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Parish Annual Financial Report
September 1, 2018 - August 31, 2019

Parish: Annunciation

City: Gardner

Operating Receipts

Offertory Collections \$490,079

Religious Education Income \$18,206

Gifts/Bequests \$18,835

Diocesan & National Collections \$16,738

Other Income:

Church, Other Income \$464,552

Cemetery Income \$92,362

Holy Family Academy Income \$971,061

The Caring Place Income \$375,414

Total Operating Receipts **\$2,447,247**

Operating Disbursements

Salaries

Priests \$37,534

Lay Employees \$1,094,033

Fringe Benefits

Priest \$55,875

Lay Employees \$204,828

Professional Fees \$10,820

Administrative Expenses \$21,955

Church Operating Expenses \$210,197

Rectory Operating Expenses \$23,326

Parish Center Operating Expenses \$0

Religious Education Expenses \$20,311

Diocesan & National Collections \$16,824

Committee Expenses \$8,970

Catholic School Assesment \$0

Other:

Holy Family Academy Operating Expenses \$251,985

The Caring Place Operating Expenses \$72,158

Cemetery Operating Expenses \$15,696

Parish Annual Financial Report
September 1, 2018 - August 31, 2019

Total Operating Disbursements \$2,044,512

Increase (Decrease) in Operating Cash Balance \$402,735

Capital Accounts

Capital Receipts \$336,461

Capital Expenditures \$66,700

Net Change in Capital Accounts \$269,761

Cash on hand and in bank on August 31, 2019

Parish Checking Account(s) \$343,745

Parish Savings Account(s) \$0

DEF Savings Account(s) \$1,782,781

Investments \$761,511

Outstanding Debt as of August 31, 2019

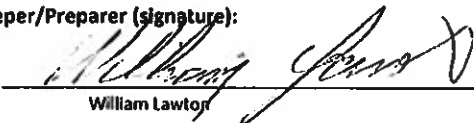
Due to Diocese \$0

Due to Outside Vendors \$56,589

DEF Loans Outstanding Total as of August 31, 2019 849 \$0

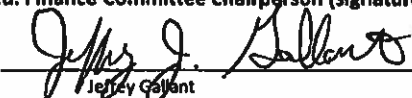
I declare this report was prepared in accordance with Diocesan policy.

Bookkeeper/Preparer (signature):


William Lawton

Date: 10/28/19

Reviewed: Finance Committee Chairperson (signature):


Jeffrey Gallant

Date: 10/28/19

Parish Finance Committee members:

Years on committee

Jeffrey Gallant - Chair

4 years

Martha Nicholson - Secretary

4 years

Marcelle Cormier

4 years

Dr. James Faust

4 years

Denise MacAloney

4 years

Rose Ostenberg

4 years

Richard Sioui

4 years

Jonathan Zlotnik

4 years

Pastor (signature):


