

## **Fellow Parishioners,**

I would like to present the St. Philip Parish Temporal Affairs Council's Report for the quarter ending September 30, 2014. This report is part of the TAC's commitment to provide parishioners with ongoing financial information about the state of the Parish's finances. This report also serves to update the Parish on any temporal (operational, non-spiritual) matters concerning the Parish and Parish administration (such as our new council name, which is explained below).

### **Temporal Issues**

First, I would like to announce the TAC's decision to rename our body from the Parish Finance Council ("PFC") to Temporal Affairs Council ("TAC"). The former name tended to cause confusion amongst parishioners that we only dealt with financial matters, when in fact our mandate is broader than that. Yes, the council advises Fr. Bob on financial matters, but we also advise him on property-related issues, governance and operational issues. Fr. Bob and TAC members concluded that adopting a new name – one that is also used in other parishes within the Diocese – would help clarify our mandate and purpose. Over time, references to PFC within the Parish and on the Parish website will be changed to reflect our new name.

Second, the TAC has adopted a new policy regarding the disclosure of parishioner contact information. Civil law requires the Parish use parishioner contact information (e.g. the CWL, the Knights, etc.) only for Parish operational purposes. This prevents the Parish from disclosing contact information to other parishioners or parish groups for use in their own activities and fundraisers. The new policy will allow for the disclosure of parishioners' contact information (telephone numbers, email addresses, etc.) to Parish individuals and parish groups, upon written request and with the pastor's approval, for use in their activities by proactively collecting each parishioner's consent to having their contact information released. The TAC will start collecting parishioner consents (through a pre-filled form) in January 2015 in conjunction with the distribution of the 2014 charitable donation income tax receipts. Importantly, we want to stress that *only those parishioners who have given explicit consent (that is, they have signed and returned the pre-filled form) to having their contact information disclosed, will have that information disclosed* if a request is made. Consent can also be withdrawn at any time after it is given. A copy of the policy will be available shortly from the Parish office and on the Parish website.

Last, under the leadership of Dianne Bruce and Bill Flynn, and with the tremendous support of the organizing committee and the Parish community, the Richmond Fair Church Meals ("Church Meals") fundraiser was an incredible success! Because of some unexpected receipts, the Parish will record a net profit from this fundraiser of approximately \$9,400! Please see the Church Meals report, a copy of which is available on the TAC (PFC) section of the Parish website. Thanks to all the volunteers, parishioners, and sponsors who contributed to making this fundraiser a wonderful success!

### **Parish Finances**

The summer is historically a slower period for the parish's ordinary operations and this year was no different, with our year to date deficit from ordinary operations growing to \$6,300 (compared to a similar deficit of \$6,600 at this time last year). However, we fully expect to rebound with a surplus by the end of the year. Currently, we are forecasting revenues and expenses to exceed our initial budgeted figures by \$7,500 and \$5,800, respectively, for a forecasted surplus from ordinary operations of approximately \$1,700.

Also on a positive note, the surplus from extraordinary operations increased by \$10,000 over the last three months to finish the quarter with a year to date surplus from extraordinary operations of \$20,000. This increase is due to extraordinary revenues from pink envelope (Renovation Fund) collections and net proceeds from the Church Meals fundraiser. Also of note, extraordinary expenses of \$750 were incurred during the quarter for repairs to the parish buildings' exteriors, parking lot and landscaping.

The general bank account increased by \$4,000 from the beginning of the quarter (July 1, 2014); however, included in the general bank account balance are donations collected on behalf of the Diocese and proceeds from the Church Meals fundraiser which are to be transferred to the Renovation Fund. After adjusting for these cash items the actual cash position is negative \$3,000. This temporary negative position should be absorbed by future ordinary operations; however, if necessary, we have an \$8,000 Reserve Fund to cover temporary cash flow needs. In addition to the general account, the Renovation Fund increased by \$3,000 due to pink envelope collections during the second quarter. As indicated above, when the net proceeds of the Church Meals fundraiser are transferred the cumulative Renovation Fund balance will be \$35,000.

### **Conclusion**

In closing, the TAC wants to thank all parishioners for the tremendous generosity of time, talents and monetary donations they have shown the Parish community. St. Philip Parish is a vibrant, enthusiastic and welcoming Catholic community, and it's through everybody's efforts that we strive to live up to our Parish's mission statement of ministering, "*to the needs of our parishioners, to our community and to the world, performing spiritual and corporal works of mercy.*" Thank you everybody.

