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Parish Annual Financial Report
September 1, 2017 - August 31, 2018

Parish: St. Anne Parish

City: Southborough, MA

Operating Receipts

Offertory Collections	<u>271,780.69</u>
Religious Education Income	<u>10,495.00</u>
Gifts/Bequests	<u>7,360.00</u>
Diocesan and National Collections	<u>16,558.00</u> (Does not include PIC)
Other Income:	
Interest Income	<u>44,462.43</u>
Funerals, marriage, etc.	<u>6,950.00</u>
Flowers / Candles	<u>1,899.00</u>
Misc Income	<u>12,404.64</u>
Total Operating Receipts	<u>371,909.76</u>

Operating Disbursements

Salaries	
Priests	<u>23,850.00</u>
Lay Employees	<u>106,324.25</u>
Fringe Benefits	
Priests	<u>23,635.04</u>
Lay Employees	<u>6,821.28</u>
Administrative Expenses	<u>39,684.75</u>
Church Operating Expense	<u>104,269.87</u>
Rectory Operating Expense	<u>17,338.39</u>
Parish Center Operating Expenses	<u>17,698.61</u>
Religious Education	<u>8,775.08</u>
Diocesan and National Collections	<u>16,558.00</u>
Committee Expenses	<u>0</u>
Catholic School Assessments	<u>0</u>
Other:	
	<u>0</u>
	<u>0</u>

Total Operating Disbursements

364,955.27

Increase (Decrease) in Operating Cash Balance

6,954.49

Capital Accounts

Capital Receipts	<u>57,242.53</u>	
Capital Expenditures	<u>7,803.92</u>	
Net Change in Capital Accounts		49,438.61

Cash on hand and in bank, August 31, 2018

Parish Checking (s)	<u>27,396.80</u>
Parish Savings Accounts(s)	<u>0.00</u>
DEF Savings Account(s)	<u>1,523,608.89</u>
Investments	<u>0</u>

Outstanding Debt, August 31, 2018:

Due to Diocese Amount Due	<u>0</u>
Due to Outside Vendors Amount Due	<u>0</u>

DEF Loans Outstanding Total as of August 31, 2018 0

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

Bookkeeper/Preparer (signature): Bridgette R. Morgan Date 11/5/18

Reviewed: Finance Committee Chairperson (signature) [Signature] Date 11/14/18

Parish Name & City: St. Anne Parish - Southborough, MA

Parish Finance Committee Members

Years on Committee

Rich Flathers

13 years

Thomas Bhisitkul

11 years

Gregory Conigliaro

5 years

John Andries

5 years

Kathy Gittins

4 years

Pastor (Signature) 

Date: 11/07/2018

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11/05/18

Accrual Basis

**St. Anne Parish
FY'19 Budget
September 2018 through August 2019**

	Sep '18 - Aug 19
Income	
4000 - PARISH COLLECTIONS-Operations	
4001 - Sunday Ordinary Collection	250,000.00
4002 - Easter Collection	4,820.00
4003 - Christmas Collection	12,018.96
4004 - Holy Day Collections	3,543.00
4005 - Fuel & Maintenance Collections	3,350.00
Total 4000 - PARISH COLLECTIONS-Operations	273,731.96
4500 - CAPITAL FUND DRIVES & OTHER REV	
4502 - Rectory - Capital Fund Drive	1,425.00
4503 - Hall - Capital Fund Drive	100.00
4505 - Capital Improvement Fund- All	42,074.00
4506 - Parish Office - Capital Fund	700.00
Total 4500 - CAPITAL FUND DRIVES & OTHER REV	44,299.00
4550 - Other Major Revenue Source	
4551 - Ins. Settlement-Renovation prop	500.00
4553 - Sale of Land/Property	500.00
Total 4550 - Other Major Revenue Source	1,000.00
5000 - OTHER PARISH INCOME	
5001 - Interest Income - DEF Accounts	
Interest-DEF#1400 - Finn/Fitzg	25,400.32
Interest-DEF#1538- Operations	235.73
Interest-DEF#975-Parish Dev	13,238.80
Total 5001 - Interest Income - DEF Accounts	38,874.85
5002 - Interest Income -Operations Acct	
Interest-Improvement-Marlboro	6.00
Interest-Memorial - Marlboro	3.00
Total 5002 - Interest Income -Operations Acct	9.00
5003 - Unrestricted Gift & Donations	12,200.00
5004 - Memorials	0.00
5005 - Marriage/Baptism/Funerals Etc.	900.00
5006 - Candles/Shrines/Flowers	1,545.83
5008 - Rental Income	3,048.00
5010 - Income Verizon Computershare	221.65
5012 - Catholic Free Press	300.00
5508 - Income Haiti	5,300.00
Total 5000 - OTHER PARISH INCOME	62,400.33
5500 - RELIGIOUS EDUCATION INCOME	
5501 - Religious Ed. Registration Fees	9,010.00
5508 - Confirmation Registration Fees	2,340.00
5509 - First Communion Registra Fee	700.00
Total 5500 - RELIGIOUS EDUCATION INCOME	12,050.00
6500 - PARISH COMMITTEE INCOME	
6503 - Parish Council Income	
Golf Tournament Fundraiser	12,000.00
Spring Shopping Bazaar	0.00
Total 6503 - Parish Council Income	12,000.00
6504 - Youth Ministry Income	
Discount Card Fundraiser for YM	500.00
Misc. Youth Min. Fundraiser	600.00
Total 6504 - Youth Ministry Income	1,100.00
6506 - Human Services Income	

