



## Treasurer's Addendum

2018 Financial Report

*And*

2019 Proposed Budget



## 2018 Treasurer's Report

What can I say about a crazy hectic year that has little bearing on what has happened in the past and so much bearing on what is happening in the future ?

What can I say about the weight of finances gradually shifting from mainly donation based to other sources of income based ? As donations and fundraising gradually decrease we are reaching beyond the box and developing other sources of sustainable revenues;

- 1) Using our real estate to provide housing for a family in need, sharing our mission to support new Canadians, helping them find safety and security in the folds of our extended family. Giving them hope for a future of peace and prosperity.
- 2) Using our facilities to promote creative arts and spiritual development in the community. Encouraging the private journeys towards self discovery through beauty and artistic expression.
- 3) Developing and providing programs for healthy meditative disciplines and prayer centers.

We are welcoming in the broader community and in return we are sustaining our own needs, both spiritually and financially.

It is a leap of faith, and the first small steps have been, shall we say, fraught with challenges, but ultimately manageable, fruitful and rewarding, both to our hearts and our pocket books.

The substantial bequests (\$ 153,000) we received in 2018 have enable us to invest in and upgrade our buildings. A project which was started in 2018 and continues into 2019. A project which has reminded us of the beauty of our property and the blessings which surrounds on a daily basis.

And throughout it all, the money goes round and round.

I would like to thank a small army of faithful volunteers, the greeters who collect the funds each Sunday, the counters who spend Sunday afternoons meticulously counting every dollar that gets deposited in bank. Thank you to all who purchase goods on behalf of the church, using their own funds and getting reimbursed later.

Thank you to Joan Scott for the many hours spent entering all the minute details of each person's offerings and tracking over \$ 389,000 in funds which flowed through our bank in 2018. And to Sara Cardona for leading the counters in their never ending mission.

As I welcome Karen Masson to the position of Lead Counter and Sara Cardona to the position of Envelope Secretary, I say good bye to Joan Scott who is retiring from her ministry. Thank you Joan for everything, the tireless hours you have spent caring for our funds, and I wish you the best in your retirement.

In 2018 I paid over 500 bills on behalf of the church, tracked over 170 deposits, reconciled 2 bank accounts, arranged for GIC's to be purchased and withdrawn on, answered 1000 questions, and the list goes on and on.

But it is all good, and a pleasure and privilege to be your treasurer,

*Sandra Cain*

13 Feb 2019

**St. Paul's Anglican Church Almonte**

**AUDITOR'S CERTIFICATION**

**To: The Parish of St. Paul's Almonte**

**Re: Fiscal Year Ending December 31, 2018**

We, the undersigned, having been duly appointed, have reviewed the financial accounts and the statements submitted to the Annual Meeting of the Parish of St. Paul's Almonte. In addition, we have reviewed any applicable certificates of investment.

In our opinion, the records maintained by the Treasurer are properly represented in the Year End Financial Statements, as attached and presented to the Annual Meeting. The records accurately reflect the financial transactions of the Parish. The cash and investment balances properly state the financial position of the Parish.

Signed:



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Thomas Coleman, Parish Auditor

09 Feb 19



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David McCreery, Parish Auditor

