

ST. ALBAN'S PARISH

2010 January - June Overview of Operating Fund with Comparisons to Budget and Last Year

Based on Activity as of June 30, 2010

	2010		2010	2010			2009	2009		
	Jan. - June		Jan. - June	Variance			Jan. - June	Variance to		
	Actuals		Budget	to Budget	% Chg.		Actuals	2010 Actuals	% Chg.	
<u>PARISH INCOME</u>										
Pledges (incl. Foundations/Matching Gifts)	\$573,117		\$571,858	\$1,259	0.2%		\$574,806	(\$1,689)	-0.3%	
Collections: Plate, Parish Support, Special	\$40,546		\$27,689	\$12,857	46.4%		\$21,944	\$18,602	84.8%	
Contributions: Facility Use, WSA, Flower Guild	\$38,510		\$40,000	(\$1,490)	-3.7%		\$22,577	\$15,933	70.6%	
Transfer: Naselli Trust (Annual Distribution)	\$0		\$0	\$0	0.0%		\$0	\$0	0.0%	
Transfer: Endowment Fund	\$0		\$0	\$0	0.0%		\$0	\$0	0.0%	
Designated Income	\$103,318		\$93,000	\$10,318	11.1%		\$57,520	\$45,798	79.6%	
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Total Income	\$755,491		\$732,547	\$22,945	3.1%		\$676,847	\$78,644	11.6%	
<u>PARISH EXPENSE</u>										
Personnel (Salaries/Benefits)	\$438,979		\$442,894	(\$3,915)	-0.9%		\$405,266	\$33,713	8.3%	
Parish Outreach	\$96,523		\$92,169	\$4,355	4.7%		\$81,354	\$15,169	18.6%	
Parish Programs	\$21,191		\$32,486	(\$11,295)	-34.8%		\$35,282	(\$14,091)	-39.9%	
Buildings & Grounds	\$188,534		\$180,972	\$7,562	4.2%		\$176,773	\$11,761	6.7%	
Parish Office	\$23,929		\$28,766	(\$4,837)	-16.8%		\$30,186	(\$6,257)	-20.7%	
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Total Expense	\$769,156		\$777,287	(\$8,131)	-1.0%		\$728,860	\$40,295	5.5%	
2010 Income-to-Expense Variance	(\$13,665)		(\$44,740)	\$31,076			(\$52,013)	\$38,350		

Source: Shelby system, 7/20/10

Prepared by Douglas Dykstra, Director of Finance

ST. ALBAN'S PARISH 2010 OPERATING BUDGET

Initial Budget Approved by the Vestry at its January 19, 2010 Meeting

Modifications and Final Review at the Vestry's February 16, 2010 Meeting

SUMMARY OF INCOME AND EXPENSE:

Total Operating Income \$1,508,500

Expenses:

Personnel \$880,819

Outreach \$169,500

Parish Programs \$54,650

Buildings & Grounds \$359,310

Parish Office \$68,000

Total Operating Expense \$1,532,279

Income/Expense Variance (\$23,779)

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	2009 Budget	2010 Budget
<u>OPERATING INCOME</u>		
Pledges	\$1,100,000	\$1,019,000
2009 Pledges Received in 2010	\$4,000	\$10,000
Parishioner/Foundations Gifts	\$46,000	\$86,000
TOTAL Pledges	\$1,150,000	\$1,115,000
<i>Collections</i>		
Plate Offerings	\$16,500	\$19,000
Parish Support	\$12,500	\$18,600
Special Offerings (Easter, Christmas)	\$20,000	\$14,000
TOTAL Collections	\$49,000	\$51,600
<i>Contributions</i>		
General/Facilities Use	\$44,000	\$40,000
Weddings & Funerals	\$30,000	\$25,000
WSA - Operating Fund	\$15,000	\$15,000
Flower Guild	\$1,000	\$0
TOTAL Contributions	\$90,000	\$80,000
<i>Transfers from other funds</i>		
Naselli Trust	\$44,000	\$45,400
Transfer from Endowment/Reserve Fund	\$20,000	\$60,000
TOTAL Transfers from Other Funds	\$64,000	\$105,400
<i>Designated Income</i>		
Bequest Tithe	\$60,000	\$93,000
Outreach Fundraising Events	\$20,000	\$15,000
Other Fundraising	\$0	\$0
Transformation Fund	\$0	\$0
WSA: Designated Outreach Support	\$3,000	\$3,000
Miscellaneous "Designated" Income	\$0	\$0
Feeding Ministries	\$0	\$500
Crossroads Shelter at St. Alban's Parish	\$0	\$16,000
Mustard Seed	\$16,000	\$29,000
TOTAL Designated Income	\$99,000	\$156,500
TOTAL OPERATING INCOME	\$1,452,000	\$1,508,500

