

FINAL VERSION: January 31, 2020 (as approved at January 15, 2020 Vestry Meeting)

| | | | | | | | | | |
|---|--------------|--------------|--|--------------|--|-------------|--------------|-------------|-------------|
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| | | | | | | | | | |
| 2020 OPERATING INCOME | | | | | | | | | |
| | 2015 Actuals | 2016 Actuals | | 2017 Actuals | | 2018 Budget | 2018 Actuals | 2019 Budget | 2020 Budget |
| Current Year Pledges Paid in Current Year | \$1,054,088 | \$974,516 | | \$914,280 | | \$1,094,000 | \$971,822 | \$1,076,079 | \$1,152,865 |
| Last Year Pledges Paid in Current Year | \$4,399 | \$1,458 | | \$7,506 | | \$2,000 | \$2,273 | \$4,000 | \$4,000 |
| Current Year Pledges Prepaid in Prior Year(s) | \$159,213 | \$92,807 | | \$91,302 | | \$100,000 | \$202,712 | \$155,921 | \$154,135 |
| Foundations/Matching Gifts | \$47,600 | \$40,750 | | \$43,958 | | \$39,000 | \$45,250 | \$39,000 | \$39,000 |
| TOTAL Pledges | \$1,265,299 | \$1,109,531 | | \$1,057,046 | | \$1,235,000 | \$1,222,057 | \$1,275,000 | \$1,350,000 |
| Collections | | | | | | | | | |
| Plate Offerings | \$13,993 | \$10,913 | | \$12,574 | | \$14,000 | \$12,960 | \$14,000 | \$16,000 |
| Parish Support | \$57,296 | \$47,961 | | \$80,135 | | \$50,000 | \$75,697 | \$60,000 | \$69,000 |
| Special Gift to Parish | \$13,025 | \$12,000 | | \$0 | | \$0 | \$0 | \$0 | \$0 |
| Special Offerings (Holidays) | \$26,286 | \$18,828 | | \$13,910 | | \$18,000 | \$14,308 | \$15,000 | \$20,000 |
| St. Alban's Day Offering | \$4,055 | \$2,395 | | \$3,076 | | \$3,000 | \$883 | \$1,000 | \$1,000 |
| Utilities/Maintenance Offering | \$1,642 | \$600 | | \$1,281 | | \$0 | \$635 | \$0 | \$500 |
| Winter, Lent & Summer Offerings | \$3,215 | \$3,173 | | \$3,065 | | \$2,000 | \$465 | \$1,000 | \$1,000 |
| TOTAL Collections | \$119,512 | \$95,870 | | \$114,040 | | \$87,000 | \$104,947 | \$91,000 | \$107,500 |
| Contributions | | | | | | | | | |
| Facilities Use | \$33,845 | \$25,128 | | \$16,887 | | \$16,900 | \$27,962 | \$19,000 | \$22,000 |
| Weddings | \$7,100 | \$4,900 | | \$3,650 | | \$6,000 | \$9,080 | \$6,000 | \$6,000 |
| Funerals | \$12,803 | \$9,800 | | \$13,425 | | \$2,000 | \$12,550 | \$5,000 | \$5,000 |
| Memorials (moved to separate fund for 2018) | \$3,098 | \$4,025 | | \$2,475 | | \$0 | \$0 | \$0 | \$0 |
| WSA/Op Shop: Operating Contribution | \$30,000 | \$30,000 | | \$35,000 | | \$55,000 | \$55,000 | \$55,000 | \$65,000 |
| Flower Guild: Operating Contribution | \$4,000 | \$0 | | \$0 | | \$0 | \$0 | \$0 | \$0 |
| Miscellaneous Income | \$6,542 | \$3,378 | | -\$1,792 | | \$1,000 | -\$29,224 | \$1,000 | \$1,000 |