09 Feb 19

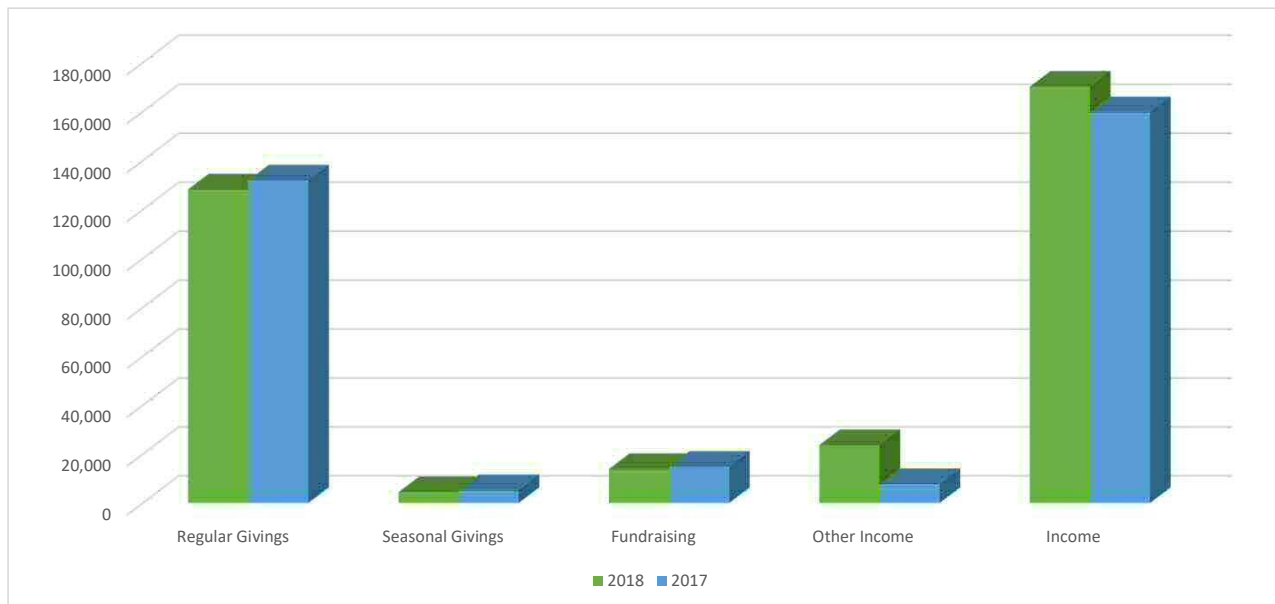
St. Paul's Anglican Church Almonte  
 Operating Funds Report  
 January through December 2018

	<b>Jan - Dec 18</b>	<b>Jan - Dec 17</b>
<b>Operating Funds Income</b>		
<b>Regular Givings</b>	128,175	131,858
<b>Seasonal Givings</b>	4,402	5,258
<b>Fundraising</b>	13,871	14,849
<b>Other Income</b>	23,687	7,723
<b>Total Income</b>	170,135	159,688
 <b>Operating Funds Expenses</b>		
<b>Administration</b>	12,501	17,286
<b>Diocese</b>	105,513	113,448
<b>Education &amp; Training</b>	353	396
<b>Ministeries</b>	562	178
<b>Music</b>	9,109	9,629
<b>Worship</b>	2,360	1,415
<b>Church</b>	12,269	9,717
<b>Parish House</b>	4,656	3,028
<b>Rectory</b>	8,449	9,362
<b>Property</b>	14,343	15,407
<b>Total Expense</b>	170,115	179,868
 <b>Excess of Income Over Expenses</b>		
	21	-20,180

