

Report to Diocesan Council

Comment on Projected Expenses for 2009 Budget

The preliminary discussion by the Governance Committee of the Diocesan Council in April identified three major issues which need to be discussed during development of a 2009 budget to be proposed to the Annual Convention in October. The Committee suggested that the full Diocesan Council consider these issues:

- **Revenue:** A Fair Share ask decision (or, generally, dealing with an issue of less revenue than desired to fund program at the diocesan level)
- **Program Changes:** Insufficient information at present concerning funding a future change in the Episcopate and information about future funding initiatives, if any, which arise from the Futures Committee process
- **Expenditures:** After a review of the 2008 budget the committee decided that the expenditure changes, if proposed, would be of a type that would have substantial program affect and therefore were not ones which should be initiated by a finance committee.

The Standing Committee on Congregations discussed certain program line items at its May meeting. The draft budget was originally prepared by the Comptroller and reviewed by the Chair of the Finance Committee, based on the assumption that next year's expenditures would contain no significant alteration in expenditure patterns. The Council discussed the proposed budget at its May and June meetings.

For the purposes of adjusting salaries to cost of living, a 3.5% cost rise was originally used as an estimate. (After the report of the Committee on Clergy Compensation was received, the cost of living in the budget was revised to 4.4%, as reported by that Committee). For the purpose of medical insurance premiums, a 15% increase was projected. It was considered unlikely that major changes can be made to adjust medical insurance coverage or to reduce medical insurance costs without an action of our Annual Convention.

It was also expected that there will be no significant rise in revenue in 2009, so some expense lines dependent on revenue (such as National Church Support and MDG's) were not increased. Those adjustments, if necessary, would be small and made when known.

A token sum has been put in the budget (but funded by a special grant by the Trustees) to initiate the process to search for a successor to the Tenth Bishop of Western New York. General Convention expenses reflect some under-accrual in prior years. There may be a further adjustment there when further information is gathered on costs.

The Diocesan Leadership Initiative (PIM Grants – line 62155) was proposed for funding at a level of \$25,000 but later reduced to \$20,000 in order to set aside \$5000 to fund initiatives or programs arising out of the Futures process. A small amount (line 65405) was reserved for future adjustments.

The Fair Share Budget Items amount (on page 6, following line 78000) is calculated as the difference between the Fair Share Ask in 2008 of \$1,010,803 and the support of congregations actually put into the final 2008 budget of \$886,100.

**Diocese of WNY
Funding the Mission - 2008
Proposal for final budget**

	Proposed Convention	Convention
	2009	2008
Ordinary Income/Expense		
Income		
40000 · Unrestricted Income		
40100 · ECS Contract	1,000.00	1,000.00
40200 · Interest Income	100.00	100.00
40300 · Investment Funds		
40310 · Sanders (Fleet)	23,000.00	23,000.00
40320 · Schultz (M&T)	6,000.00	6,000.00
40300 · Investment Funds - Other	60,000.00	60,000.00
Total 40300 · Investment Funds	89,000.00	89,000.00
40700 · Support of Congregations		
Total 40700 · Support of Congregations	1,087,624.00	1,010,803.00
Percentage increase - conv. To conv.	7.6%	
40798 · Uncollected Support	-12,000.00	-7,500.00
40900 · Miscellaneous Income		
Total 40000 · Unrestricted Income	1,165,724.00	1,093,403.00
Percentage increase - conv. To conv.	6.6%	
49999 · Other Undesignated Income		
Total Income	1,165,724.00	1,093,403.00
Percentage change - final To final	6.6%	
Expense		
50000 · Episcopate		
51100 · Advisors to Bishop		
51120 · Barbara Wisnom	1,000.00	1,000.00
51170 · ERD Conference	450.00	450.00
55160 · Deans' meeting expense	300.00	300.00
Total 51100 · Advisors to Bishop	1,750.00	1,750.00
51200 · Bishop's House		
51205 · Bishops house - utilities	6,000.00	6,000.00
51210 · Bishops house maintenance	5,000.00	5,000.00
Total 51200 · Bishop's House	11,000.00	11,000.00
51300 · Bishop's Expenses		
51305 · Bishops local travel	6,000.00	6,000.00
51310 · Bishops travel	5,500.00	5,500.00
51315 · Bishop's non-travel exp	8,000.00	8,000.00
51316 · Celebrating Ministry (Gifts)	0.00	0.00
51320 · Bishops Gala	0.00	0.00
Total 51300 · Bishop's Expenses	19,500.00	19,500.00
51400 · Bishop's Other		
Trustees - designated for transition	-25,000.00	
Transition expense - profile	25,000.00	
51410 · Chancellor	10,000.00	10,000.00
51425 · Ethics Committee	500.00	500.00
51430 · BEST Conference - L.Hapeman	500.00	500.00
Total 51400 · Bishop's Other	11,000.00	11,000.00

