

**ST. STEPHEN OPERATING BUDGET
2019-2020**

	<u>Budget FY 2019-20</u>
Income and Expense	
Ordinary Income and Expense	
Income	
4000 - OFFERTORY	
4010 - Sunday Offertory	335,000.00
4020 - Holy Day Offertory	23,000.00
4030 - Monthly Offertory	23,500.00
4040 - Annual Offertory	55,000.00
4050 - Miscellaneous Offertory	14,500.00
Total 4000 - OFFERTORY	<u>451,000.00</u>
4100 - OTHER REGULAR REVENUE	
4115 - FUNDRAISING AUXILIARY	
4115.1 - WOSS	4,000.00
4115.2 - Youth Ministry	1,500.00
4115.3 - Boy Scouts	15,000.00
Total 4115 - FUNDRAISING AUXILIARY	<u>20,500.00</u>
4120 - Fundraisers	
4125 - Other Fund Raisers & Org Events	
4125.04 - Miscellaneous Income	300.00
Total 4125 - Other Fund Raisers & Org Events	<u>300.00</u>
4126 - Bulletin Revenue	2,000.00
Total 4120 - Fundraisers	<u>2,300.00</u>
4130 - Investment Income	
4134 - Unrealized Gains (Losses)	4,000.00
Total 4130 - Investment Income	<u>4,000.00</u>
4150 - Religious Education Fees	
4150.01 - Confirmation	5,000.00
4150.02 - Adult Formation	500.00
4150.03 - Grades 1-8	52,000.00
Total 4150 - Religious Education Fees	<u>57,500.00</u>
4190 - Mass Stipend Income	4,000.00
Total 4100 - OTHER REGULAR REVENUE	<u>88,300.00</u>
4200 - NON-OPERATING REVENUE	
4210 - Gifts Not Restricted	7,000.00
Total 4200 - NON-OPERATING REVENUE	<u>7,000.00</u>
Total Income	<u>546,300.00</u>
Expense	
5000 - COMPENSATION AND BENEFITS	
5010 - Salaries & Wages	
5011 - Lay Employees Wages	147,432.00
5012 - Clergy Wages	41,602.00

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5013 - Pastor Administrative Allowance	3,000.00
5016 - Extra Priests	12,000.00
5017 - Deacon/Religious Allowance	900.00
5018 - Priest Stipends	<u>3,200.00</u>
Total 5010 - Salaries & Wages	208,134.00
5030 - Payroll Taxes	
5031 - FICA	9,141.00
5032 - Medicare	<u>2,138.00</u>
Total 5030 - Payroll Taxes	11,279.00
5040 - Employee Benefits	
5041 - Medical & Dental Ins. Clergy	
5041.02 - Dental Insurance--Clergy	<u>525.00</u>
Total 5041 - Medical & Dental Ins. Clergy	525.00
5042 - Pension--Clergy	5,000.00
5043 - Medical & Dental Ins Lay	
5043.01 - Medical Insurance--Lay	38,780.00
5043.02 - Dental Insurance--Lay	<u>2,867.00</u>
Total 5043 - Medical & Dental Ins Lay	41,647.00
5044 - Pension--Lay	9,500.00
5046 - Insurance--Workers' Comp	<u>1,400.00</u>
Total 5040 - Employee Benefits	58,072.00
Total 5000 - COMPENSATION AND BENEFITS	277,485.00
5100 - CONTRIBUTIONS & ASSESSMENTS	
5110 - Contributions & Assessments	
5111 - Charitable Gifts-Organizations	250.00
5112 - Charitable Gifts-Individuals	250.00
5113 - Cathedraticum Expense	<u>57,753.00</u>
Total 5110 - Contributions & Assessments	58,253.00
Total 5100 - CONTRIBUTIONS & ASSESSMENTS	58,253.00
5200 - PROFESSIONAL FEES & INSURANCE	
5250 - Professional Fees	
5251 - Accounting /Bookkeeping Fees	5,500.00
5254 - Legal Fees	100.00
5255 - Non-Employee Musician & Others	
5255.2 - RE Confirmation	750.00
5255.3 - Music	<u>12,500.00</u>
Total 5255 - Non-Employee Musician & Others	13,250.00
5257 - Safe Environment Expenses	500.00
5258 - Retreats/Conferences/Workshops	
5258 - Retreats/Conferences/Workshops - Other	<u>750.00</u>
Total 5258 - Retreats/Conferences/Workshops	750.00