Rev. Stephen Lundrigan

Date: 10-28-19

BZ



Annunciation Parish

BUDGET OVERVIEW: FISCAL YEAR 2020

September 2019 - August 2020

	TOTAL
Income	
04000 Parish Collections	
04001 Sunday Collections	415,000.00
04002 Easter Sunday Collections	4,500.00
04003 Christmas Collections	7,000.00
04004 Holy Day Collections	4,300.00
04005a Fuel Collections	32,000.00
04005b Maintenance	13,000.00
04008 Initial Offering	500.00
04009 Miscellaneous Collections	4,000.00
04012 Restoration Fund	11,000.00
Total 04000 Parish Collections	491,300.00
05000 Other Parish Income	
05001 Interest Income - DEF Accounts	45,000.00
05003 Unrestricted Gifts and Donations	10,000.00
05004 Restricted Gifts and Donations	12,000.00
05005	28,500.00
Marriages/Baptisms/Funerals/Masses	
05006 Candles/Shrines/Flowers	6,500.00
05012 Catholic Free Press & Communication Dept	1,000.00
05015 Internments	73,000.00
05016 Sales of New Plots	8,000.00
05017 Perpetual Care	3,000.00
05018 Foundations	1,500.00
05020 Miscellaneous Income	1,000.00
05022 TCP Net Profit to Parish	36,000.00
Total 05000 Other Parish Income	225,500.00
05300 The Caring Place Income	
05301 Partial Day Income	
05301a Part time Students	19,191.00
05301b School Age Students	61,643.00
Total 05301 Partial Day Income	80,834.00
05302 Full time Preschool Income	315,959.00
05303 Registration Income	7,500.00
05307 Donations to Caring Place	443.00
05310 Income, Miscellaneous	717.00
Total 05300 The Caring Place Income	405,453.00
05500 Religious Education Income	
05501 Registration Fees	1,500.00
05502 Religious Education Collections	3,500.00
05504 Adult Education Revenue	3,000.00

	TOTAL
05508 Fish Fry Fundraiser	7,500.00
05510 Sacramental	700.00
Total 05500 Religious Education Income	16,200.00
06500 Committee Income	
06504 Youth Committee	500.00
06505 Ecumenism	200.00
06506 Human Services	400.00
06507 Fairs/Bazaars/Festivals	5,000.00
06509 Parish Socials	350.00
06510 Respect Life Donations	2,000.00
Total 06500 Committee Income	8,450.00
10000 HFA Income and Receipts	
10001 Parish Assessments	2,000.00
10002 Tuition Income	446,683.00
10004 Grant in Aid (Diocese)	12,000.00
10007 Prior Years Tuition	500.00
10008 Registration Fees	25,550.00
10012 Transfers to/(from) DEF	-42,000.00
10015 Tuition Pre K	61,803.00
10018 Parent Assessment	15,000.00
10020 Technology Fee	3,100.00
10021 Work Off Program	-8,000.00
10022 Book Fee	15,375.00
Total 10000 HFA Income and Receipts	532,011.00
11000 HFA Misc Income	
11002 Field Trip	2,500.00
11006 Gift and Donations	15,000.00
11009 Miscellaneous Income	1,000.00
11010 Title I Tutor Income	5,000.00
11011 Extended Day Income	22,000.00
11012 Non Uniform Day Income	300.00
11013 Catholic School Appeal	2,000.00
11015 Bank Charges Reimbursed	100.00
11025 Commissions on Uniforms/Picture	1,000.00
11026 Natures Classroom	8,000.00
11027 Uniform Sales	100.00
Total 11000 HFA Misc Income	57,000.00
12000 HFA Extracurricular Activity Income	
12005 Athletics Basketball (boys)	2,300.00
12016 Socials	1,500.00
12017 Drama/Musicals	8,000.00
12020 Other Extracurricular Income	500.00
12022 Athletics Basketball (Girls)	2,100.00
12027 8th Grade Graduation and Field	20,000.00
12029 Yearbook	450.00
12034 Craft Club	125.00
12035 Art Supplies Income	300.00
Total 12000 HFA Extracurricular Activity Income	35,275.00