**Diocese of WNY
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	Convention <u>2009</u>	Convention <u>2008</u>
51500 · Diocesan offices		
51510 · Building maintenance / supplies	10,000.00	10,000.00
51515 · Chapel-St. Anthony of Padua	120.00	120.00
51520 · Cleaning srvc/supplies	3,600.00	3,600.00
51525 · Computer services contract	6,000.00	6,000.00
51530 · Computer/printer supplies	600.00	3,000.00
51534 · Pitney Bowes lease	3,440.00	
51535 · Contracted maintenance	9,000.00	12,000.00
51540 · Equipment repairs	2,500.00	2,500.00
51545 · Miscellaneous D-house	750.00	750.00
51550 · Office supplies	6,500.00	6,500.00
51555 · Paychex Expense	2,000.00	2,000.00
51560 · Postage	8,000.00	8,000.00
51570 · Capital Purchases	3,000.00	3,000.00
51580 · Telephone	8,500.00	8,500.00
51585 · Utilities	16,000.00	16,000.00
51590 · commercial package insurance	6,000.00	6,000.00
51500 · Diocesan offices - Other	200.00	200.00
Total 51500 · Diocesan offices	86,210.00	88,170.00
51596 · Episcopate Fund Income	-125,000.00	-125,000.00
Total 50000 · Episcopate	4,460.00	6,420.00
55000 · Canonical Group		
55100 · Audit	9,500.00	9,500.00
55150 · Commission on Ministry	300.00	
55200 · Diocesan Council		
55220 · Diocesan Council Program	500.00	500.00
55200 · Diocesan Council - Other		
Total 55200 · Diocesan Council	500.00	500.00
55250 · Trustees	100.00	100.00
55300 · Standing Committee		
55310 · Chancellor-Litigation		
55315 · Church Attorney		
55320 · Trustees support-litigation		
55300 · Standing Committee - Other	1,000.00	1,000.00
Total 55300 · Standing Committee	1,000.00	1,000.00
55350 · General Convention Expense	27,000.00	9,000.00
From prior year reserves	-17,000.00	
55400 · National Church Covenant	160,881.00	160,881.00
55450 · Province II Assessment	3,800.00	3,800.00
55455 · Province II meetings	0.00	0.00
55456 · Province II Synod reserve	1,000.00	1,000.00
55457 · Province II gatherings	750.00	350.00
55458 · Travel National House of Bishop	1,000.00	1,000.00
55459 · Bishop-Prov. II House of Bishop	1,000.00	1,000.00
55500 · Lambeth Conf. Expense	1,000.00	500.00
Lambeth Conf. underaccrual	7,000.00	
55700 · Diocesan Convention		
55710 · accommodations	700.00	700.00
55720 · Net Banquet & lunch	500.00	500.00

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	Convention	Convention
	<u>2009</u>	<u>2008</u>
55725 · Coffee & Restaurant expense	1,500.00	1,500.00
55740 · Display table fees	-500.00	-500.00
55770 · Printing-other than journal	4,600.00	4,600.00
55780 · Registration fees	-7,000.00	-7,000.00
55790 · Speaker honorium/accommodation	1,000.00	1,000.00
55800 · Sound, supplies & Misc.	2,800.00	2,800.00
55810 · Translator services	500.00	500.00
Total 55700 · Diocesan Convention	<u>4,100.00</u>	<u>4,100.00</u>