| TOTAL Contributions | \$97,388 | \$77,231 | | \$69,645 | | \$80,900 | \$75,368 | \$86,000 | \$99,000 |
| Transfers From Other Funds | | | | | | | | | |
| Naselli Trust: Annual Distribution | \$48,692 | \$43,258 | | \$42,830 | | \$42,000 | \$46,061 | \$45,000 | \$45,000 |
| Endowment Fund: Current Year Draw | \$0 | \$0 | | \$0 | | \$170,328 | \$0 | \$182,000 | \$200,000 |
| Accumulated Gifts from Prior Year | \$0 | \$0 | | \$0 | | \$84,904 | \$84,904 | \$79,822 | \$75,000 |
| M. Diana Smith Spiritual Growth Fund | \$1,452 | \$175 | | \$0 | | \$14,638 | \$0 | \$0 | \$0 |
| Memorial Lecture Fund | \$0 | \$0 | | \$0 | | \$5,013 | \$0 | \$0 | \$0 |
| Designated Fund Transfers: General | \$0 | \$63,180 | | \$0 | | \$0 | \$0 | \$0 | \$75,000 |
| Designated Fund Transfers: Children's Music | \$0 | \$0 | | \$0 | | \$0 | \$0 | \$0 | \$11,000 |
| Designated Fund Transfers: Hunt CSM | \$0 | \$0 | | \$0 | | \$0 | \$0 | \$0 | \$35,000 |
| TOTAL Transfers from Other Funds | \$50,144 | \$106,613 | | \$42,830 | | \$316,883 | \$130,965 | \$306,822 | \$441,000 |
| Designated Income | | | | | | | | | |
| Bequest Tithe | \$2,000 | \$20,314 | | \$0 | | \$0 | \$0 | \$0 | \$0 |
| Bequests: Designated Operating | \$1,000 | \$0 | | \$0 | | \$0 | \$0 | \$0 | \$0 |
| Outreach: Fundraising/Parish Gala | \$34,010 | \$35,017 | | \$35,196 | | \$32,000 | \$48,489 | \$0 | \$0 |
| Other Fundraising | \$0 | \$0 | | \$0 | | \$0 | \$0 | \$0 | \$0 |
| WSA: Crossroads Housing Initiative | \$9,000 | \$6,000 | | \$0 | | \$0 | \$0 | \$0 | \$0 |
| WSA: Crossroads Housing/"Housing First" | \$0 | \$0 | | \$0 | | \$0 | \$0 | \$0 | \$0 |

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| 2020 OPERATING EXPENSES | | | | | | | | | |
|--|--------------|--------------|--|--------------|--|-------------|--------------|-------------|-------------|
| | | | | | | | | | |
| PERSONNEL EXPENSE | 2015 Actuals | 2016 Actuals | | 2017 Actuals | | 2018 Budget | 2018 Actuals | 2019 Budget | 2020 Budget |
| Clergy Staff | | | | | | | | | |
| Clergy Salaries | \$299,701 | \$213,036 | | \$196,887 | | \$224,994 | \$204,568 | \$199,659 | \$251,426 |
| Clergy Reimbursement of SECA | \$23,817 | \$24,057 | | \$25,962 | | \$30,693 | \$29,726 | \$29,120 | \$32,937 |
| Clergy Housing Allowances | \$82,383 | \$119,158 | | \$159,714 | | \$176,234 | \$184,000 | \$181,000 | \$180,000 |
| Clergy Pension | \$60,265 | \$62,062 | | \$73,249 | | \$77,746 | \$72,189 | \$69,384 | \$83,064 |
| Clergy Health Insurance | \$64,942 | \$56,293 | | \$42,314 | | \$39,132 | \$56,770 | \$73,686 | \$98,124 |
| Rector's Travel Expense Reimbursement | \$12 | \$5 | | \$0 | | \$0 | \$5,066 | \$6,000 | \$6,000 |
