

2020 Comparative Budget

Church & City: St. Matthew's, Benton

Round to the nearest dollar. Year-end entries on starred* lines are entered in the Parochial Report, page 3.

Giving Information

| | | | | | |
|-----------------|--|------------------|--------------------|--------------------|-----------------|
| *1. | Number signed pledge cards for 2020 Operating Budget | 21 | | | |
| *2. | Total dollars pledged to 2020 Operating Budget | \$ 53,080 | | | |
| 3. | Average pledge for 2020 | \$ 2,528 | | | |
| *4. | Avg. Sunday Attendance in 2019 (Parochial Rep. page 2) | 37 | | | |
| | | | 2019 Actual | 2020 Budget | Variance |
| REVENUES | | | | | |
| 5. | Beginning Cash in operating acct (same as prior period Ending Cash) | \$ 15,742 | 30,543 | \$ 14,801 | |
| | Operating Revenues | | | | |
| 6. | Undesignated plate offerings & regular non-pledge support | 11,530 | 6,000 | (5,530) | |
| 7. | Pledge payments to operating budget | 47,761 | 45,118 | (2,643) | |
| *8. | Plate offerings, pledge pmts. & regular support (lines 6+7) | 59,291 | 51,118 | (8,173) | |
| *9. | Money from investments, used for operations | - | | - | |
| *10. | Other operating income: unrestricted gifts, restricted gifts used for operations, contributions from congregation's organizations, rental income, fees, miscellaneous activities, etc. | 13,236 | 15,000 | 1,764 | |
| *11. | Unrestricted bequests used for operations | | | - | |
| *A | Normal operating income, or NOI (lines 8:11) | 72,527 | 66,118 | (6,409) | |
| *12. | Assistance from diocese for operating budget (\$2,552.19 RTR grant) | - | | - | |
| *B | TOTAL OPERATING REVENUES (lines A+12) | 72,527 | 66,118 | (6,409) | |
| | Non-Operating Revenues | | | | |
| *13. | Capital funds, gifts & additions (including grants from diocese for capital projects) | | | - | |
| *14. | Additions to endowment & other investment funds (including earnings) | | | - | |
| *14a. | Gifts for other designated funds: clergy DF, memorial fund, ECW fund, scholarship fund, organ fund, youth fund, ins. proceeds, etc. | 3,130 | | (3,130) | |
| *15. | Contributions & grants for congregation-based outreach & mission programs (see line 103) | - | | - | |
| *16. | Funds received for transmittal to other organizations (see line 105) | 295 | | (295) | |
| *C | Subtotal non-operating revenues (lines 13:16) | 3,425 | - | (3,425) | |
| *D | TOTAL ALL REVENUES (lines B+C) | 75,952 | 66,118 | (9,834) | |
| 17. | New loan proceeds: Commercial | | | - | |
| 18. | Diocesan | | | - | |
| 19. | Other (Interfund loans within the church) | | | - | |
| 20. | Total cash available (lines 5+D+17:19) | 91,694 | 96,661 | 4,967 | |
| EXPENSES | | | | | |
| | Outreach | | | | |
| *21. | Tithe to Diocese: 10% of 2019 Operating Income on Line A above | 7,668 | 7,615 | (53) | |
| *22. | Sharing Our Bounty beyond the tithe: Young Adults, Church Dev, Ministry discern, the Church in the US & abroad, Camp Mitchell | - | | - | |
| *23. | Congregational outreach, MDGs, Jubilee ministries, St. Francis Hse | 949 | 450 | (499) | |
| 24. | Total outreach (lines 21:23) | 8,617 | 8,065 | (552) | |
| | Program & Liturgy | | | | |
| 25. | Evangelism & congregational development | 60 | 125 | 65 | |
| 26. | Incorporation of new members: name tags, visitor cards, gifts, etc. | - | - | - | |
| 27. | Communications: Service leaflets, newsletter, website design | - | - | - | |
| 27a. | Ads, signs, public relations, etc. | - | - | - | |
| 28. | Christian formation for all ages | | | - | |
| 29. | Young adult & youth ministries | - | - | - | |
| 30. | Music & choirs (instrument maintenance on line 97) | 76 | 80 | 4 | |
| 31. | Liturgical expense: acolytes, LEMs, lay readers, etc. | 440 | 450 | 10 | |