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	Convention <u>2009</u>	Convention <u>2008</u>
55750 · Office of the Secretary		
55765 · Journal	500.00	500.00
Total 55750 · Office of the Secretary	500.00	500.00
55755 · Office of Treasurer		
55757 · Diocesan Finance Committee		
55758 · Diocesan Budget Booklet	600.00	600.00
Total 55755 · Office of Treasurer	600.00	600.00
Total 55000 · Canonical Group	203,031.00	193,831.00
60000 · Diocesan Support Group		
61000 · Human Resources		
61117 · HR Consultant	1200.00	
61125 · Deployment		
61121 · Deployment Conferences	3,000.00	3,000.00
61122 · Deployment Expenses	1,500.00	1,500.00
Total 61125 · Deployment	4,500.00	4,500.00
61150 · Diocesan Staff		
61155 · Staff Travel	750.00	750.00
61160 · Staff Business Expense	750.00	750.00
61165 · NYS Unemployment Cost	0.00	1,000.00
61170 · Staff Cont. Ed.	1,500.00	1,500.00
Total 61150 · Diocesan Staff	3,000.00	4,000.00
61175 · Diocesan Retired Employees		
61180 · Medical Insurance	10,350.00	10,000.00
61185 · Invest. Income/Diocesan Retiree	-1,000.00	-1,000.00
Total 61175 · Diocesan Retired Employees	9,350.00	9,000.00
61200 · Retired Clergy Insurance		
61220 · Health Benefit Services	18,400.00	16,000.00
61235 · Investment Inc (med. exp)	-7,000.00	-4,000.00
61245 · Congregation Donations	-3,000.00	-6,000.00
61285 · Med. Ins. transitional relief	500.00	0.00
Total 61200 · Retired Clergy Insurance	8,900.00	6,000.00
Total 61000 · Human Resources	26,950.00	23,500.00
62000 · Leadership Development		
62100 · Brent School	6,750.00	6,750.00
62101 · Brent School tuition	-3,500.00	-3,500.00
62105 · Bishop Brent - FIF Grant	0.00	0.00
62106 · Bishop Brent EFM Expense	1,500.00	1,500.00
62107 · Ministry of the Baptized expens	100.00	100.00
62150 · Deanery admin. Support	0.00	0.00
62155 · Dioc. Leadership Initiative	20,000.00	25,000.00
62156 · Designated Funding for above		
62157 · Revitalization Teams	5,000.00	
62200 · Commission on Ministry		
62220 · Background checks - COM	2,000.00	2,000.00
62230 · Clergy scholarships-COM	5,000.00	5,000.00
62240 · Medical exam expense-COM	700.00	700.00
62245 · Ordination Exams-COM	800.00	800.00

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	Convention	Convention
	<u>2009</u>	<u>2008</u>
62250 · Seminarians scholarships - COM	10,000.00	10,000.00
62260 · Other - COM	550.00	550.00
62270 · In process evaluations (COM)	5,000.00	5,000.00
Total 62200 · Commission on Ministry	24,050.00	24,050.00

**Diocese of WNY
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	Convention <u>2009</u>	Convention <u>2008</u>
62300 · Conferences, camps, retreats		
62330 · Deacon's Education		
62335 · Deacons Retreat		
62340 · Deanery Vestery Dinners		
62355 · Planning for Tommorrow		
62300 · Conferences, camps, retreats - Other	2,000.00	2,000.00
Total 62300 · Conferences, camps, retreats	2,000.00	2,000.00
62500 · Scholarships		
62510 · Leadership devp. scholarships	7,500.00	7,500.00
Total 62500 · Scholarships	7,500.00	7,500.00
62596 · Disiples & Apostles Fund Income	-60,000.00	-60,000.00
Total 62000 · Leadership Development	3,400.00	3,400.00
Total 60000 · Diocesan Support Group	30,350.00	26,900.00
65000 · Christian Formation Group		
65100 · Christian Formation Resources		
65105 · Archives	500.00	500.00
65125 · Ecumenical Resource Center	250.00	250.00
65126 · Dentan Memorial Library	250.00	250.00
65200 · Episcopal Church Women		
65225 · Triennial Reserve	900.00	900.00
Total 65200 · Episcopal Church Women	900.00	900.00
65320 · J2A License fee	1,750.00	1,750.00
65321 · J2A Subscriptions	-570.00	0.00
65325 · Alleluia Fund		
65328 · Software Maintenance	0.00	0.00
Total 65325 · Alleluia Fund	0.00	0.00
65330 · Stewardship Commission	150.00	150.00
65339 · Stewardship Workshop	250.00	250.00
65345 · Planned Giving Ministry	500.00	500.00
Legacy Society	6,000.00	6,000.00
Trustees' support	-6,000.00	-6,000.00
65350 · Liturgical Commission	100.00	100.00
65360 · Urban Caucus	0.00	0.00
65400 · Music Commision		
65431 · Boys Choir Income	0.00	0.00
65432 · Boys Choir Expenses	0.00	0.00
Choir schools	0.00	0.00
65435 · Scholarships	500.00	500.00
65440 · Other Events	0.00	0.00
Total 65400 · Music Commision	500.00	500.00
65405 · Reserve/future allocation	10,261.76	
65450- Year of Community		
Speaker fee	0.00	0.00
Site and program, net	0.00	0.00
Meetings of community	3,000.00	3,000.00
Total 65450 · Year of Community	3,000.00	3,000.00

