

THE EPISCOPAL DIOCESE OF WEST TENNESSEE
Budget Presentation for Convention 2010

	ACTUAL 2009	BUDGET 2009	Variance <i>Actual - Budget</i>	PROPOSED BUDGET 2010	Percentage <i>Change</i>
INCOME					
Voluntary Commitments	\$900,334	\$867,943	\$32,391	\$860,374	-0.87%
Transfers from Endowments	328,938	325,396	3,542	269,951	-17.04%
Other Contributions and Support	50,218	84,350	(34,132)	69,625	-17.46%
TOTAL CONTRIBUTIONS AND SUPPORT	\$1,279,489	\$1,277,689	\$1,800	\$1,199,950	-6.08%
EXPENSES					
General Expenses	\$130,273	\$133,691	\$3,418	\$91,773	-31.35%
Office Expenses	145,685	156,993	11,308	164,811	4.98%
Congregational Development	3,053	5,000	1,947	5,100	2.00%
College and Youth Ministry	178,495	189,642	11,147	159,313	-15.99%
Clergy and Clergy Families	13,654	12,000	(1,654)	12,000	0.00%
Seminarians / Interns	104,845	100,717	(4,128)	103,698	2.96%
Diocesan Personnel Expenses	489,694	499,851	10,157	506,433	1.32%
Support Beyond the Diocese	194,093	180,295	(13,798)	156,828	-13.02%
TOTAL EXPENSES	\$1,259,791	\$1,278,189	\$18,398	\$1,199,956	-6.12%
OPERATING SURPLUS / (DEFICIT)	\$19,698	(\$500)	\$20,198	(\$6)	

Note:

Endowment transfers in 2009 also included net transfers from the Mildred Flynn fund of \$292,547, most of which was used for retiring Redeemer's mortgage of credit when the Diocese took responsibility for their property. There was also a transfer of \$388 from the Ernest and Miriam Kelly fund, and a transfer in o for a ministry redevelopment fund. The net result of these nonbudgeted endowment transfers was to increase income by \$165,636 (transfers out of \$292,54 \$388 minus transfers in of \$130,064). The 2009 numbers reported here are shown without these transfers to avoid distorting results of ongoing operations.

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VOLUNTARY COMMITMENTS					
Calvary Episcopal Church	\$212,635	\$212,635	\$0	\$200,000	-5.94%
Christ Church Brownsvill	650	650	-	650	0.00%
Annunciation	10,372	10,400	(28)	9,635	-7.36%
Good Shepherd	2,925	2,700	225	3,000	11.11%
Holy Apostles	36,129	34,171	1,958	42,000	22.91%
Holy Communion	151,180	137,500	13,680	137,500	0.00%
Redeemer	-	4,000	(4,000)	1,200	-70.00%
Emmanuel	3,000	3,000	-	3,000	0.00%
Grace Church Paris	9,000	9,000	-	13,000	44.44%
Grace St Luke's	116,058	116,358	(300)	109,807	-5.63%
Holy Trinity	4,000	4,000	-	4,000	0.00%
Immanuel LaGrange	3,200	1,700	1,500	1,900	11.76%
Immanuel Ripley	1,600	1,600	-	2,000	25.00%
Ravenscroft	1,350	1,800	(450)	2,200	22.22%
St. Andrew's	30,133	30,000	133	34,931	16.44%
St. Elisabeth's	29,199	29,199	-	30,000	2.74%
St. George's	39,163	39,000	163	39,000	0.00%
St. James Union City	7,170	9,060	(1,890)	4,530	-50.00%
St. James Bolivar	1,050	1,200	(150)	1,200	0.00%
St. John's	130,000	110,000	20,000	100,000	-9.09%
St. Joseph's	500	-	500	600	nm
St. Luke's	24,000	24,000	-	28,350	18.13%
St. Mary's Cathedral	42,750	42,750	-	49,316	15.36%
St. Mary's Church	13,167	14,000	(833)	13,500	-3.57%
St Matthew's	4,225	5,100	(875)	4,200	-17.65%
St. Paul's	68	-	68		
St. Paul's Mason	1,800	1,800	-	1,800	0.00%
St. Philip	10,000	10,000	-	10,000	0.00%
St. Thomas Somerville	4,200	4,200	-	4,400	4.76%
St.Thomas the Apostle	1,500	1,500	-	1,500	0.00%
Trinity Mason	(190)	620	(810)	655	5.65%
St Anne's Millington	7,000	3,500	3,500	3,500	0.00%
All Saints'	1,000	1,000	-	1,500	50.00%
Trezevant	1,500	1,500	-	1,500	0.00%
Total Voluntary Commitments	\$900,334	\$867,943	\$32,391	\$860,374	-0.87%