	TOTAL
90000 HFA Non-Educational Income	
90004 Beano Donation (Bingo)	70,000.00
90009 Grant Income	
90009a St Vincent Healthcare Grant	4,000.00
90009b Consortium Scholarship	7,500.00
90009c LeClerc Scholarship Grant	50,000.00
90009d Technology Grant	2,500.00
90009e Grants, Miscellaneous	8,000.00
Total 90009 Grant Income	72,000.00
90013 Auction / Banquet and Gala	12,000.00
90014 Fall Bazaar	80,000.00
90016 Misc Fundraising Income	
90016a Race for Education	15,000.00
90016b Butter Braids (PTO Fundraiser)	5,000.00
90016d Misc Fundraisers	3,000.00
90016e Spring Festival	12,000.00
Total 90016 Misc Fundraising Income	35,000.00
90018 Golf Tournament	7,500.00
90020 Spaghetti Supper	1,200.00
90021 Turkey Raffle	2,000.00
90023 Milk	3,500.00
90024 Lunch	1,800.00
90025 Santa's Workshop & Pancake Breakfast	2,700.00
Total 90000 HFA Non-Educational Income	287,700.00
Total Income	\$2,058,889.00
GROSS PROFIT	\$2,058,889.00
Expenses	
07100 Church Expenses	
07101 Parish Priests	37,980.00
07102 Other Priests	1,500.00
07103 Deacon Pastoral Assistant, Seminarian Intern	4,125.00
07105 Organist	35,000.00
07106 Choir	1,000.00
07107 Custodial Janitor	55,000.00
07108 Cemetery Salaries	67,000.00
07109 Candles and Flowers	5,000.00
07110 Music at Funerals	12,000.00
07111 Utilities	
07111a Electric	16,000.00
07111b Fuel Oil	32,365.00
07111c Water Bill	2,500.00
07111d Telephone & Answering Service	2,000.00
07111e Trash Expense	2,700.00
Total 07111 Utilities	55,565.00
07112 Insurance	
07112b Property Insurance	35,766.00

	TOTAL
Total 07112 Insurance	35,766.00
07113 Altar Supplies	5,000.00
07114 Repairs and Maintenance	
07114a Repair & Maintenance, General	8,000.00
07114b Snow & Ice Removal	3,500.00
07114c Annual Fire Alarm/Extinguishers/Boiler/Kitchen Exhaust Inspections	2,500.00
07114d Organ Maintenance & Repairs	1,200.00
Total 07114 Repairs and Maintenance	15,200.00
07115 Automobile Expense	18,720.00
07116 Priests Benefits	36,668.00
07117 Professional Journals	1,600.00
07118 Cathedraticum Assessments	38,000.00
07119 Catholic Free Press & Communication Dept	11,372.00
07120 Stipends Paid - Marriages/Funerals/Masses	8,000.00
07121 Miscellaneous	500.00
07122 Truck Expense	4,000.00
07124 Envelopes	7,000.00
07125 Missalettes	6,300.00
07129 Gas and Oil	3,500.00
07130 Misc Cemetary	
07130a Landscaping	2,500.00
07130b Tools/Repairs	500.00
07130c Tools/Equipment	2,000.00
07130d Cell Phone	1,100.00
07130e Cemetery Vaults	1,500.00
07130f Property Insurance	5,772.00
07130g Workers Comp Insurance	2,526.00
07130h Health/Dental Insurance	10,300.00
07130i 403(b) Retirement Plan	1,055.00
07130j Medicare - ER	1,129.00
07130k FICA - ER	4,826.00
Total 07130 Misc Cemetary	33,208.00
07131 Bank Service Charges	2,000.00
07133 Janitorial Supplies	3,400.00
07134 Advertising	1,000.00
07199 Meetings and Seminars	1,000.00
Total 07100 Church Expenses	506,404.00
07200 Rectory Expenses	
07207 Housekeepers	2,400.00
07211 Utilities	
07211a Electric and Gas	4,800.00
07211b Fuel Oil	8,400.00
07211c Water	550.00
07211d Cable/Internet	1,900.00
Total 07211 Utilities	15,650.00
07213 Food and Household Supplies	4,000.00

