

**St. Stephen Parish  
 Operating Budget  
 July 2018 through June 2019**

Jul '18 - Jun 19

Ordinary Income/Expense

Income

4000 · OFFERTORY

|                                |            |
|--------------------------------|------------|
| 4010 · Sunday Offertory        | 355,000.00 |
| 4020 · Holy Day Offertory      | 22,000.00  |
| 4030 · Monthly Offertory       | 25,000.00  |
| 4040 · Annual Offertory        | 55,000.00  |
| 4050 · Miscellaneous Offertory | 15,000.00  |

Total 4000 · OFFERTORY 472,000.00

4100 · OTHER REGULAR REVENUE

4115 · FUNDRAISING AUXILIARY

|                         |           |
|-------------------------|-----------|
| 4115.1 · WOSS           | 6,000.00  |
| 4115.2 · Youth Ministry | 2,500.00  |
| 4115.3 · Boy Scouts     | 12,000.00 |

Total 4115 · FUNDRAISING AUXILIARY 20,500.00

4120 · Fundraisers

4125 · Other Fund Raisers & Org Events

|                                |        |
|--------------------------------|--------|
| 4125.04 · Miscellaneous Income | 500.00 |
|--------------------------------|--------|

Total 4125 · Other Fund Raisers & Org Events 500.00

4126 · Bulletin Revenue 2,000.00

Total 4120 · Fundraisers 2,500.00

4130 · Investment Income

|                                  |          |
|----------------------------------|----------|
| 4131 · Realized Gains (Losses)   | 0.00     |
| 4132 · Interest                  | 0.00     |
| 4133 · Dividends                 | 0.00     |
| 4134 · Unrealized Gains (Losses) | 2,500.00 |

Total 4130 · Investment Income 2,500.00

4150 · Religious Education Fees

|                           |           |
|---------------------------|-----------|
| 4150.01 · Confirmation    | 5,500.00  |
| 4150.02 · Adult Formation | 500.00    |
| 4150.03 · Grades 1-8      | 60,000.00 |

Total 4150 · Religious Education Fees 66,000.00

4160 · Rental Income 0.00

4190 · Mass Stipend Income 4,000.00

Total 4100 · OTHER REGULAR REVENUE 95,500.00

4200 · NON-OPERATING REVENUE

4210 · Gifts Not Restricted 10,000.00

Total 4200 · NON-OPERATING REVENUE 10,000.00

Total Income 577,500.00

Gross Profit 577,500.00

Expense

5000 · COMPENSATION AND BENEFITS

5010 · Salaries & Wages

|  |            |
|--|------------|
| 5011 · Lay Employees Wages             | 148,732.00 |
| 5012 · Clergy Wages                    | 40,902.00  |
| 5013 · Pastor Administrative Allowance | 3,000.00   |
| 5016 · Extra Priests                   | 11,500.00  |
| 5017 · Deacon/Religious Allowance      | 700.00     |
| 5018 · Priest Stipends                 | 3,500.00   |