| Assoc. Rector's Travel Reimbursement (Q) | \$0 | \$0 | | \$0 | | \$400 | \$0 | \$400 | \$1,000 |
| Assoc. Rector's Travel Reimbursement (G) | \$16 | \$0 | | \$0 | | \$0 | \$0 | \$0 | \$1,000 |
| Assoc. Rector's Travel Reimbursement (GH) | \$0 | \$476 | | \$0 | | \$400 | \$535 | \$535 | \$535 |
| Deacon's Travel Reimbursement | \$0 | \$0 | | \$0 | | \$0 | \$0 | \$0 | \$0 |
| Priest-in-Charge Travel Reimbursement | \$0 | \$0 | | \$400 | | \$1,750 | \$0 | \$0 | \$0 |
| Rector's Professional Expenses | \$1,957 | \$1,695 | | \$0 | | \$0 | \$902 | \$1,500 | \$1,500 |
| Assoc. Rector's Professional Expenses (Q) | \$278 | \$36 | | \$289 | | \$600 | \$1,176 | \$1,176 | \$2,000 |
| Assoc. Rector's Professional Expenses (G) | \$215 | \$0 | | \$0 | | \$0 | \$0 | \$0 | \$1,000 |
| Assoc. Rector's Professional Expenses (GH) | \$285 | \$311 | | \$770 | | \$600 | \$475 | \$820 | \$1,000 |
| Deacon's Professional Expense | \$0 | \$0 | | \$0 | | \$0 | \$0 | \$0 | \$0 |
| Priest-in-Charge Professional Expense | \$0 | \$0 | | \$1,901 | | \$1,750 | \$0 | \$0 | \$0 |
| Rector's Development/Cont. Education Exp. | \$1,520 | \$0 | | \$0 | | \$0 | \$2,815 | \$3,000 | \$3,000 |
| Assoc. Rector's Develop./Cont. Education (Q) | \$0 | \$0 | | \$0 | | \$1,000 | \$0 | \$1,000 | \$1,000 |
| Assoc. Rector's Develop./Cont. Education (GH) | \$431 | \$5 | | \$0 | | \$0 | \$0 | \$0 | \$1,000 |
| Assoc. Rector's Develop./Cont. Education (G) | \$0 | \$895 | | \$758 | | \$900 | \$300 | \$5,670 | \$5,670 |
| Ass't. Rector's Develop./Cont. Education (K) | \$0 | \$0 | | \$0 | | \$400 | \$0 | \$400 | \$0 |
| Deacon's Development/Cont. Education Exp. | \$0 | \$0 | | \$0 | | \$0 | \$0 | \$400 | \$0 |
| Priest-in-Charge Develop./Cont. Education Exp. | \$0 | \$0 | | \$0 | | \$1,500 | \$0 | \$0 | \$0 |
| Rector's Telephone Reimbursement | \$1,800 | \$900 | | \$0 | | \$0 | \$0 | \$0 | \$0 |
| Personnel/Mgmt. Retreats/Meetings | \$0 | \$2,875 | | \$0 | | \$0 | \$0 | \$0 | \$1,500 |
| Payroll Offset.: Outreach/EDOW Reimbursement | \$0 | \$0 | | \$0 | | (\$37,524) | (\$37,524) | -\$37,524 | -\$23,000 |
| Clergy Bonus | \$0 | \$5,000 | | \$0 | | \$0 | \$0 | \$0 | \$0 |
| Clergy/Staff Employment Search/Relocation | \$714 | \$2,024 | | \$0 | | \$0 | \$2,382 | \$6,500 | \$2,000 |
| Clergy/Staff Personnel Contingency | \$6,023 | \$0 | | \$0 | | \$0 | \$0 | \$27,500 | \$1,500 |
| Jazz Vesper Services Clergy | \$0 | \$0 | | \$0 | | \$0 | \$0 | \$3,000 | \$0 |
| TOTAL Clergy Salaries & Benefits | \$544,359 | \$488,827 | | \$502,245 | | \$520,575 | \$523,380 | \$573,226 | \$652,256 |
| Lay Staff | | | | | | | | | |
| Lay Staff | \$273,393 | \$204,116 | | \$169,447 | | \$219,770 | \$214,045 | \$192,265 | \$282,682 |
