



**Roman Catholic Archdiocese of Boston
Office of the Chancellor
Pastors' Advisory**

Series 2009 - #3 Importance of Annual Financial Report to Parishioners

Each year the Annual Financial Report gives the parishioners and you as pastor an opportunity to reflect on where you have been and where you are going. The Annual Financial Report is a means by which you inform parishioners of the financial status of the parish. The objective of this report is to provide timely operating results and to demonstrate the financial needs for the new fiscal year.

It is recommended that the Annual Financial Report to Parishioners be presented to the parish by September 30th each year. Copies of the report should be made available to all parishioners. The report should include operating results compared to budget for the fiscal year just ended and the proposed budget for the current fiscal year. The Pastor and Finance Council Chair should both sign the Annual Report. A copy of the report should be sent to the Regional Bishop and the Finance Department of the Archdiocese by December 31st.

A key element of our continued effort to build trust is financial transparency. Part of the "rebuilding" plan involves publishing each year the Annual Financial Report of every parish as part of the Annual Financial Report of the Archdiocese of Boston. This effort will provide a more complete and comprehensive financial report to the Catholic community within the Archdiocese of Boston.

Thank you.

Published 9/22/09

St Thecla Parish FY 2009 (July 1, 2008 - June 30, 2009)

Income

Offertory	\$298,592.08
Holy Day Collections	\$3,320.50
Shrines, Candles, & Flowers	\$3,165.00
Sacramental Offerings	\$10,925.00
Gifts and Bequests	\$150.00
Religious Education	\$25,912.50
Interest / Dividend Income	\$425.35
Other Income	\$3,258.58
Fundraising Activities	\$1,152.00
Total Income	\$346,901.01

Expenses

All employee compensation (includes all priests, staff, musicians, cantors, Religious Education and employee benefits)	\$202,488.16
Office expenses including payroll fees, office supplies, telephone, postage, weekly envelopes (audit this year)	\$18,690.18
Books including Religious Education, Sunday missalettes etc	\$10,256.31
Utilities including heat electricity water	\$44,528.60
Building and grounds maintenance and supplies including property insurance, landscaping, snowplowing etc	\$36,547.41
Pastoral/liturgical - includes altar supplies, flowers, hospitality, coffee Sunday	\$19,336.84
Meetings and workshops includes ARISE, RE retreats and misc workshops	\$4,975.25
Aquisition/improvement of building and equipment	\$3,961.00
Other exp and misc - includes school tax, Pilot newspapers	\$21,210.70
Total Expenses	\$361,994.45

Net Income

-\$15,093.44

Grand Annual income of \$40,284.50 is not included above. We have tried to use Grand Annual money for building improvements or larger purchases. For Fiscal Year 09 used \$15,093.44 of the Grand Annual money to supplement the general operating budget.

ST. THECLA PARISH
145 Washington Street
Brombroke, MA 02359

Mike Damon
Finance Council
12/4/09

Income

	<u>BUDGET 09</u>	<u>ACTUAL 09</u>	<u>BUDGET 10</u>
4101-00 · Offertory	\$312,000.00	298,592.08	\$300,900.00
4102-00 · Offertory Monthly	\$0.00	3,320.50	\$3,200.00
4103-00 · Grand Annual Collections			
4104-00 · Shrines, Candles, & Flowers	\$1,500.00	3,165.00	\$3,200.00
4105-00 · Sacramental Offerings	\$12,360.00	10,925.00	\$11,000.00
4108-00 · Gifts and Bequests	\$0.00	150.00	\$0.00
4165-04 · Religious Education	\$23,500.00	25,912.50	\$26,000.00
4310-00 · Interest / Dividend Income	\$360.00	425.35	\$430.00
4398-00 · Other Income	\$1,500.00	3,258.58	\$3,250.00
4410-00 · Fundraising Activities	\$0.00	1,152.00	\$1,100.00
Total Income	\$351,220.00	346,901.01	\$349,080.00

5001-00 · EXEMPT SALARIES

5001-01 · CHR Exempt Salaries			\$31,824.00
5001-04 · R.Ed Exempt Salaries			\$32,011.00
Total 5001-00 · EXEMPT SALARIES	\$90,000.00	87,196.29	\$63,835.00

5002-00 · NON EXEMPT SALARIES

5002-01 Chr Non Exempt			\$20,000.00
5002-04 · R.Ed Non Exempt Salaries		7,020.00	\$7,000.00
Total 5002-00 · NON EXEMPT SALARIES	\$7,000.00	7,020.00	\$27,000.00

5004-00 · NON EMPLOYEE COMPENSATION

5004-01 · CHR Non Employee Compensation			
Total 5004-00 · NON EMPLOYEE COMPENSATION	\$17,900.00	28,215.00	\$27,000.00

