

## 2015 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 2015 Operating Budget	27			
*2.	Total dollars pledged to 2015 Operating Budget	\$ 56,840			
3.	Average pledge for 2015	\$ 2,105			
*4.	Avg. Sunday Attendance in 2014 (Parochial Rep. page 2)	48			
			<b>2014 Actual</b>	<b>2015 Budget</b>	<b>Variance</b>
<b>REVENUES</b>					
5.	<b>Beginning Cash in operating acct (same as prior period Ending Cash)</b>	<b>\$ -</b>	<b>-</b>	<b>\$ -</b>	
<b>Operating Revenues</b>					
6.	Undesignated plate offerings & regular non-pledge support	19,771	13,500		(6,271)
7.	Pledge payments to operating budget	58,496	54,027		(4,469)
*8.	<b>Plate offerings, pledge pmts. &amp; regular support (lines 6+7)</b>	<b>78,267</b>	<b>67,527</b>		<b>(10,740)</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.	6,826	6,000		(826)
*11.	Unrestricted bequests used for operations				-
*A	<b>Normal operating income, or NOI (lines 8:11)</b>	<b>85,093</b>	<b>73,527</b>		<b>(11,566)</b>
*12.	Assistance from diocese for operating budget (\$2,552.19 RTR grant)	-			-
*B	<b>TOTAL OPERATING REVENUES (lines A+12)</b>	<b>85,093</b>	<b>73,527</b>		<b>(11,566)</b>
<b>Non-Operating Revenues</b>					
*13.	Capital funds, gifts & additions (including grants from diocese for capital projects)	1,222			(1,222)
*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.	4,290			(4,290)
*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>5,512</b>	<b>-</b>		<b>(5,512)</b>
*D	<b>TOTAL ALL REVENUES (lines B+C)</b>	<b>90,605</b>	<b>73,527</b>		<b>(17,078)</b>
17.	New loan proceeds: Commercial				-
18.	Diocesan	4,888			(4,888)
19.	Other (Interfund loans within the church)				-
20.	<b>Total cash available (lines 5+D+17:19)</b>	<b>95,493</b>	<b>73,527</b>		<b>(21,966)</b>
<b>EXPENSES</b>					
<b>Outreach</b>					
*21.	Tithe to Diocese: 10% of 2014 Operating Income on Line A above	7,567	7,900		333
*22.	Sharing Our Bounty beyond the tithe: Young Adults, Church Dev, Ministry discern, the Church in the US & abroad, Camp Mitchell	223			(223)
*23.	Congregational outreach, MDGs, Jubilee ministries, St. Francis Hse	580	700		120
24.	<b>Total outreach (lines 21:23)</b>	<b>8,370</b>	<b>8,600</b>		<b>230</b>
<b>Program &amp; Liturgy</b>					
25.	Evangelism & congregational development	108	108		-
26.	Incorporation of new members: name tags, visitor cards, gifts, etc.	-	-		-
27.	Communications: Service leaflets, newsletter, website design	364	500		136
27a.	Ads, signs, public relations, etc.				-
28.	Christian formation for all ages	33	-		(33)
29.	Young adult & youth ministries	-	-		-
30.	Music & choirs (instrument maintenance on line 97)	-	-		-
31.	Liturgical expense: acolytes, LEMs, lay readers, etc.	873	350		(523)