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Accrual Basis

**St. Anne Parish
FY'19 Budget
September 2018 through August 2019**

	Sep '18 - Aug 19
Our Fathers Table Donations	1,000.00
Prayer Shawl Ministry	600.00
6506 - Human Services Income - Other	0.00
Total 6506 - Human Services Income	1,500.00
Total 6500 - PARISH COMMITTEE INCOME	14,700.00
Total Income	408,181.29
Expense	
1600 - CAPITAL EXPENDITURES	
1601 - Church-Equipment & Furnishings	1,000.00
1602 - Rectory-Equipment & Furnishings	1,000.00
1603 - Hall - Equipment & Furnishings	500.00
1605 - Parish Office-Equipt & Furnish	6,500.00
1606 - 12 Walker-Equipt & Furnishings	100.00
1610 - Church - Building Improvements	20,500.00
1611 - Rectory - Building Improvements	328.17
1612 - Hall - Building Improvements	1,000.00
1614 - Parish Office-Building Improve	10,000.00
Total 1600 - CAPITAL EXPENDITURES	40,928.17
6560 - PAYROLL EXPENSES	
7101 - Salary Pastor	19,200.00
7102 - Salary Other Priests	4,195.00
7103 - Salary Pastoral Ministry	700.00
7105 - Salary Organist/Musician	22,747.50
7106 - Salary Stipend Funeral	1,185.00
7107 - Salary Custodian	28,580.00
7207 - Salary Housekeeper	8,160.00
7401 - Salary CE Coordinator	34,000.00
7601 - Salary Admin Bookkeeper	12,916.00
7602 - Salary Admin Assistant	27,611.26
6560 - PAYROLL EXPENSES - Other	9,019.58
Total 6560 - PAYROLL EXPENSES	168,314.33
7000 - PARISH OFFICE	
7011 - Parish Office - Utilities	8,224.45
7013 - Parish Office-Food & House Supl	443.54
7014 - Parish Office - Repair & Maint	8,163.48
7016 - Parish Office - Newspaper/cable	824.93
Total 7000 - PARISH OFFICE	17,656.40
7100 - CHURCH EXPENSES	
Bud Exp Custodial Care	957.89
Bud Exp Equipment Maintenance I	496.00
Bud Exp Liability Insurance	4,692.00
Bud Exp Priests Retirement	0.00
Bud Exp Property Insurance	5,660.00
Bud Exp Workers Compensation	2,112.00
Comm Exp Hall	3,960.00
Comm Exp RCIA	0.00
Comm Exp Youth	634.43
Ex. Employee Health Insurance	10,101.65
Exp Flowers/Candles	1,610.84
Exp Human Services	1,284.88
Exp Liturgy Supplies	3,932.87
Exp Vestments/Robes	268.83
Exp. Pastor Reimbursement	9,360.00
7111 - Exp Church Utilities	7,582.24
7113 - Exp Altar Supplies	1,691.70
7114 - Exp Repairs & Maint.	1,378.82
7116 - Exp Retreat, Health, Assembly	14,195.74
7118 - Bud Exp Cathedralicum	20,351.00

