

Diocesan Treasurer's Report Diocesan Assembly 2018

Your Eminence, Clergy, and Faithful of the Diocese of Philadelphia and Eastern Pennsylvania,

Last year's Treasurer Report highlighted the personnel changes and operational improvements implemented in the Diocesan Treasurer Office. This year has seen very little in the way of operational changes. Instead, emphasis was placed on assisting those parishes, who were in arrears, on paying their invoices and ensuring that all parishes were complying with financial reporting requirements. This emphasis will continue in 2018.

With the support of His Eminence and the Diocesan Council, the Diocese continued to make great progress in resolving outstanding parish support balances. Two parishes (Alden Station and St. Nicholas in Philadelphia) were removed from the report. In addition, at the Diocesan Council meeting on June 15, 2017, a motion was passed to forgive all remaining debt (\$16,050.57) prior to May, 2014 for McAdoo. The Council took into consideration that since June, 2014, McAdoo had been current on all parish support payments. Currently, only one parish has prior year open invoices and is taking advantage of a negotiated repayment plan. The total outstanding parish support balance as of December 31, 2017 was \$3,734.60.

The Diocese also continued to make progress toward moving to tithing. As of the submission of this report, 22 of 34 parishes (65%) are now tithing. Since a majority of parishes have still not had their Annual Parish meetings, this number may end up being even higher.

I would like to take the opportunity to again remind the parishes of the annual requirement to submit the Standardized Parish Financial Report for the recently completed budget year and the Giving Level Proposal form for the upcoming year to the Diocesan Treasurer. Instructions were sent to the parishes in a letter dated October 25, 2017 from His Eminence.

In last year's report, it was noted that there was some concern expressed that the Standardized Parish Financial Report may be too difficult for some of the parishes to prepare. The planned effort to address this concern in 2017 was not completed. Hopefully, this concern will be addressed in 2018.

Comments on the Proposed 2018 Budget are posted separately.

The following reports are included to provide a picture of the financial state of the Diocese at the close of budget year 2017, which ended on December 31, 2017.

ACCOUNT BALANCE SUMMARY

This report shows the balances in each of the Diocese bank accounts as of December 31, 2017. All of the bank accounts are presently at PNC Bank.

The Peer Group Checking account includes funds from the Lilly Foundation Grant (initial grant of \$25,000), as well as, matching funds over three years from the Diocese general checking account. This account is managed by Fr. Nicholas Solak, who is the Administrator of the Peer Group Program.

The General Checking account shows an increase of almost \$32,000 over the balance as of December 31, 2016. This increase is primarily the result of a greater than expected payment of Parish Support contributions.

The Protected Fund Money Market account is the Diocese savings account. The slight increase over the balance as of December 31, 2016 is from earned interest.

ACCOUNT BALANCE SUMMARY

ACCOUNT NAME	ACCOUNT BALANCE (12-31-2017)	ACCOUNT BALANCE (12-31-2016)
Peer Group Checking	\$22,010.94	\$22,119.06
General Checking	\$163,029.04	\$131,186.08
Protected Fund Money Market	\$79,161.79	\$79,060.94
TOTAL	\$264,201.77	\$232,366.08

2017 BUDGET VERSUS ACTUAL SUMMARY

This report compares actual income and expenditures to planned amounts in the 2017 budget approved at last year's Diocesan Assembly. Comments are provided to help explain entries with major differences between budget and actual.