## 2015 Comparative Budget

		2014 Actual	2015 Budget	Variance
32.	Altar supplies & flowers	827	850	23
33.	Diocesan convention delegates expense	376	400	24
34.	Stewardship & capital campaign expense	-	100	100
35.	Other (list)	108		(108)
36.	<b>Total program &amp; liturgy (lines 25:35)</b>	<b>2,689</b>	<b>2,308</b>	<b>(381)</b>
	<b>Parochial Clergy</b>			-
37.	Cash Stipend - 2014 minimum clergy comp gdlines on dio website	23,359	18,357	(5,002)
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)	2,091	2,093	2
40.	Other clergy comp - exp allwncs, hsng equity, 403(b), bonus, etc.	1,140	1,520	380
41.	Pension = 18% X (stipend+hsng/util+SE tax reimb.+other comp)			-
	[Different pension calculation for provided housing. Call dio office.]	5,775	6,072	297
42.	Health insurance with Medical Trust - rates on diocesan website	380	-	(380)
43.	Dental insurance with Delta Dental - rates on diocesan website	-	-	-
44.	\$40,000 group term life insurance at \$25.20 per month	302	302	-
45.	Long-term disability ins. Short-term disability is paid by Pension Fund.			-
46.	Professional exp reimb - continuing ed, books, etc. - \$2K minimum	-	1,000	1,000
47.	Travel/business reimb. - use IRS mileage rate of 50.5 cents/mile	-	2,000	2,000
48.	<b>Clergy compensation &amp; benefits (lines 37:47)</b>	<b>39,047</b>	<b>37,344</b>	<b>(1,703)</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>39,047</b>	<b>37,344</b>	<b>(1,703)</b>
	<b>Supply Clergy</b>			-
53.	Supply clergy stipend (minimum: \$125/Sunday or \$150 for 2 services)		-	-
54.	Travel reimbursement for supply clergy @ 50.5 cents/mile		-	-
55.	Pension for extended supply (Supply Clergy Policy on website)		-	-
56.	<b>Total supply clergy (lines 53:55)</b>	<b>-</b>	<b>-</b>	<b>-</b>
	<b>Lay Personnel</b>			-
57.	Church Secretary (Andrea Billingsley)	876	1,300	424
58.	Financial Secretary/Treasurer (Melinda Hood)			-
59.	Organist/Choir Director (Virginia Strohmeyer)	5,450	5,300	(150)
60.	Program Director/Christian Formation Director			-
61.	Youth Director			-
62.	Child Care Workers (Helen Jones, Hanna Courtney)	1,425	1,325	(100)
63.	Sexton/Custodian (Betty Tollett replaced Betty Hostetler in early '08)	2,025	2,025	-
64.	Grounds Maintenance Workers			-
65.	Other (list)			-
	<b>Benefits</b>			-
66.	Social Security & Medicare taxes = 7.65% of wages (organist only)	288	635	347
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%	165	165	-
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>10,229</b>	<b>10,750</b>	<b>521</b>
	<b>Administrative Expense</b>			-
75.	Contract services: bookkeeping, audit, legal, etc.	1,405	1,505	100
76.	Kitchen/Hospitality expense	694	625	(69)

## 2015 Comparative Budget

	2014 Actual	2015 Budget	Variance
77. Office supplies & equipment	459	500	41
78. Postage: including Fed Ex, P.O. box rental, meter lease, etc.	439	500	61
79. Telephone & fax expense	777	250	(527)
80. Internet & cable services			-
81. Website services		140	140
82. Computer software, updates, tech support	-		-
83. Office equipment lease	751	-	(751)
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)	640		(640)
88. <b>Total administrative expense (lines 75:87)</b>	<b>5,295</b>	<b>3,650</b>	<b>(1,645)</b>
<b>Property expense</b>			-
89. Interest payments on loans (principal recorded on line 102)	33	100	67
90. Property, casualty & liability insurance (includes D&O and bond)	3,432	4,255	823
91. Umbrella liability insurance			-
92. Electricity, water & sewer	3,686	3,700	14
92a. Natural gas	1579	1,700	121
93. Custodial & lawn supplies	209	300	91
94. Repairs & maintenance on buildings	4,937	1,000	(3,937)
95. Service contracts: heat/AC, termite, pest control, etc.	961	720	(241)
96. Musical instrument maintenance			-
97. Furnishings	383		(383)
98. Rent expense on facilities			-
99. Property taxes & fees	-		-
100. Other (list)			-
101. <b>Total property expense (lines 89:100)</b>	<b>15,220</b>	<b>11,775</b>	<b>(3,445)</b>
<b>*E TOTAL OPERATING EXPENSES (lines 24+36+52+56+73+88+101)</b>	<b>80,850</b>	<b>74,427</b>	<b>(6,423)</b>
<b>XXX RESULT OF CURRENT OPERATIONS (Line B minus Line E)</b>	<b>4,243</b>	<b>(900)</b>	<b>(5,143)</b>
<b>Non-Operating Expenses</b>			-
*102. Major improvements & capital expenditures - includes principal pmts on loans (interest payments recorded on line 89)	4,722	-	(4,722)
*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.	3,351		(3,351)
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>8,073</b>	<b>-</b>	<b>(8,073)</b>
<b>*G TOTAL ALL EXPENSES (E+F)</b>	<b>88,923</b>	<b>74,427</b>	<b>(14,496)</b>
108. <b>Ending Cash in operating acct (same as next period Beginning Cash) (line 20 less line G) <i>Always reconcile ending cash with bank stmt.</i></b>	<b>\$ 6,570</b>	<b>(900)</b>	<b>\$ (7,470)</b>
* Year-end actual figures go in the Parochial Report.			