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Accrual Basis

**St. Anne Parish
FY'19 Budget
September 2018 through August 2019**

	<u>Sep '18 - Aug 19</u>
7119 - Exp Free Press Assessment	2,299.00
7120 - Exp Funeral Music Stipends etc.	2,555.00
7125 - Church Sponsored Activities	2,082.58
Total 7100 - CHURCH EXPENSES	97,205.27
7200 - RECTORY EXPENCES	
7211 - 7 Walker - Utilities	2,560.85
7213 - Rectory - Food & House Supplies	8,087.95
7214 - 7 Walker - Repairs & Maint	4,929.62
7216 - 7 Walker - Newspaper/Cable	900.00
7217 - 7 walker - Snow/Rubbish & Yard	1,250.95
Total 7200 - RECTORY EXPENCES	17,729.37
7300 - PARISH HALL EXPENSES	
7311 - Hall - Utilities	12,983.28
7313 - Hall - Food & Kitchen Supplies	253.13
7314 - Hall - Repair & Maint	693.21
7316 - Hall - Newspaper/Cable	400.39
Total 7300 - PARISH HALL EXPENSES	14,330.01
7350 - 12 WALKER STREET	
7351 - 12 Walker - Utilities	219.44
7357 - 12 Walker - Snow/ Rubbish/Yard	1,663.00
Total 7350 - 12 WALKER STREET	1,882.44
7400 - RELIGIOUS EDUCATION	
7410 - First Communion Expenses	1,197.65
7411 - Confirmation Expenses	2,645.20
7415 - CE Expense Misc Subsidy	1,376.90
Total 7400 - RELIGIOUS EDUCATION	5,419.75
7600 - ADMINISTRATION & OTHER EXP	
Admin Exp Administrator Stipend	0.00
Admin Exp Bank Charges	40.79
Admin Exp Copier & Eq Maint	1,332.00
Admin Exp Pastoral Ministry	800.00
Admin Exp Postage	859.83
Admin Exp Processing Fees	2,770.06
Admin Exp Snow/Rubbish/Yard	18,516.65
Admin Exp Special Events	2,526.42
Admin Exp Worker Gifts	2,538.00
7630 - Office Supplies	3,806.74
7631 - Bulletin/Envelopes/Printing	4,037.91
7632 - Accounting & Computer Services	2,703.94
7634 - Charitable Giving to Orgs.	315.00
7660 - Legal Services	1,698.00
Total 7600 - ADMINISTRATION & OTHER EXP	42,941.34
Total Expense	406,407.08
Net Income	1,774.21

*Budgets Liturgy 10/31/18 - Bookkeeper
JAC (For Abstract)*

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10/17/18

Accrual Basis

St. Anne Parish
Profit & Loss Prev Year Comparison
September 2017 through August 2018