5101-00 · EMPLOYER'S FICA

5101-01 · CHR Employer's FICA		474.31	
5101-00 · EMPLOYER'S FICA - Other		6,601.78	

sacr exp funerals

ST. THECLA PARISH
 145 Washington Street
 Pembroke, MA 02359

Total 5101-00 · EMPLOYER'S FICA		\$10,800.00	7,076.09	\$7,000.00
5102-00 · LAY HEALTH INSURANCE				
5102-04 · R.Ed Lay Health Insurance			8,148.00	
Total 5102-00 · LAY HEALTH INSURANCE		\$9,795.00	8,148.00	\$11,904.00
5103-00 · WORKER COMPENSATION		\$240.00	208.00	\$240.00
5104-00 · GROUP LIFE INSURANCE		\$200.00	217.35	\$404.00
5105-00 · LONG TERM DISABILITY			172.21	\$320.00
5106-00 · GROUP PENSION		\$6,200.00	2,463.22	\$4,564.00
5201-00 · CLERGY STIPEND				
5201-01 · CHR Clergy Stipend			31,100.04	
Total 5201-00 · CLERGY STIPEND		\$31,342.00	31,100.04	\$31,300.00
5202-00 · CLERGY STIPEND UNASSIGNED				
5202-01 · CHR Clergy Stipend Unassigned			18,425.00	\$18,000.00
5202-04 · R.Ed Clergy Stipend Unassigned			500.00	\$500.00
Total 5202-00 · CLERGY STIPEND UNASSIGNED		\$15,900.00	18,925.00	\$18,500.00
5203-00 · CLERGY HEALTH INSURANCE		\$11,052.00	11,046.96	\$12,000.00
5204-00 · Clergy Professional Development				
5204-01 CHR Clergy Professional		\$500.00		\$500.00
5206-00 · CLERGY AUTO INS. REIMBURSE				
5206-01 · CHR Clergy Auto Ins.		\$600.00	700.00	\$700.00
Total 5206-00 · CLERGY AUTO INS. REIMBURSE			700.00	\$700.00
6001-00 · DATA PROCESSING FEES		\$1,490.00	1,351.73	\$1,400.00
6002-00 · PROFESSIONAL FEES				
6002-01 · CHR Professional Fees			4,500.00	\$0.00
Total 6002-00 · PROFESSIONAL FEES		\$4,000.00	4,500.00	\$0.00

6201-00 · OFFICE SUPPLIES

6201-06 · Arise Office Supplies	\$1,000.00	1,150.99	
6201-01 · CHR Office Supplies	\$3,800.00	3,058.09	\$3,000.00
6201-04 · R.Ed Office Supplies	\$1,300.00	701.34	\$700.00
Total 6201-00 · OFFICE SUPPLIES		4,910.42	\$3,700.00

6202-00 · TELEPHONE

6202-01 · CHR Telephone		2,528.93	
6202-02 · REC Telephone		28.34	
6202-04 · R.Ed Telephone		698.62	
Total 6202-00 · TELEPHONE	\$3,000.00	3,255.89	\$3,300.00

6204-00 · BOOKS & PAMPHLETS

6204-06 · Arise Books and Pamphlets		314.33	\$0.00
6204-01 · CHR Books & Pamphlets		1,325.11	\$1,400.00
6204-04 · R.Ed Books & Pamphlets		8,616.87	\$8,600.00
Total 6204-00 · BOOKS & PAMPHLETS	\$11,000.00	10,256.31	\$10,000.00

6207-00 · POSTAGE

6207-06 · Arise Postage		17.47	
6207-01 · CHR Postage		959.27	
6207-04 · R.Ed Postage		196.71	
Total 6207-00 · POSTAGE	\$2,400.00	1,173.45	\$1,300.00

6208-00 · DUES & SUBSCRIPTIONS

6208-01 · CHR Dues & Subscriptions		1,114.28	\$700.00
6208-02 · REC Dues & Subscri	\$200.00	829.55	\$850.00
Total 6208-00 · DUES & SUBSCRIPTIONS	\$800.00	1,943.83	\$1,550.00

6211-00 · WEEKLY ENVELOPES

6211-01 · CHR Weekly Envelopes		1,554.86	\$1,100.00
Total 6211-00 · WEEKLY ENVELOPES	\$1,500.00	1,554.86	

6250-00 · HOUSEHOLD			
6255-01 · church-drycleaning	\$200.00	13.95	\$200.00
6260-02 · REC Supplies	\$1,800.00	652.52	\$700.00
6261-02 · REC Food	\$3,600.00	3,208.80	\$3,600.00
Total 6250-00 · HOUSEHOLD		<u>3,875.27</u>	\$4,500.00

6301-00 · UTILITIES			
6301-01 · CHR Utilities		6,867.67	
6301-02 · REC Utilities		3,661.66	
6301-03 · CTR Utilities		1,101.49	
Total 6301-00 · UTILITIES	\$10,000.00	<u>11,630.82</u>	\$12,000.00

6302-00 · HEAT			
6302-01 · CHR Heat		24,679.85	
6302-02 · REC Heat		7,684.57	
Total 6302-00 · HEAT	\$23,000.00	<u>32,364.42</u>	\$32,000.00

6303-00 · WATER & SEWER			
6303-01 · CHR Water & Sewer		338.38	
6303-02 · REC Water & Sewer		194.98	
Total 6303-00 · WATER & SEWER	\$550.00	<u>533.36</u>	\$550.00