2020 Comparative Budget

| | | 2019 Actual | 2020 Budget | Variance |
|------|--|---------------|---------------|--------------|
| 32. | Altar supplies & flowers | 449 | 450 | 1 |
| 33. | Diocesan convention delegates expense | 115 | 450 | 335 |
| 34. | Stewardship & capital campaign expense | - | - | - |
| 35. | Other (list) | - | - | - |
| 36. | Total program & liturgy (lines 25:35) | 1,140 | 1,555 | 415 |
| | Parochial Clergy | | | - |
| 37. | Cash Stipend - 2019 minimum clergy comp gdlines on dio website | 6,444 | 12,180 | 5,736 |
| 38. | Cash Housing allowance | 1,500 | 500 | (1,000) |
| 38a. | Cash Utilities allowance | 1,500 | - | (1,500) |
| 39. | SE tax reimb. = 7.65% X (stipend+cash hsng/util+provided hsng) | 894 | 970 | 76 |
| 40. | Other clergy comp - exp allwncs, hsng equity, 403(b), bonus, etc. | 761 | - | (761) |
| 41. | Pension = 18% X (stipend+hsng/util+SE tax reimb.+other comp) | 2,598 | 2,457 | (141) |
| | [Different pension calculation for provided housing. Call dio office.] | | | - |
| 42. | Health insurance with Medical Trust - rates on diocesan website | | 2,464 | 2,464 |
| 43. | Dental insurance with Delta Dental - rates on diocesan website | - | - | - |
| 44. | \$40,000 group term life insurance at \$25.20 per month | 150 | 151 | 1 |
| 45. | Long-term disability ins. Short-term disability is paid by Pension Fund. | | 133 | 133 |
| 46. | Professional exp reimb - continuing ed, books, etc. - \$2K minimum | - | 500 | 500 |
| 47. | Travel/business reimb. - use IRS mileage rate of 59 cents/mile | - | 500 | 500 |
| 48. | Clergy compensation & benefits (lines 37:47) | 13,847 | 19,855 | 6,008 |
| 49. | Clergy search expense/moving expense | | 1,500 | 1,500 |
| 50. | Funds paid to another church for shared clergy | | | - |
| 51. | Less funds received for shared clergy (enter as negative number) | | | - |
| 52. | Total parochial clergy (lines 48:51) | 13,847 | 21,355 | 7,508 |
| | Supply Clergy | | | - |
| 53. | Supply clergy stipend (minimum: \$125/Sunday or \$150 for 2 services) | 6,745 | 5,760 | (985) |
| 54. | Travel reimbursement for supply clergy @ 59 cents/mile | 933 | 957 | 24 |
| 55. | Pension for extended supply (Supply Clergy Policy on website) | 520 | 1,037 | 517 |
| 56. | Total supply clergy (lines 53:55) | 8,198 | 7,754 | (444) |
| | Lay Personnel | | | - |
| 57. | Church Secretary | 930 | 1,400 | 470 |
| 58. | Financial Secretary/Treasurer (Deborah Hansen) | | | - |
| 59. | Organist/Choir Director (Judith Matthews) | 5,539 | 5,400 | (139) |
| 60. | Program Director/Christian Formation Director | | | - |
| 61. | Youth Director | | | - |
| 62. | Child Care Workers (Victoria Meyer) | 1,470 | 1,350 | (120) |
| 63. | Sexton/Custodian | 825 | 1,950 | 1,125 |
| 64. | Grounds Maintenance Workers | | | - |
| 65. | Other (list) | | | - |
| | Benefits | | | - |
| 66. | Social Security & Medicare taxes = 7.65% of wages (organist only) | 349 | 413 | 64 |
| 67. | Pension contributions | | | - |
| 68. | Health insurance | | | - |
| 69. | Dental insurance | - | - | - |
| 70. | Life insurance & disability insurance | | | - |
| 71. | Workers' Compensation ins.: clergy, prof, clerical = wages x 0.47% | 226 | 225 | (1) |
| 71a. | other employees = wages x 3.51% | | | - |
| 72. | Lay employee travel & training | | | - |
| 73. | Other (list) | | | - |
| 74. | Total lay personnel & benefits (lines 57:73) | 9,339 | 10,738 | 1,399 |
| | Administrative Expense | | | - |
| 75. | Contract services: bookkeeping, audit, legal, etc. | 1,560 | 1,620 | 60 |
| 76. | Kitchen/Hospitality expense | 659 | - | (659) |

