

2017 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 2017 Operating Budget | 27 | | |
| *2. | Total dollars pledged to 2017 Operating Budget | \$ 61,880 | | |
| 3. | Average pledge for 2017 | \$ 2,292 | | |
| *4. | Avg. Sunday Attendance in 2016 (Parochial Rep. page 2) | 42 | | |
| | | | 2016 Actual | 2017 Budget |
| | | | Variance | |
| REVENUES | | | | |
| 5. | Beginning Cash in operating acct (same as prior period Ending Cash) | \$ 7,014 | 10,000 | \$ 2,986 |
| Operating Revenues | | | | |
| 6. | Undesignated plate offerings & regular non-pledge support | 12,030 | 11,000 | (1,030) |
| 7. | Pledge payments to operating budget | 53,422 | 53,836 | 414 |
| *8. | Plate offerings, pledge pmts. & regular support (lines 6+7) | 65,452 | 64,836 | (616) |
| *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 | 5,000 | (1,025) |
| *11. | Unrestricted bequests used for operations | | | - |
| *A | Normal operating income, or NOI (lines 8:11) | 71,477 | 69,836 | (1,641) |
| *12. | Assistance from diocese for operating budget (\$2,552.19 RTR grant) | - | | - |
| *B | TOTAL OPERATING REVENUES (lines A+12) | 71,477 | 69,836 | (1,641) |
| 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. | 3,735 | | (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 | Subtotal non-operating revenues (lines 13:16) | 3,735 | - | (3,735) |
| *D | TOTAL ALL REVENUES (lines B+C) | 75,212 | 69,836 | (5,376) |
| 17. | New loan proceeds: Commercial | | | - |
| 18. | Diocesan | | | - |
| 19. | Other (Interfund loans within the church) | | | - |
| 20. | Total cash available (lines 5+D+17:19) | 82,226 | 79,836 | (2,390) |
| EXPENSES | | | | |
| Outreach | | | | |
| *21. | Tithe to Diocese: 10% of 2016 Operating Income on Line A above | 6,859 | 7,333 | 474 |
| *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. | Total outreach (lines 21:23) | 7,359 | 7,871 | 512 |
| Program & Liturgy | | | | |
| 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 | 130 | 20 |
| 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 |

2017 Comparative Budget

| | | 2016 Actual | 2017 Budget | Variance |
|------|--|---------------|---------------|--------------|
| 32. | Altar supplies & flowers | 696 | 600 | (96) |
| 33. | Diocesan convention delegates expense | 525 | 500 | (25) |
| 34. | Stewardship & capital campaign expense | - | | - |
| 35. | Other (list) | 300 | | (300) |
| 36. | Total program & liturgy (lines 25:35) | 2,160 | 1,930 | (230) |
| | Parochial Clergy | | | - |
| 37. | Cash Stipend - 2016 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 | 5,032 | 1,005 |
| | [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 | 151 | (149) |
| 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. | Clergy compensation & benefits (lines 37:47) | 30,628 | 29,782 | (846) |
| 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. | Total parochial clergy (lines 48:51) | 30,628 | 29,782 | (846) |
| | Supply Clergy | | | - |
| 53. | Supply clergy stipend (minimum: \$125/Sunday or \$150 for 2 services) | 3,060 | 4,320 | 1,260 |
| 54. | Travel reimbursement for supply clergy @ 50.5 cents/mile | 425 | 623 | 198 |
| 55. | Pension for extended supply (Supply Clergy Policy on website) | | | - |
| 56. | Total supply clergy (lines 53:55) | 3,485 | 4,943 | 1,458 |
| | Lay Personnel | | | - |
| 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) | | | - |
| | Benefits | | | - |
| 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. | Total lay personnel & benefits (lines 57:73) | 11,092 | 11,329 | 237 |
| | Administrative Expense | | | - |
| 75. | Contract services: bookkeeping, audit, legal, etc. | 1,500 | 1,500 | - |
| 76. | Kitchen/Hospitality expense | 60 | 150 | 90 |