Orthodox Church in America Diocese of Eastern PA Budget vs. Actuals: FY 2017

January - December, 2017

	Total				
	Actual	Budget	over Budget	% of Budget	
Income					
43100 Parish Support		379,113.00	-379,113.00	0.00%	
43101 Per Capita Giving	131,394.82		131,394.82		
43102 Proportional Giving	24,018.00		24,018.00		
43103 Tithing	209,717.45		209,717.45		
43104 Tithing plus Offerings	22,456.50		22,456.50		
43400 National Assessments OCA	16,147.85		16,147.85		Payments for prior year invoices
Total 43100 Parish Support	\$ 403,734.62	\$ 379,113.00	\$ 24,621.62	106.49%	
44800 Indirect Public Support	100.00	300.00	-200.00	33.33%	
46400 Other Types of Income	200.00		200.00		
46402 Parish Clergy Salary	26,352.00	32,300.00	-5,948.00	81.59%	Parish started paying salary in October, 2017
46403 Travel Reimbursement	689.20		689.20		
46410 Sales of Product Income	905.00		905.00		Diocesan Center Furniture
46411 Refund / Credit Income	25.10		25.10		
46412 Reimbursement	942.03		942.03		Background Checks
46413 Orphanage Property Reimbursement	15,618.50		15,618.50		Monastery, Seminary, and OCA reimbursements for legal fees
46415 Seminary Support	50.00		50.00		
46420 Mission Support	80.00		80.00		
Total 46400 Other Types of Income	\$ 44,861.83	\$ 32,300.00	\$ 12,561.83	138.89%	
47200 Program Income			0.00		
47205 Diocesan Assembly	5,328.00	5,500.00	-172.00	96.87%	
47240 Diocesan Event Fees	4,626.00	4,700.00	-74.00	98.43%	
47250 Diocesan Event Donations	745.00		745.00		Fr. Reardon lecture series
Total 47200 Program Income	\$ 10,699.00	\$ 10,200.00	\$ 499.00	104.89%	
Services	111.00		111.00		
Unapplied Cash Payment Income	1,507.00		1,507.00		Holy Resurrection - Wilkes-Barre payment of January 2018 invoice
Total Income	\$ 461,013.45	\$ 421,913.00	\$ 39,100.45	109.27%	
Gross Profit	\$ 461,013.45	\$ 421,913.00	\$ 39,100.45	109.27%	

Expenses

43401 National Assessments	175,924.00	159,783.00	16,141.00	110.10%	Includes supplemental payment of \$16,141 from FY 2016
61000 Administrative Salaries and Exp			0.00		
61100 Bishop Salary	50,400.00	50,400.00	0.00	100.00%	
61150 Bishop Pension	9,548.00	9,600.00	-52.00	99.46%	
61175 Bishop Health Insurance	13,402.46	15,000.00	-1,597.54	89.35%	
61190 Bishop Payroll Tax	2,000.00	2,000.00	0.00	100.00%	
62000 Bishop Travel	3,236.05	4,000.00	-763.95	80.90%	
63000 Chancellor Salary	3,600.00	3,600.00	0.00	100.00%	
63255 Bishop Assistant-Subdeacon	3,000.00	5,500.00	-2,500.00	54.55%	Seminarians not always available
63275 Dean Travel Allowance	10,800.00	10,800.00	0.00	100.00%	
63500 Admin Asst to Bishop	15,780.00	15,600.00	180.00	101.15%	
63501 Ass't for Communications	5,862.50	5,600.00	262.50	104.69%	
63502 Financial Secretary	1,327.50	3,600.00	-2,272.50	36.88%	
Total 61000 Administrative Salaries and Exp	\$ 118,956.51	\$ 125,700.00	-\$ 6,743.49	94.64%	
62100 Contract Services			0.00		
62135 Background Checks	1,102.25		1,102.25		
62140 Legal Fees	21,397.58	5,000.00	16,397.58	427.95%	Orphanage Property Sale
62151 Parish Priest Salary and Pensio	27,552.84	32,300.00	-4,747.16	85.30%	Parish started paying salary in October, 2017
Total 62100 Contract Services	\$ 50,052.67	\$ 37,300.00	\$ 12,752.67	134.19%	
62156 Credit Card Fees	-145.54		-145.54		
62800 Facilities and Equipment			0.00		
62840 Equip Rental and Maintenance	552.23		552.23		Maintenance on Archbishop's car
Total 62800 Facilities and Equipment	\$ 552.23	\$ 0.00	\$ 552.23		
64000 Diocesan Departments			0.00		
64050 Diocesan Council	249.99	500.00	-250.01	50.00%	
64150 Diocesan Magazine	4,716.63	4,000.00	716.63	117.92%	
64250 Christian Education and Youth	10,740.36	5,000.00	5,740.36	214.81%	Emphasis on cultivating a Mission Mindset
64350 Special Celebrations	721.54	1,000.00	-278.46	72.15%	
64360 Seminary Scholarship	2,000.00	2,000.00	0.00	100.00%	
64450 Clergy Assistance Program	3,097.00	4,000.00	-903.00	77.43%	
64500 Continuing Clergy Education	3,731.85	6,000.00	-2,268.15	62.20%	
Total 64000 Diocesan Departments	\$ 25,257.37	\$ 22,500.00	\$ 2,757.37	112.25%	
65000 Operations			0.00		
60900 Business Expenses	265.00		265.00		
65010 Books, Subscriptions, Reference	1,968.54	2,000.00	-31.46	98.43%	
65020 Postage, Mailing Service	894.07	800.00	94.07	111.76%	
65030 Printing and Copying	112.18	100.00	12.18	112.18%	
65040 Supplies	857.05	1,000.00	-142.95	85.71%	
65050 Telephone, Telecommunications	2,390.96	1,500.00	890.96	159.40%	
Total 65000 Operations	\$ 6,487.80	\$ 5,400.00	\$ 1,087.80	120.14%	
66000 Payroll Expenses			0.00		
66100 Health Insurance Administrator	1,200.00	1,200.00	0.00	100.00%	
Total 66000 Payroll Expenses	\$ 1,200.00	\$ 1,200.00	\$ 0.00	100.00%	