2020 Comparative Budget

| | 2019 Actual | 2020 Budget | Variance |
|--|------------------|---------------|-----------------|
| 77. Office supplies & equipment | 207 | 350 | 143 |
| 78. Postage: including Fed Ex, P.O. box rental, meter lease, etc. | 67 | 55 | (12) |
| 79. Telephone & fax expense | 135 | 200 | 65 |
| 80. Internet & cable services | | | - |
| 81. Website services | | | - |
| 82. Computer software, updates, tech support | - | | - |
| 83. Office equipment lease | | - | - |
| 84. Service contracts on office equipment | - | - | - |
| 85. Dues & Fees (Chamber of Commerce) | | | - |
| 86. Church-owned auto expense: license, gas & oil, insurance, repairs | | | - |
| 87. Other (list) | | | - |
| 88. Total administrative expense (lines 75:87) | 2,628 | 2,225 | (403) |
| Property expense | | | - |
| 89. Interest payments on loans (principal recorded on line 102) | 30 | - | (30) |
| 90. Property, casualty & liability insurance (includes D&O and bond) | 4,365 | 4,650 | 285 |
| 91. Umbrella liability insurance | | | - |
| 92. Electricity, water & sewer | 3,530 | 3,000 | (530) |
| 92a. Natural gas | 1,589 | 1,500 | (89) |
| 93. Custodial & lawn supplies | 894 | 600 | (294) |
| 94. Repairs & maintenance on buildings | 4,785 | 3,000 | (1,785) |
| 95. Service contracts: heat/AC, termite, pest control, etc. | 786 | 775 | (11) |
| 96. Musical instrument maintenance | | | - |
| 97. Furnishings | | | - |
| 98. Rent expense on facilities | 74 | | (74) |
| 99. Property taxes & fees | - | | - |
| 100. Other (list) | | | - |
| 101. Total property expense (lines 89:100) | 16,053 | 13,525 | (2,528) |
| *E TOTAL OPERATING EXPENSES (lines 24+36+52+56+73+88+101) | 59,822 | 65,217 | 5,395 |
| XXX RESULT OF CURRENT OPERATIONS (Line B minus Line E) | 12,705 | 901 | (11,804) |
| Non-Operating Expenses | | | - |
| *102. Major improvements & capital expenditures - includes <u>principal</u> pmts on loans (interest payments recorded on line 89) | 2,040 | - | (2,040) |
| *103. Outreach & mission not funded through operating budget (see line 15) | | | - |
| *104. Funds contributed to Episcopal seminaries | | | - |
| *105. Funds sent to other organizations (offsets line 16) | 295 | | (295) |
| 106. Non-op exp paid directly from designated funds: clergy discretionary, memorial fund, ECW fund, contingency fund, etc. | | | - |
| 107. Transfers to other non-operating funds, either restricted or unrestricted (show also on assets and liabilities page) | | | - |
| *F Total non-operating expenses (lines 102:107) | 2,335 | - | (2,335) |
| *G TOTAL ALL EXPENSES (E+F) | 62,157 | 65,217 | 3,060 |
| 108. Ending Cash in operating acct (same as next period Beginning Cash) (line 20 less line G) Always reconcile ending cash with bank stmt. | \$ 29,537 | 31,444 | \$ 1,907 |
| * Year-end actual figures go in the Parochial Report. | | | |
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2020 Detailed Activity Report