2017 Comparative Budget

| | 2016 Actual | 2017 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 | 200 | 21 |
| 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. Total administrative expense (lines 75:87) | 2,366 | 2,350 | (16) |
| Property expense | | | - |
| 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 | 3,936 | 374 |
| 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. Total property expense (lines 89:100) | 9,480 | 11,566 | 2,086 |
| *E TOTAL OPERATING EXPENSES (lines 24+36+52+56+73+88+101) | 66,570 | 69,771 | 3,201 |
| XXX RESULT OF CURRENT OPERATIONS (Line B minus Line E) | 4,907 | 65 | (4,842) |
| Non-Operating Expenses | | | - |
| *102. Major improvements & capital expenditures - includes principal 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) | | | - |
| *F Total non-operating expenses (lines 102:107) | 5,490 | 1,920 | (3,570) |
| *G TOTAL ALL EXPENSES (E+F) | 72,060 | 71,691 | (369) |
| 108. Ending Cash in operating acct (same as next period Beginning Cash) (line 20 less line G) Always reconcile ending cash with bank stmt. | \$ 10,166 | 8,145 | \$ (2,021) |
| * Year-end actual figures go in the Parochial Report. | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |

2017 Detailed Activity Report

| Church & City: St. Matthew's, Benton | | Month of: Jul 2017 | | | |
|---|-----------|---------------------------|-----------------|------------------|------------------|
| 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 2017 Operating Budget | 27 | | | | |
| *2. Total dollars pledged to 2017 Operating Budget | \$ 56,840 | | | | |
| *2a Discount of 13% for unpaid historical pledges | \$ 49,451 | | | | |
| 3. Average pledge for 2017 | \$ 2,105 | | | | |
| *4. Average Sunday Attendance (ASA) year-to-date | 48 | | | | |
| | | Current mo. | 2017 YTD | Bdgt YTD | 2017 Bdgt |
| REVENUES | | | | | |
| 5. Beginning Cash in operating acct (same as prior period Ending Cash) | | 10,852 | 9,081 | 5,833.33 | 10,000 |
| Operating Revenues | | | | | |
| 6. Undesignated plate offerings & regular non-pledge support | | 414 | 3,882 | 6,416.67 | 11,000 |
| 7. Pledge payments to operating budget | | 5,455 | 39,469 | 31,404.33 | 53,836 |
| *8. Plate offerings, pledge pmts. & regular support (lines 6+7) | | 5,869 | 43,351 | 37,821.00 | 64,836 |
| *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. | | 1,130 | 4,190 | 2,916.67 | 5,000 |
| *11. Unrestricted bequests used for operations | | - | - | - | - |
| *A Normal operating income, or NOI (lines 8:11) | | 6,999 | 47,541 | 40,737.67 | 69,836 |
| *12. Assistance from diocese for operating budget | | - | - | - | - |
| *B TOTAL OPERATING REVENUES (lines A+12) | | 6,999 | 47,541 | 40,737.67 | 69,836 |
| 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) | | 6,999 | 47,541 | 40,737.67 | 69,836 |
| 17. New loan proceeds: Commercial | | - | - | - | - |
| 18. Diocesan | | - | - | - | - |
| 19. Other (Interfund loans within the church) | | - | - | - | - |
| 20. Total cash available (lines 5+D+17:19) | | 17,851 | 57,707 | 46,571.00 | 79,836 |
| EXPENSES | | | | | |
| Outreach | | | | | |
| *21. Tithe to Diocese: 10% of 2016 Operating Income on Line A above | | 611 | 4,277 | 4,277.58 | 7,333 |
| *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 | | - | - | - | - |
| 24. Total outreach (lines 21:23) | | 611 | 4,277 | 4,591.42 | 7,871 |
| Program & Liturgy | | | | | |
| 25. Evangelism & congregational development | | - | 60 | 58.33 | 100 |
| 26. Incorporation of new members: name tags, visitor cards, gifts, etc. | | - | - | - | - |
| 27. Communications: Service leaflets, newsletter, website design | | - | 184 | 75.83 | 130 |
| 27a. Ads, signs, public relations, etc. | | - | - | 175.00 | 300 |
| 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. | | - | 202 | 116.67 | 200 |
| 32. Altar supplies & flowers | | - | 424 | 291.67 | 500 |
| 33. Diocesan convention delegates expense | | - | 525 | 291.67 | 500 |
| 34. Stewardship & capital campaign expense | | - | - | - | - |