	<u>2009 Budget</u>	<u>2010 Budget</u>
<u>PERSONNEL EXPENSE</u>		
<u>Clergy Staff</u>		
Clergy Salaries	\$133,107	\$142,500
Clergy Reimbursement of SECA	\$21,661	\$23,408
Clergy Housing Allowances	\$150,053	\$163,493
Clergy Pension	\$54,867	\$57,237
Clergy Health Insurance	\$38,654	\$47,342
Interim Rector's Auto Reimbursement	\$1,200	\$1,300
Assoc. Rector's Auto Reimbursement	\$1,200	\$400
Ass't. Rector's Auto Reimbursement	\$600	\$400
Deacon's Auto Reimbursement	\$1,200	\$400
Interim Rector's Professional Expense	\$5,000	\$1,000
Assoc. Rector's Professional Expense	\$1,000	\$500
Ass't. Rector's Professional Expense	\$400	\$500
Deacon's Professional Expense	\$1,000	\$500
Personnel Contingency	\$3,199	\$0
TOTAL Clergy Salaries & Benefits	\$413,141	\$438,980
<u>Lay Staff</u>		
Lay Staff Salaries	\$280,825	\$281,342
J2A Pilgrimage Coordinator	\$0	\$0
Contractual/Temporary	\$0	\$0
Instrumentalists	\$0	\$3,500
Substitute Organists	\$1,400	\$1,600
Vocalist Stipends (non-choir)	\$0	\$0
Choir Stipends	\$33,800	\$33,800
Spanish Eucharist Musician Stipend	\$0	\$9,360
Music Intern Stipend	\$9,000	\$5,000
5:30 Service Musician Stipend	\$0	\$7,800
Sunday Child Care Workers	\$11,000	\$8,000
Lay Pension	\$27,783	\$27,998
Social Security	\$17,227	\$21,665
Medicare	\$4,027	\$5,067
Lay Staff Health Insurance	\$21,889	\$22,433
Lay Retiree Health Insurance (Ward)	\$4,908	\$4,800
Music Director's Prof. Expenses	\$0	\$1,200
Payroll Service	\$0	\$3,000
Worker's Compensation	\$4,700	\$5,274
TOTAL Lay Staff Salaries & Benefits	\$416,559	\$441,839
TOTAL PERSONNEL EXPENSE	\$829,700	\$880,819

	<u>2009 Budget</u>	<u>2010 Budget</u>
<u>OUTREACH EXPENSE</u>		
Community Ministries		
Seniors Program	\$0	\$0
EDOW: Children-to-Children Advent Fund	\$0	\$0
St. Philip's Child Development	\$0	\$0
Samaritan Ministries	\$0	\$0
Downtown Cluster of Congregations	\$0	\$0
Washington Interfaith Network	\$0	\$0
Community Council for the Homeless	\$0	\$0
Transitional Housing Corporation	\$0	\$0
IONA Community Services	\$0	\$0
Unassigned Mustard Seed	\$0	\$0
Community Ministries Budget	\$20,000	\$20,000
Millennium Development Goals		
Episcopal Relief & Development	\$0	\$0
Bread for the World Institute	\$0	\$0
The 174 Trust of No. Ireland	\$0	\$0
Millennium Development Goals Budget	\$8,000	\$20,500
Kids Reaching Out	\$200	\$0
Outreach Fundraising Expense	\$0	\$1,000
Vestry Grants	\$0	\$0
Feeding Ministries: Christ House	\$6,000	\$6,000
Feeding Ministries: Grate Patrol	\$6,000	\$6,000
Crossroads Shelter at St. Alban's Parish	\$19,000	\$16,000
Diocesan Support	\$120,000	\$100,000
TOTAL OUTREACH EXPENSE	\$179,200	\$169,500