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	ACTUAL 2009	BUDGET 2009	Variance Actual - Budget	PROPOSED BUDGET 2010	Percentage Change
TRANSFERS FROM ENDOWMENTS					
Restricted Endowments using 5% of 3-year rolling average					
Robinson Fund	\$106,213	\$106,213	\$0	\$99,776	-6.06%
Patten Fund	34,338	34,338	(0)	32,293	-5.96%
Capital Resources	96,101	96,101	0	90,380	-5.95%
Christ Church, Whitehaven	9,488	9,488	0	8,948	-5.69%
Bishop Otey	18,471	18,471	0	17,344	-6.10%
Unrestricted Endowments					
Theological Education (balance \$240,842)	17,500	17,500	-	5,000	-71.43%
McKee Dickson Fund (balance \$24,082)	8,786	8,786	-	5,000	-43.09%
Bishop Barth Education Fund (balance \$38,436)	15,107	14,500	607	5,000	-65.52%
UT Martin Fund (balance \$6,210)	20,000	20,000	-	6,210	-68.95%
St. Elizabeth's Fund Transfer	2,934	-	2,934	-	nm
Transfers from Endowments	\$328,938	\$325,396	\$3,542	\$269,951	-17.04%
OTHER INCOME, CONTRIBUTIONS AND SUPPORT					
Interest on Checking and Savings	\$6,244	\$0	\$6,244	\$5,790	nm
Interest , Notes Receivable	2,494		2,494	2,400	nm
Church Home Youth Grant	12,188	16,250	(4,063)	16,250	0.00%
Donations	23,909	10,000	13,909	10,000	0.00%
Bishop's Missionaries	25,850	25,000	850	25,000	0.00%
Convention Registration	2,815	2,800	15	2,800	0.00%
Congregational Discernment Process Fees				3,150	nm
Church Home Property & Casualty Insurance			-	1,235	nm
Other Trusts	194	3,000	(2,806)	3,000	0.00%
Listening Campaign Funding from M. Flynn Fund	17,100	27,300	(10,200)	-	-100.00%
Gain/(Loss) on disposal of assets	(40,576)	-	(40,576)	-	nm
Total Other Income Contributions and Support	\$50,218	\$84,350	(\$34,132)	\$69,625	-17.46%
TOTAL CONTRIBUTIONS AND SUPPORT	\$1,279,489	\$1,277,689	\$1,800	\$1,199,950	-35.37%

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	ACTUAL 2009	BUDGET 2009	Variance Actual - Budget	PROPOSED BUDGET 2010	Percentage Change
Operating Expenses					
GENERAL EXPENSES					
Bad Debt Accounts Receivable	\$5,553	\$0	(\$5,553)	\$0	
Bank Fees	1,001	-	(1,001)	-	
Bishop's Missionaries Expenses	408	-	(408)	500	nm
Strategic Visioning Team	13,139	27,300	14,161	3,600	-86.81%
General Contingencies	391	2,260	1,869	2,260	0.00%
Miscellaneous	31,374	-	(31,374)	-	
Payroll Processing	944	1,200	256	1,200	0.00%
Subtotal Miscellaneous General	52,811	30,760	(22,051)	7,560	-75.42%
Diocesan Convention					
Bishop's Cross	\$168	\$150	(\$18)	\$175	16.67%
Clergy Spouse Event	185	500	315	500	0.00%
Convention Expenses	2,100	7,800	5,700	3,000	-61.54%
Convention Travel for Speakers/Guests	639	650	11	700	7.69%
Diocesan Journal	450	1,500	1,050	2,500	66.67%
Entertainment	4,607	1,000	(3,607)	1,000	0.00%
Equipment	1,190	-	(1,190)	2,000	nm
Food/Housing for Guests	72	2,000	1,928	1,000	-50.00%
Hearings	-	150	150	150	0.00%
Honorariums for Speakers/Guests	1,500	1,500	-	1,500	0.00%
Miscellaneous	2,920	1,000	(1,920)	1,000	0.00%
Postage	-	1,000	1,000	500	-50.00%
Printing	-	1,000	1,000	250	-75.00%
Staff Preparation Meetings	-	250	250	-	-100.00%
Supplies	352	1,200	848	500	-58.33%
Thank You Gifts	-	200	200	200	0.00%
Subtotal Diocesan Convention	14,182	19,900	5,718	14,975	-24.75%

