

# DIOCESE OF ALTOONA-JOHNSTOWN

Church of Saint Michael the Archangel No. 49

Location Hollidaysburg, PA 16648

## FINANCIAL REPORT FOR PARISHES AND MISSIONS

FROM JULY 1, 2018 TO JUNE 30, 2019

### INSTRUCTIONS

1. This report should reflect only the parish operating checking account activity. Net income from all other parish accounts should be transferred to the operating account.
2. Please exclude all cemetery and school accounts from this report.
3. All deeds & abstracts must be on file at the Diocesan Administration Center.
4. Parish records should be kept up to date. Preserve in Parish files all account books and records.
5. Approval of Parish Finance Council and Bishop is required to buy or sell property.
6. Expenditures of \$10,000.00 or more must be approved by the Parish Finance Council.
7. Expenditures of \$25,000.00 or more must be approved by the Parish Finance Council and the Bishop.

Date 7-11-2019 Signed Mrs. Stanley B. Carson Pastor or  
Date 7/10/19 Signed [Signature] Parish Administrator  
Chairman  
of the Finance Council

Due Date: August 16, 2019  
Mail To: Diocesan Finance Office  
927 S. Logan Blvd., Hollidaysburg, PA 16648

# RECEIPTS

## FOR THE YEAR ENDED JUNE 30, 2019

### ASSESSED RECEIPTS:

#### ORDINARY RECEIPTS:

##### REGULAR RECEIPTS:

Regular Offertory Collection .....	\$	476,037.44	
Special Collections .....		10,649.00	
<b>Sub Total - Collections .....</b>			\$ 486,686.44
Perquisites .....	\$	1,715.00	
Ordinary Donations .....		8,325.00	
Votive Candle Income .....	\$	3,961.67	
Votive Candle Expense (cannot exceed candle income) .....	(	1,447.98)	
Votive Candle Net Income (cannot be less than zero) = Candle Income minus Expense .....		2,513.69	
Misc. Regular Receipts .....		475.00	
<b>Sub Total - Other Regular .....</b>			\$ 13,028.69
<b>Total - Regular Receipts .....</b>			\$ 499,715.13

##### AUXILIARY RECEIPTS:

Collections from Other Services Income .....	\$		
Collections from Other Services Expense (can not exceed income) .....	(		
Collections from Other Services Net Income (can not be less than zero) = Income - Expense .....		0.00	
Fundraising Income(Net of Expenses) .....		1,806.93	
Investment Income Received .....		11,683.87	
Rental Income .....		12,150.00	
Other Auxiliary Receipts .....		2,699.00	
<b>Total Auxiliary Receipts .....</b>			\$ 28,339.80
<b>TOTAL ORDINARY( Regular Plus Auxiliary) RECEIPTS .....</b>			\$ 528,054.93

##### EXTRAORDINARY RECEIPTS:

Parish Campaigns or Drives .....	\$		
Extraordinary Donations and Bequests .....			
Other Extraordinary Receipts .....			
<b>Total Extraordinary Receipts .....</b>			\$ 0.00
<b>TOTAL ASSESSED( Ordinary Plus Extraordinary) RECEIPTS .....</b>			\$ 528,054.93

##### NON-ASSESSED RECEIPTS:

Sale of Property .....	\$		
Catholic Register Subscriptions .....		878.00	
Diocesan Approved Capital Campaign Receipts .....			
Parish Share of Annual Catholic Appeal .....		12,916.00	
Mass Stipend Transfer Amounts .....		3,882.50	
Other Non-Taxable Receipts .....		13,167.48	
			\$ 30,843.98
Mutual Aid Plan Withdrawals .....			
Loan Proceeds .....			
Non-Parish Share of Annual Catholic Appeal .....			
Transfers from Other Accounts .....		18,227.81	
			\$ 18,227.81

##### Diocesan and Other Special Collections

Catholic Relief Services .....	\$	857.00	
Catholic Communications Campaign .....		270.00	
Catholic Home Missions .....		455.00	
Catholic University .....			
Holy Father( Peter's Pence) .....		635.00	
Holy Land( Good Friday) .....		1,588.02	
Catholic Charities Collection .....		2,113.00	
Minority Groups( Black & Indian Missions) .....		823.50	
Mission Co-Operative Plan .....		1,140.00	
Retired Priests Medical Collection .....		1,403.00	
Retirement Fund for Religious .....		1,134.00	
World Mission Sunday .....		669.00	
Other Collections Not Listed .....		16,741.18	
<b>Total Diocesan and Special Collections .....</b>			\$ 27,828.70