**Diocese of WNY
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	Convention <u>2009</u>	Convention <u>2008</u>
65900 · Youth Commision		
65910 · Happening	2,000.00	2,000.00
65915 · Jr. High Camp	19,300.00	19,300.00
65916 · Jr. High Camp tuition	-15,600.00	-15,600.00
65920 · Youth Commission expense	0.00	0.00
65930 · Scholarships	4,500.00	4,500.00
65935 · Senior High Camp	15,700.00	15,700.00
65936 · Senior High Camp tuition	-12,600.00	-12,600.00
65940 · Sleepaway Camp	12,350.00	12,350.00
65941 · Sleepaway Camp tuition	-9,500.00	-9,500.00
65945 · Youth Commission retreat	0.00	0.00
65952 · Harold B. Robinson Grant	0.00	0.00
65955 · Youth Missioner-Business Exp.	4,000.00	4,000.00
65960 · Episcopal Youth Event reserve	800.00	800.00
Total 65900 · Youth Commision	20,950.00	20,950.00
Total 65100 · Christian Formation Resources	38,791.76	29,100.00
66000 · Communications		
66103 · Advertising revenues	-1,000.00	-1,000.00
66201 · Churchfacts production costs	43,000.00	43,000.00
66203 · Churchfacts subscrip/donations	-3,000.00	-3,000.00
66205 · Church Acts - reporters	500.00	500.00
66301 · Communication dept. expense		
66401 · Fund raising cost		
66505 · Communications-Conferences	1,800.00	1,800.00
66506 · Gen'l Conv. coverage	2,500.00	
66550 · Equipment purchases	750.00	750.00
66655 · Internet and Web Page	2,400.00	2,400.00
66656 · Internet Contract Maint. Srvc	1,200.00	1,200.00
Total 66000 · Communications	48,150.00	45,650.00
68150 · Livings Stones Conference	0.00	0.00
Total 68000 · Regional Ministry Development	0.00	0.00
69000 · Small Church Mission Group		
69205 · Ephphatha		
69210 · Good Shepherd Irving	500.00	500.00
69260 · Reserved for Allocation		
Total 69000 · Small Church Mission Group	500.00	500.00
Total 69220 · Hispanic Ministry	0.00	0.00
Total 65000 · Christian Formation Group	87,441.76	75,250.00
65800 · Bishop Robinson Society		
Total 65800 · Bishop Robinson Society	0.00	0.00
78000 · Community Ministry Group		
78001 · UTO Fund Income (Trustees)	-4,000.00	-4,000.00
78002 · UTO Fund Expenses	4,000.00	4,000.00
78003 · UTO Donations		
78005 · Belize Fund (Trustees)	-40,000.00	-35,806.00
78100 · Belize Support-VIM	40,000.00	35,806.00
78300 · Committee on Global Mission		
78311 · GEMN Dues	500.00	500.00

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	Convention <u>2009</u>	Convention <u>2008</u>
Total 78300 · Committee on Global Mission	500.00	500.00
78400 · Companion Diocese		
78410 · Program expenses	2,250.00	2,250.00
78420 · Travel expense		
Total 78400 · Companion Diocese	<u>2,250.00</u>	<u>2,250.00</u>