2017 Detailed Activity Report

| | | Current mo. | 2017 YTD | Bdgt YTD | 2017 Bdgt |
|------|--|--------------|---------------|------------------|---------------|
| 35. | Other (list) Commitment to Diocese/Outreach Program | - | - | - | - |
| 36. | Total program & liturgy (lines 25:35) | - | 2,041 | 1,125.83 | 1,930 |
| | Parochial Clergy | | | | |
| 37. | Cash Stipend - 2017 minimum clergy comp gdlines on dio website | 1,074 | 7,518 | 7,516.83 | 12,886 |
| 38. | Cash Housing Allowance | 250 | 1,750 | 1,750.00 | 3,000 |
| 38a. | Cash Utilities Allowance | 250 | 1,750 | 1,750.00 | 3,000 |
| 39. | SE tax reimb. = 7.65% X (stipend+cash hsng/util+provided hsng) | 149 | 1,043 | 1,044.75 | 1,791 |
| 40. | Other clergy comp - exp allwncs, health ins, 403(b), bonus, etc. | 127 | 889 | 887.83 | 1,522 |
| 41. | Pension = 18% X (stipend+hsng/util+SE tax reimb.+other comp) | 367 | 2,571 | 2,935.33 | 5,032 |
| 41a. | [Different pension calculation for provided housing. Call dio office.] | - | - | - | - |
| 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 | 175 | 88.08 | 151 |
| 45. | Long-term disability ins. Short-term disability is paid by Pension Fund. | - | - | - | - |
| 46. | Professional exp reimb - continuing ed, books, etc. - \$2K minimum | - | - | 466.67 | 800 |
| 47. | Travel/business reimb. - use IRS mileage rate of 50.5 cents/mile | - | - | 933.33 | 1,600 |
| 48. | Clergy compensation & benefits (lines 37:47) | 2,242 | 15,696 | 17,372.83 | 29,782 |
| 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. | Total parochial clergy (lines 48:51) | 2,242 | 15,696 | 17,372.83 | 29,782 |
| | Supply Clergy | | | | |
| 53. | Supply clergy stipend (minimum: \$125/Sunday or \$150 for 2 services) | 540 | 2,610 | 2,520 | 4,320 |
| 54. | Travel reimbursement for supply clergy @ 50 cents/mile | 78 | 390 | 363.42 | 623 |
| 55. | Pension for extended supply (Supply Clergy Policy on website) | - | - | - | - |
| 56. | Total supply clergy (lines 53:55) | 618 | 3,000 | 2,883.42 | 4,943 |
| | Lay Personnel | | | | |
| 57. | Parish Administrator/Church Secretary | 96 | 678 | 700.00 | 1,200 |
| 58. | Financial Secretary/Treasurer | - | - | - | - |
| 59. | Organist/Choir Director | 500 | 3,200 | 3,150.00 | 5,400 |
| 60. | Program Director/Christian Formation Director | - | - | - | - |
| 61. | Youth Director | - | - | - | - |
| 62. | Child Care Workers | 200 | 1,280 | 1,213.33 | 2,080 |
| 63. | Sexton/Custodian | 150 | 1,050 | 1,137.50 | 1,950 |
| 64. | Grounds Maintenance Workers | - | - | - | - |
| 65. | Other (list) | - | - | - | - |
| | Benefits | | | | |
| 66. | Social Security & Medicare taxes = 7.65% of wages | (38) | 567 | 241.50 | 414 |
| 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% | - | - | 96.25 | 165 |
| | other employees = wages x 3.51% | - | - | - | - |
| 72. | Lay employee travel & training | - | - | - | - |
| 73. | Other (list) | - | - | - | - |
| 74. | Total lay personnel & benefits (lines 57:73) | 908 | 6,775 | 6,608.58 | 11,329 |
| | Administrative | | | | |
| 75. | Contract services: bookkeeping, audit, legal, etc. | 130 | 905 | 875.00 | 1,500 |
| 76. | Kitchen/Hospitality expense | - | - | 87.50 | 150 |
| 77. | Office supplies & equipment | - | 31 | 204.17 | 350 |
| 78. | Postage: including Fed Ex, P.O. box rental, meter lease, etc. | - | - | 87.50 | 150 |
| 79. | Telephone & fax expense | 66 | 132 | 116.67 | 200 |
| 80. | Internet & cable services | - | - | - | - |
| 81. | Website services | - | - | - | - |
| 82. | Computer software, updates, tech support | - | - | - | - |
| 83. | Office equipment lease | - | - | - | - |