| Church & City: St. Matthew's, Benton | | Month of: Sep 2020 | | |
|---|-----------|---------------------------|------------------|------------------|
| Round to the nearest dollar. Year-end entries on starred* lines are entered in the Parochial Report, page 3. | | | | |
| Giving Information | | | | |
| *1. Number signed pledge cards for 2020 Operating Budget | 21 | | | |
| *2. Total dollars pledged to 2020 Operating Budget | \$ 53,080 | | | |
| *2a Discount of 13% for unpaid historical pledges | \$ 46,841 | | | |
| 3. Average pledge for 2020 | \$ 2,528 | | | |
| *4. Average Sunday Attendance (ASA) year-to-date | 37 | | | |
| | | Current mo. | 2020 YTD | Bdgt YTD |
| | | | 2020 Bdgt | |
| REVENUES | | | | |
| 5. Beginning Cash in operating acct (same as prior period Ending Cash) | | 57,347 | 30,543 | 22,907 |
| | | | 30,543 | |
| Operating Revenues | | | | |
| 6. Undesignated plate offerings & regular non-pledge support | | 440 | 2,604 | 4,500.00 |
| 7. Pledge payments to operating budget | | 5,023 | 39,642 | 33,838.50 |
| | | | | 45,118 |
| *8. Plate offerings, pledge pmts. & regular support (lines 6+7) | | 5,463 | 42,246 | 38,338.50 |
| | | | | 51,118 |
| *9. Money from investments, used for operations | | - | - | - |
| *10. Other operating income: unrestricted gifts, restricted gifts used for operations, contributions from congregation's organizations, rental income, fees, miscellaneous activities, etc. | | 610 | 5,490 | 11,250.00 |
| | | 1,000 | 9,000 | - |
| | | | | - |
| *11. Unrestricted bequests used for operations | | - | - | - |
| *A Normal operating income, or NOI (lines 8:11) | | 7,073 | 56,736 | 49,588.50 |
| | | | | 66,118 |
| *12. Assistance from diocese for operating budget | | - | - | - |
| *B TOTAL OPERATING REVENUES (lines A+12) | | 7,073 | 56,736 | 49,588.50 |
| | | | | 66,118 |
| Non-Operating Revenues | | | | |
| *13. Capital funds, gifts & additions (including grants from diocese for capital projects) | | - | - | - |
| *14. Additions to endowment & other investment funds (including earnings) | | - | - | - |
| *14a. Gifts for other designated funds: clergy DF, memorial fund, ECW fund, scholarship fund, organ fund, youth fund, ins. proceeds, etc. | | - | - | - |
| *15. Contributions & grants for congregation-based outreach & mission programs (see line 103) | | - | - | - |
| *16. Funds received for transmittal to other organizations (see line 105) | | - | - | - |
| *C Subtotal non-operating revenues (lines 13:16) | | - | - | - |
| *D TOTAL ALL REVENUES (lines B+C) | | 7,073 | 56,736 | 49,588.50 |
| | | | | 66,118 |
| 17. New loan proceeds: Commercial | | - | - | - |
| 18. Diocesan | | - | - | - |
| 19. Other (Interfund loans within the church) | | - | - | - |
| 20. Total cash available (lines 5+D+17:19) | | 64,420 | 87,279 | 72,495.75 |
| | | | | 96,661 |
| EXPENSES | | | | |
| Outreach | | | | |
| *21. Tithe to Diocese: 10% of 2019 Operating Income on Line A above | | 635 | 5,712 | 5,711.25 |
| | | | | 7,615 |
| *22. Sharing Our Bounty beyond the tithe: Young Adults, Church Dev, Ministry discern, the Church in the US & abroad, Camp Mitchell | | - | 237 | - |
| | | | | - |
| *23. Congregational outreach, MDGs, Jubilee ministries, St. Francis Hse | | - | - | 337.50 |
| | | | | 450 |
| 24. Total outreach (lines 21:23) | | 635 | 5,949 | 6,048.75 |
| | | | | 8,065 |
| Program & Liturgy | | | | |
| 25. Evangelism & congregational development | | - | 84 | 93.75 |
| | | | | 125 |
| 26. Incorporation of new members: name tags, visitor cards, gifts, etc. | | - | - | - |
| 27. Communications: Service leaflets, newsletter, website design | | - | 119 | - |
| | | | | - |
| 27a. Ads, signs, public relations, etc. | | - | - | - |
| 28. Christian formation for all ages | | - | - | - |
| 29. Young adult & youth ministries | | - | - | - |
| 30. Music & choirs (instrument maintenance on line 97) | | - | 39 | 60.00 |
| | | | | 80 |
| 31. Liturgical expense: acolytes, LEMs, lay readers, etc. | | 35 | 207 | 337.50 |
| | | | | 450 |
| 32. Altar supplies & flowers | | - | 31 | 337.50 |
| | | | | 450 |
| 33. Diocesan convention delegates expense | | - | 230 | 337.50 |
| | | | | 450 |
| 34. Stewardship & capital campaign expense | | - | - | - |
| 35. Other (list) Commitment to Diocese/Outreach Program | | - | - | - |
| 36. Total program & liturgy (lines 25:35) | | 35 | 710 | 1,166.25 |
| | | | | 1,555 |