St. Paul's Anglican Church Almonte  
Balance Sheet  
As of December 31, 2018

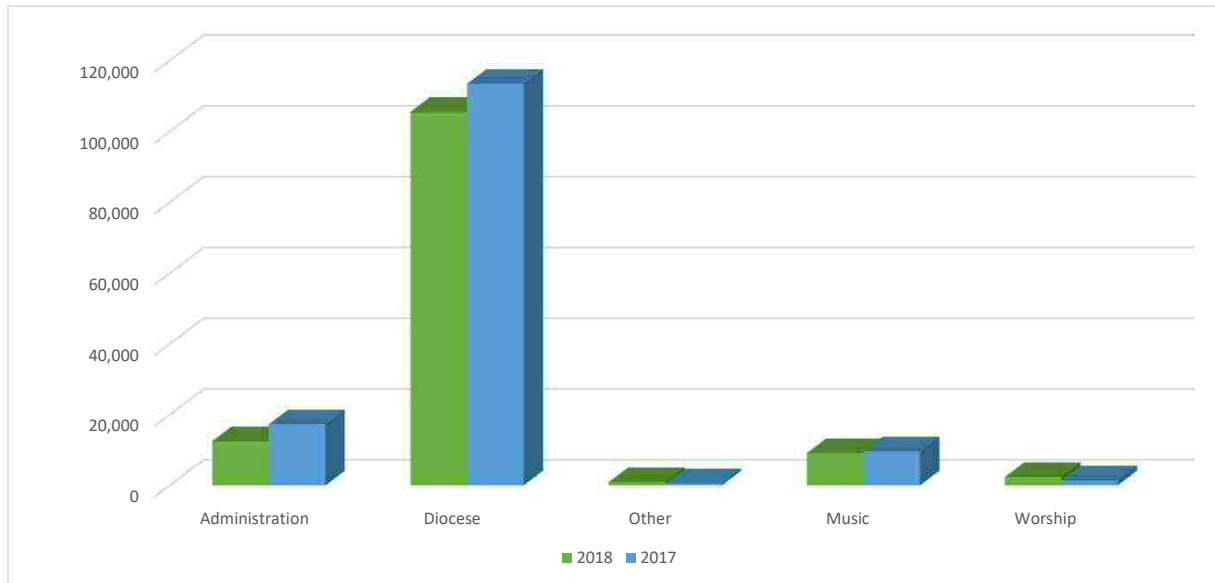
	<b>Dec 31, 18</b>
<b>ASSETS</b>	
<b>Bank Accounts</b>	
Operating Fund Accounts	17,294
Trust Funds Account	29,597
Cemetery & Altar Guild Accounts	9,768
<b>Total Bank Accounts</b>	56,659
Accounts Receivable	4,996
Prepaid Expenses	4,362
Guaranteed Investment Certificate	60,135
Consolidated Trust Fund	58,557
<b>TOTAL ASSETS</b>	<b>184,708</b>
<b>LIABILITIES</b>	
Operating Accounts Payables	38,982
Cemetery Liabilities	13,955
CFCL Accrued Revenues	1,855
Last Month's Rent Deposit	1,000
Funds Held in Trust	135,150
<b>TOTAL LIABILITIES</b>	190,942
<b>EXCESS OF ASSETS OVER LIABILITIES</b>	
Altar Guild Equity	3,954
Cemetery Equity	-7,580
Operating Account Equity	-2,629
Net Operating Income	21
<b>TOTAL EXCESS OF ASSETS OVER LIABILITIES</b>	-6,234
<b>TOTAL LIABILITIES &amp; EXCESS</b>	<b>184,708</b>

## Donations, Fundraising and Other Income



	Jan - Dec 18	Jan - Dec 17	Budget
<b>Regular Givings</b>			
Automatic Debit Donations	79,240	77,870	82,800
Envelope Donations	45,130	48,024	47,500
Open Donations	3,805	5,964	6,000
<b>Total Regular Givings</b>	<b>128,175</b>	<b>131,858</b>	<b>136,300</b>
<b>Seasonal Givings</b>			
Christmas Envelopes	2,334	2,250	2,000
Easter Envelopes	1,139	1,728	2,000
Thanksgiving Envelopes	929	1,280	1,000
<b>Total Seasonal Givings</b>	<b>4,402</b>	<b>5,258</b>	<b>5,000</b>
<b>Fundraising</b>			
Back Door Kitchen	5,839	5,566	6,000
Christmas Baking	510	545	1,000
Fashion Show	0	930	1,300
Harvest Supper	6,070	6,005	6,000
Lenton Loonies	75	295	500
Shrove Tuesday	530	141	500
Other Fundraising	847	1,366	7,000
<b>Total Fundraising</b>	<b>13,871</b>	<b>14,849</b>	<b>22,300</b>
<b>Other Income</b>			
Rectory Room Rental	1,500	1,500	
Center for Creative Living	6,527	1,461	1,000
Hall Use Income & Donations	2,360	2,953	2,500
Interest Income	1,152	798	600
Miscellaneous	148	12	
Rent Collected (Parish House)	12,000	1,000	12,000
<b>Total Other Income</b>	<b>23,687</b>	<b>7,723</b>	<b>16,100</b>
<b>Total Income</b>	<b>170,135</b>	<b>159,688</b>	<b>179,700</b>