Pat McIver  
Chair, St. Philip Temporal Affairs Council  
Tel: (613) 864-8679 / e-mail: patmciver@rogers.com

St. Philip Parish  
Financial Statement  
Three Months ending September 30, 2014

	2013 Actual	2014 Budget	2014 YTD Actual	2014 Forecast	Surplus (Deficit)
<b>REVENUES FROM ORDINARY OPERATIONS</b>					
Collections	102,214	103,000	76,697	108,170	5,170
St. Clare's Share of Expenses	19,930	20,644	16,200	21,600	956
Hall Rent and Bar Revenues	6,706	10,000	7,607	8,500	(1,500)
Donations (Easter, Christmas)	11,083	9,400	5,648	11,918	2,518
Sale of Objects (candles)	1,678	2,000	2,174	2,898	898
Bulletin Revenues	3,150	3,600	1,170	5,310	1,710
Other Revenues	4,197	5,100	1,953	2,903	(2,197)
<b>TOTAL REVENUES FROM ORDINARY OPERATIONS</b>	<b>148,959</b>	<b>153,744</b>	<b>111,449</b>	<b>161,298</b>	<b>7,554</b>
<b>EXPENSES FROM ORDINARY OPERATIONS</b>					
Salaries - Pastor, Office, Replacement Priests, and Contract Staff	63,123	65,700	49,026	65,802	(102)
Employer Contributions	10,012	10,000	7,263	10,000	-
Car Allowance	-	2,304	1,728	2,304	-
Food Allowance	5,375	5,400	4,275	5,700	(300)
Pastoral Expenses (Altar Supplies, Candles, Flowers etc)	9,251	8,000	6,139	9,486	(1,486)
Office Expenses (phone, internet, copier etc)	8,618	8,200	6,497	8,931	(731)
Electricity & Heat	9,098	10,100	7,719	10,100	-
Municipal Taxes, Insurance, Water	7,493	7,600	6,456	8,745	(1,145)
Diocesan Admin Tax	15,837	16,900	13,384	17,578	(678)
Property & Rectory-Related Expenses & Maintenance	12,627	13,140	11,277	14,625	(1,485)
Hall-Related Expenses and Maintenance	3,600	4,900	2,703	4,700	200
Miscellaneous and Other Expenses	1,661	1,500	1,286	1,603	(103)
<b>TOTAL EXPENSES FROM ORDINARY OPERATIONS</b>	<b>146,694</b>	<b>153,744</b>	<b>117,752</b>	<b>159,573</b>	<b>(5,829)</b>
<b>SURPLUS (DEFICIT) FROM ORDINARY OPERATIONS</b>	<b>2,265</b>	<b>-</b>	<b>(6,303)</b>	<b>1,725</b>	<b>1,725</b>
<b>EXTRAORDINARY REVENUES</b>					
Parochial Organizations	11,335	-	-	-	-
Monthly Collections for Renovations (including Walkway)	10,189	9,000	7,779	10,372	1,372
200th Anniversary Fundraising Proceeds	-	-	6,134	6,134	6,134
Richmond Fair "Church Meals" Proceeds (net of expenses)	-	-	9,090	9,090	9,090
Sound System Project	776	-	-	-	-
Restoration - Stations of the Cross	14,018	-	-	-	-
<b>TOTAL EXTRAORDINARY REVENUES</b>	<b>36,319</b>	<b>9,000</b>	<b>23,003</b>	<b>25,596</b>	<b>16,596</b>
<b>EXTRAORDINARY EXPENSES</b>					
Major Repairs and Asset Purchases	11,402	2,000	2,886	2,886	886
Repairs & Maintenance - Property Manager Expense	1,500	1,500	-	-	(1,500)
Restoration- Stations of the Cross (2013) / Walkway (2014)	14,138	5,500	-	5,500	-
<b>TOTAL EXTRAORDINARY EXPENSES</b>	<b>27,040</b>	<b>9,000</b>	<b>2,886</b>	<b>8,386</b>	<b>(614)</b>
<b>SURPLUS (DEFICIT) FROM EXTRAORDINARY OPERATIONS</b>	<b>9,279</b>	<b>-</b>	<b>20,118</b>	<b>17,211</b>	<b>17,211</b>
<b>BALANCE SHEET</b>					
	<b>30-Jun-14</b>	<b>30-Sep-14</b>	<b>Change</b>		
General Bank Account	3,303	7,291	3,988		
Mass Account	2,586	2,316	(270)		
Accounts Receivable	1,845	2,905	1,060		
St. Philip's Renovation Fund	22,958	26,171	3,213		
St. Philip's Parish Reserve Fund	8,054	8,054	-		
200th Anniversary Fund (Lighting)	20,943	20,943	-		
200th Anniversary Fund	11,655	11,655	-		
Sound System Fund	776	776	-		
<b>TOTAL</b>	<b>72,120</b>	<b>80,112</b>	<b>7,991</b>		
Accounts Payable	25	1,215	1,190		
Masses Owed	2,587	2,121	(466)		
Current Year's Earnings	6,548	13,815	7,267		
Retained Earnings from Prior Years	62,960	62,960	-		
<b>TOTAL</b>	<b>72,120</b>	<b>80,112</b>	<b>7,991</b>		