	TOTAL
07214 Repairs and Maintenance	2,000.00
07215 Miscellaneous Rectory	250.00
07216 Janitorial Supplies	250.00
Total 07200 Rectory Expenses	24,550.00
07400 Religious Education	
07401 Religious Education Coordinator	35,000.00
07410 Sacramental	2,000.00
07413 RCIA	500.00
07415 Miscellaneous	100.00
07416 Workshops and Teacher Training	300.00
07417 Adult Faith Formation	4,000.00
07420 Retreats	800.00
07430 Textbooks/Othr Instructional Materials	3,500.00
07454 Religious Education Supplies	2,000.00
07455 Religious Education Subscriptions	400.00
07456 Fish Fry Fundraiser	4,500.00
Total 07400 Religious Education	53,100.00
07500 Fringe Benefits	
07505 FICA - Employer	11,832.00
07506 Medicare-Employer	2,780.00
07509 Pension Plan 403(b)	5,727.00
07513 Medical Insurance	19,030.00
07514 Dental Insurance	274.00
07521 Workmen's Compensation Insurance	6,983.00
07524 Payroll Processing Fee	4,000.00
Total 07500 Fringe Benefits	50,626.00
07600 Parish Administration & Other Expenses	
07601 Bookkeeper	6,700.00
07602 Secretary	52,000.00
07603 Operations Manager	26,500.00
07604 Professional Fees	4,000.00
07610 Telephone & Answering Service	4,500.00
07615 Miscellaneous	500.00
07630 Office Supplies & Postage	4,000.00
07631 Parish Bulletins, Envelopes & Printing	100.00
07632 Accounting & Computer Services	2,000.00
07661 Donations	1,000.00
Total 07600 Parish Administration & Other Expenses	101,300.00
07700 Diocesan and Other Collections	
07716 Perpetual Care	1,500.00
Total 07700 Diocesan and Other Collections	1,500.00
07800 Parish Committee Expenses	
07801 Family Life Committee	100.00
07802 Liturgy Committee	1,000.00

	TOTAL
07804 Youth Committee	1,000.00
07805 Ecumenism	300.00
07806 Human Services	400.00
07807 Parish Socials	1,500.00
07807a Receptions/Fellowship/Sponsor	350.00
07808 Music Ministry	1,500.00
07809 Spanish Ministry	500.00
07810 Respect for Life Committee	2,000.00
Total 07800 Parish Committee Expenses	8,650.00
08000 Salaries - TCP	
08001 Hourly Day Care Employees	111,000.00
08002 Salaried Day Care Employees	144,000.00
08003 Staff Training	500.00
08005 FICA - ER	15,836.00
08006 Medicare - ER	3,704.00
08007 Health Insurance	31,191.00
08011 Workers Compensation - TCP	4,227.00
08012 403b Retirement - ER (TCP)	5,727.00
Total 08000 Salaries - TCP	316,185.00
08500 Utilities - TCP	
08510 Electricity	4,500.00
08511 Telephone	2,000.00
08512 Fuel Oil	11,375.00
08513 Water	2,500.00
08516 Cable/Internet	1,100.00
Total 08500 Utilities - TCP	21,475.00
08600 Other Expenses - TCP	
08602 Cleaning Products	800.00
08603 Paper Products	2,000.00
08604 Craft Products	1,000.00
08605 Office Supplies	1,500.00
08606 Food & Drinks - Students	4,000.00
08607 Educational Materials	500.00
08609 Donations	3,000.00
08610 Dues & Subscriptions - TCP	150.00
08611 Bank Charges	250.00
08612 TCP Net to Parish	36,000.00
08660 Property Insurance	4,227.00
08661 Repairs and Maintenance	6,500.00
Total 08600 Other Expenses - TCP	59,927.00
19999 Salary and Wages - HFA	
20000 Lay Teachers	386,705.00
20002 Secretarial	52,000.00
20003 School Custodian	16,000.00
20006 Principal Salary	65,000.00
20007 School Nurse	11,000.00
20012 Other Custodial	10,000.00
20013 Substitute Teacher Wages	5,000.00
20014 Title I	5,000.00