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Committees/Commissions/Institutions					
Bishop & Council	\$2,427	\$2,400	(\$27)	\$2,700	12.50%
Chancellor's Expense	2,693	2,000	(693)	2,100	5.00%
Commission on Ministry Retreat	171	1,000	829	1,000	0.00%
Commission on Ministry Training	931	2,000	1,069	1,000	-50.00%
Discernment Committee Meetings	238	-	(238)	250	nm
Manuals for Holy Orders	-	250	250	200	-20.00%
Miscellaneous	252	-	(252)	-	nm
Standing Committee	-	250	250	250	0.00%
Addiction & Recovery Commission				1,000	nm
Subtotal Committees/Commissions/Institutions	6,711	7,900	1,189	8,500	7.59%
Diocesan General					
Adult Sexual Harassment Prevention Training	(\$773)	\$2,200	\$2,973	\$1,100	-50.00%
Anti-Racism Training	-	500	500	500	0.00%
Archives/Historiographer	173	1,000	827	1,000	0.00%
Background Check Expenses	164	150	(14)	100	-33.33%
Daisy Dunn Retirement	450	600	150	600	0.00%
Disaster Coordinator Training	-	200	200	200	0.00%
ECW Triennial Meeting	-	500	500	-	-100.00%
EFM Annual Registration	-	1,500	1,500	1,500	0.00%
Property & Casualty Insurance	24,069	32,405	8,336	27,815	-14.16%
Programs	1,496	1,000	(496)	1,700	70.00%
Property Taxes	1,676	4,726	3,050	4,726	0.00%
Property Title Filing, Search & Documents	300	-	(300)	-	nm
Retiree Insurance Benefits	11,759	14,150	2,391	13,322	-5.85%
Sexual Misconduct Prevention Training	2,138	2,200	62	1,100	-50.00%
Diocesan Picnic	-	-	-	2,500	nm
St. Columba	15,116	14,000	(1,116)	4,575	-67.32%
Subtotal Diocesan General	56,569	75,131	18,562	60,738	-19.16%
Total General Expenses	\$130,273	\$133,691	\$3,418	\$91,773	-31.35%

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OFFICE EXPENSES					
Communication					
Church News Printing & Addressing	\$22,725	\$25,368	\$2,643	\$24,000	-5.39%
Computer Equipment				750	<i>nm</i>
Miscellaneous	380	1,000	620	500	-50.00%
Photography	-	250	250	100	-60.00%
Website	-	7,000	7,000	1,000	-85.71%
Total Communications	23,105	33,618	10,513	26,350	-21.62%
Diocesan Office					
Accounting Fees	\$22,100	\$24,000	\$1,900	\$24,000	0.00%
Audit	34,339	22,000	(12,339)	28,250	28.41%
Equipment	857	5,000	4,143	3,000	-40.00%
Hospitality	1,479	1,100	(379)	1,100	0.00%
Maintenance Contracts	6,961	7,500	539	9,000	20.00%
Meetings	473	800	327	800	0.00%
Miscellaneous	128	1,000	872	1,000	0.00%
Postage	3,748	2,500	(1,248)	2,500	0.00%
Subscriptions	160	500	340	200	-60.00%
Supplies	4,705	7,500	2,795	6,500	-13.33%
Technology	3,243	5,000	1,757	6,636	32.72%
Telephone	8,838	12,875	4,037	12,875	0.00%
Total Diocesan Office	87,030	89,775	2,745	95,861	6.78%
Diocesan House					
Building and Property Maintenance	\$15,086	\$12,000	(\$3,086)	\$15,000	25.00%
Deferred Maintenance	5,000	5,000	-	10,000	100.00%
Security	1,796	1,900	105	1,900	0.00%
Security On Call Contract	600	600	-	600	0.00%
Cleaning Supplies	888	1,100	212	1,100	0.00%
Utilities	12,181	13,000	819	14,000	7.69%
Total Diocesan House	35,550	33,600	(1,950)	42,600	26.79%
Total Office Expenses	\$145,685	\$156,993	\$11,308	\$164,811	4.98%