	Sep '17 - Aug 18	Sep '16 - Aug 17
Income		
4000 · PARISH COLLECTIONS-Operations		
4001 · Sunday Ordinary Collection	251,782.69 ✓	✓ 261,216.96
4002 · Easter Collection	3,967.00 ✓	✓ 4,820.00
4003 · Christmas Collection	10,311.00 ✓	✓ 13,018.96
4004 · Holy Day Collections	4,151.00 ✓	✓ 3,543.00
4005 · Fuel & Maintenance Collections	4,507.00 ✓	✓ 3,350.00
Total 4000 · PARISH COLLECTIONS-Operations	274,718.69	285,948.92
4500 · CAPITAL FUND DRIVES & OTHER REV		
4502 · Rectory - Capital Fund Drive	-21.24	1,425.00
4503 · Hall - Capital Fund Drive	40,000.00	100.00
4505 · Capital Improvement Fund- All	17,511.00	21,074.00
4506 · Parish Office - Capital Fund	-62.23	700.00
Total 4500 · CAPITAL FUND DRIVES & OTHER REV	57,427.53	23,299.00
4550 · Other Major Revenue Source		
4551 · Ins. Settlement-Renovation prop	0.00	2,090.00
4553 · Sale of Land/Property	0.00	20,000.00
Total 4550 · Other Major Revenue Source	0.00	22,090.00
5000 · OTHER PARISH INCOME		
5001 · Interest Income - DEF Accounts		
Interest-DEF#1400 - Finn/Fitzg	32,082.01	25,400.32
Interest-DEF#1588- Operations	261.53	235.73
Interest-DEF#975-Parish Dev	16,302.89	13,238.80
Total 5001 · Interest Income - DEF Accounts	48,656.43	38,874.85
5002 · Interest Incom -Operations Acct		
Interest-Improvement-Marlboro	0.00	1.31
Interest-Memorial - Marlboro	0.00	2.01
Total 5002 · Interest Incom -Operations Acct	0.00	3.32
5003 · Unrestricted Gift & Donations	5,150.00	12,200.00
5004 · Memorials	2,210.00	0.00
5006 · Marriage/Baptism/Funerals Etc.	6,950.00	3,110.00
5006 · Candles/Statues/Flowers	1,888.00	1,546.83
5008 · Rental Income	3,635.00 ✓	✓ 3,048.00
5010 · Income Verizon Computershare	213.80	221.66
5012 · Catholic Free Press	234.00	300.00
6508 · Income Haiti	1,549.00	3,611.00
Total 5000 · OTHER PARISH INCOME	70,497.03	62,915.65
5500 · RELIGIOUS EDUCATION INCOME		
5501 · Religious Ed. Registration Fees	8,535.00	9,010.00
5508 · Confirmation Registration Fees	1,800.00	2,340.00
5509 · First Communion Registra Fee	470.00	700.00
Total 5500 · RELIGIOUS EDUCATION INCOME	10,805.00	12,050.00
6500 · PARISH COMMITTEE INCOME		
6503 · Parish Council Income		
Golf Tournament Fundraiser	8,669.54	16,153.77
Spring Shopping Bazaar	0.00	4,316.14
Total 6503 · Parish Council Income	8,669.54 ✓	✓ 20,469.91
6504 · Youth Ministry Income		
Discount Card Fundraiser for YM	-1,180.00	1,320.00
Misc. Youth Min. Fundraiser	-192.50	413.00
Total 6504 · Youth Ministry Income	-1,372.50	1,733.00
6506 · Human Services Income		

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10/17/18

Accrual Basis

**St. Anne Parish
Profit & Loss Prev Year Comparison
September 2017 through August 2018**

	Sep '17 - Aug 18	Sep '18 - Aug 17
Our Fathers Table Donations	461.00	633.00
Prayer Shawl Ministry	450.00	545.00
Total 6506 - Human Services Income	911.00	1,378.00
Total 6500 - PARISH COMMITTEE INCOME	8,208.04	23,580.91
Total Income	421,656.29	429,884.48
Expense		
1600 - CAPITAL EXPENDITURES		
1601 - Church-Equipment & Furnishings	359.18	6,209.88
1602 - Rectory-Equipment & Furnishings	738.83	7,574.17
1603 - Hall - Equipment & Furnishings	1,064.83	285.72
1606 - Parish Office-Equipt & Furnish	58.00	504.87
1610 - Church - Building Improvements	2,439.23	6,785.59
1611 - Rectory - Building Improvements	272.81	328.17
1612 - Hall - Building Improvements	808.77	6,679.32
1614 - Parish Office-Building Improve	2,045.26	3,955.57
Total 1600 - CAPITAL EXPENDITURES	7,803.92	32,323.39
6560 - PAYROLL EXPENSES		
7101 - Salary Pastor	17,580.00	17,580.00
7102 - Salary Other Priests	6,170.00	5,195.00
7103 - Salary Pastoral Ministry	100.00	700.00
7105 - Salary Organist/Musician	19,350.00	20,347.50
7106 - Salary Stipend Funeral	3,130.00	1,185.00
7107 - Salary Custodian	28,116.00	28,080.00
7207 - Salary Housekeeper	8,320.00	8,160.00
7401 - Salary CE Coordinator	5,600.00	36,000.00
7601 - Salary Admin Bookkeeper	13,716.00	12,834.00
7602 - Salary Admn Assistant	28,092.25	27,611.25
6560 - PAYROLL EXPENSES - Other	6,821.28	9,019.58
Total 6560 - PAYROLL EXPENSES	136,995.53	166,712.33
7000 - PARISH OFFICE		
7011 - Parish Office - Utilities	8,727.91	8,224.45
7013 - Parish Office-Food & House Supt	823.15	443.54
7014 - Parish Office - Repair & Maint	6,924.61	8,163.48
7016 - Parish Office - Newspaper/cable	719.11	824.93
Total 7000 - PARISH OFFICE	17,194.78	17,856.40
7100 - CHURCH EXPENSES		
Bud Exp Custodial Care	496.26	957.89
Bud Exp Equipment Maintenance I	215.00	496.00
Bud Exp Liability Insurance	2,015.00	4,692.00
Bud Exp Priests Retirement	0.00	0.00
Bud Exp Property Insurance	6,834.00	5,860.00
Bud Exp Workers Compensation	2,583.00	2,112.00
Comm Exp Hall	3,950.00	3,960.00
Comm Exp Youth	332.95	634.43
Ex. Employee Health Insurance	9,205.02	10,101.65
Exp Flowers/Candles	1,794.79	1,610.64
Exp Human Services	2,102.27	1,284.88
Exp Liturgy Supplies	5,389.32	3,932.87
Exp Vestments/Robes	0.00	268.83
Exp. Pastor Reimbursement	10,260.00	9,360.00
7111 - Exp Church Utilities	10,041.21	7,582.24
7113 - Exp Altar Supplies	3,617.81	1,691.70
7114 - Exp Repairs & Maint.	1,482.25	1,376.82
7116 - Exp Retreat, Health, Assembly	13,375.04	14,195.74
7118 - Bud Exp Cathedralicum	25,710.00	20,351.00
7119 - Exp Free Press Assessment	2,844.00	2,299.00
7120 - Exp Funeral Music Stipends etc.	3,000.00	2,555.00
7125 - Church Sponsored Activities	5,802.29	2,082.58

