,973.69	\$10,000.00	\$26
Total Utilities	\$2,742.91	\$3,310.00	\$567	\$35,381.69	\$38,805.00	\$3,423
Total Expenses	\$37,763.40	\$44,959.00	\$7,196	\$503,464.36	\$535,052.00	\$31,588
Net Total	\$20,937.76	\$2,048.00	\$18,890	\$68,224.70	(\$25,990.00)	\$94,215

Date : 12/07/2018
Time : 9:12:48 AM

St.Peter & St.Paul
Summary of Restricted Accounts - Portrait
November 2018

Note: The Report Option to include Open Transactions is selected.

Accounts	Beginning Balance	Restricted Revenue	Restricted Expenses	Ending Balance
<u>Temporary Restricted</u>				
Restricted Funds Benevolence				
800041 - Clergy- Continuing Education	\$3,889.56	\$0.00	\$1,938.43	\$1,951.13
800402 - Benevolence Priest in Charge	(\$1,003.59)	\$187.00	\$0.00	(\$816.59)
800404 - Benevolence Deacon	\$791.10	\$0.00	\$0.00	\$791.10
800405 - Benevolence General	\$51,477.38	\$0.00	\$0.00	\$51,477.38
800420 - Benevolence YD	(\$28.28)	\$0.00	\$0.00	(\$28.28)
Total Restricted Funds Benevolence	\$55,126.17	\$187.00	\$1,938.43	\$53,374.74
Restricted Funds Ministries				
800045 - Fellowship RF	(\$515.06)	\$0.00	\$2,329.48	(\$2,844.54)
800200 - Acolytes	(\$871.65)	\$0.00	\$0.00	(\$871.65)
800210 - Bible Study	\$37.52	\$0.00	\$0.00	\$37.52
800215 - Bookstore	\$959.16	\$0.00	\$0.00	\$959.16
800220 - BOSA	\$2,555.72	\$100.62	\$295.61	\$2,360.73
800225 - Disaster Relief	\$1,908.32	\$0.00	\$0.00	\$1,908.32
800226 - Fellowship Dinner	\$4.75	\$0.00	\$0.00	\$4.75
800228 - Rally Day	\$136.43	\$0.00	\$0.00	\$136.43
800230 - DOK	\$224.74	\$90.00	\$0.00	\$314.74
800235 - Ladies Retreat	\$2,826.99	\$750.00	\$0.00	\$3,576.99
800240 - Men's Retreat	\$800.05	\$0.00	\$0.00	\$800.05
800255 - Family Night	(\$676.20)	\$278.92	\$139.23	(\$536.51)
800260 - Parishioner Relief Fund	\$0.00	\$200.00	\$0.00	\$200.00
800266 - Junior Seminarian	\$0.00	\$585.00	\$0.00	\$585.00
800267 - Middler Seminarian	\$84.92	\$565.00	\$0.00	\$649.92
800270 - Shepherds Guild	\$20.00	\$0.00	\$0.00	\$20.00
800701 - Cursillo Scholarship RF	\$484.00	\$0.00	\$0.00	\$484.00
800702 - Senior Saints	\$0.00	\$44.00	\$0.00	\$44.00
Total Restricted Funds Ministries	\$7,979.69	\$2,613.54	\$2,764.32	\$7,828.91
Restricted Funds Church				
800000 - Altar Guild	\$4,431.38	\$0.00	\$0.00	\$4,431.38
800002 - Capitol Improvements	(\$14,326.81)	\$0.00	\$0.00	(\$14,326.81)
800005 - Flowers	\$331.59	\$959.22	\$725.67	\$565.14
800010 - Memorial Garden Beautification	\$3,132.50	\$0.00	\$0.00	\$3,132.50
800011 - Memorial Garden Niches	\$46,163.28	\$2,400.00	\$150.00	\$48,413.28
800015 - Music	\$1,850.55	\$0.00	\$60.13	\$1,790.42
800017 - Music Handbell Choir	(\$90.05)	\$0.00	\$0.00	(\$90.05)
800020 - Mother's Day Out	(\$2,262.36)	\$0.00	\$0.00	(\$2,262.36)
800025 - Nursery	(\$15.98)	\$0.00	\$0.00	(\$15.98)
800026 - SNS Kingdom Building	\$1,631.81	\$0.00	\$0.00	\$1,631.81
800040 - Statue Donations	\$0.03	\$0.00	\$0.00	\$0.03
Total Restricted Funds Church	\$40,845.94	\$3,359.22	\$935.80	\$43,269.36
Restricted Funds Missions				
800300 - Adult Mission Trip	\$84.70	\$0.00	\$0.00	\$84.70
800305 - Arlington Life Shelter	\$787.23	\$25.00	\$0.00	\$812.23
800310 - Haiti Starfish	\$935.00	\$80.00	\$0.00	\$1,015.00
800315 - La Gran Familia	\$1,800.50	\$0.00	\$0.00	\$1,800.50
800320 - Malawi Relief	\$19.00	\$0.00	\$0.00	\$19.00
800330 - Thanksgiving	\$272.35	\$165.00	\$0.00	\$437.35
Total Restricted Funds Missions	\$3,898.78	\$270.00	\$0.00	\$4,168.78
Restricted Funds Memorials				
800125 - General Memorials	\$320.00	\$0.00	\$0.00	\$320.00
800161 - Robertson R	\$405.00	\$0.00	\$0.00	\$405.00
800170 - Jordan Schley Chapel Fund	\$1,876.73	\$0.00	\$1,430.00	\$446.73
800190 - Spangler B	\$100.00	\$0.00	\$0.00	\$100.00