2017 Detailed Activity Report

| | | Current mo. | 2017 YTD | Bdgt YTD | 2017 Bdgt |
|------------|--|---------------|---------------|------------------|---------------|
| 84. | Service contracts on office equipment | - | - | - | - |
| 85. | Dues & Fees | - | - | - | - |
| 86. | Church-owned auto expense: license, gas & oil, insurance, repairs | - | - | - | - |
| 87. | Other (list) | - | - | - | - |
| 88. | Total administrative expense (lines 75:87) | 196 | 1,068 | 1,370.83 | 2,350 |
| | Property & Facilities | | | | |
| 89. | Interest payments on loans (principal recorded on line 102) | 5 | 37 | 46.67 | 80 |
| 90. | Property, casualty & liability insurance (includes D&O and bond) | 1,004 | 2,997 | 2,296.00 | 3,936 |
| 91. | Umbrella liability insurance | - | - | - | - |
| 92. | Electricity, water & sewer | 261 | 1,271 | 1,575.00 | 2,700 |
| 92a. | Natural gas | 35 | 637 | 700.00 | 1,200 |
| 93. | Custodial & lawn supplies | 90 | 180 | 233.33 | 400 |
| 94. | Repairs & maintenance on buildings | 200 | 3,345 | 1,458.33 | 2,500 |
| 95. | Service contracts: heat/AC, termite, pest control, etc. | - | 544 | 525.00 | 900 |
| 96. | Musical instrument maintenance | - | - | - | - |
| 97. | Furnishings | - | - | - | - |
| 98. | Rent expense on facilities | - | - | - | - |
| 99. | Property taxes & fees | - | - | - | - |
| 100. | Other (list) | - | 3,200 | - | - |
| 101. | Total property & facilities expense (lines 89:100) | 1,595 | 12,211 | 6,746.83 | 11,566 |
| *E | TOTAL OPERATING EXPENSES (lines 24+36+52+56+73+88+101) | 6,170 | 45,068 | 40,699.75 | 69,771 |
| XXX | RESULT OF CURRENT OPERATIONS (Line B minus Line E) | 829 | 2,473 | 37.92 | 65 |
| | Non-Operating Expenses | | | | |
| *102. | Major improvements & capital expenditures - includes principal pmts on loans (interest payments recorded on line 89) | 160 | 1,118 | 1,120.00 | 1,920 |
| *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) | 160 | 1,118 | 1,120.00 | 1,920 |
| *G | TOTAL ALL EXPENSES (E+F) | 6,330 | 46,186 | 41,819.75 | 71,691 |
| 108. | Ending Cash in operating acct (same as next period Beginning Cash) (line 20 less line G) Always reconcile ending cash with bank stmt. | 11,521 | 11,521 | 4,751.25 | 8,145 |
| | | | | | |
| | | | | | |
| | * Year-end actual figures go in the Parochial Report. | | | | |
| | | | | | |
| | Vestry approved on: | | | | |
| | | | | | |
| | Attested by: | | | | |
| | | | | | |
| | | | | | |
| | | | | | |