2020 Detailed Activity Report

| | Current mo. | 2020 YTD | Bdgt YTD | 2020 Bdgt |
|--|-------------|----------|-----------|-----------|
| Parochial Clergy | | | | |
| 37. Cash Stipend - 2020 minimum clergy comp gdlines on dio website | - | - | 9,135.00 | 12,180 |
| 38. Cash Housing Allowance | - | - | 375.00 | 500 |
| 38a. Cash Utilities Allowance | - | - | - | - |
| 39. SE tax reimb. = 7.65% X (stipend+cash hsng/util+provided hsng) | - | - | 727.50 | 970 |
| 40. Other clergy comp - exp allwncs, health ins, 403(b), bonus, etc. | - | - | - | - |
| 41. Pension = 18% X (stipend+hsng/util+SE tax reimb.+other comp) | - | - | 1,842.75 | 2,457 |
| 41a. [Different pension calculation for provided housing. Call dio office.] | - | - | - | - |
| 42. Health insurance with Medical Trust - rates on diocesan website | - | - | 1,848.00 | 2,464 |
| 43. Dental insurance with Delta Dental - rates on diocesan website | - | - | - | - |
| 44. \$40,000 group term life insurance at \$25.20 per month | - | - | 113.25 | 151 |
| 45. Long-term disability ins. Short-term disability is paid by Pension Fund. | - | - | 99.75 | 133 |
| 46. Professional exp reimb - continuing ed, books, etc. - \$2K minimum | - | - | 375.00 | 500 |
| 47. Travel/business reimb. - use IRS mileage rate of 58 cents/mile | - | - | 375.00 | 500 |
| 48. Clergy compensation & benefits (lines 37:47) | - | - | 14,891.25 | 19,855 |
| 49. Clergy search expense/moving expense | - | - | 1,125.00 | 1,500 |
| 50. Funds paid to another church for shared clergy | - | - | - | - |
| 51. Less funds received for shared clergy (enter as negative number) | - | - | - | - |
| 52. Total parochial clergy (lines 48:51) | - | - | 16,016.25 | 21,355 |
| Supply Clergy | | | | |
| 53. Supply clergy stipend (minimum: \$125/Sunday or \$150 for 2 services) | 1,620 | 6,360 | 4,320 | 5,760 |
| 54. Travel reimbursement for supply clergy @ 50 cents/mile | - | 228 | 718 | 957 |
| 55. Pension for extended supply (Supply Clergy Policy on website) | - | - | 778 | 1,037 |
| 56. Total supply clergy (lines 53:55) | 1,620 | 6,588 | 5,816 | 7,754 |
| Lay Personnel | | | | |
| 57. Parish Administrator/Church Secretary | - | - | 1,050.00 | 1,400 |
| 58. Financial Secretary/Treasurer | - | - | - | - |
| 59. Organist/Choir Director | - | 1,000 | 4,050.00 | 5,400 |
| 60. Program Director/Christian Formation Director | - | - | - | - |
| 61. Youth Director | - | - | - | - |
| 62. Child Care Workers | - | 250 | 1,012.50 | 1,350 |
| 63. Sexton/Custodian | - | - | 1,462.50 | 1,950 |
| 64. Grounds Maintenance Workers | - | - | - | - |
| 65. Other (list) | - | - | - | - |
| Benefits | | | | |
| 66. Social Security & Medicare taxes = 7.65% of wages | - | 750 | 309.75 | 413 |
| 67. Pension contributions | - | - | - | - |
| 68. Health insurance | - | - | - | - |
| 69. Dental insurance | - | - | - | - |
| 70. Life insurance & disability insurance | - | - | - | - |
| 71. Workers' Compensation ins.: clergy, prof, clerical = wages x 0.47% | - | - | 168.75 | 225 |
| other employees = wages x 3.51% | - | - | - | - |
| 72. Lay employee travel & training | - | - | - | - |
| 73. Other (list) | - | - | - | - |
| 74. Total lay personnel & benefits (lines 57:73) | - | 2,000 | 8,053.50 | 10,738 |
| Administrative | | | | |
| 75. Contract services: bookkeeping, audit, legal, etc. | 130 | 1,170 | 1,215.00 | 1,620 |
| 76. Kitchen/Hospitality expense | - | - | - | - |
| 77. Office supplies & equipment | - | 98 | 262.50 | 350 |
| 78. Postage: including Fed Ex, P.O. box rental, meter lease, etc. | - | - | 41.25 | 55 |
| 79. Telephone & fax expense | - | - | 150.00 | 200 |
| 80. Internet & cable services | - | - | - | - |
| 81. Website services | - | - | - | - |
| 82. Computer software, updates, tech support | - | - | - | - |
| 83. Office equipment lease | - | - | - | - |
| 84. Service contracts on office equipment | - | - | - | - |
| 85. Dues & Fees | - | - | - | - |
| 86. Church-owned auto expense: license, gas & oil, insurance, repairs | - | - | - | - |
| 87. Other (list) | - | - | - | - |