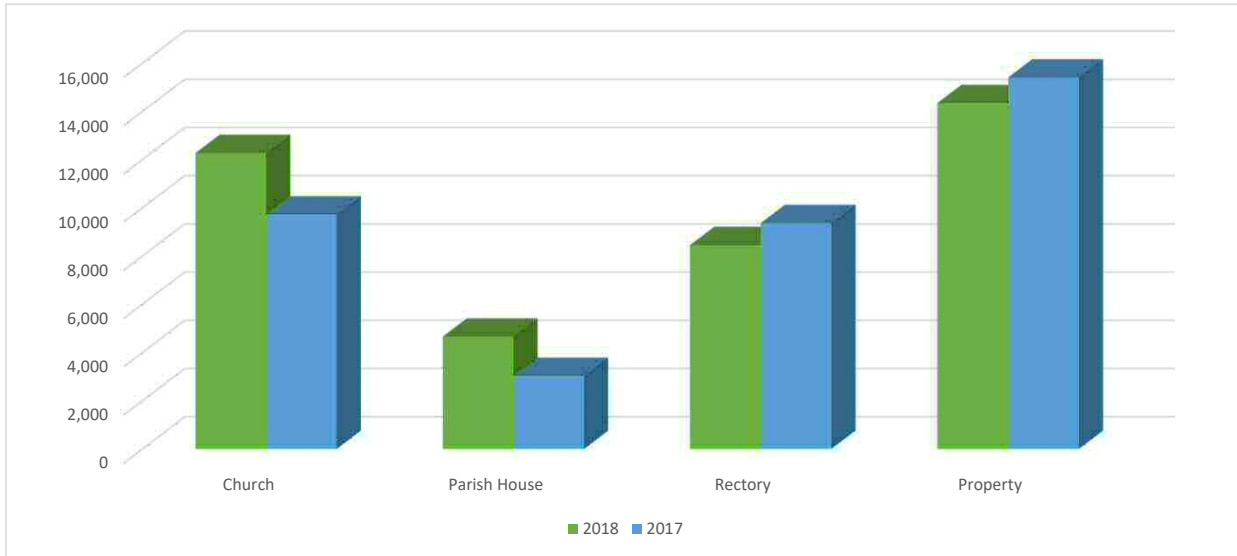
## Administration, Diocese and Other Worship Costs



	Jan - Dec 18	Jan - Dec 17	Budget
<b>Administration</b>			
Advertising	1,204	715	750
Bank Charges	1,068	2,241	850
Equipment Leasing	1,589	1,594	1,600
General	216	25	100
Office Supplies	2,904	1,659	1,600
Office Telephone & Internet	1,322	1,362	1,125
Office Administrator	3,221	9,454	3,700
Treasurer	750	0	750
Website	226	236	300
<b>Total Administration</b>	<b>12,501</b>	<b>17,286</b>	<b>10,775</b>
<b>Diocese</b>			
Housing Allowance	5,125	0	0
ECOPS (Salaries)	73,870	79,508	79,231
Fair Share	26,518	33,940	26,518
<b>Total Diocese</b>	<b>105,513</b>	<b>113,448</b>	<b>105,749</b>
<b>Other</b>			
Synod Expenses	353	216	220
Training	0	180	200
Membership Fees	50	50	50
Special Events	512	128	60
<b>Total Other</b>	<b>915</b>	<b>574</b>	<b>530</b>
<b>Music</b>			
Licenses	709	709	850
Organist	4,000	5,445	4,050
Music Director	4,400	3,400	4,400
Summer Music Per Diems	0	75	100
<b>Total Music</b>	<b>9,109</b>	<b>9,629</b>	<b>9,400</b>
<b>Worship</b>			
Relief Clergy	1,430	437	650
Worship Supplies	930	978	1,200
<b>Total Worship</b>	<b>2,360</b>	<b>1,415</b>	<b>1,850</b>