| Music Director: Weddings/Funerals | \$1,700 | \$200 | | \$2,700 | | \$3,000 | \$3,350 | \$0 | \$0 |
| Instrumentalists | \$5,150 | \$3,050 | | \$3,500 | | \$4,000 | \$1,600 | \$2,500 | \$3,500 |
| Instrumentalists: Weddings/Funerals | \$0 | \$0 | | \$0 | | \$200 | \$200 | \$200 | \$200 |
| Substitute Organists: Sundays | \$1,250 | \$4,000 | | \$850 | | \$2,400 | \$4,300 | \$4,300 | \$2,500 |
| Substitute Organists: Weddings/Funerals | \$750 | \$700 | | \$450 | | \$1,000 | \$2,950 | \$2,950 | \$2,400 |
| Vocalist Stipends (non-choir) | \$0 | \$0 | | \$0 | | \$300 | \$150 | \$150 | \$0 |
| Choir Stipends | \$32,960 | \$32,345 | | \$37,825 | | \$48,000 | \$52,935 | \$53,000 | \$70,000 |
| Choral Scholars | \$0 | \$0 | | \$0 | | \$0 | \$0 | \$0 | \$0 |
| Supply Clergy | \$0 | \$235 | | \$0 | | \$0 | \$0 | \$1,000 | \$1,000 |
| Spanish Eucharist Musician Stipend | \$8,400 | \$7,650 | | \$8,350 | | \$8,500 | \$8,250 | \$10,450 | \$16,000 |
| Music Intern Stipend | \$2,200 | \$0 | | \$0 | | \$0 | \$0 | \$0 | \$0 |
| 5:30 Service Musician Stipend | \$0 | \$0 | | \$0 | | \$0 | \$0 | \$0 | \$0 |
| 8:00 Service Musician Stipend | \$0 | \$0 | | \$0 | | \$0 | \$0 | \$0 | \$0 |

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| <u>PARISH PROGRAMS EXPENSE</u> | <u>2015 Actuals</u> | <u>2016 Actuals</u> | <u>2017 Actuals</u> | <u>2018 Budget</u> | <u>2018 Actuals</u> | <u>2019 Budget</u> | <u>2020 Budget</u> |
|--|----------------------------|----------------------------|----------------------------|---------------------------|----------------------------|---------------------------|---------------------------|
| Christian Education | | | | | | | |
| Children Christian Formation | \$4,827 | \$4,014 | \$4,550 | \$5,050 | \$1,139 | \$5,500 | \$5,150 |
| Adult Formation | \$3,407 | \$1,746 | \$2,500 | \$5,000 | \$164 | \$2,500 | \$2,500 |
| Forward Movement Brochures | \$1,111 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Youth Formation | \$2,005 | \$1,804 | \$4,880 | \$5,000 | \$698 | \$4,000 | \$4,000 |
| Youth Summer Mission Program | \$0 | \$0 | \$0 | \$2,500 | \$1,849 | \$2,500 | \$2,500 |
| Youth J2A Pilgrimage: Annual Transfer | \$8,000 | \$8,000 | \$8,000 | \$8,000 | \$8,000 | \$8,000 | \$0 |
| Seminarian Intern Stipend | \$600 | \$0 | \$0 | \$500 | \$0 | \$0 | \$0 |
| Sunday Morning Forum | \$300 | \$150 | \$500 | \$500 | \$3,759 | \$2,500 | \$2,500 |
| Anglican Theological Review | \$0 | \$0 | \$0 | \$0 | \$0 | \$500 | \$0 |
| Diocesan Convention Registration (January) | \$440 | \$650 | \$650 | \$650 | \$455 | \$650 | \$500 |
| CEEP: Yearly Dues | \$0 | \$0 | \$0 | \$4,000 | \$0 | \$4,000 | \$4,000 |