67000 Diocesan Programs			0.00	
67100 Missionary	20,400.00	25,700.00	-5,300.00	79.38% Balance used to offset expenditures charged to account 64250 above
67200 Charity	3,050.00	3,000.00	50.00	101.67%
67400 Diocesan Assembly	3,972.18	5,000.00	-1,027.82	79.44%
67500 Parish Assistance	374.48	2,500.00	-2,125.52	14.98%
67600 Camp Scholarship Fund	1,575.00	1,000.00	575.00	157.50% Higher participation than planned
Total 67000 Diocesan Programs	\$ 29,371.66	\$ 37,200.00	-\$ 7,828.34	78.96%
68000 Diocesan Center			0.00	
68100 Utilities	2,025.99	2,100.00	-74.01	96.48%
68150 Propane	1,682.02	2,400.00	-717.98	70.08%
68230 Center Maintenance	6,406.29	8,000.00	-1,593.71	80.08%
68250 Insurance	5,369.00	6,500.00	-1,131.00	82.60%
Total 68000 Diocesan Center	\$ 15,483.30	\$ 19,000.00	-\$ 3,516.70	81.49%
68300 Travel and Meetings			0.00	
68310 Conference, Convention, Meeting	107.97		107.97	
68320 Travel	100.00		100.00	
Total 68300 Travel and Meetings	\$ 207.97	\$ 0.00	\$ 207.97	
Technology		1,200.00	-1,200.00	0.00%
Total Expenses	\$ 423,347.97	\$ 409,283.00	\$ 14,064.97	103.44%
Net Operating Income	\$ 37,665.48	\$ 12,630.00	\$ 25,035.48	298.22%
Other Income				
Interest - Other Accounts	100.85		100.85	
Peer Group - Hope Account	750.00		750.00	
Total Other Income	\$ 850.85	\$ 0.00	\$ 850.85	
Other Expenses				
Bishop Vehicle Depreciation	4,290.00	4,300.00	-10.00	99.77%
Lilly Fund Matching	8,333.00	8,333.00	0.00	100.00%
Peer Group Expense - Uncatagorized	7,621.12		7,621.12	
Total Other Expenses	\$ 20,244.12	\$ 12,633.00	\$ 7,611.12	160.25%
Net Other Income	-\$ 19,393.27	-\$ 12,633.00	-\$ 6,760.27	153.51%
Net Income	\$ 18,272.21	-\$ 3.00	\$ 18,275.21	-609073.67%

2017 ACCOUNTS RECEIVABLE AGING SUMMARY

This report shows unpaid invoice amounts summarized by aging periods.

- Coatesville is currently using a repayment plan to pay invoices older than one year
- Mechanicsburg had a past due invoice for background check reimbursement (Note: this invoice was paid in January, 2018).
- Only one parish, McAdoo, had open parish support balances from calendar year 2017 invoices.

Orthodox Church in America Diocese of Eastern PA

A/R Aging Summary

As of December 31, 2017

Parish	Current	1 - 30	31 - 60	61 - 90	91 and over	Total
_Coatesville					2,460.10	2,460.10
_McAdoo	375.00	375.00	375.00			1,125.00
_Mechanicsburg			149.50			149.50
TOTAL	\$ 375.00	\$ 375.00	\$ 524.50	\$ 0.00	\$ 2,460.10	\$ 3,734.60