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CONGREGATIONAL DEVELOPMENT					
Congregational Assistance	\$1,969	\$3,000	\$1,031	\$3,000	0.00%
Congregational Conferences	-	500	500	500	0.00%
Diocesan Cathedral Events	-	250	250	250	0.00%
Lectionaries	1,084	1,000	(84)	1,100	10.00%
Resource Center	-	250	250	250	0.00%
Total Congregational Development	\$3,053	\$5,000	\$1,947	\$5,100	2.00%
COLLEGE AND YOUTH MINISTRY					
College Ministry					
Campus Ministry - U of M - Barth House	\$8,786	\$18,200	\$9,414	\$3,000	-83.52%
Campus Ministry Committee	11	250	239	250	0.00%
Campus Ministry New Initiatives	-	500	500	500	0.00%
Campus Ministry Support-Rhodes-Calvary	-	600	600	500	-16.67%
Campus Ministry Support-UT Martin-St James Union City	-	600	600	500	-16.67%
Property & Casualty Insurance	6,066	7,598	1,532	7,283	-4.15%
Programs	288	-	(288)	-	
Salary-Barth House Assistant	1,257	-	(1,257)	-	
Social Security	96	-	(96)	-	
Youth					
Bishop's Bash Retreat	9,328	3,180	(6,148)	3,180	0.00%
Camp Gailor Maxon Subsidy	3,465	4,620	1,155	4,620	0.00%
Diocesan Youth Council	1,050	2,000	950	2,000	0.00%
Emmanuel Episcopal Center Support	135,000	135,000	-	126,000	-6.67%
Episcopal Day Camp	4,240	4,240	-	4,240	0.00%
Episcopal Day Camp Counselors	2,120	2,120	-	2,120	0.00%
Fall Kickoff	784	1,120	336	1,120	0.00%
Feast of Lights	769	1,000	231	1,000	0.00%
Happening	52	4,240	4,188	-	-100.00%
Provincial Youth Event	858	-	(858)	-	nm
Spring Fling	2,765	1,500	(1,265)	1,500	0.00%
Winterfest	1,560	2,874	1,314	1,500	-47.81%
Total College and Youth Ministry	\$178,495	\$189,642	\$11,147	\$159,313	-15.99%

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CLERGY AND CLERGY FAMILIES					
Clergy/Family Emergency Assistance	\$0	\$1,000	\$1,000	\$1,000	0.00%
Deployment Expenses	1,223	1,000	(223)	1,000	0.00%
Fresh Start	187	500	313	500	0.00%
Meetings	12,244	9,000	(3,244)	9,000	0.00%
Retired Clergy Meetings	-	500	500	500	0.00%
Total Clergy and Clergy Families	\$13,654	\$12,000	(\$1,654)	\$12,000	0.00%
SEMINARIANS AND INTERNS					
General Ordination Exams	\$500	\$500	\$0	\$500	0.00%
Insurance Benefits	9,660	10,840	1,180	38,148	251.92%
Deacon's Training School				300	nm
Intern - First Year	48,786	30,073	(18,713)	-	-100.00%
Intern - Second Year	21,602	35,200	13,598	57,330	62.87%
Intern-Third Year	14,788	17,604	2,816	-	-100.00%
Ordination Services	2,512	3,200	688	3,770	17.81%
Psychological Exams	1,350	2,800	1,450	3,150	12.50%
Seminarian Contingency	-	500	500	500	0.00%
Seminarian Moving	5,647	-	(5,647)	-	nm
Total Seminarians/Interns	\$104,845	\$100,717	(\$4,128)	\$103,698	2.96%