## 2015 Detailed Activity Report

Church & City: <b>St. Matthew's, Benton</b>		Month of: <b>Jun 2015</b>			
Round to the nearest dollar. Year-end entries on starred* lines are entered in the Parochial Report, page 3.					
<b>Giving Information</b>					
*1.	Number signed pledge cards for 2015 Operating Budget	27			
*2.	Total dollars pledged to 2015 Operating Budget	\$ 56,840			
*2a	Discount of 13% for unpaid historical pledges	\$ 49,451			
3.	Average pledge for 2015	\$ 2,105			
*4.	Average Sunday Attendance (ASA) year-to-date	48			
			<b>Current mo.</b>	<b>2015 YTD</b>	<b>Bdgt YTD</b>
					<b>2015 Bdgt</b>
<b>REVENUES</b>					
5.	<b>Beginning Cash in operating acct (same as prior period Ending Cash)</b>	<b>10,882</b>	<b>9,962</b>	<b>-</b>	<b>-</b>
	<b>Operating Revenues</b>	-			-
6.	Undesignated plate offerings & regular non-pledge support	827	7,986	6,750.00	13,500
7.	Pledge payments to operating budget	4,265	25,643	27,013.50	54,027
*8.	<b>Plate offerings, pledge pmts. &amp; regular support (lines 6+7)</b>	<b>5,092</b>	<b>33,629</b>	<b>33,763.50</b>	<b>67,527</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.	500	4,250	3,000.00	6,000
		-	-	-	-
*11.	Unrestricted bequests used for operations	-	-	-	-
*A	<b>Normal operating income, or NOI (lines 8:11)</b>	<b>5,592</b>	<b>37,879</b>	<b>36,763.50</b>	<b>73,527</b>
*12.	Assistance from diocese for operating budget	-	-	-	-
*B	<b>TOTAL OPERATING REVENUES (lines A+12)</b>	<b>5,592</b>	<b>37,879</b>	<b>36,763.50</b>	<b>73,527</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.	-	2,400	-	-
*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>2,400</b>	-	-
*D	<b>TOTAL ALL REVENUES (lines B+C)</b>	<b>5,592</b>	<b>40,279</b>	<b>36,763.50</b>	<b>73,527</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>#NAME?</b>	<b>50,241</b>	<b>36,763.50</b>	<b>73,527</b>
<b>EXPENSES</b>					
	<b>Outreach</b>	-			-
*21.	Tithe to Diocese: 10% of 2014 Operating Income on Line A above	1,126	4,585	3,950	7,900
*22.	Sharing Our Bounty beyond the tithe: Young Adults, Church Dev, Ministry discern, the Church in the US & abroad, Camp Mitchell	-	25	-	-
*23.	Congregational outreach, MDGs, Jubilee ministries, St. Francis Hse	-	-	425.00	850
24.	<b>Total outreach (lines 21:23)</b>	<b>1,126</b>	<b>4,610</b>	<b>4,300.00</b>	<b>8,600</b>
	<b>Program &amp; Liturgy</b>	-			-
25.	Evangelism & congregational development	-	-	54.00	108
26.	Incorporation of new members: name tags, visitor cards, gifts, etc.	-	-	-	-
27.	Communications: Service leaflets, newsletter, website design	-	156	250.00	500
27a.	Ads, signs, public relations, etc.	-	110	-	-
28.	Christian formation for all ages	-	-	-	-
29.	Young adult & youth ministries	-	-	-	-
30.	Music & choirs (instrument maintenance on line 97)	-	-	-	-
31.	Liturgical expense: acolytes, LEMs, lay readers, etc.	-	249	100.00	200
32.	Altar supplies & flowers	47	411	250.00	500
33.	Diocesan convention delegates expense	-	500	200.00	400
34.	Stewardship & capital campaign expense	-	-	100.00	200
35.	Other (list) Commitment to Diocese/Outreach Program	-	-	-	-
36.	<b>Total program &amp; liturgy (lines 25:35)</b>	<b>47</b>	<b>1,426</b>	<b>1,154.00</b>	<b>2,308</b>