	TOTAL
Total 19999 Salary and Wages - HFA	550,705.00
30000 Administrative Expenses - HFA	
30001 Office Supplies	3,000.00
30002 Telephone	3,700.00
30003 Dues and Subscriptions	2,000.00
30005 Equipment Repair & Maintenance	500.00
30006 Conventions Professional	1,500.00
30007 Computer Consultants and Software	6,350.00
30008 Extended Daycare Wages	14,000.00
30009 Professional fees	2,000.00
30012 Nurses Office Supplies	500.00
30021 Advertising	5,000.00
30027 Copier Leases	7,700.00
30028 Student Accident Insurance	725.00
30029 Connect Ed	400.00
30030 Online Grading	3,100.00
30031 Bookkeeper	8,000.00
30032 Operations Manager	17,000.00
30033 Direct Deposit Fees	4,000.00
30034 Donation	1,000.00
30035 Bank Fees	800.00
Total 30000 Administrative Expenses - HFA	81,275.00
31000 Instructional Expense - HFA	
31001 Supplies	3,000.00
31002 Textbooks	25,000.00
31004 Dues and Subscriptions	1,200.00
31007 Student Workbooks	14,000.00
31011 Extended Day Expense (Snack)	1,000.00
31026 Natures Classroom	8,000.00
31028 Testing, Standardized	2,000.00
31029 Field Trips	5,000.00
31030 Technology Expense	3,000.00
Total 31000 Instructional Expense - HFA	62,200.00
32000 Extracurricular Activity Expense - HFA	
32001 Academic Clubs	
32001a Bracelets/Braids	125.00
Total 32001 Academic Clubs	125.00
32005 Basketball (Boys)	3,500.00
32016 Socials	1,500.00
32017 Drama/Musicals	8,000.00
32019 Speech	150.00
32020 Chess Club	200.00
32022 Athletics Basketball (girls)	2,000.00
32027 8th Grade Graduation and Field Trip	20,000.00
32029 Yearbook	400.00
32035 Art Supplies	350.00

	TOTAL
Total 32000 Extracurricular Activity Expense - HFA	36,225.00
50000 School Maintenance - HFA	
50001 Repairs and Maintenance	6,000.00
50002 Janitorial Supplies	4,000.00
50003 Heat	24,000.00
50004 Utilities (Electric)	8,000.00
50005 Water	2,500.00
50009 Equipment Repair & Maintenance	1,000.00
50010 Alarm Monitoring, Inspection/Repairs	900.00
50011 Property Insurance	16,418.00
50016 Trash Expense	2,000.00
50017 Permits and Fees	100.00
Total 50000 School Maintenance - HFA	64,918.00
60000 Personnel Benefits Expense - HFA	
60001 Medical Insurance	33,062.00
60003 Lay Employee Retirement	10,020.00
60004 Medicare Contributing	7,207.00
60005 Workers Compensation Insurance	7,053.00
60006 Social Security Contributing	30,818.00
60007 Dental Insurance	1,200.00
Total 60000 Personnel Benefits Expense - HFA	89,360.00
95000 Non Educational Expenses - HFA	
95020 Alumni Drive	100.00
95025 Golf Tournament Expense	6,000.00
95032 Auction Expense	500.00
95033 Miscellaneous Expense	800.00
95035 Misc Fundraising	
95035a Race for Education/Fun Run	400.00
95035b Butter Braids	3,100.00
Total 95035 Misc Fundraising	3,500.00
95042 Postage	1,700.00
95043 Bazaar Expenses	25,000.00
95047 Banquet Expenses	4,000.00
95048 Milk Expense	3,000.00
95049 Lunch Expense	1,000.00
95050 Accrediation	5,000.00
95075 PTO Expenses	500.00
Total 95000 Non Educational Expenses - HFA	51,100.00
Total Expenses	\$2,079,500.00
NET OPERATING INCOME	\$ -20,611.00
Other Income	
92000 Realized Gain/Loss on Investments	21,000.00
Total Other Income	\$21,000.00
Other Expenses	
01600 Capital Expenditures	

	TOTAL
01606 Equipment and Furnishings - TCP	3,000.00
Total 01600 Capital Expenditures	3,000.00
Total Other Expenses	\$3,000.00
NET OTHER INCOME	\$18,000.00
NET INCOME	\$ -2,811.00