| CEEP: Annual Conference | \$0 | \$0 | \$0 | \$0 | \$2,437 | \$3,000 | \$3,000 |
| Compass Rose Society: Annual Conference | \$0 | \$0 | \$0 | \$0 | \$2,170 | \$0 | \$3,000 |
| M. Diana Smith Spiritual Growth Fund | \$0 | \$175 | \$13,859 | \$14,638 | \$0 | \$0 | \$0 |
| Memorial Lecture Fund | \$0 | \$0 | \$4,290 | \$5,013 | -\$97 | \$0 | \$0 |
| Parish Classes/Book Groups | \$18 | \$70 | \$150 | \$150 | \$0 | \$150 | \$150 |
| Green Team | \$0 | \$0 | \$850 | \$500 | \$0 | \$0 | \$0 |
| Young Adult Group | \$0 | \$0 | \$350 | \$250 | \$0 | \$0 | \$0 |
| Young Adult Fellowship (eliminated for 2014) | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Integrity USA: Annual Dues | \$0 | \$0 | \$100 | \$100 | \$0 | \$100 | \$0 |
| TOTAL Christian Education | \$20,707 | \$16,608 | \$40,679 | \$51,851 | \$20,574 | \$33,400 | \$27,300 |
| Pastoral Care | | | | | | | |
| Stephen Ministry | \$1,694 | \$652 | \$2,405 | \$2,405 | \$120 | \$500 | \$500 |
| Pastoral Care/OWLS Program | \$202 | \$497 | \$1,000 | \$1,000 | \$496 | \$1,000 | \$500 |
| TOTAL Pastoral Care | \$1,896 | \$1,149 | \$3,405 | \$3,405 | \$617 | \$1,500 | \$1,000 |
| Worship | | | | | | | |
| Worship Services Supplies | \$397 | \$111 | \$500 | \$500 | \$87 | \$500 | \$500 |
| Vergers Guild (VGEC) | \$0 | \$200 | \$0 | \$250 | \$0 | \$250 | \$250 |
| San Albano Worship | \$7,308 | \$1,094 | \$700 | \$500 | \$49 | \$500 | \$0 |
| Fabric Arts Guild | \$0 | \$0 | \$300 | \$300 | \$0 | \$0 | \$0 |
| Altar Guild | \$951 | \$1,566 | \$1,785 | \$1,785 | \$5,076 | \$2,035 | \$2,035 |
| Bread Baking Guild | \$0 | \$0 | \$100 | \$100 | \$0 | \$0 | \$0 |
| Child Care (line item eliminated in 2009) | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Sound System/Audio-Visual | \$188 | \$276 | \$500 | \$500 | \$2,999 | \$500 | \$500 |
| Arts & Memorials Committee | \$438 | \$0 | \$0 | \$500 | \$0 | \$500 | \$500 |
| Archives & History Committee | \$0 | \$0 | \$0 | \$1,250 | \$0 | \$500 | \$500 |
| TOTAL Worship | \$9,281 | \$3,248 | \$3,885 | \$5,685 | \$8,211 | \$4,785 | \$4,285 |
| Music | | | | | | | |
| Church Music Purchases/Music Supplies | \$566 | \$6 | \$1,000 | \$1,000 | \$0 | \$1,000 | \$2,500 |
| Choir Supplies/Vestments | \$752 | \$83 | \$0 | \$1,000 | \$0 | \$1,000 | \$1,000 |
| Handbell Maintenance/Supplies | \$519 | \$143 | \$1,000 | \$500 | \$0 | \$500 | \$500 |
| Organ/Piano Maintenance | \$3,574 | \$5,837 | \$5,000 | \$2,000 | \$4,475 | \$2,000 | \$7,500 |
| Arts @ Midday Concert Series Expense | \$2,017 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Music Conferences/AAM Membership | \$45 | \$0 | \$400 | \$400 | \$0 | \$400 | \$400 |