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PERSONNEL					
The Episcopate					
Auto Allowance	\$9,134	\$9,991	\$857	\$11,000	10.10%
Continuing Education	57	-	(57)	-	nm
Entertainment/Hospitality	4,350	5,000	650	5,000	0.00%
Episcopate Transition	1,000	1,000	-	1,000	0.00%
House of Bishops Meetings	2,628	6,000	3,372	4,000	-33.33%
Housing Allowance	56,569	56,569	(0)	60,700	7.30%
Insurance Benefits	12,256	13,406	1,150	14,004	4.46%
Pension	25,010	22,964	(2,046)	23,677	3.10%
Professional Expense	(46)	250	296	250	0.00%
Social Security	9,795	7,968	(1,827)	9,348	17.32%
Stipend	61,399	63,226	1,827	61,491	-2.74%
Travel Allowance	11,493	13,500	2,007	13,500	0.00%
Canon to the Ordinary					
Annuity	12,084	12,085	1	12,327	2.00%
Auto Allowance	5,325	5,325	0	5,325	0.00%
Continuing Education	868	2,000	1,132	2,000	0.00%
Housing Allowance	29,655	29,655	(0)	30,248	2.00%
Insurance Benefits	12,256	13,406	1,150	7,848	-41.46%
Pension	16,048	14,002	(2,046)	14,282	2.00%
Professional Expense	526	1,000	474	1,000	0.00%
Stipend	36,050	36,050	(0)	36,771	2.00%
Travel Allowance	1,094	2,500	1,406	2,500	0.00%
Diocesan Staff					
Insurance Benefits	18,970	19,959	989	21,866	9.55%
Pension	12,170	12,642	472	12,188	-3.59%
Salary-Canon Diocesan Admin	54,199	54,199	(0)	55,283	2.00%
Salary-Communications Mgr	34,088	34,088	(0)	34,770	2.00%
Salary-House Janitorial	7,650	7,650	0	7,803	2.00%
Salary-Finance & Benefits Mgr	44,476	44,476	(0)	45,366	2.00%
Social Security	10,519	10,440	(79)	11,186	7.15%
Staff Development	71	500	429	1,700	240.00%
Total Personnel	\$489,694	\$499,851	\$10,157	\$506,433	1.32%

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SUPPORT BEYOND THE DIOCESE					
General Convention	\$45,016	\$16,000	(\$29,016)	\$16,000	0.00%
ECW Triennial Convention				500	
Lambeth Conference	3,000	3,000	-	3,000	0.00%
Millennium Development Goals	6,396	6,396	-	8,400	31.33%
National Church Giving	126,186	137,740	11,554	119,995	-12.88%
St. Augustine's College	1,250	1,250	-	-	-100.00%
St. Paul's College	1,250	1,250	-	-	-100.00%
Synod Assessment	6,159	6,159	-	3,933	-36.14%
Synod Delegates	1,586	5,250	3,664	5,000	-4.76%
University of the South	2,000	2,000	-	-	-100.00%
Voorhees College	1,250	1,250	-	-	-100.00%
Total Support Beyond the Diocese	\$194,093	\$180,295	(\$13,798)	\$156,828	-13.02%
Total Operating Expenses	\$1,259,791	\$1,278,189	\$18,398	\$1,199,956	-6.12%
Contribution and Support Over (Under) Total Expenses Before Other Revenues and Transfers	\$19,698	(\$500)	\$20,198	(\$6)	

Comments

See page 2 for detail
See page 3 for detail, and footnote below
See page 3 for detail

See pages 4 and 5 for detail
See page 6 for detail
See page 7 for detail
See page 7 for detail
See page 8 for detail
See page 8 for detail
See page 9 for detail
See page 10 for detail

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Comments

Gives Diocese 10% of Actual Contributions

Comments

5% of a 3-year rolling average fund value
5% of a 3-year rolling average fund value
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We budgeted to use approximately 5% of the combined value of these three funds as a sustainable withdrawal rate.

Last year for this fund per Convention action
Used at the Bishop's discretion

Estimate
Estimate
Known
Overage in 2009 mostly pass-thru income/expense
Estimated the same as 2009
Estimated the same as 2009

Pass thru income/expense item

Not a funded item in 2010
Realized on sale of two Church properties in 2009

Comments

Result of A/R writedown in 2009
Changed Bank Relationships

Transition from Listening Campaign

Result of A/R writedown in 2009

Includes 250 copies of directory and canons

Some of 2009 cost covered by Credo

Comments

Trinity Institute, LGBT, Environmental Conference
Town of Collierville covered some of 2009 cost

Not broken out separately from St. Columba in '09
Reduced significantly to make budget

Comments

Modest increase to actual 2009 cost
Minimum expectation

Redesign in 2009 accomplished in-house

Actual contracted for 2010
Actual contracted for 2010

Actual contracted for 2010

2009 understated because of billing dispute

Need to replace sewer line at Diocesan House

Comments

Long term actual will be closer to budget

New arrangement with Redeemer

Less Bash for 2010

Reduced to balance budget

Really a pass through from Church Home Grant

Comments

Same as 2009

Offset by new income line

Comments

2% compensation increase for all employees

Comments

Overage in 2009 result of prior accounting
Moved from Program Expense

Budgeted at 0.7% of total revenue
Budgeted at 10.0% of total revenue
Eliminated to balance budget
Eliminated to balance budget

Eliminated to balance budget
Eliminated to balance budget