

## 2018 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 2018 Operating Budget	28			
*2.	Total dollars pledged to 2018 Operating Budget	\$ 62,880			
3.	Average pledge for 2018	\$ 2,246			
*4.	Avg. Sunday Attendance in 2017 (Parochial Rep. page 2)	44			
			<b>2017 Actual</b>	<b>2018 Budget</b>	<b>Variance</b>
<b>REVENUES</b>					
5.	<b>Beginning Cash in operating acct (same as prior period Ending Cash)</b>	<b>\$ 7,014</b>	<b>10,000</b>	<b>\$ 2,986</b>	
	<b>Operating Revenues</b>				
6.	Undesignated plate offerings & regular non-pledge support	12,030	6,000	(6,030)	
7.	Pledge payments to operating budget	53,422	53,448	26	
*8.	<b>Plate offerings, pledge pmts. &amp; regular support (lines 6+7)</b>	<b>65,452</b>	<b>59,448</b>	<b>(6,004)</b>	
*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.	6,025	6,290	265	
*11.	Unrestricted bequests used for operations			-	
*A	<b>Normal operating income, or NOI (lines 8:11)</b>	<b>71,477</b>	<b>65,738</b>	<b>(5,739)</b>	
*12.	Assistance from diocese for operating budget (\$2,552.19 RTR grant)	-		-	
*B	<b>TOTAL OPERATING REVENUES (lines A+12)</b>	<b>71,477</b>	<b>65,738</b>	<b>(5,739)</b>	
	<b>Non-Operating Revenues</b>				
*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.	3,735		(3,735)	
*15.	Contributions & grants for congregation-based outreach & mission programs (see line 103)	-		-	
*16.	Funds received for transmittal to other organizations (see line 105)			-	
*C	<b>Subtotal non-operating revenues (lines 13:16)</b>	<b>3,735</b>	<b>-</b>	<b>(3,735)</b>	
*D	<b>TOTAL ALL REVENUES (lines B+C)</b>	<b>75,212</b>	<b>65,738</b>	<b>(9,474)</b>	
17.	New loan proceeds: Commercial			-	
18.	Diocesan			-	
19.	Other (Interfund loans within the church)			-	
20.	<b>Total cash available (lines 5+D+17:19)</b>	<b>82,226</b>	<b>75,738</b>	<b>(6,488)</b>	
<b>EXPENSES</b>					
	<b>Outreach</b>				
*21.	Tithe to Diocese: 10% of 2017 Operating Income on Line A above	6,859	7,417	558	
*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	500	538	38	
24.	<b>Total outreach (lines 21:23)</b>	<b>7,359</b>	<b>7,955</b>	<b>596</b>	
	<b>Program &amp; Liturgy</b>				
25.	Evangelism & congregational development	60	100	40	
26.	Incorporation of new members: name tags, visitor cards, gifts, etc.	-	-	-	
27.	Communications: Service leaflets, newsletter, website design	110	200	90	
27a.	Ads, signs, public relations, etc.	138	300	162	
28.	Christian formation for all ages			-	
29.	Young adult & youth ministries	-		-	
30.	Music & choirs (instrument maintenance on line 97)	36	-	(36)	
31.	Liturgical expense: acolytes, LEMs, lay readers, etc.	295	300	5	