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	Convention <u>2009</u>	Convention <u>2008</u>
78500 · Millennium World Development Goals		
78510 · Program grants		
(computed at .7% of budget)	7,653.82	7,653.82
Total 78500 · Development Goals	7,653.82	7,653.82
78600 · Healthcare Ministries		
78620 · Clinical Supervision-Chaplains		
78630 · Expenses		
Total 78600 · Healthcare Ministries		0.00
78910 · Ministry to the Deaf Community		
78914 · Smylie Fund Dividends Trustees)	-1,000.00	-1,000.00
78945 · Smylie Fund Expenses	1,000.00	1,000.00
Total 78910 · Ministry to the Deaf Community	0.00	0.00
78950 · Network Religious Communities	3,500.00	3,500.00
78960 · NYS Community of Churches	750.00	750.00
78995 · Dues Epis. Dioc. Ecumenical Off	200.00	200.00
Total 78000 · Community Ministry Group	14,853.82	14,853.82
Full fair share budget items	222,803.00	196,362.43
79000 · Diocesan Staff		
79100 · Salaries		
79101 · Administrative Secretary	37335.68	35,866.62
79102 · Archdeacon	0.00	0.00
79103 · Bishop Salary	78110.00	78,110.00
79104 · Bookkeeper	36322.47	34,893.27
79114 · Canon for Administration	0.00	0.00
79108 · Canon	81176.43	77,982.33
79109 · Cleaning	3654.00	3,605.04
79110 · Communication Officer	52515.81	50,449.44
79112 · Comptroller	41693.10	40,052.58
79116 · Receptionist	0.00	0.00
79120 · Secretary to Bishop	40271.38	38,686.80
79122 · Youth Missioner	35392.88	34,000.26
79123 · Ephphatha Vicar/Chap Clin. Sup	9996.34	9,862.29
79127 · Ephphatha secretary	5361.98	5,290.08
79128 · ECS Contributions	-19750.34	-20,947.11
Total 79100 · Salaries	402,079.74	387,851.60
Change from final 2008	3.5%	
79200 · Payroll Taxes		
79210 · FICA	29,248.20	28,068.19
79220 · Self employment reimbursement		
Total 79200 · Payroll Taxes	29,248.20	28,068.19
79300 · Payroll Insurances		
79310 · Disability Insurance	1,854.00	1,854.00
79330 · Health Ins.	81,194.03	70,603.50
79340 · Life Ins.	2,900.00	2,900.00
79345 · Bishop's extra insurance	2,049.00	2,049.00
79350 · Retiree's Insurance	0.00	
79360 · Unemployment	0.00	0.00
79380 · Workers Comp. Insurance	6,000.00	6,000.00
79390 · LTD/IRP Insurance	3,375.00	3,375.00

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Total 79300 - Payroll Insurances	97,372.03	86,781.50

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	Convention <u>2009</u>	Convention <u>2008</u>
79400 · Business Expense		
79410 · Expenses-Gillies	0.00	0.00
79420 · Expenses-Gondree	1,200.00	1,200.00
79430 · Expenses-Duncan	3,500.00	3,500.00
79440 · Expenses-staff travel	0.00	0.00
79450 · Expenses-Wozniak	0.00	0.00
79470 · Conference-Gondree	1,250.00	1,250.00
79490 · Church Pension - DAW Conf.	1,500.00	1,500.00
79495 · Reserved	0.00	3,000.00
Total 79400 · Business Expense	<u>7,450.00</u>	<u>10,450.00</u>
79500 · Continuing education		
CE-Reserved	1,000.00	1,000.00
79511 · CE-Bishop		
79514 · CE-Gillies		
79515 · CE-Gondree		
79518 · CE-Phillippi		
79520 · CE-Duncan		
79523 · CE-Wozniak		
79524 · CE-Manocchio		
Total 79500 · Continuing education	<u>1,000.00</u>	<u>1,000.00</u>
79600 · Pension Expense		
79610 · Clergy pension plan	34,611.45	34,611.45
79620 · Lay pension plan	20,385.01	20,385.01
79630 · Housing equity	4,108.00	4,108.00
79640 · IRA in lieu	6,530.00	6,530.00
Total 79600 · Pension Expense	<u>65,634.45</u>	<u>65,634.45</u>
Staff eliminations		
79750 · Staff Restruct. Expense		
Total 79000 · Diocesan Staff	<u>602,784.42</u>	<u>579,785.75</u>
Total Expense	<u>1,165,724.00</u>	<u>1,093,403.00</u>
Percentage increase - conv. To conv.	6.6%	1.5%