## 2015 Detailed Activity Report

	Current mo.	2015 YTD	Bdgt YTD	2015 Bdgt
<b>Parochial Clergy</b>				
37. Cash Stipend - 2014 minimum clergy comp gdlines on dio website	2,148	7,812	9,178.59	18,357
38. Cash Housing Allowance	500	1,500	1,500.00	3,000
38a. Cash Utilities Allowance	500	1,500	1,500.00	3,000
39. SE tax reimb. = 7.65% X (stipend+cash hsng/util+provided hsng)	298	970	1,046.41	2,093
40. Other clergy comp - exp allwncs, health ins, 403(b), bonus, etc.	253	761	760.00	1,520
41. Pension = 18% X (stipend+hsng/util+SE tax reimb.+other comp)	-	-	-	-
41a. [Different pension calculation for provided housing. Call dio office.]	-	4,688	3,036.00	6,072
42. Health insurance with Medical Trust - rates on diocesan website	-	-	-	-
43. Dental insurance with Delta Dental - rates on diocesan website	-	-	-	-
44. \$40,000 group term life insurance at \$25.20 per month	25	150	151.00	302
45. Long-term disability ins. Short-term disability is paid by Pension Fund.	-	-	-	-
46. Professional exp reimb - continuing ed, books, etc. - \$2K minimum	-	-	500.00	1,000
47. Travel/business reimb. - use IRS mileage rate of 50.5 cents/mile	-	-	1,000.00	2,000
48. <b>Clergy compensation &amp; benefits (lines 37:47)</b>	<b>3,724</b>	<b>17,381</b>	<b>18,672.00</b>	<b>37,344</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>3,724</b>	<b>17,381</b>	<b>18,672.00</b>	<b>37,344</b>
<b>Supply Clergy</b>				
53. Supply clergy stipend (minimum: \$125/Sunday or \$150 for 2 services)	180	540	-	-
54. Travel reimbursement for supply clergy @ 50 cents/mile	29	87	-	-
55. Pension for extended supply (Supply Clergy Policy on website)	-	-	-	-
56. <b>Total supply clergy (lines 53:55)</b>	<b>209</b>	<b>627</b>	<b>-</b>	<b>-</b>
<b>Lay Personnel</b>				
57. Parish Administrator/Church Secretary	-	504	650.00	1,300
58. Financial Secretary/Treasurer	-	-	-	-
59. Organist/Choir Director	1,000	2,600	2,650.00	5,300
60. Program Director/Christian Formation Director	-	-	-	-
61. Youth Director	-	-	-	-
62. Child Care Workers	360	920	600.00	1,200
63. Sexton/Custodian	225	975	1,012.50	2,025
64. Grounds Maintenance Workers	-	-	-	-
65. Other (list)	-	-	-	-
<b>Benefits</b>				
66. Social Security & Medicare taxes = 7.65% of wages	(54)	619	317.50	635
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%	-	(8)	82.50	165
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>1,531</b>	<b>5,610</b>	<b>5,375.00</b>	<b>10,750</b>
<b>Administrative</b>				
75. Contract services: bookkeeping, audit, legal, etc.	125	750	752.50	1,505
76. Kitchen/Hospitality expense	-	-	312.50	625
77. Office supplies & equipment	-	180	250.00	500
78. Postage: including Fed Ex, P.O. box rental, meter lease, etc.	-	53	250.00	500
79. Telephone & fax expense	-	409	125.00	250
80. Internet & cable services	-	-	-	-
81. Website services	-	-	70.00	140
82. Computer software, updates, tech support	-	-	-	-
83. Office equipment lease	-	-	-	-
84. Service contracts on office equipment	-	-	-	-
85. Dues & Fees	-	-	65.00	130
86. Church-owned auto expense: license, gas & oil, insurance, repairs	-	-	-	-
87. Other (list)	-	346	-	-