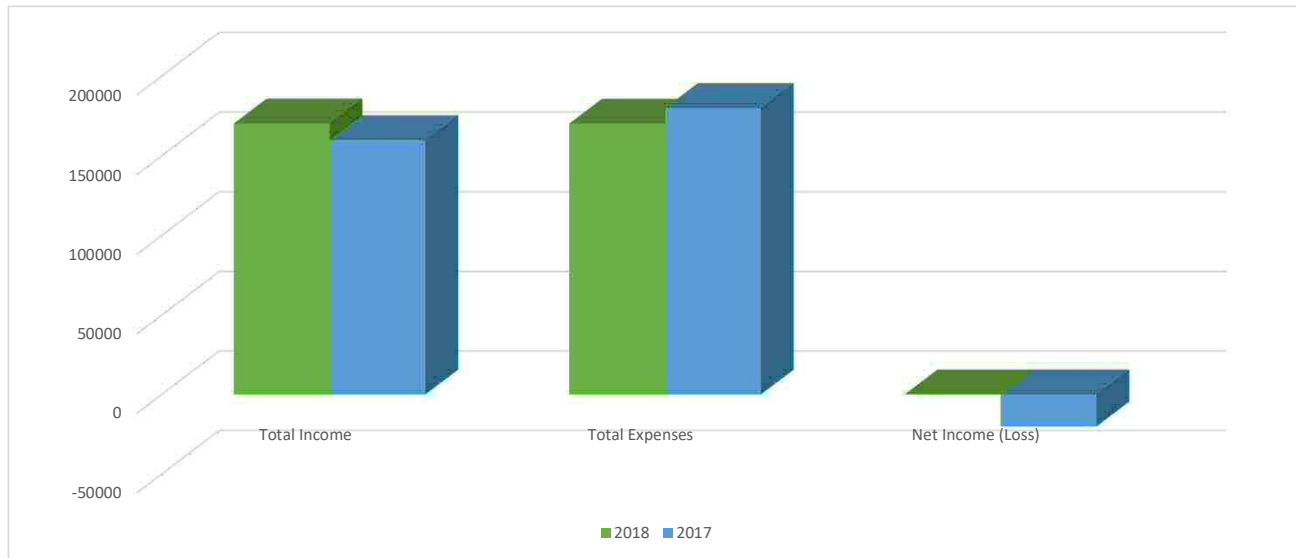


# Property Accounts



	Jan - Dec 18	Jan - Dec 17	Budget
<b>Church</b>			
Heat	5,590	5,385	5,250
Hydro	2,166	2,227	2,250
Repairs & Maintenance	3,788	1,406	6,400
Water	725	700	750
<b>Total Church</b>	<b>12,269</b>	<b>9,717</b>	<b>14,650</b>
<b>Parish House</b>			
Heat	1,074	857	1,750
Hydro	1,896	1,512	2,000
Repairs & Maintenance	672	0	300
United Church	0	38	645
Water	1,013	622	1,500
<b>Total Parish House</b>	<b>4,656</b>	<b>3,028</b>	<b>6,195</b>
<b>Rectory</b>			
Heat	1,877	1,793	1,850
Hydro	1,226	1,736	1,300
Repairs & Maintenance	656	669	500
Taxes	3,194	3,197	3,200
Telephone	541	1,113	1,250
Water	955	854	800
<b>Total Rectory</b>	<b>8,449</b>	<b>9,362</b>	<b>8,900</b>
<b>Property</b>			
Cemetary	0	2,500	2,750
Cleaning Supplies	294	153	200
Gardening	0	0	100
Grounds Keeper	2,702	1,522	2,750
Insurance	5,945	5,939	5,945
Janitorial Services	4,426	4,338	4,349
Kitchen Supplies	181	254	200
Security Alarms	794	702	739
<b>Total Property</b>	<b>14,343</b>	<b>15,407</b>	<b>17,033</b>

## Operating Accounts Summary



	Jan - Dec 18	Jan - Dec 17	Budget
<b>Total Income</b>	170135	159688	179700
<b>Total Expenses</b>	<u>170115</u>	<u>179867</u>	<u>175082</u>
<b>Net Income (Loss)</b>	<u><u>21</u></u>	<u><u>-20180</u></u>	<u><u>4618</u></u>