Date : 12/07/2018
Time : 9:12:48 AM

St.Peter & St.Paul
Summary of Restricted Accounts - Portrait
November 2018

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Note: The Report Option to include Open Transactions is selected.

Accounts	Beginning Balance	Restricted Revenue	Restricted Expenses	Ending Balance
Total Restricted Funds Memorials	\$2,701.73	\$0.00	\$1,430.00	\$1,271.73
Restricted Funds Youth				
800600 - Angli Kids	\$246.37	\$0.00	\$246.37	\$0.00
800605 - AYM	(\$325.18)	\$373.96	\$0.00	\$48.78
800607 - Chili Cookoff	\$487.10	\$0.00	\$0.00	\$487.10
800610 - International Mission Trip	(\$1,488.72)	\$440.00	\$0.00	(\$1,048.72)
800615 - Local Mission Trip	(\$1,222.11)	\$0.00	\$0.00	(\$1,222.11)
800620 - Team Kids	\$20.99	\$0.00	\$20.99	\$0.00
800625 - VBS	\$256.81	\$0.00	\$0.00	\$256.81
800626 - School Supplies	\$20.00	\$0.00	\$0.00	\$20.00
800627 - Anglican House	(\$438.56)	\$0.00	\$0.00	(\$438.56)
Total Restricted Funds Youth	(\$2,443.30)	\$813.96	\$267.36	(\$1,896.70)
Total Temporary Restricted	\$108,109.01	\$7,243.72	\$7,335.91	\$108,016.82