Total 5010 · Salaries & Wages 208,334.00

5030 · Payroll Taxes

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|--|-------------------|
| 5031 · FICA  | 9,221.00          |
| 5032 · Medicare  | 2,157.00          |
| <b>Total 5030 · Payroll Taxes</b>                      | <b>11,378.00</b>  |
| <b>5040 · Employee Benefits</b>                        |                   |
| 5041 · Medical & Dental Ins. Clergy                    |                   |
| 5041.02 · Dental Insurance--Clergy                     | 537.00            |
| 5041 · Medical & Dental Ins. Clergy - Other            | 0.00              |
| <b>Total 5041 · Medical &amp; Dental Ins. Clergy</b>   | <b>537.00</b>     |
| 5042 · Pension--Clergy                                 | 4,500.00          |
| 5043 · Medical & Dental Ins Lay                        |                   |
| 5043.01 · Medical Insurance--Lay                       | 36,250.00         |
| 5043.02 · Dental Insurance--Lay                        | 2,471.00          |
| <b>Total 5043 · Medical &amp; Dental Ins Lay</b>       | <b>38,721.00</b>  |
| 5044 · Pension--Lay                                    | 11,064.00         |
| 5046 · Insurance--Workers' Comp                        | 1,411.00          |
| <b>Total 5040 · Employee Benefits</b>                  | <b>56,233.00</b>  |
| <b>Total 5000 · COMPENSATION AND BENEFITS</b>          | <b>275,945.00</b> |
| <b>5100 · CONTRIBUTIONS &amp; ASSESSMENTS</b>          |                   |
| 5110 · Contributions & Assessments                     |                   |
| 5111 · Charitable Gifts-Organizations                  | 500.00            |
| 5112 · Charitable Gifts-Individuals                    | 500.00            |
| 5113 · Cathedraic Expense                              | 58,764.00         |
| <b>Total 5110 · Contributions &amp; Assessments</b>    | <b>59,764.00</b>  |
| <b>Total 5100 · CONTRIBUTIONS &amp; ASSESSMENTS</b>    | <b>59,764.00</b>  |
| <b>5200 · PROFESSIONAL FEES &amp; INSURANCE</b>        |                   |
| 5250 · Professional Fees                               |                   |
| 5251 · Accounting /Bookkeeping Fees                    | 750.00            |
| 5254 · Legal Fees                                      | 100.00            |
| 5255 · Non-Employee Musician & Others                  |                   |
| 52.55.1 · RE Grades 1-8                                | 750.00            |
| 5255.3 · Music   | 12,500.00         |
| 5255 · Non-Employee Musician & Others - Other          | 0.00              |
| <b>Total 5255 · Non-Employee Musician &amp; Others</b> | <b>13,250.00</b>  |
| 5257 · Safe Environment Expenses                       | 500.00            |
| 5258 · Retreats/Conferences/Workshops                  | 750.00            |
| <b>Total 5250 · Professional Fees</b>                  | <b>15,350.00</b>  |
| 5270 · Insurance                                       |                   |
| 5272 · Ins.-Clergy Owned Autos                         | 1,706.00          |
| 5273 · Insurance--Property/Casualty                    | 11,806.00         |
| <b>Total 5270 · Insurance</b>                          | <b>13,512.00</b>  |
| <b>Total 5200 · PROFESSIONAL FEES &amp; INSURANCE</b>  | <b>28,862.00</b>  |
| <b>5300 · SUPPLY,REPAIR,MAINT &amp; OTHER</b>          |                   |
| 5310 · Supplies & Equip under \$1000                   |                   |
| 5312 · Food and Beverage                               |                   |
| 5312.4 · Rectory                                       | 5,000.00          |
| <b>Total 5312 · Food and Beverage</b>                  | <b>5,000.00</b>   |
| 5313 · Catering  | 1,000.00          |
| 5314 · Liturgical Consumables                          |                   |
| 5314.01 · Supplies--Liturgical                         | 7,500.00          |