2020 Detailed Activity Report

| | | Current mo. | 2020 YTD | Bdgt YTD | 2020 Bdgt |
|------------|--|---------------|---------------|------------------|---------------|
| 88. | Total administrative expense (lines 75:87) | 130 | 1,268 | 1,668.75 | 2,225 |
| | Property & Facilities | | | | |
| 89. | Interest payments on loans (principal recorded on line 102) | - | - | - | - |
| 90. | Property, casualty & liability insurance (includes D&O and bond) | - | 3,390 | 3,487.50 | 4,650 |
| 91. | Umbrella liability insurance | - | - | - | - |
| 92. | Electricity, water & sewer | 232 | 1,945 | 2,250.00 | 3,000 |
| 92a. | Natural gas | 41 | 905 | 1,125.00 | 1,500 |
| 93. | Custodial & lawn supplies | - | - | 450.00 | 600 |
| 94. | Repairs & maintenance on buildings | - | 454 | 2,250.00 | 3,000 |
| 95. | Service contracts: heat/AC, termite, pest control, etc. | 116 | 962 | 581.25 | 775 |
| 96. | Musical instrument maintenance | - | - | - | - |
| 97. | Furnishings | - | - | - | - |
| 98. | Rent expense on facilities | 100 | 1,597 | - | - |
| 99. | Property taxes & fees | - | - | - | - |
| 100. | Other (list) | - | - | - | - |
| 101. | Total property & facilities expense (lines 89:100) | 489 | 9,253 | 10,143.75 | 13,525 |
| *E | TOTAL OPERATING EXPENSES (lines 24+36+52+56+73+88+101) | 2,909 | 25,768 | 48,912.75 | 65,217 |
| XXX | RESULT OF CURRENT OPERATIONS (Line B minus Line E) | 4,164 | 30,968 | 675.75 | 901 |
| | Non-Operating Expenses | | | | |
| *102. | Major improvements & capital expenditures - includes principal pmts on loans (interest payments recorded on line 89) | - | - | - | - |
| *103. | Outreach & mission not funded through operating budget (see line 15) | - | - | - | - |
| *104. | Funds contributed to Episcopal seminaries | - | - | - | - |
| *105. | Funds sent to other organizations (offsets line 16) | - | - | - | - |
| 106. | Non-op exp paid directly from designated funds: clergy discretionary, memorial fund, ECW fund, contingency fund, etc. | - | - | - | - |
| 107. | Transfers to other non-operating funds, either restricted or unrestricted (show also on assets and liabilities page) | - | - | - | - |
| *F | Total non-operating expenses (lines 102:107) | - | - | - | - |
| *G | TOTAL ALL EXPENSES (E+F) | 2,909 | 25,768 | 48,912.75 | 65,217 |
| 108. | Ending Cash in operating acct (same as next period Beginning Cash) (line 20 less line G) Always reconcile ending cash with bank stmt. | 61,511 | 61,511 | 23,583 | 31,444 |
| | | | | | |
| | * Year-end actual figures go in the Parochial Report. | | | | |
| | Vestry approved on: | | | | |
| | Attested by: | | | | |
| | | | | | |
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2020 Summary Activity Report

