

Fellow Parishioners,

On behalf of the St. Philip Parish Temporal Affairs Council (“TAC”), I would like to present our “Parish Report,” for the year ending December 31, 2018. 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 our parish and parish administration.

2018 Financial Results

For 2018, the parish recorded a small deficit of \$2,247 from our ordinary operations. Total revenues for 2018 were \$160,730 and total expenses were \$162,977.

Collection revenues (offerings made via envelopes or loose change placed in the collection basket during Mass, and offerings made by monthly pre-authorized payments) declined by roughly 1% from 2017. This was the first year-over-year decline in collection revenues since 2009. Cash payments from St. Clare Mission to cover their share of common parish-mission expenses (e.g. Fr. Bob’s salary, office salaries and expenses, rectory costs, etc.) also declined from 2017 due to the implementation of the new bulletin advertisement revenue sharing agreement that came into effect at the end of 2017. Bulletin advertisement revenue also declined from 2017 due to a change in the billing cycle; this is a “timing” issue and bulletin advertisement revenue is budgeted to return to its historical level of \$7,200 in 2019 and beyond. Thankfully, the arrival of Lift Jesus Higher provided the parish with a much-needed increase in rental income (as they rent our church and parish hall for their Sunday Mass and fellowship gathering). In 2018, LJH provided the parish with an additional \$8,400 in rental income (in addition to the spiritual and other benefits they provided our parish). Overall, while 2018 revenues were up by \$4,600 compared to 2017, overall revenues were down \$3,200 compared to the 2018 budget.

On the expenditure side of the parish’s ordinary operations, expenses for 2018 were less than budgeted, totaling \$162,977. This amount, however, was still more than our ordinary expenses in 2017. The higher expense amount can be attributed to a few items: 1) the payment in 2018 of two unusual items (the cost of a legal survey to determine the line between the parish’s property and St. Philip Catholic School), 2) the full payment in 2018 for snow-clearing services for the 2017-2018 winter season, and 3) higher-than-budgeted costs relating to the church and rectory.

On the parish’s results from its extraordinary operations, the parish was the grateful recipient of \$3,900 arising from the Knights of Columbus’ inaugural charity raffle. This amount was held in the parish’s reserve, to cover future operating cash shortfalls. The parish also received \$2,655 from the Richmond Fair Church Meals Fundraiser. This amount was kept aside for future parish restoration projects. The parish also received a generous donation that retired the parish’s balance owing on the church’s front canopy, which was constructed in 2016. This project can now be officially considered “done.” On the expenditure side of the parish’s extraordinary operations, a new church furnace was installed in March 2018, and the TAC authorized the payment of the required \$13,000 deposit to be made so the 200th Anniversary Committee could commence the ordering and installation of new lighting for the church.

Overall, the parish ended the year with \$3,200 cash in the bank, and with over \$84,000 on hand available for restricted purposes (restoration-related projects, 200th Anniversary projects, and Peru Mission activities). Over the coming year, the 200th Anniversary Committee will deplete its funds currently set aside for projects (including the new church lights) commemorating and honouring the parish’s 200th Anniversary year. In addition, some of the restoration funds currently being held aside will be spent on the project to increase the height of the balcony railing project and to replace some/all of the parish’s windows.

2019 Parish Budget

Fr. Bob and the TAC recently developed and adopted the parish's 2019 budget. A copy of the budget is attached to this report. We forecast revenues from ordinary operations of \$166,366 and an equal amount of expenses. Importantly, we adopted the conservative assumption that revenue from collection offerings will remain flat from 2018 to 2019 (at \$109,000). Removing the annual amount received from monthly pre-authorized payments (\$39,708), the 2019 budget requires the parish receive on average, \$1,332 each week from the collection basket. We believe this is an achievable goal, as the parish received an average of \$1,313 from each week's collection basket during 2018.