| Children's Music Program | \$0 | \$0 | \$850 | \$295 | \$0 | \$500 | \$500 |
| Hymnal Copyright License | \$0 | \$349 | \$295 | \$500 | \$234 | \$459 | \$540 |
| Easter Vigil Choir Brunch | \$0 | \$0 | \$0 | \$0 | \$460 | \$500 | \$500 |
| Singer Source Fees | \$0 | \$0 | \$0 | \$0 | \$200 | \$250 | \$250 |

| BUILDINGS & GROUNDS | 2015 Actuals | 2016 Actuals | 2017 Actuals | 2018 Budget | 2018 Actuals | 2019 Budget | 2020 Budget |
|--|---------------------|---------------------|---------------------|--------------------|---------------------|--------------------|--------------------|
| Insurance | | | | | | | |
| Property/Liability Coverage | \$43,103 | \$42,628 | \$46,000 | \$49,750 | \$48,721 | \$53,154 | \$53,000 |
| | | | | | | | |
| Utilities | | | | | | | |
| Electricity Production - Solar Panels | \$0 | \$0 | \$2,500 | \$2,500 | \$0 | \$2,500 | \$2,500 |
| Electricity | \$61,676 | \$62,009 | \$70,000 | \$65,000 | \$57,820 | \$65,000 | \$67,000 |
| Natural Gas | \$27,864 | \$20,009 | \$25,000 | \$25,000 | \$18,996 | \$20,000 | \$22,000 |
| Water/Sewer | \$15,460 | \$18,253 | \$25,000 | \$25,000 | \$11,215 | \$22,000 | \$24,000 |
| TOTAL UTILITIES | \$104,999 | \$100,271 | \$122,500 | \$117,500 | \$88,031 | \$109,500 | \$115,500 |
| | | | | | | | |
| Maintenance | | | | | | | |
| Satterlee/Nourse Halls: Kitchen Cleaning | \$220 | \$0 | \$1,000 | \$0 | \$0 | \$12,000 | \$8,400 |
| Office Renovations/Repairs | \$0 | \$0 | \$0 | \$0 | \$3,678 | \$0 | \$0 |
| Custodial Contract Svcs.: Church Events | \$220 | \$0 | \$1,000 | \$1,000 | \$0 | \$1,000 | \$1,000 |
| Custodial Contract Svcs.: Weddings/Funerals | \$60 | \$0 | \$1,000 | \$1,000 | \$1,150 | \$1,000 | \$1,000 |
| Maint./Contracts/Equip. | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Security/Alarm System | \$2,185 | \$2,839 | \$2,900 | \$2,400 | \$2,981 | \$4,200 | \$4,200 |
| Elevator Maintenance | \$2,979 | \$3,708 | \$3,350 | \$3,000 | \$1,444 | \$3,000 | \$3,000 |
| Water Treatment | \$1,760 | \$1,760 | \$1,800 | \$1,800 | \$2,200 | \$1,800 | \$1,800 |
| Plumbing/HVAC/Drains | \$3,830 | \$3,006 | \$6,500 | \$5,000 | \$5,208 | \$7,500 | \$7,500 |
| Water Cooler (Kitchen) | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Pest Control | \$2,872 | \$1,364 | \$3,250 | \$3,000 | \$0 | \$3,000 | \$3,000 |
| HVAC Maintenance | \$21,922 | \$26,242 | \$27,405 | \$22,000 | \$18,932 | \$37,000 | \$50,000 |
| Window Cleaning/Repair | \$154 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Electrical/Lighting Repairs/Light Bulbs | \$2,968 | \$2,360 | \$3,000 | \$2,000 | \$0 | \$2,000 | \$2,000 |