| Church & City: St. Matthew's, Benton | | Month of: Sep 2020 | | |
|--|---|---------------------------|------------------|------------------|
| Year-end entries on starred* lines go in the Parochial Report. Starred lines match page 3 of the Parochial Report. | | | | |
| This report assumes that the revenues and expenses below are run through the operating account. Activity in other accounts is reported on the Assets & Liabilities report and included in the annual Parochial Report. | | | | |
| 1 Giving Information for 2019: | | | | |
| 2 | Average Sunday Attendance (ASA) year-to-date | 48 | | |
| 3 | *1 Number signed pledge cards for report year | 22 | | |
| 4 | *2 Total dollars pledged for report year | \$ 53,840 | | |
| 5 | | | Current | 2020 |
| 6 | | | Month | YTD |
| | | | | 2020 |
| | | | | Budget |
| 7 Operating Revenues | | | | |
| 8 | *3 Plate offerings, pledge payments & regular support | \$ 5,463 | \$ 42,246 | \$ 51,118 |
| 9 | *4 Money from investments, used for operations | - | - | - |
| 10 | *5 Other operating income (unrestricted & restricted gifts used for | 610 | 5,490 | 15,000 |
| 11 | operations; contributions from congregation's organizations) | 1,000 | 9,000 | |
| 12 | *6 Unrestricted bequests used for operations | - | - | - |
| 13 | *A Normal Operating Income (NOI) | 7,073 | 56,736 | 66,118 |
| 14 | *7 Assistance from diocese for operating budget | - | - | - |
| 15 | *B Total Operating Revenues | 7,073 | 56,736 | 66,118 |
| 16 | | | | |
| 17 Operating Expenses | | | | |
| 18 | *12 Tithe to Diocese and Sharing Our Bounty beyond the tithe | 635 | 5,949 | 7,615 |
| 19 | *13 Outreach programs funded through operating budget | - | - | 450 |
| 20 | Other operating expense: | | | |
| 21 | Program & Liturgy expense | 35 | 710 | 1,555 |
| 22 | Clergy expense | 1,620 | 6,588 | 29,109 |
| 23 | Lay Personnel & Benefits expense | - | 2,000 | 10,738 |
| 24 | Administrative expense | 130 | 1,268 | 2,225 |
| 25 | Property & Facilities expense | 489 | 9,253 | 13,525 |
| 26 | *14 Total other operating expenses | 2,274 | 19,819 | 57,152 |
| 27 | *E Total Operating Expenses | 2,909 | 25,768 | 65,217 |
| 28 | | | | |
| 29 | Surplus or (Deficit) from Operating Activity | \$ 4,164 | \$ 30,968 | \$ 901 |
| 30 | | | | |
| 31 Non-Operating Revenues | | | | |
| 32 | *8 Capital funds, gifts & additions | - | - | - |
| 33 | *9 Additions to endowment & other investment funds | - | - | - |
| 34 | *10 Contributions & grants for congregation-based outreach & mission | - | - | - |
| 35 | *11 Funds received for transmittal to other organizations | - | - | - |
| 36 | *C Total Non-Operating Revenues | - | - | - |
| 37 Non-Operating Expenses | | | | |
| 38 | *15 Major improvements & capital expenditures (includes loan principal) | - | - | - |
| 39 | *16 Outreach & mission not funded through operating budget | - | - | - |
| 40 | *17 Funds contributed to Episcopal seminaries | - | - | - |
| 41 | *18 Funds sent to other organizations | - | - | - |
| 42 | Non-operating expenses paid directly from designated funds | - | - | - |
| 43 | Transfers to non-operating funds | - | - | - |
| 44 | *F Total Non-Operating Expenses | - | - | - |
| 45 | | | | |
| 46 | Surplus or (Deficit) from Non-Operating Activity | \$ - | \$ - | \$ - |
| 47 | | | | |
| 48 | | | | |
| 49 | Beginning cash in operating account | \$ 57,347 | \$ 30,543 | \$ 30,543 |
| 50 | *D Total All Revenues | 7,073 | 56,736 | 66,118 |
| 51 | *G Total All Expenses | 2,909 | 25,768 | 65,217 |
| 52 | Ending cash in operating account | \$ 61,511 | \$ 61,511 | \$ 31,444 |
| 53 | | | | |
| 54 | *19 Total cash in all checking and savings accounts as of to date: | \$ 62,404 | | |
| 55 | *20 Total investments at market value as of _____ | \$ - | | |