Other Items

There are a few major projects that are underway within the parish. First, and as can be seen, the installation of the church's new lighting has been completed. They truly are a beautiful addition to our church! Many thanks goes out to all the members of the 200th Anniversary Committee for spearheading this project over the last several years. A very special thank you goes out to Kenny Kelly and Barry Calagoure who did a tremendous job installing the new lighting. There were many other people who helped in the project by removing and reinstalling the church pews, covering up the altars, lectern, cross, the Stations of the Cross, etc. The TAC extends a sincere thank-you to everyone who helped! While the bills are still being tallied, it is expected this project will come in under the budgeted \$37,000.

Second, the TAC continues to push forward with the balcony railing project. This project involves increasing the height of the balcony railing to 48"; the current minimum railing height per the Ontario Building Code. With the TAC's and the Parish Pastoral Council's support, Fr. Bob has decided upon a glass "topper" to be placed on top of the existing railing. This glass, running the length of the railing, will allow parishioners sitting in the balcony an unobstructed view of the altar while providing the necessary safety and protection that is required under the Ontario Building Code. The glass "topper" is similar to what has been installed at Our Lady of Visitation Parish on Bank Street. Parishioners interested in seeing what is envisioned for our parish balcony railing can visit OLV parish, in person or by going to Google Maps and searching for OLV. At present, the TAC has received two quotes and are exploring the necessity of receiving a third quote. No timeframe has been set to have this project completed, and we continue to ask for parishioners' support for this project by asking that parishioners refrain from sitting in the taped-off balcony front row.

Lastly, the TAC has identified the need to replace the wooden church windows. We have received three quotes from area window contractors, but in light of the church balcony railing project and our limited resources (at this time), this project has been placed on hold.

Conclusion

On behalf of Fr. Bob and the TAC, I would like to express my heartfelt appreciation, for your continued support of St. Philip Parish. Should any parishioner have questions regarding this report or any of the TAC's activities, please do not hesitate to contact Fr. Bob, myself, or any other TAC member. A listing of TAC members can be found on the parish's website under "Ministries".

Pat McIver, Chair

St. Philip Parish Temporal Affairs Council

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St Philip Parish

2018 Balance Sheet (as at December 31, 2018)

	August-18	September-18	October-18	November-18	December-18
Assets					
General bank account	\$2,642	\$4,495	\$3,982	\$(872)	\$3,204
Mass account	1,221	926	1,106	1,106	686
Accounts receivable	321	923	1,255	1,087	1,322
Cash reserves and restricted funds	10,214	16,071	11,920	9,716	26,967
Diocesan Loan Fund	78,576	78,576	78,576	66,940	65,576
	\$92,975	\$100,992	\$96,840	\$77,978	\$97,756
Liabilities and Accumulated Surplus (deficit)					
Accounts payable	\$321	\$403	\$804	\$20	\$0
Masses owed	1,221	926	1,106	1,106	686
Restoration fund	5,483	11,259	6,509	7,224	19,024
200th Anniversary general fund	16	96	96	96	296
200th Anniversary lighting fund	0	0	0	0	0
Front Walkway (Canopy) fund	48	48	48	48	0
Peru mission fund	768	768	1,368	(1,552)	(352)
Diocesan Loan Fund	78,576	78,576	78,576	66,940	65,576
Accumulated surplus (deficit) from operations	6,542	8,914	8,333	4,095	12,526
	\$92,975	\$100,992	\$96,840	\$77,978	\$97,756

Statement of Changes to Cash Reserves & Restricted Funds

	Operating Cash Reserve	Restoration Fund	200th Anniversary General Fund	200th Anniversary Lighting Fund	Canopy Front Walkway Fund	Peru Mission Fund	Cash Reserves & Restricted Funds
Opening cash reserves and restricted funds	\$5,000	\$41,437	\$17,837	\$20,943	\$(11,804)	\$8,716	\$82,130
Cash receipts							
Collections (Pink envelopes)		12,940					12,940
Front Walkway Donations					11,804		11,804
200th Anniversary Donations			368				368
Knights Raffle proceeds donation	3,900						3,900
Knights donation						300	300
CWL donation						300	300
Richmond Fair donations (net)		2,655					2,655
Coffee House for Peru Mission (net proceeds)						2,898	2,898
Donations for Peru Mission						2,234	2,234
Lift Jesus Higher amount						1,000	1,000
Interest from Diocesan Loan Fund	1,364						1,364
Expenditures							
Peru Mission						(3,036)	(3,036)
Purchase of furnace		(5,249)					(5,249)
Repairs to Stations of the Cross			(470)				(470)
Transfers to/from General Bank Account	(900)						(900)
Deposit on Church Lighting				(13,000)			(13,000)
Asbestos Analysis related to Lighting Project		(130)					(130)
Adjustment for Diocesan Admin Tax		(5,200)					(5,200)
	\$9,364	\$46,454	\$17,736	\$7,943	\$0	\$12,411	\$93,908
less: Amounts Transferred to Diocesan Loan Fund	1,364	27,430	17,440	7,943		12,763	66,940
Ending cash reserves and restricted funds, held within Parish	\$8,000	\$19,024	\$296	\$0	\$0	\$(352)	\$26,967