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		2017 Actual	2018 Budget	Variance
32.	Altar supplies & flowers	696	700	4
33.	Diocesan convention delegates expense	525	750	225
34.	Stewardship & capital campaign expense	-		-
35.	Other (list)	300		(300)
36.	<b>Total program &amp; liturgy (lines 25:35)</b>	<b>2,160</b>	<b>2,350</b>	<b>190</b>
	<b>Parochial Clergy</b>			-
37.	Cash Stipend - 2017 minimum clergy comp gdlines on dio website	15,888	12,886	(3,002)
38.	Cash Housing allowance	3,000	3,000	-
38a.	Cash Utilities allowance	3,000	3,000	-
39.	SE tax reimb. = 7.65% X (stipend+cash hsng/util+provided hsng)	1,788	1,791	3
40.	Other clergy comp - exp allwncs, hsng equity, 403(b), bonus, etc.		1,522	1,522
41.	Pension = 18% X (stipend+hsng/util+SE tax reimb.+other comp)	4,027	5,201	1,174
	[Different pension calculation for provided housing. Call dio office.]	1,102		(1,102)
42.	Health insurance with Medical Trust - rates on diocesan website	1,523	-	(1,523)
43.	Dental insurance with Delta Dental - rates on diocesan website	-	-	-
44.	\$40,000 group term life insurance at \$25.20 per month	300	300	-
45.	Long-term disability ins. Short-term disability is paid by Pension Fund.			-
46.	Professional exp reimb - continuing ed, books, etc. - \$2K minimum	-	800	800
47.	Travel/business reimb. - use IRS mileage rate of 50.5 cents/mile	-	1,600	1,600
48.	<b>Clergy compensation &amp; benefits (lines 37:47)</b>	<b>30,628</b>	<b>30,100</b>	<b>(528)</b>
49.	Clergy search expense/moving expense			-
50.	Funds paid to another church for shared clergy			-
51.	Less funds received for shared clergy (enter as negative number)			-
52.	<b>Total parochial clergy (lines 48:51)</b>	<b>30,628</b>	<b>30,100</b>	<b>(528)</b>
	<b>Supply Clergy</b>			-
53.	Supply clergy stipend (minimum: \$125/Sunday or \$150 for 2 services)	3,060	4,680	1,620
54.	Travel reimbursement for supply clergy @ 50.5 cents/mile	425	676	251
55.	Pension for extended supply (Supply Clergy Policy on website)		780	780
56.	<b>Total supply clergy (lines 53:55)</b>	<b>3,485</b>	<b>6,136</b>	<b>2,651</b>
	<b>Lay Personnel</b>			-
57.	Church Secretary (Andrea Billingsley)	1,086	1,200	114
58.	Financial Secretary/Treasurer (Melinda Hood)			-
59.	Organist/Choir Director (Virginia Strohmeyer)	5,400	5,400	-
60.	Program Director/Christian Formation Director			-
61.	Youth Director			-
62.	Child Care Workers (Helen Jones, Hanna Courtney)	2,270	2,200	(70)
63.	Sexton/Custodian (Betty Tollett replaced Betty Hostetler in early '08)	1,875	1,950	75
64.	Grounds Maintenance Workers			-
65.	Other (list)			-
	<b>Benefits</b>			-
66.	Social Security & Medicare taxes = 7.65% of wages (organist only)	351	414	63
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%	110	165	55
71a.	other employees = wages x 3.51%			-
72.	Lay employee travel & training			-
73.	Other (list)			-
74.	<b>Total lay personnel &amp; benefits (lines 57:73)</b>	<b>11,092</b>	<b>11,329</b>	<b>237</b>
	<b>Administrative Expense</b>			-
75.	Contract services: bookkeeping, audit, legal, etc.	1,500	1,560	60
76.	Kitchen/Hospitality expense	60	150	90

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	2017 Actual	2018 Budget	Variance
77. Office supplies & equipment	403	350	(53)
78. Postage: including Fed Ex, P.O. box rental, meter lease, etc.	94	150	56
79. Telephone & fax expense	179	250	71
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)	130		(130)
86. Church-owned auto expense: license, gas & oil, insurance, repairs			-
87. Other (list)			-
88. <b>Total administrative expense (lines 75:87)</b>	<b>2,366</b>	<b>2,460</b>	<b>94</b>
<b>Property expense</b>			-
89. Interest payments on loans (principal recorded on line 102)	105	80	(25)
90. Property, casualty & liability insurance (includes D&O and bond)	3,562	4,016	454
91. Umbrella liability insurance			-
92. Electricity, water & sewer	2,545	2,700	155
92a. Natural gas	845	1,200	355
93. Custodial & lawn supplies	471	400	(71)
94. Repairs & maintenance on buildings	1,253	2,500	1,247
95. Service contracts: heat/AC, termite, pest control, etc.	699	750	51
96. Musical instrument maintenance			-
97. Furnishings			-
98. Rent expense on facilities			-
99. Property taxes & fees	-		-
100. Other (list)			-
101. <b>Total property expense (lines 89:100)</b>	<b>9,480</b>	<b>11,646</b>	<b>2,166</b>
<b>*E TOTAL OPERATING EXPENSES (lines 24+36+52+56+73+88+101)</b>	<b>66,570</b>	<b>71,976</b>	<b>5,406</b>
<b>XXX RESULT OF CURRENT OPERATIONS (Line B minus Line E)</b>	<b>4,907</b>	<b>(6,238)</b>	<b>(11,145)</b>
<b>Non-Operating Expenses</b>			-
*102. Major improvements & capital expenditures - includes <u>principal</u> pmts on loans (interest payments recorded on line 89)	1,875	1,920	45
*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.	3,615		(3,615)
107. Transfers to other non-operating funds, either restricted or unrestricted (show also on assets and liabilities page)			-
<b>*F Total non-operating expenses (lines 102:107)</b>	<b>5,490</b>	<b>1,920</b>	<b>(3,570)</b>
<b>*G TOTAL ALL EXPENSES (E+F)</b>	<b>72,060</b>	<b>73,896</b>	<b>1,836</b>
108. <b>Ending Cash in operating acct (same as next period Beginning Cash)</b> (line 20 less line G) <b>Always reconcile ending cash with bank stmt.</b>	<b>\$ 10,166</b>	<b>1,842</b>	<b>\$ (8,324)</b>
* Year-end actual figures go in the Parochial Report.			