**TOTAL NON-ASSESSED RECEIPTS .....** \$ 76,900.49

**TOTAL PARISH RECEIPTS .....** \$ 604,955.42

# EXPENDITURES FOR THE YEAR ENDED JUNE 30, 2019

## ORDINARY ACCOUNTS:

### PARISH:

Salaries of Resident Clergy .....	\$ 33,157.02
Extra Services of Clergy .....	170.00
Priest Medical/Retirement Costs .....	25,761.00
Lay Salaries .....	50,401.04
Sanctuary and Sacristy Expenditures .....	4,570.99
Ordinary Repairs .....	12,300.14
Votive Candle Expense (excess of Candle Expense over Candle Income) from page 2 .....	
Other Services Expense (excess of Other Services Expense over Other Services Income) page 2 .....	
Missions and Novenas .....	
Magazines, Literature, etc. ....	
Other Incidental Expenses .....	11,997.75
<b>Total Parish Expenditures .....</b>	<b>\$ 138,357.94</b>

### RECTORY:

Lay Salaries .....	\$ 24,697.90
Cost of Provisions .....	3,250.00
Furnishings .....	316.86
Ordinary Repairs .....	10,492.13
Telephone and Office Expenses .....	17,120.91
Retreats/Clergy Conferences/Education .....	485.00
Other Incidental Expenses .....	3,937.35
<b>Total Rectory Expenditures .....</b>	<b>\$ 60,300.15</b>

### ALL OTHER SEPARATE BUILDINGS:

Religious Salaries .....	\$
Lay Salaries .....	
Ordinary Repairs .....	4,191.29
Transportation .....	
Telephone and Office Expense .....	
Other Incidental Expenses .....	2,146.27
<b>Total Separate Buildings Expenditures .....</b>	<b>\$ 6,337.56</b>

### RELIGIOUS EDUCATION:

Religious Salaries .....	\$
Lay Salaries .....	
Lay Payroll Taxes and Benefits .....	
Transportation .....	
Telephone and Office Expense .....	
Books and Supplies .....	
Other Incidental Expenses .....	17,135.00
<b>Total Religious Education Expenditures .....</b>	<b>\$ 17,135.00</b>

### GENERAL EXPENSES:

Utilities .....	\$ 17,163.63
Taxes-Real Estate .....	6,556.16
Lay Payroll Taxes and Benefits .....	10,511.03
Insurance-Property, Liability, Auto and W/C .....	18,195.00
Other General Expenses .....	22,148.67
<b>Total General Items .....</b>	<b>\$ 74,574.49</b>

### DIOCESAN ASSESSMENTS

Cathedralium Assessment .....	\$ 31,357.00
Education Evangelization Assessment .....	134,466.00
<b>Total Diocesan Assessments .....</b>	<b>\$ 165,823.00</b>

### EXTRAORDINARY ACCOUNTS:

Parish Subsidy to Parochial Schools( For parishes with no school) .....	\$
Parish Subsidy to Parochial Schools( For parishes with a school) .....	
<b>Total Parish Subsidy .....</b>	<b>\$ 0.00</b>

### OTHER ACCOUNTS:

Purchase of Property & Real Estate .....	\$
Construction Costs .....	
Extraordinary Furnishings .....	
Extraordinary Repairs and Improvements .....	53,081.50
Catholic Register Subscriptions .....	4,656.00
<b>Debt-MAP Principal and Interest .....</b>	<b>57,737.50</b>
Debt-Other Principal and Interest .....	
Mutual Aid Plan Deposits .....	
Foundation Deposits .....	
Deposits to Savings and Other Accounts .....	
Diocesan and Other Special Collections .....	27,828.70
Annual Catholic Appeal Remittances .....	
Other Misc. Expenditures (Please explain on the "Notes" tab) .....	
<b>Total Other Accounts .....</b>	<b>\$ 27,828.70</b>
<b>Total Extraordinary Accounts .....</b>	<b>\$ 85,566.20</b>

**TOTAL PARISH EXPENDITURES .....** \$ **548,094.34**



**PARISH STATEMENT OF FINANCIAL CONDITION**  
**AS OF JUNE 30, 2019**  
**(Excluding all cemetery and school accounts)**

**ASSETS**

**CHECKING ACCOUNTS: Include ALL Parish accounts**

Name of Bank	Type of Account	Account Number	
First National Bank	Non-profit checking		\$ 219,648.98
First National Bank	Business checking		5,203.20
First National Bank	Non-profit checking		1,448.00
Total of Checking Accounts.....			\$ 226,300.18