**St. Paul's Anglican Church Trust Fund Report 01 Jan - 31 Dec 2018**

	<i>Opening 01 Jan 18</i>	<i>Donations Jan - Dec</i>	<i>Disbursements Jan - Dec</i>	<i>Reallocations</i>	<i>Balance 31 Dec 18</i>
<b>150<sup>th</sup> Year Fund</b>					
Administration Expenses	0	0	0	0	0
Building	1868	0	0	0	1868
Diocese	1	0	1	0	0
Directed Amounts	4300	0	3000	0	1300
Ministries	4623	300	4923	0	0
Outreach	9969	0	2396	0	7573
<b>Total 150th Year Fund</b>	<b>20761</b>	<b>300</b>	<b>10320</b>	<b>0</b>	<b>10741</b>
<b>Building Funds</b>					
Beautification & Gardening	191	114	105	0	200
Stained Glass Windows	500	0	0	-1000	1500
General	2999	0	0	0	2999
Rectory Windows	650	0	0	0	650
<b>Total Building Funds</b>	<b>4340</b>	<b>114</b>	<b>105</b>	<b>-1000</b>	<b>5349</b>
<b>Future Leaders</b>					
Children's Music	150	0	0	0	150
Drama	257	0	0	0	257
Youth Collections	60	0	0	0	60
Youth Programs	1739	0	0	0	1739
<b>Total Future Leaders</b>	<b>2206</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2206</b>
<b>Ministries</b>					
Adult Education	1148	0	1148	0	0
Altar Guild	0	485	485	0	0
Centre for Creative Living	2701	0	701	0	2000
Labrinth	500	0	0	0	500
Music Team	350	766	632	0	484
People's Warden Fund	0	610	0	0	610
Verne Barrett Bequest	0	128000	32378	0	95622
Ralph Langtry Bequest	0	25000	25000	0	0
Specific Directed Items	2084	20	1721	0	383
<b>Total Ministries</b>	<b>6783</b>	<b>154881</b>	<b>62065</b>	<b>0</b>	<b>99599</b>
<b>Outreach</b>					
All My Relations	1303	3267	3382	0	1188
Almonte in Praise	476	0	0	0	476
Casita Coplan	-5	15990	15984	0	1
Community Christmas Dinner	652	370	367	0	655
Farm Support	360	0	0	0	360
Food Bank	0	200	200	0	0
Mary Sherwood / Madagascar	0	375	375	0	0
PWRDF	0	1805	1775	0	30
Rector's Discretion (Crisis)	670	1382	515	0	1537
Red Cross - Dunrobin Relief	0	100	0	0	100
Parish House Reno Fund	1322	60	382	1000	0
Syrian Refugee Family	9012	22238	20267	0	10983
STPC Emergency Food Fund	1075	1000	150	0	1925
Vidas	0	1200	1200	0	0
<b>Total Outreach</b>	<b>14865</b>	<b>47987</b>	<b>44597</b>	<b>1000</b>	<b>17255</b>
<b>Total Trust Funds</b>	<b>48955</b>	<b>203282</b>	<b>117087</b>	<b>0</b>	<b>135150</b>
	Opening	Donations	Disbursements	Reallocations	Balance

## Bequest Funds as of 31 Dec 18

Verne Barrett Bequest July 2018				
<b>Donations</b>	07/10/2018			<b>128,000.00</b>
<b>Disbursements</b>				-
	09/14/2018	Affordable Concrete Services	rectory foundation repair, sewer pipe repair	4,242.78
	09/28/2018	Rona	composite decking materials for front porch of rectory	754.75
	10/11/2018	The Back Up co.	repair of soffits and fascias, scraping and painting of same.	9,200.00
	10/11/2018	Rona	foam, caulking, electrical items, removable weather sealant, etc	332.48
	10/12/2018	Emrye Building Solutions	deposit on upstairs bathroom renovation work	2,576.00
	11/08/2018	Enviropure	remediate mould in basement and asbestos testing in other areas	3,567.91
	11/13/2018	Cdn Choice Windows & Doors (Ott)	deposit on replacement of basement exterior doors in rectory	937.11
	11/13/2018	Cdn Choice Windows & Doors (Ott)	deposit on replacement of basement windows in church hall	2,519.09
	11/22/2018	Various Vendors	fireplace inserts, outdoor safety lights, paint	306.31
	12/17/2018	Emrye Building Solutions	final bill for upstairs bathroom renovations	5,660.86
	12/20/2018	Purdy Plumbing	install toilet, laundry tap, pump, high flow toilet, ect in church & rectory	2,062.54
	12/31/2018	Oliver Toop	dig out window wells for basement window replacement	218.32
				<u>32,378.15</u> - <b>32,378.15</b>
<b>Amount Remaining in the Verne Barrett Bequest July 2018</b>				<b>95,621.85</b>