Report of Certain Assets & Liabilities

| Church & City: St. Matthew's, Benton | | Date: Sep 2020 | | | |
|--|--------------------------------|-----------------------------|------------------------------|--------------------------|--|
| Round to the nearest dollar. Year-end entries on starred* lines are needed for the Parochial Report. | | | | | |
| Rename individual Designated Funds to fit your situation. | | | | | |
| | Beginning of period | Receipts to date | Disb'mnts to date | End of period | |
| Cash & Cash Equivalents | | | | | |
| a. Cash in Operating Account | 57,347.00 | \$ 7,072 | \$ 2,908 | \$ 61,511 | |
| b. Cash in Other Checking, Savings, CDs, Money Markets | 893.00 | | | 893 | |
| *1. Subtotal of All Cash on Hand (lines a + b) | 58,240.00 | 7,072 | 2,908 | 62,404 | |
| *2. Total in Stocks, Bonds, Mutual Funds (@ market value) | | | | - | |
| 3. Total Cash & Cash Equivalents (lines 1 + 2) | 58,240.00 | 7,072 | 2,908 | 62,404 | |
| Cash & Cash Equivalents broken down as follows: | | | | | |
| 4. Unrestricted Funds (includes operating account) | 53,276.00 | 7,072 | 2,908 | 57,440 | |
| Designated or Restricted Funds | | | | | |
| 5. Building Fund | 2,219.00 | | | 2,219 | |
| 6. Contingency Fund (for unexpected major expenses) | | | | - | |
| 7. Discretionary Fund | - | | | - | |
| 8. Endowment Fund | | | | - | |
| 8. Episcopal Churchwomen (ECW) | 578.00 | | | 578 | |
| 9. ECW Cookbook Fund | | | | - | |
| 10. Men's Group Fund | | | | - | |
| 11. Memorial Fund | 2,305.00 | | | 2,305 | |
| 12. Scholarship Fund | | | | - | |
| 13. Youth Ministry Fund | | | | - | |
| 14. Other (please name): LILY/BISHOP/MKT/COM HOPE | (250.00) | | | (250) | |
| 15. SIGN/ROOF FUND | 112.00 | | | 112 | |
| 16. Total Unrestricted & Restricted Funds (lines 4:19) | 58,240.00 | 7,072.00 | 2,908.00 | 62,404 | |
| (Line 16 must equal Line 3) | | | | | |
| Restricted Fund Pledges Not Yet Paid | | | | | |
| 21. Building Fund | | | | - | |
| 22. Capital Campaign | | | | - | |
| 23. Other (please name): | | | | - | |
| 24. | | | | - | |
| 25. Total Restricted Pledges Not Yet Paid (lines 21:24) | - | - | - | - | |
| Estimated Value of Fixed Assets & Real Estate | | | | | |
| 26. Furniture, Fixtures, Equipment | | | | - | |
| 27. Fine Arts | | | | - | |
| 28. Automobiles | | | | - | |
| 29. Land | | | | - | |
| 30. Church Buildings & Imprvmnts (including pipe organ) | | | | - | |
| 31. Rectory/Vicarage | | | | - | |
| 32. Rental Property | - | - | - | - | |
| 33. Total Fixed Assets & Real Estate (lines 26:32) | | | | - | |
| Continued on next page | | | | | |

Report of Certain Assets & Liabilities

| | | | | | |
|---|---|---|---|---|---|
| Loans, mortgages and other commitments | | | | | |
| 34. | Principal on Commercial Loan at _____ Bank | | | | - |
| | Interest Rate: Maturity date: | | | | |
| | What Bank? Secured or Unsecured? | | | | |
| 35. | Principal on Mortgage Loan at _____ Bank | | | | - |
| | Interest rate: Maturity date: | | | | |
| | Collateral: | | | | |
| 36. | Diocesan Development Program Loan (DDP) | | | | - |
| | Interest rate: Maturity date: | | | | |
| | Collateral: | | | | |
| 37. | Other Liabilities (e.g., Interfund loans, private loans) | | | | |
| 38. | Total Loans, Mtgs, Other Commitments (lines 34:37) | - | - | - | - |

Approved by the Vestry of _____, on _____, 20__.

Attested by Vicar or Warden: _____ Clerk or Treasurer: _____

Please return signed copy by the 15th of April, July, and October, 2020, and January, 2021.

| | |
|---|--|
| Mary Jane Hodges, Financial Coordinator | e-mail: mjhodges@arkansas.anglican.org |
| Episcopal Diocese of Arkansas | phone: (501) 372-2168 |
| P.O. Box 164668 | in-state WATS: (866) 887-1114 |
| Little Rock, AR 72216-4668 | fax: (501) 372-2147 |