**DEPOSITS IN SAVINGS ACCOUNTS: Include ALL Parish accounts**

Name of Bank	Account Number	Interest Rate	
			\$
Total Deposited in Savings Accounts.....			\$ 0.00
Total Cash, Checking & Savings.....			\$ 226,300.18

**INVESTMENTS & SECURITIES OWNED:**

Mutual Aid Plan Deposits, total all parish accounts	\$ 367,600.53
Others - (furnish details)	
Total Investments & Securities.....	\$ 367,600.53

**OTHER ASSETS:**

	\$
Total of Other Assets.....	\$ 0.00
TOTAL ASSETS.....	\$ 593,900.71

**LIABILITIES & NET WORTH**

**LOANS OWED, as of June 30th:**

Mutual Aid Plan( Balance of Principal)	\$
Others( Explain)	
Total Notes Owed.....	\$ 0.00

**UNPAID BILLS, as of June 30th:**

Total Diocesan billings( provide detail on next page)	\$
Other bills owed to vendors or contractors( provide detail on next page)	
Total Unpaid Bills.....	\$ 0.00
TOTAL LIABILITIES.....	\$ 0.00

NET WORTH OF PARISH - ( Total Assets Less Total Liabilities) ..... \$ 593,900.71

## SUMMARY OF CASH AS OF JUNE 30, 2019

(A) PARISH OPERATING CHECKING ACCOUNT BALANCE, beginning of fiscal year ..... \$ 537,039.63

(B) ADDITIONS TO CASH:

1. Total Receipts (from page 2)..... \$ 604,955.42

TOTAL PARISH RECEIPTS..... \$ 604,955.42

(C) REDUCTIONS TO CASH:

1. Total Parish Expenditures (from page 3)..... \$ 548,094.34

TOTAL PARISH EXPENDITURES ..... \$ 548,094.34

(D) PARISH OPERATING ACCOUNT BALANCE, end of fiscal year ..... \$ 593,900.71  
[ Line D must agree with Operating Checking Balance from page 4]

[ Line D must agree with Operating Checking Balance from page 4]

### SUMMARY OF UNPAID BILLS

(Bills received but not yet paid)

(A) DIOCESAN BILLINGS:

Cathedraticum. . . . .	\$ _____
Cathedraticum Interest. . . . .	_____
Catholic Register Subscriptions. . . . .	_____
Education Evangelization. . . . .	_____
Education Evangelization Interest. . . . .	_____
Lay Pension. . . . .	_____
Life and Disability. . . . .	_____
Priest Medical and Retirement . . . . .	_____
Prior ACA Goals. . . . .	_____
Property, Liability, Workman's Comp, Auto Ins. . . . .	_____
Other . . . . .	_____

TOTAL DIOCESAN BILLINGS \$ 0.00

(B) OTHER BILLS OWED TO VENDORS OR CONTRACTORS:

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TOTAL OTHER BILLS OWED TO VENDORS OR CONTRACTORS \$ 0.00

TOTAL UNPAID BILLS ..... \$ 0.00

**Please enter any notes below as additional information to the report.**

Other non-assessed receipts	
Mass account deposits	4,645.00
Exchange account	1,691.48
CCD Program	4,125.00
Restricted donations	2,000.00
Youth Activity income	706.00
	<u>13,167.48</u>
Transfer from other accounts	
Barbara Zanker School Fund	7,253.85
Catholic Foundation (Tuition Assistance)	10,973.96
	<u>18,227.81</u>
Other Diocesan Collections	
Twin Parish Jamaica	11,233.00
2018 Diaster Relief	3,367.00
Ash Wednesday	2,141.18
	<u>16,741.18</u>
Other incidental expenses, Parish	
Custodial supplies and expense	434.74
Liturgical supplies, general	6,347.48
Liturgical supplies, music	5,215.53
	<u>11,997.75</u>
Other incidental expenses, Rectory	
Custodial supplies and expense	484.11
Dues and subscriptions	913.40
Household supplies & expense	2,539.84
	<u>3,937.35</u>
Other incidental expenses, Religious Education	
Grade school expenses	2,877.64
Tuition assistance	6,500.00
CCD expense	7,757.36
	<u>17,135.00</u>
Other General Expenses	
Mass Stipend account disbursements	3,841.50
Exchange account out	1,857.74
Advertising	665.00
Care and outreach for the needy	1,724.75
Contributions	2,380.00
Gifts	4,894.00
Youth Activity expenditures	541.28
Socials, net of income	6,244.40
	<u>22,148.67</u>