Date : 12/06/2018

Time : 9:41:18 AM

St.Peter & St.Paul

Balance Sheet

November 2018

Accounts

Assets

Current Assets

100000 - Operating 4946

Total Current Assets

Total Assets

Liabilities, Fund Principal, & Restricted Funds

Liabilities

Current Liabilities

200100 - Federal PR Taxes Payable

Total Current Liabilities

Total Liabilities

Fund Principal

399999 - Beg Balance Operating Fund

Excess Cash Received

Total Fund Principal and Excess Cash Received

Restricted Funds

Total Temporary Restricted

Total Restricted Funds

Total Liabilities, Fund Principal, & Restricted Funds

***** Out of Balance *****

2019 Budget

	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Total 2019
2018 Act/Forecast	0	524	0	398	0	0						100	1,022
Office Supplies													
Equipment Rental	485	485	485	485	485	485	485	485	485	485	485	485	5,820
Furniture	1,012	966	483	483	483	483	483	483	483	483	483	485	5,844
2018 Act/Forecast													
Office Equipment	0	0	0	0	0	0	0	0	0	0	0	0	0
2018 Act/Forecast													
Other	0	0	0	0	0	0	0	0	0	0	0	0	0
2018 Act/Forecast													
Postage and Delivery	100	100	100	100	100	100	100	100	100	100	100	100	1,200
2018 Act/Forecast													
Printing & Repro	400	132	132	32	32	82	191	50	97	116	100	100	964
2018 Act/Forecast													
Supplies	300	300	300	300	300	300	300	300	300	300	300	300	3,600
2018 Act/Forecast													
Reception Renovation	140	716	311	11	472	136	447	300	194	247	215	400	3,289
2018 Act/Forecast													
Total Office Supplies	1,285	885	885	885	(2,000)	885	885	(2,200)	(216)	3,551	(104)	885	(969)
2018 Act/Forecast													
Parish Hall	1,152	848	1,409	844	(1,396)	701	1,121	(1,667)	885	885	885	885	11,420
2018 Act/Forecast													
Parish Hall	3,806	3,806	3,806	3,806	3,806	3,806	3,806	3,806	3,806	3,806	3,806	3,806	45,672
2018 Act/Forecast													
Payroll Expenses	5,482	5,482	3,806	3,806	3,806	3,806	3,806	3,806	3,806	3,806	3,806	3,806	49,024
2018 Act/Forecast													
Payroll Expenses	666	666	666	666	666	666	666	666	666	666	666	666	7,993
2018 Act/Forecast													
Personnel Expense	614	587	555	624	549	566	628	564	553	614	552	600	7,006
2018 Act/Forecast													
Personnel Expense	3,100	3,100	3,100	3,100	3,100	3,100	3,100	3,100	3,100	3,100	3,100	3,100	37,200
2018 Act/Forecast													
Parish Administrator	3,367	2,967	2,646	3,431	2,855	2,943	3,705	2,960	2,721	3,426	2,595	3,200	36,816
2018 Act/Forecast													
Rector	2,692	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	35,833
2018 Act/Forecast													
Curate	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	36,000
2018 Act/Forecast													
Facilities Manager	2,933	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	3,000	35,833
2018 Act/Forecast													
Music Director	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	24,000
2018 Act/Forecast													
Parish Secretary	1,900	1,800	2,550	2,800	1,700	2,000	2,100	1,700	2,000	1,700	1,800	2,800	24,850
2018 Act/Forecast													
Parish Secretary	4,050	4,050	4,050	4,050	4,050	4,050	4,050	4,050	4,050	4,050	4,050	4,050	48,600
2018 Act/Forecast													
Youth Director	3,964	4,048	4,048	4,048	4,048	4,048	4,048	4,048	4,048	4,048	4,048	4,048	48,492
2018 Act/Forecast													
Total Personnel Salaries	12,150	12,150	12,150	12,150	12,150	12,150	12,150	12,150	12,150	12,150	12,150	12,150	145,800
2018 Act/Forecast													
Total Personnel Salaries	14,756	11,815	12,244	13,279	11,603	10,941	12,853	11,708	11,769	12,174	11,443	13,048	147,633