R. Langtrey Bequest Feb 2018				
<b>Donations</b>	02/25/2018			<b>25,000.00</b>
<b>Disbursements</b>				-
	02/24/2018	Adj per Kanata Tax Services	transfer cost of organ moving in Nov 2017 to correct bequest fund	831.68
	06/20/2018	The Full Storey	complete home inspection report on rectory	415.84
	07/05/2018	Bassett, Robert and Vicki	Home Hard # 131350, supplies to protect furniture during floor refinishing	43.02
	07/18/2018	Lanark Hardwood Flooring	refinish floors in church, buff floor & apply 2 coats of finish in basement	6,301.02
	07/20/2018	Bassett, Robert and Vicki	Rona # 6173, painting supplies, floor register	195.56
	07/24/2018	Bassett, Robert and Vicki	Home Hard # 32923, trim pieces required for carpet installation	30.33
	07/26/2018	London Eco-Metal Roofing	deposit on new metal roof for rectory	8,000.00
	07/31/2018	Lanark Hardwood Flooring	sand and refinish floors in rectory	1,949.25
	08/20/2018	Mississippi Flooring	replace carpeting in church, lift & disposal of old carpet	5,446.40
	09/14/2018	Affordable Concrete Services	rectory foundation repair, sewer pipe repair	1,786.90
				<u>25,000.00</u> - <b>25,000.00</b>
<b>Amount Remaining in the R. Langtrey Bequest Feb 2018</b>				-

Approved Quotes in Process				
<b>London Eco-Metal Roofing</b>	<b>replace roof and dismantle existing chimneys</b>			
	7/26/18		total quote including hst	45,200.00
	7/26/18		deposit paid	-8,000.00
			Remaining Amount to be paid	<u>37,200.00</u> <b>37,200.00</b>
estimate start date	10/29/18			
<b>Canadian Choice Windows &amp; Doors (Ottawa)</b>	<b>replace doors in basement of rectory</b>			
	10/30/18		total quote including hst	5,018.60
	11/13/18		deposit paid	-1,018.60
			Remaining Amount to be paid	<u>4,000.00</u> <b>4,000.00</b>
<b>Canadian Choice Windows &amp; Doors (Ottawa)</b>	<b>replace windows in basement of church</b>			
	10/30/18		total quote including hst	13,538.14
	11/13/18		deposit paid	-2,738.14
			Remaining Amount to be paid	<u>10,800.00</u> <b>10,800.00</b>
<b>Total Quotes in Process</b>				<b>52,000.00</b>

**Amount Remaining in Bequest Funds after Quotes in Process (of which \$ 40,000 was transferred to CTF, 17 Dec 18) 43,621.85**