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|---|------------------|
| <b>Total 5314 · Liturgical Consumables</b>              | 7,500.00         |
| <b>5315 · Liturg. Flowers &amp; Decoration</b>          |                  |
| 5315.01 · Flowers                                       | 500.00           |
| 5315.02 · Gifts and Flowers                             | 200.00           |
| <b>Total 5315 · Liturg. Flowers &amp; Decoration</b>    | 700.00           |
| <b>5316 · Liturg Missalettes &amp; Workbooks</b>        |                  |
| 5316.01 · Music   | 200.00           |
| 5316 · Liturg Missalettes & Workbooks - Other           | 4,000.00         |
| <b>Total 5316 · Liturg Missalettes &amp; Workbooks</b>  | 4,200.00         |
| <b>5317 · Liturg Vestmt Ritual &amp; Appt Bks</b>       | 100.00           |
| <b>5318 · Janitorial Office &amp; Misc Supply</b>       |                  |
| 5318.01 · Miscellaneous Expenses                        | 500.00           |
| 5318.02 · Supplies--Building                            | 4,000.00         |
| 5318.03 · Supplies--Office                              | 3,000.00         |
| 5318.04 · Supplies--Other                               | 500.00           |
| 5318.05 · Club & Society Expenses                       |                  |
| 5318.12 · Youth Ministry                                | 0.00             |
| 5318.13 · WOSS  | 5,000.00         |
| 5318.14 · Boy Scout Troop 203                           | 12,000.00        |
| 5318.15 · Men's Group                                   | 250.00           |
| 5318.05 · Club & Society Expenses - Other               | 0.00             |
| <b>Total 5318.05 · Club &amp; Society Expenses</b>      | 17,250.00        |
| 5318.06 · Household Expenses                            | 250.00           |
| <b>Total 5318 · Janitorial Office &amp; Misc Supply</b> | 25,500.00        |
| <b>5319 · Appliances &amp; Equipment Expense</b>        | 300.00           |
| <b>Total 5310 · Supplies &amp; Equip under \$1000</b>   | 44,300.00        |
| <b>5330 · Repairs &amp; Maintenance</b>                 |                  |
| <b>5333 · Building Repairs &amp; Maintenance</b>        |                  |
| 5333.01 · Building Maintenance                          | 11,000.00        |
| 5333.02 · Building Repairs                              | 10,000.00        |
| <b>Total 5333 · Building Repairs &amp; Maintenance</b>  | 21,000.00        |
| <b>5334 · Computers &amp; Office Equipment</b>          |                  |
| 5334.01 · Repairs--Equipment                            | 400.00           |
| 5334.02 · Repairs--Computer                             | 200.00           |
| <b>Total 5334 · Computers &amp; Office Equipment</b>    | 600.00           |
| <b>5335 · Outside Janitorial Service</b>                |                  |
| 5335.01 · Trash Removal                                 | 2,500.00         |
| <b>Total 5335 · Outside Janitorial Service</b>          | 2,500.00         |
| 5337 · Lawn care  | 6,500.00         |
| 5338 · Snow Removal                                     | 10,500.00        |
| <b>Total 5330 · Repairs &amp; Maintenance</b>           | 41,100.00        |
| <b>5350 · Other Services &amp; Misc Charges</b>         |                  |
| 5351 · Subscriptions                                    | 1,500.00         |
| 5352 · Bank Charges                                     | 650.00           |
| 5355 · Dues & Memberships                               | 100.00           |
| <b>5356 · Leasing &amp; Rentals</b>                     |                  |
| 5356.02 · Equipment Lease Expense                       | 300.00           |
| 5356.03 · Rentals/Equipment                             | 100.00           |
| <b>Total 5356 · Leasing &amp; Rentals</b>               | 400.00           |
| 5357 · Other Services                                   |                  |