## 2015 Detailed Activity Report

		Current mo.	2015 YTD	Bdgt YTD	2015 Bdgt
88.	<b>Total administrative expense (lines 75:87)</b>	<b>125</b>	<b>1,738</b>	<b>1,825.00</b>	<b>3,650</b>
	<b>Property &amp; Facilities</b>				
89.	Interest payments on loans (principal recorded on line 102)	18	57	50.00	100
90.	Property, casualty & liability insurance (includes D&O and bond)	-	1,520	2,127.50	4,255
91.	Umbrella liability insurance	-	-	-	-
92.	Electricity, water & sewer	241	1,158	1,850.00	3,700
92a.	Natural gas	35	1,009	850.00	1,700
93.	Custodial & lawn supplies	(25)	95	150.00	300
94.	Repairs & maintenance on buildings	127	433	500.00	1,000
95.	Service contracts: heat/AC, termite, pest control, etc.	-	343	450.00	900
96.	Musical instrument maintenance	-	-	-	-
97.	Furnishings	-	-	-	-
98.	Rent expense on facilities	-	-	-	-
99.	Property taxes & fees	-	-	-	-
100.	Other (list)	-	-	-	-
101.	<b>Total property &amp; facilities expense (lines 89:100)</b>	<b>396</b>	<b>4,615</b>	<b>5,887.50</b>	<b>11,775</b>
<b>*E</b>	<b>TOTAL OPERATING EXPENSES (lines 24+36+52+56+73+88+101)</b>	<b>7,158</b>	<b>36,007</b>	<b>37,213.50</b>	<b>74,427</b>
<b>XXX</b>	<b>RESULT OF CURRENT OPERATIONS (Line B minus Line E)</b>	<b>(1,566)</b>	<b>1,872</b>	<b>(450.00)</b>	<b>(900)</b>
	<b>Non-Operating Expenses</b>				
*102.	Major improvements & capital expenditures - includes principal pmts on loans (interest payments recorded on line 89)	232	347	-	-
*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.	5,840	10,663	-	-
107.	Transfers to other non-operating funds, either restricted or unrestricted (show also on assets and liabilities page)	-	40	-	-
<b>*F</b>	<b>Total non-operating expenses (lines 102:107)</b>	<b>6,072</b>	<b>11,050</b>	<b>-</b>	<b>-</b>
<b>*G</b>	<b>TOTAL ALL EXPENSES (E+F)</b>	<b>13,230</b>	<b>47,057</b>	<b>37,213.50</b>	<b>74,427</b>
108.	Ending Cash in operating acct (same as next period Beginning Cash) (line 20 less line G) <i>Always reconcile ending cash with bank stmt.</i>	3,184	3,184	(450)	(900)
	* Year-end actual figures go in the Parochial Report.				
	Vestry approved on:				
	Attested by:				

## 2015 Summary Activity Report

Church & City: <b>St. Matthew's, Benton</b>		Month of: <b>Jun 2015</b>		
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.				
<b>1 Giving Information for 2014:</b>				
2	Average Sunday Attendance (ASA) year-to-date	48		
3	*1 Number signed pledge cards for report year	27		
4	*2 Total dollars pledged for report year	\$ 56,840		
5			<b>Current</b>	<b>2015</b>
6			<b>Month</b>	<b>YTD</b>
				<b>2015</b>
				<b>Budget</b>
<b>7 Operating Revenues</b>				
8	*3 Plate offerings, pledge payments & regular support	\$ 5,092	\$ 33,629	\$ 67,527
9	*4 Money from investments, used for operations	-	-	-
10	*5 Other operating income (unrestricted & restricted gifts used for operations; contributions from congregation's organizations)	500	4,250	6,000
11				
12	*6 Unrestricted bequests used for operations	-	-	-
13	<b>*A Normal Operating Income (NOI)</b>	<b>5,592</b>	<b>37,879</b>	<b>73,527</b>
14	*7 Assistance from diocese for operating budget	-	-	-
15	<b>*B Total Operating Revenues</b>	<b>5,592</b>	<b>37,879</b>	<b>73,527</b>
16				
<b>17 Operating Expenses</b>				
18	*12 Tithe to Diocese and Sharing Our Bounty beyond the tithe	1,126	4,610	7,900
19	*13 Outreach programs funded through operating budget	-	-	700
20	Other operating expense:			
21	Program & Liturgy expense	47	1,426	2,308
22	Clergy expense	3,933	18,008	37,344
23	Lay Personnel & Benefits expense	1,531	5,610	10,750
24	Administrative expense	125	1,738	3,650
25	Property & Facilities expense	396	4,615	11,775
26	*14 Total other operating expenses	6,032	31,397	65,827
27	<b>*E Total Operating Expenses</b>	<b>7,158</b>	<b>36,007</b>	<b>74,427</b>
28				
29	<b>Surplus or (Deficit) from Operating Activity</b>	<b>\$ (1,566)</b>	<b>\$ 1,872</b>	<b>\$ (900)</b>
30				
<b>31 Non-Operating Revenues</b>				
32	*8 Capital funds, gifts & additions	-	-	-
33	*9 Additions to endowment & other investment funds	-	2,400	-
34	*10 Contributions & grants for congregation-based outreach & mission	-	-	-
35	*11 Funds received for transmittal to other organizations	-	-	-
36	<b>*C Total Non-Operating Revenues</b>	<b>-</b>	<b>2,400</b>	<b>-</b>
<b>37 Non-Operating Expenses</b>				
38	*15 Major improvements & capital expenditures (includes loan principal)	232	347	-
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	5,840	10,663	-
43	Transfers to non-operating funds	-	40	-
44	<b>*F Total Non-Operating Expenses</b>	<b>6,072</b>	<b>11,050</b>	<b>-</b>
45				
46	<b>Surplus or (Deficit) from Non-Operating Activity</b>	<b>\$ (6,072)</b>	<b>\$ (8,650)</b>	<b>\$ -</b>
47				
48				
49	Beginning cash in operating account	\$ 10,882	\$ 9,962	\$ -
50	<b>*D Total All Revenues</b>	<b>5,592</b>	<b>40,279</b>	<b>73,527</b>
51	<b>*G Total All Expenses</b>	<b>13,230</b>	<b>47,057</b>	<b>74,427</b>
52	<b>Ending cash in operating account</b>	<b>\$ 3,244</b>	<b>\$ 3,184</b>	<b>\$ (900)</b>
53				
54	*19 <b>Total cash in all checking and savings accounts as of to date:</b>	<b>\$ 4,077</b>		
55	*20 Total investments at market value as of _____	\$ -		