**St. Paul's Anglican Church      2019 Budget Worksheet**

	<i>2019 Budget</i>	<i>Jan - Dec 18</i>	<i>2018 Budget</i>
<b>INCOME</b>			
Regular Givings			
Automatic Debit Donations	78,300	79,240	82,800
Envelope Donations	46,000	45,130	47,500
Open Donations	4,000	3,804	6,000
Seasonal Givings	4,500	4,402	5,000
Total Regular Givings	132,800	132,576	141,300
Fundraising			
Back Door Kitchen	6,000	5,839	6,000
Christmas Baking	500	510	1,000
Fashion Show			1,300
Harvest Supper	6,000	6,070	6,000
Lenton Loonies	0	75	500
Shrove Tuesday	500	530	500
Other Fundraising	1,000	847	7,000
Total Fundraising	14,000	13,871	22,300
Other Income			
Calendars	0	-5	0
Center for Creative Living	5,000	6,527	1,000
Hall Use Income & Donations	1,000	2,360	2,500
Interest Income	750	1,152	600
Miscellaneous		154	
Rent Collected (Rectory, 9 mos)	20,000	1,500	0
Rent Collected (Parish House)	12,000	12,000	12,000
Total Other Income	38,750	23,688	16,100
<b>TOTAL INCOME</b>	185,550	170,135	179,700
<b>EXPENSE</b>			
Administration			
Advertising	825	1,204	750
Bank Charges			
iATS Payments	400	336	250
RBC / BMO	275	373	250
Telpay	375	360	350
Total Bank Charges	1,050	1,069	850
Equipment Leasing	1,600	1,589	1,600
General	100	216	100
Office Supplies	2,000	2,903	1,600
Office Telephone & Internet	1,425	1,322	1,125
Office Administrator	1,000	3,221	3,700
Treasurer	750	750	750
Website	300	226	300
Total Administration	9,050	12,501	10,775
EXPENSE, con't			
Diocese			
ECOPS (Salaries)	78,977	73,870	79,231
Fair Share	24,836	26,518	26,518
Total Diocese	103,813	100,388	105,749
Education & Training			
Synod Expenses	360	353	220
Training	860	0	200
Total Education & Training	1,220	353	420

**St. Paul's Anglican Church      2019 Budget Worksheet**

	<u>2019 Budget</u>	<i>Jan - Dec 18</i>	<u>2018 Budget</u>
EXPENSE, con't			
Ministeries			
All My Relations	500	0	0
Membership Fees	50	50	50
Special Events	100	511	60
Total Ministeries	<u>650</u>	<u>561</u>	<u>110</u>
Music			
Licenses	850	709	850
Organist	4,000	4,000	4,050
Music Director	4,400	4,400	4,400
Summer Music Per Diems	100	0	100
Total Music	<u>9,350</u>	<u>9,109</u>	<u>9,400</u>
Worship			
Relief Clergy	750	1,430	650
Worship Supplies	1,000	930	1,200
Total Worship	<u>1,750</u>	<u>2,360</u>	<u>1,850</u>
Church			
Heat	5,400	5,589	5,250
Hydro	2,150	2,166	2,250
Repairs & Maintenance	5,000	3,788	6,400
Water	750	725	750
Total Church	<u>13,300</u>	<u>12,268</u>	<u>14,650</u>
Parish House			
Heat	1,100	1,074	1,750
Hydro	1,900	1,896	2,000
Repairs & Maintenance	1,000	672	300
Tenant Last Month Rents' Int.	36		
Contingency Transfer	600	0	645
Water	1,025	1,013	1,500
Total Parish House	<u>5,661</u>	<u>4,655</u>	<u>6,195</u>
Rectory			
Heat	750	1,877	1,850
Hydro	300	1,227	1,300
Repairs & Maintenance	1,000	656	500
Taxes	3,200	3,195	3,200
Telephone	0	541	1,250
Water	700	955	800
Housing Allowance	20,691	5,125	
Total Rectory	<u>26,641</u>	<u>13,576</u>	<u>8,900</u>
Property			
Cemetary	1,000	0	2,750
Cleaning Supplies	300	295	200
Gardening	0	0	100
Grounds Keeper	3,000	2,702	2,750
Insurance	5,945	5,945	5,945
Janitorial Services	4,500	4,426	4,349
Kitchen Supplies	200	181	200
Security Alarms	800	794	739
Total Property	<u>15,745</u>	<u>14,344</u>	<u>17,033</u>
TOTAL EXPENSE	<u>187,180</u>	<u>170,115</u>	<u>175,082</u>
NET PROFIT (LOSS)	<u>-1,630</u>	<u>21</u>	<u>4,618</u>