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| 5357.03 · Police Traffic Control                      | 16,000.00         |
| <b>Total 5357 · Other Services</b>                    | <b>16,000.00</b>  |
| 5358 · Permits/Fees/Licenses                          | 1,800.00          |
| 5359 · Postage & Delivery                             | 3,000.00          |
| <b>5360 · Printing and Reproduction</b>               |                   |
| 5360.01 · Office                                      | 1,500.00          |
| 5360.03 · Liturgy                                     | 250.00            |
| <b>Total 5360 · Printing and Reproduction</b>         | <b>1,750.00</b>   |
| 5361 · Advertising                                    | 250.00            |
| <b>5362 · Travel &amp; Lodging-Overnight</b>          |                   |
| 5362.01 · Travel & Entertainment                      |                   |
| 5362.11 · Entertainment                               | 0.00              |
| 5362.21 · Meals                                       | 0.00              |
| 5362.31 · Travel                                      | 0.00              |
| <b>Total 5362.01 · Travel &amp; Entertainment</b>     | <b>0.00</b>       |
| <b>Total 5362 · Travel &amp; Lodging-Overnight</b>    | <b>0.00</b>       |
| <b>Total 5350 · Other Services &amp; Misc Charges</b> | <b>25,450.00</b>  |
| <b>Total 5300 · SUPPLY,REPAIR,MAINT &amp; OTHER</b>   | <b>110,850.00</b> |
| <b>5400 · UTILITIES</b>                               |                   |
| <b>5460 · Communications</b>                          |                   |
| 5461 · Alarm Monitoring & Security                    | 5,700.00          |
| 5462 · Cable TV & Internet                            | 2,100.00          |
| 5463 · Telephone/Communciations(Intern                | 4,200.00          |
| <b>Total 5460 · Communications</b>                    | <b>12,000.00</b>  |
| <b>5470 · Power &amp; Water</b>                       |                   |
| 5471 · Utilities--Electricity                         | 15,000.00         |
| 5472 · Utilities--Gas                                 | 16,500.00         |
| <b>Total 5470 · Power &amp; Water</b>                 | <b>31,500.00</b>  |
| <b>Total 5400 · UTILITIES</b>                         | <b>43,500.00</b>  |
| <b>5600 · PROPERTY TAXES</b>                          |                   |
| 5610 · Tax-Property                                   | 50.00             |
| <b>Total 5600 · PROPERTY TAXES</b>                    | <b>50.00</b>      |
| <b>5900 · PROGRAM EXPENSES</b>                        |                   |
| <b>5950 · Religious Education Expenses</b>            |                   |
| <b>5951 · Grades 1-8</b>                              |                   |
| 5951.1 · Textbook and Classroom Supplies              | 7,000.00          |
| 5951.2 · Food and Beverage                            | 500.00            |
| 5951.3 · Postage and Delivery                         | 500.00            |
| 5951.4 · Printing and Reproduction                    | 2,000.00          |
| 5951.5 · Flowers                                      | 300.00            |
| <b>Total 5951 · Grades 1-8</b>                        | <b>10,300.00</b>  |
| <b>5952 · Confirmation</b>                            |                   |
| 5952.1 · Textbook and Classroom Supplies              | 250.00            |
| 5952.2 · Food and Beverage                            | 300.00            |
| 5952.3 · Postage and Delivery                         | 100.00            |
| 5952.4 · Confirmation Retreat                         | 1,500.00          |
| 5952.5 · Printing and Reproduction                    | 250.00            |
| 5952.6 · Flowers                                      | 300.00            |
| <b>Total 5952 · Confirmation</b>                      | <b>2,700.00</b>   |
| 5953 · Adult Formation                                |                   |

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|  | Jul '18 - Jun 19  |
|--|-------------------|
| 5953.1 · Textbook and Classroom Supplies         | 2,500.00          |
| 5953.2 · Food and Beverage                       | 500.00            |
| 5953.3 · Postage and Delivery                    | 100.00            |
| <b>Total 5953 · Adult Formation</b>              | <b>3,100.00</b>   |
| <b>Total 5950 · Religious Education Expenses</b> | <b>16,100.00</b>  |
| 5960 · Bereavement Group                         |                   |
| 5961 · Textbooks                                 | 250.00            |
| 5962 · Postage and Delivery                      | 50.00             |
| <b>Total 5960 · Bereavement Group</b>            | <b>300.00</b>     |
| 5970 · Youth Group                               |                   |
| 5971 · Food and Beverage                         | 2,500.00          |
| 5972 · Supplies                                  | 500.00            |
| <b>Total 5970 · Youth Group</b>                  | <b>3,000.00</b>   |
| <b>Total 5900 · PROGRAM EXPENSES</b>             | <b>19,400.00</b>  |
| <b>Total Expense</b>                             | <b>538,371.00</b> |
| <b>Net Ordinary Income</b>                       | <b>39,129.00</b>  |
| <b>Net Income</b>                                | <b>39,129.00</b>  |