| Building Equip./Supplies/3rd Floor Furniture | \$788 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| General Repair/Construction | \$180 | \$368 | \$1,340 | \$1,000 | \$393 | \$1,000 | \$1,000 |
| Fire Alarm System/Inspections | \$4,104 | \$2,047 | \$5,000 | \$2,500 | \$211 | \$2,500 | \$2,500 |
| Roofing & Gutter Maintenance | \$0 | \$3,795 | \$5,000 | \$12,000 | \$15,460 | \$11,000 | \$11,000 |
| Flooring/Carpeting Maintenance | \$825 | \$291 | \$250 | \$250 | \$0 | \$250 | \$250 |
| Exterior Grounds/Playground Maintenance | \$1,028 | \$195 | \$1,000 | \$500 | \$0 | \$500 | \$500 |
| Custodial Contract Services | \$97,284 | \$100,184 | \$101,927 | \$106,884 | \$106,884 | \$110,000 | \$111,000 |
| Maintenance/Cleaning Supplies | \$1,843 | \$3,850 | \$4,000 | \$3,000 | \$1,521 | \$3,000 | \$3,000 |
| Lock & Key/Door Repairs | \$1,368 | \$2,871 | \$2,500 | \$1,000 | \$2,115 | \$3,000 | \$3,000 |
| Painting (Interior/Exterior) | \$0 | \$0 | \$1,000 | \$8,440 | \$1,450 | \$8,440 | \$8,440 |
| Hauling Services | \$936 | \$0 | \$500 | \$500 | \$1,300 | \$1,000 | \$1,000 |
| Elevator License Certificate | \$0 | \$260 | \$300 | \$300 | \$260 | \$300 | \$300 |
| Kitchen/Appliances Repairs | \$2,425 | \$618 | \$2,500 | \$3,500 | \$5,189 | \$2,500 | \$2,500 |
| Exterior Stonework Work | \$0 | \$0 | \$700 | \$700 | \$2,250 | \$700 | \$700 |
| Memorials/Maintenance | \$0 | \$0 | \$460 | \$460 | \$0 | \$460 | \$460 |
| Garden Guild/Maintenance | \$0 | \$293 | \$500 | \$2,500 | \$2,528 | \$2,500 | \$2,500 |
| General Maintenance/"Handyman" | \$0 | \$7,178 | \$15,000 | \$15,000 | \$1,689 | \$15,000 | \$2,500 |
| SUB-TOTAL MAINTENANCE | \$149,731 | \$163,227 | \$192,182 | \$199,734 | \$176,845 | \$234,650 | \$232,550 |
| | | | | | | | |
| PECF Maintenance Services | | | | | | | |
| Annual Maintenance Agreement | \$16,000 | \$16,000 | \$18,250 | \$18,250 | \$14,667 | \$20,155 | \$20,000 |
| Parking Spaces on Close | \$4,000 | \$4,000 | \$4,565 | \$4,565 | \$3,667 | \$4,565 | \$4,000 |
| Trash Pick-Up/Recycling | \$6,449 | \$6,530 | \$8,090 | \$8,080 | \$5,409 | \$8,080 | \$9,000 |
| Security Patrols | \$5,000 | \$5,000 | \$5,705 | \$5,700 | \$4,583 | \$5,700 | \$6,000 |
| Water Coolers | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Tree Work/Landscaping | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| Mailing Services | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |

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| CHURCH OFFICE EXPENSE | 2015 Actuals | 2016 Actuals | 2017 Actuals | 2018 Budget | 2018 Actuals | 2019 Budget | 2020 Budget |
|---|---------------------|---------------------|---------------------|--------------------|---------------------|--------------------|--------------------|