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Accrual Basis

St. Anne Parish
Profit & Loss Prev Year Comparison
September 2017 through August 2018

	Sep '17 - Aug 18	Sep '16 - Aug 17
Total 7100 · CHURCH EXPENSES	110,960.18	97,205.27
7200 · RECTORY EXPENCES		
7211 · 7 Walker - Utilities	2,625.45	2,361.80
7213 · Rectory - Food & House Supplies	7,274.51	8,087.95
7214 · 7 Walker - Repairs & Maint	4,847.66	4,729.62
7216 · 7 Walker - Newspaper/Cable	1,093.16	847.89
7217 · 7 walker - Snow/Rubbish & Yard	1,397.62	1,260.95
Total 7200 · RECTORY EXPENCES	17,338.39	17,278.01
7300 · PARISH HALL EXPENSES		
7311 · Hall - Utilities	13,484.39	11,583.28
7313 · Hall - Food & Kitchen Supplies	869.30	253.13
7314 · Hall - Repair & Maint	1,099.43	693.21
7316 · Hall - Newspaper/Cable	288.16	400.39
Total 7300 · PARISH HALL EXPENSES	15,741.28	12,930.01
7360 · 12 WALKER STREET		
7361 · 12 Walker - Utilities	558.33	219.44
7367 · 12 Walker - Snow/ Rubbish/Yard	1,399.00	1,663.00
Total 7360 · 12 WALKER STREET	1,957.33	1,882.44
7400 · RELIGIOUS EDUCATION		
7410 · First Communion Expenses	863.86	1,107.65
7411 · Confirmation Expenses	2,231.71	2,845.20
7415 · CE Expense Misc Subsidy	5,679.71	1,376.90
Total 7400 · RELIGIOUS EDUCATION	8,775.08	5,419.75
7600 · ADMINISTRATION & OTHER EXP		
Admin Exp Administrator Stipend	0.00	1,000.00
Admin Exp Bank Charges	331.19	40.79
Admin Exp Copier & Eq Maint	222.00	1,332.00
Admin Exp Pastoral Ministry	225.00	800.00
Admin Exp Postage	1,271.90	859.83
Admin Exp Processing Fee	2,165.10	2,770.06
Admin Exp Snow/Rubbish/Yard	21,377.37	17,616.65
Admin Exp Special Events	747.90	2,526.42
Admin Exp Worker Gifts	2,729.02	2,536.00
7630 · Office Supplies	3,232.49	3,806.74
7631 · Bulletin/Envelopes/Printing	3,320.01	4,037.91
7632 · Accounting & Computer Services	1,636.40	2,703.94
7634 · Charitable Giving to Orgs.	815.00	315.00
7660 · Legal Services	1,950.00	1,696.00
Total 7600 · ADMINISTRATION & OTHER EXP	40,023.38	42,241.34
7900 · Uncategorized Expenses/voids	-735.05	0.00
Total Expense	356,054.82	399,548.94
Net income	66,601.47	36,235.54