2019 Budget

	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19	Total 2019
Pension Premiums	925	925	925	925	925	925	925	925	925	925	925	925	11,100
2018 Acti/Forecast	2,271	870	1,740	0	870	870	870	870	870	870	870	870	11,841
Total Personnel Expense	13,075	13,075	13,075	13,075	13,075	13,075	13,075	13,075	13,075	13,075	13,075	13,075	156,900
2018 Acti/Forecast	17,027	12,685	13,984	13,279	12,473	11,811	13,723	12,578	12,639	13,044	12,313	13,918	159,474
Utilities													
Garbage	200	200	200	200	200	200	200	200	200	200	200	200	2,400
2018 Acti/Forecast	183	183	183	183	183	366	0	183	183	189	204	183	2,223
Gas and Electric	250	300	225	180	125	150	150	200	150	150	130	130	2,140
Electric-BOSA	242	305	228	169	136	149	154	181	160	150	174	200	2,248
2018 Acti/Forecast	500	700	700	500	300	300	500	400	400	400	400	460	5,560
Electric-Church	426	620	456	508	565	390	444	499	396	407	328	500	5,539
2018 Acti/Forecast	1,000	1,000	900	900	700	900	1,200	1,600	1,300	1,300	1,200	1,100	13,100
Electric-Great Hall	909	813	841	559	626	841	1,094	1,381	1,124	1,140	905	1,200	11,433
2018 Acti/Forecast	400	225	140	70	50	50	50	50	50	50	100	170	1,405
Gas	431	224	140	86	60	42	49	55	49	73	88	200	1,497
2018 Acti/Forecast	2,150	2,225	1,965	1,650	1,175	1,400	1,900	2,250	1,900	1,900	1,830	1,860	22,205
Total Gas and Electric	2,008	1,962	1,665	1,322	1,387	1,422	1,741	2,116	1,729	1,770	1,495	2,100	20,717
Telephone	450	450	450	450	450	450	450	450	450	450	450	450	5,400
2018 Acti/Forecast	475	391	392	391	391	403	498	407	497	452	452	425	5,174
Water	800	1,300	600	600	500	1,200	1,500	1,700	1,200	800	600	800	11,600
2018 Acti/Forecast	630	1,381	551	565	544	529	1,708	1,733	1,144	596	591	800	10,772
Total Utilities	3,600	4,175	3,215	2,900	2,325	3,250	4,050	4,600	3,750	3,350	3,080	3,310	41,605
2018 Acti/Forecast	3,296	3,917	2,791	2,461	2,505	2,720	3,947	4,439	3,553	3,007	2,742	3,508	38,886
Total Expense	51,584	44,634	49,574	45,359	51,359	50,109	45,209	44,759	43,959	50,309	43,039	43,769	563,664
2018 Acti/Forecast	55,582	48,848	59,820	31,693	37,058	47,040	46,164	41,104	48,849	49,528	37,762	46,504	549,972
Net Ordinary Income	(5,284)	5,666	(1,274)	6,941	(3,059)	(7,809)	3,091	3,541	6,341	(6,009)	10,261	7,531	19,936
2018 Acti/Forecast	(10,170)	7,300	(9,754)	32,777	12,150	(4,968)	5,910	8,588	6,674	(1,527)	20,939	7,696	75,615

Church of St. Peter & St. Paul
Vestry Minutes
November 17, 2018

Present: Fr. Moseley, Cindy Francis, Larry Bailey, Joe Sarabia, Mary Ditore, Craig Slinkman, Tracie Hinton, Tim Kelly, Cheryl Rives, Cindy Paxton, Kyle Spradley, David Spaulding

Absent: David Moller, Melissa Appleby, Kathy Pruitt

Minutes: The minutes were approved (Motion by Tim; 2nd by Craig)

Financials: Income – Somewhat breaking our trend for the year, our income is only slightly above budget by just under \$1,000. The Pledge Income fell short from Budget by \$3,300, although YTD it is still \$3,700 above Plan. Year to Date, our income is above Budget by just over \$50,000.

	MONTH			YTD		
	Actual	Budget	B/(W)	Actual	Budget	B/(W)
Total 2018 Pledge	40,636	44,007	(3,371)	452,808	449,055	3,753
Total Plate	7,365	3,000	4,365	59,454	13,000	46,454
Total Other Income	0	0	0	726		726
Total Income	48,001	47,007	994	512,988	462,055	50,933

Expenses – Our total expenses were under Budget by \$2,300, although there are three significant aberrations as follows:

- The Children’s Ministry expense of \$2,400 was due to accidentally paying a credit card bill twice. It should reverse itself next month.
- The Insurance underspending is the reversal of last month’s overspending due to budget/actual monthly mismatch.
- The Office supplies expenditure is for the Office Renovation. Direct donations were booked in earlier months and showed up as credit prior to the actual expense.