| Paper & Printing | \$5,180 | \$1,964 | \$3,000 | \$4,000 | \$2,338 | \$3,500 | \$3,500 |
| General Office Supplies | \$2,448 | \$2,425 | \$2,500 | \$2,000 | \$1,449 | \$1,500 | \$1,500 |
| Office Equipment | \$0 | \$0 | \$0 | \$0 | \$1,076 | \$0 | \$0 |
| Copier(s) Lease | \$7,800 | \$7,800 | \$8,820 | \$5,820 | \$4,141 | \$5,820 | \$5,820 |
| Copier(s) Maintenance (2 copiers) | \$5,302 | \$4,896 | \$5,000 | \$5,000 | \$6,004 | \$5,000 | \$5,000 |
| Copier(s) Lease DC Property Tax | \$629 | \$404 | \$1,000 | \$1,000 | \$1,056 | \$1,000 | \$1,000 |
| Postage | \$2,277 | \$2,021 | \$2,500 | \$2,500 | \$0 | \$2,500 | \$2,500 |
| Telephone/Broadband Services | \$9,877 | \$10,044 | \$8,000 | \$10,000 | \$9,058 | \$10,000 | \$7,500 |
| Computer Support & Supplies | \$2,679 | \$2,926 | \$3,000 | \$2,000 | \$883 | \$2,000 | \$2,000 |
| Shelby Software System/Realm Training | \$1,112 | \$1,160 | \$4,000 | \$3,000 | \$1,520 | \$2,817 | \$3,000 |
| WSA: Discretionary Expense | \$2,355 | \$0 | \$2,500 | \$2,500 | \$2,076 | \$2,500 | \$0 |
| Adobe: Creative Cloud/In-Design | \$507 | \$888 | \$600 | \$600 | \$0 | \$600 | \$600 |
| Computer Firewall/SonicWall | \$0 | \$480 | \$0 | \$500 | \$420 | \$500 | \$500 |
| EMS: Scheduler Software | \$0 | \$295 | \$0 | \$0 | \$0 | \$0 | \$0 |
| IT/Computer Maintenance (Hicks Departure) | \$0 | \$3,555 | \$2,000 | \$3,000 | \$7,376 | \$3,000 | \$3,000 |
| Broadband/Phone Upgrade | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| SUB-TOTAL Parish Office | \$40,167 | \$38,858 | \$42,920 | \$41,920 | \$37,397 | \$40,737 | \$35,920 |
| Finance | | | | | | | |
| Stewardship Income | -\$345 | -\$230 | -\$250 | -\$250 | -\$215 | -\$250 | -\$250 |
| Stewardship Expense | \$1,938 | \$1,632 | \$2,500 | \$2,000 | \$1,782 | \$2,000 | \$1,000 |
| Audit | \$15,299 | \$15,648 | \$16,750 | \$17,250 | \$16,669 | \$17,750 | \$18,250 |
| Accounting Consultant (Audit Preparation) | \$4,710 | \$3,420 | \$5,000 | \$6,500 | \$4,600 | \$6,500 | \$6,500 |
| Bank fees/charges | \$1,027 | \$1,019 | \$1,200 | \$1,200 | \$1,138 | \$1,200 | \$1,400 |
| Credit Card Fees | \$0 | \$0 | \$0 | \$10,000 | \$102 | \$8,500 | \$5,000 |
| TOTAL Finance | \$22,629 | \$21,490 | \$25,200 | \$36,700 | \$24,075 | \$35,700 | \$31,900 |
| | | | | | | | |
| TOTAL CHURCH OFFICE | \$62,796 | \$60,348 | \$68,120 | \$78,620 | \$61,472 | \$76,437 | \$67,820 |
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| TOTAL OPERATING EXPENSE | \$1,832,892 | \$1,679,610 | \$1,734,499 | \$1,933,883 | \$1,816,742 | \$1,920,822 | \$1,997,500 |
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| FINAL VARIANCE | | | | | | \$0 | \$0 |