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Total 5250 - Professional Fees	<u>20,100.00</u>
5270 - Insurance	
5272 - Ins.-Clergy Owned Autos	1,792.00
5273 - Insurance--Property/Casualty	<u>12,400.00</u>
Total 5270 - Insurance	<u>14,192.00</u>
Total 5200 - PROFESSIONAL FEES & INSURANCE	<u>34,292.00</u>
5300 - SUPPLY,REPAIR,MAINT & OTHER	
5310 - Supplies & Equip under \$1000	
5312 - Food and Beverage	
5312.4 - Rectory	<u>2,500.00</u>
Total 5312 - Food and Beverage	<u>2,500.00</u>
5313 - Catering	400.00
5314 - Liturgical Consumables	
5314.01 - Supplies--Liturgical	<u>7,500.00</u>
Total 5314 - Liturgical Consumables	<u>7,500.00</u>
5315 - Liturg. Flowers & Decoration	
5315.01 - Flowers	400.00
5315.02 - Gifts and Flowers	<u>100.00</u>
Total 5315 - Liturg. Flowers & Decoration	<u>500.00</u>
5316 - Liturg Missalettes & Workbooks	4,200.00
5317 - Liturg Vestmt Ritual & Appt Bks	100.00
5318 - Janitorial Office & Misc Supply	
5318.01 - Miscellaneous Expenses	500.00
5318.02 - Supplies--Building	4,000.00
5318.03 - Supplies--Office	3,000.00
5318.05 - Club & Society Expenses	
5318.13 - WOSS	4,000.00
5318.14 - Boy Scout Troop 203	15,000.00
5318.15 - Men's Group	<u>250.00</u>
Total 5318.05 - Club & Society Expenses	<u>19,250.00</u>
5318.06 - Household Expenses	<u>200.00</u>
Total 5318 - Janitorial Office & Misc Supply	<u>26,950.00</u>
5319 - Appliances & Equipment Expense	<u>200.00</u>
Total 5310 - Supplies & Equip under \$1000	<u>42,350.00</u>
5330 - Repairs & Maintenance	
5333 - Building Repairs & Maintenance	
5333.01 - Building Maintenance	10,000.00
5333.02 - Building Repairs	<u>10,000.00</u>
Total 5333 - Building Repairs & Maintenance	<u>20,000.00</u>
5334 - Computers & Office Equipment	
5334.01 - Repairs--Equipment	200.00

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Total 5334 - Computers & Office Equipment	<u>200.00</u>
5335 - Outside Janitorial Service	
5335.01 - Trash Removal	<u>2,600.00</u>
Total 5335 - Outside Janitorial Service	<u>2,600.00</u>
5337 - Lawn care	5,000.00
5338 - Snow Removal	<u>8,000.00</u>
Total 5330 - Repairs & Maintenance	<u>35,800.00</u>
5350 - Other Services & Misc Charges	
5351 - Subscriptions	1,100.00
5352 - Bank Charges	1,000.00
5355 - Dues & Memberships	100.00
5356 - Leasing & Rentals	
5356.02 - Equipment Lease Expense	<u>2,460.00</u>
Total 5356 - Leasing & Rentals	<u>2,460.00</u>
5357 - Other Services	
5357.03 - Police Traffic Control	<u>14,500.00</u>
Total 5357 - Other Services	<u>14,500.00</u>
5358 - Permites/Fees/Licenses	2,625.00
5359 - Postage & Delivery	
5359 - Postage & Delivery - Office	<u>3000</u>
Total 5359 - Postage & Delivery	<u>3,000.00</u>
5360 - Printing and Reproduction	
5360.01 - Office	1,500.00
5360.03 - Liturgy	<u>475.00</u>
Total 5360 - Printing and Reproduction	<u>1,975.00</u>
5361 - Advertising	<u>250.00</u>
Total 5350 - Other Services & Misc Charges	<u>26,760.00</u>
Total 5300 - SUPPLY,REPAIR,MAINT & OTHER	<u>105,160.00</u>
5400 - UTILITIES	
5460 - Communications	
5461 - Alarm Monitoring & Security	5,700.00
5462 - Cable TV & Internet	2,100.00
5463 - Telephone/Communciations(Intern	<u>4,200.00</u>
Total 5460 - Communications	<u>12,000.00</u>
5470 - Power & Water	
5471 - Utilities--Electricity	16,000.00
5472 - Utilities--Gas	<u>19,000.00</u>
Total 5470 - Power & Water	<u>35,000.00</u>
Total 5400 - UTILITIES	<u>47,000.00</u>
5600 - PROPERTY TAXES	
5610 - Tax-Property	25.00

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Total 5600 - PROPERTY TAXES	25.00
5900 - PROGRAM EXPENSES	
5950 - Religious Education Expenses	
5951 - Grades 1-8	
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	1,200.00
8951.5 - Flowers	300.00
Total 5951 - Grades 1-8	9,500.00
5952 - Confirmation	
5952.1 - Textbook and Classroom Supplies	250.00
5952.2 - Food and Beverage	350.00
5952.3 - Postage and Delivery	100.00
5952.4 - Confirmation Retreat	1,800.00
5952.5 - Printing and Reproduction	200.00
5952.6 - Flowers	300.00
Total 5952 - Confirmation	3,000.00
5953 - Adult Formation	
5953.1 - Textbook and Classroom Supplies	2,500.00
5953.2 - Food and Beverage	100.00
5953.3 - Postage and Delivery	100.00
Total 5953 - Adult Formation	2,700.00
Total 5950 - Religious Education Expenses	15,200.00
5954 - Bereavement Group	
5954.1 - Textbooks	250.00
5954.2 - Postage and Delivery	50.00
Total 5954 - Bereavement Group	300.00
5955 - Youth Group	
5955.1 - Food and Beverage	300.00
5955.2 - Supplies	1,200.00
Total 5955 - Youth Group	1,500.00
Total 5900 - PROGRAM EXPENSES	17,000.00
Total Expense	539,215.00
Net Ordinary Income	7,085.00
Net Income	7,085.00