	MONTH			YTD		
	Actual	Budget	B/(W)	Actual	Budget	B/(W)
Children’s Ministry	2,476	675	(1,801)	6,044	6,750	706
Contract Labor	903	1,883	980	8,485	19,330	10,845
Insurance	3,471	9,550	6,079	55,112	54,600	(512)
Maintenance	4,047	3,860	(187)	44,613	38,600	(6,013)
Miscellaneous	2,288	1,750	(538)	18,351	20,475	2,124
Office Supplies	4,797	1,035	(3,762)	8,366	11,150	2,784
Salaries	12,174	12,550	376	123,138	130,583	7,445
Utilities	3,008	3,560	552	32,639	35,495	2,856
Total Expenses	49,529	51,859	2,330	465,701	490,093	24,392

Surplus/ (Deficit) – For the month, we had a slight deficit of \$1,500 which was an improvement from Budget by \$3,300 (Budget had a deficit of \$4,800). YTD, we still have a surplus of \$47,000.

	MONTH			YTD		
	Actual	Budget	B/(W)	Actual	Budget	B/(W)
Income	48,001	47,007	994	512,988	462,055	50,933
Expenses	49,529	51,859	2,330	465,701	490,093	24,392
Surplus/(Deficit)	(1,528)	(4,852)	3,324	47,287	(28,038)	75,325

Restricted Funds: The most significant item of note is the expenditure of \$21,500 in the Capital Improvements account. This is for the new A/C unit that was recently installed. Since we had only \$7,100 in the account prior to the purchase, it creates a deficit of just over \$14,000. Please see the commentary below for a plan on getting that deficit in balance.

Available Balances – Total cash on hand, operating cash and the General Benevolence Fund which is under the discretion of the Vestry appear below. Our total cash decreased primarily due to the A/C purchase.

	Total Cash on Hand	Operating Cash	General Benevolence	Capital Improvements
Beginning	337,227	209,022	51,477	7,173
Ending	311,363	207,494	51,477	(14,327)

Other Items of Note:

- The Capital Improvement Account will be brought to zero balance just prior to the end of the year. It will be done by crediting Plate Income and directing it to the Capital Improvement RF. This will have two ramifications. First, it will lower our YTD surplus by that same amount (\$14,000). It will also lower our income by that amount that will save us just under \$2,000 in Diocesan Assessment in 2020.
- In discussing creating another account (or purchase a CD) with Worthington bank, I was informed that the FDIC insurance limit pertained to a single Tax ID within a single institution, regardless of how many accounts were maintained. Hence, to get under the limit, we would need to open another account elsewhere. The Diocese has the same issue, but in their financial audit report, they footnote the exposure and say the solvency of the institution is sufficient to cover the exposure.
- Relative to the Forecast that was presented to the parish at the Stewardship Luncheon, we are \$4,000 ahead, meaning that our year end surplus will be greater than presented (\$55,000 surplus was presented).

Submitted

David Spaulding

Financials approved (Motion by Joe; 2nd by Cheryl)

Committees:

Senior Warden: - We had 97 responses to the survey. We will take vestry nominations through December 12th for up front nominations. Our next Vestry meeting will be December 1st and our Annual meeting is January 27th. The Survey interpretation is December 12th and the parish is invited. The needs for December are AYM and Parish Relief. Tracie will remind people that the 1st Sunday cash goes to Fr. Moseley's Benv.

Jr. Warden: - As Provided. Motion to purchase 1 more mic. For \$350 with a \$200 rebate and \$50.00 off (Motion by Craig; 2nd by Joe)

Stewardship:- Everything is looking good so far.

Experience/Engage: Betty Garton would like a list of those who are not attending church so that she can reach out.

Mission and Outreach: As provided

Service & Maintenance: Fix faucet in the kitchen, nursery carpet needs to be replaced, and Cindy will research.

Emergency Prep: Proposal to purchase BOSA & Narthex AED's. Allocate fund for new batteries. First Aid Kits only need bandages and Neosporin. AED's are \$825 per unit. Motion to purchase AED's up to \$845 (Motion by Tim; 2nd by Mary).

Old Business: Handbells are \$190 over the cost of repair. Cindy will check with Tracie and include budget next month.

New Business: Storage Rooms.

Priest in Charge Report: - Programming is going well. Fr. Tom is such a help. 835 miles. Lights above cross are out- Tim and Joe will fix.

Youth Director Report: As Provided. Motion to allow up to \$5,000.00 for CGS training with \$4,000.00 of that going towards level 2 Atrium (Motion by Craig; 2nd by Tim)

In His name,

Tracie Hinton