## Report of Certain Assets & Liabilities

<b>Church &amp; City: St. Matthew's, Benton</b>		<b>Date: Jun 2015</b>			
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.					
	<b>Beginning of period</b>	<b>Receipts to date</b>	<b>Disb'mnts to date</b>	<b>End of period</b>	
<b>Cash &amp; Cash Equivalents</b>					
a. Cash in Operating Account	10,822.00	\$ 5,617	\$ 13,255	\$ 3,184	
b. Cash in Other Checking, Savings, CDs, Money Markets	893.00			893	
*1. <b>Subtotal of All Cash on Hand</b> (lines a + b)	<b>11,715.00</b>	<b>5,617</b>	<b>13,255</b>	<b>4,077</b>	
*2. Total in Stocks, Bonds, Mutual Funds (@ market value)				-	
3. <b>Total Cash &amp; Cash Equivalents</b> (lines 1 + 2)	<b>11,715.00</b>	<b>5,617</b>	<b>13,255</b>	<b>4,077</b>	
<b>Cash &amp; Cash Equivalents broken down as follows:</b>					
4. <b>Unrestricted Funds (includes operating account)</b>	4,912.00	5,617	7,415	3,114	
<b>Designated or Restricted Funds</b>					
5. Building Fund	(1,136.00)			(1,136)	
6. Contingency Fund (for unexpected major expenses)				-	
7. Discretionary Fund	-			-	
8. Endowment Fund				-	
8. Episcopal Churchwomen (ECW)	578.00			578	
9. ECW Cookbook Fund	90.00			90	
10. Men's Group Fund				-	
11. Memorial Fund	1,887.00	-	-	1,887	
12. Scholarship Fund				-	
13. Youth Ministry Fund	55.00			55	
14. Other (please name): EASTER LILY/BISHOP/MKT	120.00			120	
15. SIGN/ROOF FUND	5,209.00		5,840	(631)	
16. <b>Total Unrestricted &amp; Restricted Funds</b> (lines 4:19)	<b>11,715.00</b>	<b>5,617.00</b>	<b>13,255.00</b>	<b>4,077</b>	
<b>(Line 16 must equal Line 3)</b>					
<b>Restricted Fund Pledges Not Yet Paid</b>					
21. Building Fund				-	
22. Capital Campaign				-	
23. Other (please name):				-	
24.				-	
25. <b>Total Restricted Pledges Not Yet Paid</b> (lines 21:24)	-	-	-	-	
<b>Estimated Value of Fixed Assets &amp; Real Estate</b>					
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. <b>Total Fixed Assets &amp; Real Estate</b> (lines 26:32)				-	
Continued on next page					



## Report of Certain Assets & Liabilities

	<b>Loans, mortgages and other commitments</b>				
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.	<b>Total Loans, Mtgs, Other Commitments (lines 34:37)</b>	-	-	-	-

**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, 2015, and January, 2016.**

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