**St. Philip Parish
2018 Financial Results and 2019 Parish Budget**

	December 31, 2017	December 31, 2018	2017-2018 Fav (Unfav)	Budget 2018	Budget 2019
Revenue from ordinary operations					
Collections	\$ 110,348	\$ 109,544	\$ (804)	\$ 113,760	\$ 109,000
St. Clare's share of expenses	19,800	15,000	(4,800)	15,640	20,400
Hall rent and bar sales	3,747	13,415	9,668	13,430	13,600
Donations (Easter, Christmas, United Way)	6,990	7,793	803	7,000	7,466
Bulletin advertising sales	8,310	6,420	(1,890)	7,200	7,200
Sale of objects (candles)	1,576	1,349	(227)	1,600	1,600
Other revenue	5,380	7,208	1,828	5,370	7,100
	\$ 156,152	\$ 160,730	\$ 4,578	\$ 164,000	\$ 166,366
Expenses from ordinary operations					
Payroll expenses	85,318	85,744	(426)	87,701	90,021
Pastoral expenses (altar supplies, etc.)	6,486	7,476	(990)	7,600	7,800
Office expense	8,034	8,908	(874)	8,425	8,425
Electricity and heat	10,368	10,879	(511)	10,500	10,000
Municipal taxes, insurance, water	9,465	7,152	2,313	8,324	8,435
Diocese tax	15,230	14,679	551	19,000	18,685
Repairs and maintenance - church and rectory	15,169	22,323	(7,154)	17,000	17,700
Repairs and maintenance - parish hall	3,082	4,027	(945)	4,000	3,900
Miscellaneous and other expenses	1,383	1,789	(406)	1,450	1,400
	\$ 154,535	\$ 162,977	\$ (8,442)	\$ 164,000	\$ 166,366
Surplus (deficit) from ordinary operations	\$ 1,617	\$ (2,247)	\$ (3,864)	-	-
Revenue from extraordinary operations					
Parochial Organizations	-	6,555	6,555	-	
Interest (Restricted Funds)	-	1,364	1,364	-	
Restoration fund collections	13,260	12,940	(320)	12,000	12,000
Canopy Front Walkway	4,332	11,804	7,472	11,804	
200th Anniversary fundraising proceeds	7,711	368	(7,343)	-	
Peru mission fundraising proceeds	4,429	7,226	2,797	2,500	2,500
	\$ 29,732	\$ 40,257	\$ 10,525	\$ 26,304	\$ 14,500
Expenses from extraordinary operations					
Restoration fund expenditures	-	10,579	(10,579)	12,000	12,000
Canopy Front Walkway expenditures	550	-	550	-	
200th Anniversary expenditures	782	13,470	(12,688)	6,600	17,736
200th Anniversary Lighting Expenditures	-	-	-	20,943	7,943
Peru mission fundraising transfers to mission	6,937	3,531	3,406	2,500	2,500
	\$ 8,268	\$ 27,580	\$ (19,312)	\$ 42,043	\$ 40,179
Surplus (deficit) from extraordinary operations	\$ 21,464	\$ 12,678	\$ (8,786)	\$ (15,739)	\$ (25,679)
Total surplus (deficit)	\$ 23,081	\$ 10,430	\$ (12,650)	\$ (15,739)	\$ (25,679)