2017 Summary Activity Report

| Church & City: St. Matthew's, Benton | | Month of: Jul 2017 | | |
|--|---|---------------------------|-------------------|-------------------|
| 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 2016: | | | | |
| 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 | | | Current | 2017 |
| 6 | | | Month | YTD |
| 7 | | | | 2017 |
| 8 | | | | Budget |
| 7 Operating Revenues | | | | |
| 8 | *3 Plate offerings, pledge payments & regular support | \$ 5,869 | \$ 43,351 | \$ 64,836 |
| 9 | *4 Money from investments, used for operations | - | - | - |
| 10 | *5 Other operating income (unrestricted & restricted gifts used for | 1,130 | 4,190 | 5,000 |
| 11 | operations; contributions from congregation's organizations) | | | |
| 12 | *6 Unrestricted bequests used for operations | - | - | - |
| 13 | *A Normal Operating Income (NOI) | 6,999 | 47,541 | 69,836 |
| 14 | *7 Assistance from diocese for operating budget | - | - | - |
| 15 | *B Total Operating Revenues | 6,999 | 47,541 | 69,836 |
| 16 | | | | |
| 17 Operating Expenses | | | | |
| 18 | *12 Tithe to Diocese and Sharing Our Bounty beyond the tithe | 611 | 4,277 | 7,333 |
| 19 | *13 Outreach programs funded through operating budget | - | - | 538 |
| 20 | Other operating expense: | | | |
| 21 | Program & Liturgy expense | - | 2,041 | 1,930 |
| 22 | Clergy expense | 2,860 | 18,696 | 34,725 |
| 23 | Lay Personnel & Benefits expense | 908 | 6,775 | 11,329 |
| 24 | Administrative expense | 196 | 1,068 | 2,350 |
| 25 | Property & Facilities expense | 1,595 | 12,211 | 11,566 |
| 26 | *14 Total other operating expenses | 5,559 | 40,791 | 61,900 |
| 27 | *E Total Operating Expenses | 6,170 | 45,068 | 69,771 |
| 28 | | | | |
| 29 | Surplus or (Deficit) from Operating Activity | \$ 829 | \$ 2,473 | \$ 65 |
| 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) | 160 | 1,118 | 1,920 |
| 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 | 160 | 1,118 | 1,920 |
| 45 | | | | |
| 46 | Surplus or (Deficit) from Non-Operating Activity | \$ (160) | \$ (1,118) | \$ (1,920) |
| 47 | | | | |
| 48 | | | | |
| 49 | Beginning cash in operating account | \$ 10,852 | \$ 9,081 | \$ 10,000 |
| 50 | *D Total All Revenues | 6,999 | 47,541 | 69,836 |
| 51 | *G Total All Expenses | 6,330 | 46,186 | 71,691 |
| 52 | Ending cash in operating account | \$ 11,521 | \$ 10,436 | \$ 8,145 |
| 53 | | | | |
| 54 | *19 Total cash in all checking and savings accounts as of to date: | \$ 12,414 | | |
| 55 | *20 Total investments at market value as of | - | | |

Report of Certain Assets & Liabilities

| Church & City: St. Matthew's, Benton | | Date: Jul 2017 | | | |
|--|---|-----------------------------|---------------------|----------------------|------------------|
| 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 | 10,852.00 | \$ 6,999 | \$ 6,330 | \$ 11,521 |
| b. | Cash in Other Checking, Savings, CDs, Money Markets | 893.00 | | | 893 |
| *1. | Subtotal of All Cash on Hand (lines a + b) | 11,745.00 | 6,999 | 6,330 | 12,414 |
| *2. | Total in Stocks, Bonds, Mutual Funds (@ market value) | | | | - |
| 3. | Total Cash & Cash Equivalents (lines 1 + 2) | 11,745.00 | 6,999 | 6,330 | 12,414 |
| Cash & Cash Equivalents broken down as follows: | | | | | |
| 4. | Unrestricted Funds (includes operating account) | 12,941.00 | 6,999 | 6,330 | 13,610 |
| Designated or Restricted Funds | | | | | |
| 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 | | | | - |
| 10. | Men's Group Fund | | | | - |
| 11. | Memorial Fund | - | | | - |
| 12. | Scholarship Fund | | | | - |
| 13. | Youth Ministry Fund | | | | - |
| 14. | Other (please name): LILY/BISHOP/MKT/COM HOPE | (250.00) | | | (250) |
| 15. | SIGN/ROOF FUND | (388.00) | | | (388) |
| 16. | Total Unrestricted & Restricted Funds (lines 4:19) | 11,745.00 | 6,999.00 | 6,330.00 | 12,414 |
| | (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 | | | | | |
| Loans, mortgages and other commitments | | | | | |
| 34. | Principal on Commercial Loan at _____ Bank | | | | - |
| | Interest Rate: _____ | Maturity date: _____ | | | |
| | What Bank? _____ | Secured or Unsecured? _____ | 8 | | |

Report of Certain Assets & Liabilities

| | | | | | |
|-----|---|---|---|---|---|
| 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, 2017, and January, 2018.

| | |
|---|--|
| 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 |