	<u>2009 Budget</u>	<u>2010 Budget</u>
<u>PARISH PROGRAMS EXPENSE</u>		
Christian Education		
Children Education	\$5,000	\$6,550
Adult Formation	\$4,000	\$1,650
Narthex Pamphlets	\$0	\$800
Youth Formation	\$5,000	\$5,000
Youth Appalachian Project	\$0	\$0
Youth Pilgrimage (2011)	\$4,000	\$7,000
Seminarian Intern Stipend	\$1,000	\$0
Sunday Forums	\$0	\$2,000
Stephen Ministry	\$0	\$1,000
TOTAL Christian Education	\$19,000	\$24,000
Worship		
General	\$1,000	\$1,000
Fabric Arts Guild	\$300	\$300
Altar Guild	\$500	\$500
Child Care (line item to be eliminated in 2010)	\$0	\$0
Sound System/Audio-Visual	\$500	\$200
TOTAL Worship	\$2,300	\$2,000
Music		
Church Music Purchases	\$650	\$1,200
Handbell Maintenance	\$0	\$250
Organ/Piano Maintenance	\$4,350	\$3,200
Music Conferences & Workshops	\$0	\$0
TOTAL Music	\$5,000	\$4,650
Parish Events		
Parish Groups Expenses	\$24,000	\$10,000
Parish Groups Income	\$22,000	\$8,000
TOTAL Parish Events	\$2,000	\$2,000
Hospitality		
Hospitality Income	\$9,000	\$5,000
Hospitality Expenses	\$18,000	\$14,000
TOTAL Hospitality	\$9,000	\$9,000
Communications		
Chronicle	\$14,200	\$8,000
Communications Initiative	\$0	\$5,000
Signs & Banners	\$494	\$0
Advertising - Yellow Pages	\$306	\$0
Advertising - Newspaper	\$200	\$0
Parish Book	\$0	\$0
Website	\$500	\$0
TOTAL Communications	\$15,700	\$13,000
TOTAL PARISH PROGRAMS	\$53,000	\$54,650

	2009 Budget	2010 Budget
<u>BUILDINGS & GROUNDS</u>		
Insurance		
Property/Liability Coverage	\$25,300	\$34,000
Utilities		
Electricity Production - Solar Panels	\$0	\$2,145
Electricity	\$72,300	\$65,655
Natural Gas	\$33,500	\$41,700
Water/Sewer	\$9,000	\$13,000
TOTAL UTILITIES	\$114,800	\$122,500
Maintenance		
Maint./Contracts/Equip.	\$0	\$0
Security/Alarm System	\$13,000	\$13,000
Elevator Maintenance	\$2,720	\$2,720
Water Treatment	\$1,700	\$1,700
Plumbing/HVAC/Drains	\$3,600	\$1,750
Water Coolers	\$456	\$456
Pest Control	\$3,304	\$3,100
HVAC Maintenance	\$20,062	\$30,000
Window Cleaning	\$1,700	\$1,700
Electrical Services	\$3,400	\$3,400
Building Equipment	\$1,000	\$3,400
General Repair Work	\$1,000	\$959
Fire Alarm System/Inspections	\$3,300	\$3,700
Roofing/Gutter Maintenance	\$0	\$3,200
Custodial Contract Services	\$87,500	\$90,750
Maintenance/Cleaning Supplies	\$2,700	\$2,500
Lock & Key Service	\$0	\$1,000
Painting (Interior/Exterior)	\$0	\$1,800
Hauling Services	\$0	\$175
Memorials/Maintenance	\$800	\$500
SUB-TOTAL MAINTENANCE	\$146,242	\$165,810
PECF Maintenance Services		
Annual Maintenance Agreement	\$24,298	\$24,975
Parking Spaces on Close	\$4,400	\$4,400
Trash Pick-Up/Recycling	\$4,680	\$4,795
Water Coolers	\$2,280	\$2,280
Landscaping	\$0	\$500
Mailing Services	\$0	\$50
SUB-TOTAL PECF MAINTENANCE	\$35,658	\$37,000
TOTAL MAINTENANCE	\$181,900	\$202,810
TOTAL BUILDINGS & GROUNDS	\$322,000	\$359,310

	<u>2009 Budget</u>	<u>2010 Budget</u>		
<u>PARISH OFFICE EXPENSE</u>				
Paper & Printing	\$8,000	\$6,000		
General Office Supplies	\$3,000	\$2,089		
Office Equipment	\$0	\$0		
Copier(s) Lease	\$5,000	\$14,850		
Copier(s) Maintenance	\$10,000	\$3,500		
Copier(s) Lease DC Property Tax	\$0	\$1,150		
Postage	\$5,532	\$3,500		
Postage Meter Lease	\$468	\$500		
Mailing Machine Lease	\$1,008	\$1,060		
Mailing Machine Supplies	\$992	\$500		
Telephone	\$9,000	\$9,000		
Computer Support & Supplies	\$1,000	\$2,000		
Shelby Software System	\$5,000	\$5,000		
SUB-TOTAL Parish Office	\$49,000	\$49,149		
Finance				
Stewardship Income	\$0	-\$250		
Stewardship Expense	\$4,000	\$4,000		
Audit	\$15,000	\$15,000		
Bank fees/charges	\$100	\$100		
TOTAL Finance	\$19,100	\$18,850		
TOTAL PARISH OFFICE	\$68,100	\$68,000		
TOTAL OPERATING EXPENSE	\$1,452,000	\$1,532,279		