6305-00 · PROPERTY INSURANCE & LIABILITY \$6,000.00 5,703.00 \$5,700.00

6306-00 · MAINT. EQUIPMENT CONTRACTS			
6306-01 · CHR Maint. Equipment Contracts		1,291.00	
Total 6306-00 · MAINT. EQUIPMENT CONTRACTS	\$1,200.00	<u>1,291.00</u>	\$1,300.00

6307-00 · MAINTENANCE SUPPLIES			
6307-01 · CHR Maintenance Supplies		951.76	
6307-02 · REC Maintenance Supplies		286.42	
6307-03 · CTR Maintenance Supplies		142.47	
Total 6307-00 · MAINTENANCE SUPPLIES	\$3,600.00	<u>1,380.65</u>	\$1,200.00

rectory maintenance

6308-00 · MAINTENANCE GROUNDS
 6308-01 · CHR Maintenance Grounds 13,746.00
 Total 6308-00 · MAINTENANCE GROUNDS \$13,700.00 13,746.00 \$13,700.00

6309-00 · MAINTENANCE BUILDINGS
 6309-01 · CHR Maintenance Building 6,752.84
 6309-02 · REC Maintenance Building 3,798.65
 Total 6309-00 · MAINTENANCE BUILDINGS \$4,800.00 10,551.49 \$8,000.00

6500-00 · PASTORAL / LITURGICAL
 6506-06 · Arise Entertainment/ \$200.00 218.06 \$300.00
 6501-01 · CHR Altar Supplies \$3,600.00 4,140.55 \$3,000.00
 6503-01 · CHR Charitable Work \$6,600.00 3,599.66 \$2,500.00
 6505-04 · Youth Programs- RE 1,800.00 \$0.00
 6506-01 · CHR Entertainment H \$1,200.00 1,274.06 \$750.00
 6506-04 · R.E. Food/Hospitality 323.15 \$600.00
 6508-01 · CHR Hospital Chapla 3,942.48 \$3,960.00
 6509-01 · CHR Flowers 4,038.88 \$5,000.00
 Total 6500-00 · PASTORAL / LITURGICAL 19,336.84 \$16,110.00

6601-00 · MEETINGS & WORKSHOPS
 6601-06 · Arise Meetings and V \$2,800.00 1,800.00 \$1,800.00
 6601-01 · CHR Meetings & Wor \$1,200.00 1,390.00 \$1,000.00
 6601-04 · REd Meetings & Woi \$4,500.00 1,785.25 \$2,100.00
 Total 6601-00 · MEETINGS & WORKSHOPS 4,975.25 \$4,900.00

6700-00 · Fundraising
 6701-00 · FUND RAISING 98.10
 Total 6700-00 · Fundraising 98.10 \$100.00

7002-02 · REC Acq/Improv - Furn & Equip 761.00
 Total 7002-00 · ACQ/IMPROV - FURN & EQUIP 761.00 \$1,000.00

7003-00 · ACQ/IMPROV - BUILDING

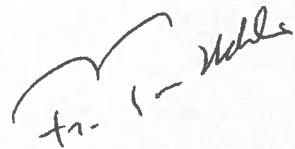

36	Parochial School Support	28,000
37	Religious Education	35,000
38	Hospitality and Charity	20,000
39	Flowers	5,000
40	Hospital Chaplaincy Program	6,180
41	Cathedraticum	1,000
42	Other	

Total **\$ 705,130**

Net Surplus/(Deficit) **\$ (25,130)**

Notes:

1. In August 2009 the Parish replaced the existing boiler system. The total Capital Expenditure for this project was \$93,508.71, paid for out of the Parish's Savings Account and is not reflected as part of the FY2010 Operating Budget.
2. The Parish Fundraising Committee is holding an event (Flavors of Fall) in October 2009 for the sole purpose of raising money to defray the cost of the boiler project. Expected "net proceeds" from the event of approximately \$30,000 are similarly not included as part of the FY2010 Operating Budget.

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7003-02 · REC Acq/Improv - Building		3,200.00	
Total 7003-00 · ACQ/IMPROV - BUILDING		<u>3,200.00</u>	<u>\$30,000.00</u>

8450-00 · OTHER EXPENSES			
8480-01 · CHR Pilot Newspaper		360.00	\$500.00
8492-01 · CHR School Tax	\$18,720.00	17,969.00	\$18,000.00
Total 8450-00 · OTHER EXPENSES		<u>18,329.00</u>	<u>\$18,500.00</u>

8495-00 · MISCELLANEOUS			
8495-01 · CHR Miscellaneous	\$800.00	2,655.60	\$750.00
8495-04 · REd Miscellaneous	\$500.00	128.00	\$500.00
Total 8495-00 · MISCELLANEOUS		<u>2,783.60</u>	<u>\$1,250.00</u>

Total Expense	\$351,362.00	361,994.45	\$378,427.00
Net Income		<u>-15,093.44</u>	<u>\$10,653.00</u>