

**St. Matthew's Episcopal Church  
Summary of Treasurer's Report  
December 31, 2021**

Summary

	Current Month		Year to Date		Actual vs Budget
	Actual 2021	Budget 2021	Actual 2021	Budget 2021	
Total Operating Revenue	49,195	30,833	403,366	370,000	33,366
Associate Rector Reserve Transfer	5,000	-	44,533	38,710	5,823
Total Expense and Loan Principal	37,227	32,795	329,308	418,513	89,205
Surplus (Deficit)	<u>16,968</u>	<u>(1,962)</u>	<u>118,591</u>	<u>(9,803)</u>	<u>128,394</u>

**Actual cash change with transfer removed** 39,684

74,058

Cash Summary

Cash available for operations	<u>12/31/21</u>	<u>12/31/20</u>
Restricted fund cash	113,524	31,010
Total cash	<u>230,269</u>	<u>134,998</u>

**116,745**

Average Weekly Giving

	Average	# Weeks
Current month	14,775	4
Same month last year	12,299	4

Comments:

The operating budget generated 39,684 in December and 74,058 for the year. We finished the year with a cash balance of 116,745 for operations, 61,148 reserve for buildings and grounds and a reserve balance of 19,700 for the rector search. The negative item is the decline in giving from the previous year. This needs to stabilize and grow for future budgets.

St. Matthew's Episcopal Church  
 Analysis of Revenues & Expenses - Detail  
 December 2021

(2)

	2021 12 Month Budget	Month of December			Year to Date December				
		Actual	Budget	Actual vs	Actual	Budget	Actual vs		
		2020	2021	Budget	2020	2021	Budget		
Revenues									
Operating Revenue									
Contributions									
400100 - Pledge/General Fund	370,000	49,195	59,100	30,833	28,267	425,821	397,138	370,000	27,138
400110 - Plate Offerings	-	-	528	-	528	909	1,720	-	1,720
Total Contributions	370,000	49,195	59,628	30,833	28,795	426,730	398,858	370,000	28,858
Other Operating Revenue									
410100 - Other Operating Income	-	-	3	-	3	106	4,508	-	4,508
Total Other Operating Revenue	-	-	3	-	3	106	4,508	-	4,508
Transfer from Associate Rector Reserve	38,710	5,000	-	-	-	5,000	44,533	38,710	5,823
Total Operating Revenue	408,710	54,195	59,631	30,833	28,798	431,836	447,899	408,710	39,189



**St. Matthew's Episcopal Church  
Analysis of Revenues & Expenses - Detail  
December 2021**

	2021		Month of December			Year to Date December			Actual vs Budget	
	12 Month Budget	Actual 2020	Actual 2021	Budget 2021	Actual vs Budget	Actual 2020	Actual 2021	Budget 2021	Actual 2020	Actual 2021
<b>Music Director</b>										
510500 - Music Director Salary	27,000	2,250	1,800	2,250	450	27,000	21,150	27,000	27,000	5,850
510510 - Music Director Lay Pension	2,249	187	162	187	25	2,250	1,798	2,249	2,250	451
510520 - Supply Organist	-	-	-	-	-	-	3,450	-	-	(3,450)
<b>Total Music Director</b>	<b>29,249</b>	<b>2,437</b>	<b>1,962</b>	<b>2,437</b>	<b>475</b>	<b>29,250</b>	<b>26,398</b>	<b>29,249</b>	<b>29,250</b>	<b>2,851</b>
<b>Support Staff</b>										
510700 - Parish Administrator Salary	37,455	3,121	-	3,121	3,121	37,455	21,849	37,455	37,455	15,606
510710 - Parish Administrator Lay Pension	3,371	281	-	281	281	3,371	1,966	3,371	3,371	1,405
510740 - Parish Administrator Life Insurance	330	28	-	28	28	330	193	330	330	138
510750 - Parish Administrator Health Ins	12,672	1,115	-	1,056	1,056	12,731	7,805	12,672	12,731	4,867
510760 - Parish Administrator Disability Ins	299	25	-	25	25	298	174	299	298	125
510770 - Registrar part-time	7,137	595	1,840	595	(1,245)	7,137	9,127	7,137	7,137	(1,990)
<b>Total Support Staff</b>	<b>61,264</b>	<b>5,165</b>	<b>1,840</b>	<b>5,105</b>	<b>3,266</b>	<b>61,322</b>	<b>41,114</b>	<b>61,264</b>	<b>61,322</b>	<b>20,150</b>
<b>Payroll Tax</b>										
510900 - Social Security	6,439	527	257	537	280	6,429	4,879	6,439	6,429	1,560
510910 - Medicare	1,505	123	60	125	65	1,504	1,141	1,505	1,504	364
<b>Total Payroll Tax</b>	<b>7,944</b>	<b>650</b>	<b>317</b>	<b>662</b>	<b>345</b>	<b>7,933</b>	<b>6,020</b>	<b>7,944</b>	<b>7,933</b>	<b>1,924</b>
<b>Total Salaries and Benefits</b>	<b>211,026</b>	<b>25,871</b>	<b>7,618</b>	<b>17,361</b>	<b>9,742</b>	<b>309,626</b>	<b>160,077</b>	<b>211,026</b>	<b>309,626</b>	<b>50,949</b>
<b>Office Expense</b>										
520100 - Audit	4,500	-	-	-	-	-	3,000	4,500	-	1,500
520110 - Bank Charges	1,000	61	-	83	83	824	612	1,000	824	388
520120 - Copier	7,500	387	60	625	565	4,274	5,597	7,500	4,274	1,903
520130 - Office Expense	2,000	52	45	167	122	626	1,477	2,000	626	523
520135 - Electronic Contribution fees	2,000	101	136	167	30	2,179	2,187	2,000	2,179	(187)
520140 - Office Supplies	2,500	21	-	208	208	2,394	923	2,500	2,394	1,577
520150 - Postage	1,000	100	100	83	(17)	838	1,261	1,000	838	(261)
520160 - Dues & Subscriptions	250	64	-	21	21	61	99	250	61	151
520170 - Technology Administrative	9,500	1,465	2,455	792	(1,663)	10,126	15,909	9,500	10,126	(6,409)
<b>Total Office Expense</b>	<b>30,250</b>	<b>2,251</b>	<b>2,796</b>	<b>2,146</b>	<b>(650)</b>	<b>21,322</b>	<b>31,066</b>	<b>30,250</b>	<b>21,322</b>	<b>(816)</b>

**St. Matthew's Episcopal Church  
Analysis of Revenues & Expenses - Detail  
December 2021**

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	2021		Month of December			Year to Date December			
	12 Month Budget	Actual	Actual 2020	2021		Actual 2020	2021		Actual vs Budget
				Actual	Budget		Actual	Budget	
Buildings and Grounds									
Utilities									
530100 - Electricity-Parish Hall/Office Win	10,000	560	598	833	235	8,778	6,099	10,000	3,901
530110 - Electricity-Sanctuary/Education BI	16,000	1,051	(142)	1,333	1,476	15,270	12,613	16,000	3,387
530130 - Natural Gas	2,300	203	203	192	(11)	2,459	2,620	2,300	(320)
530140 - Pest Control	1,700	157	157	142	(15)	1,569	1,883	1,700	(183)
530150 - Sanitation	2,500	166	44	208	164	2,236	2,497	2,500	3
530160 - Telephone	2,300	161	151	192	40	2,012	2,381	2,300	(81)
530170 - Water	1,900	106	149	158	9	1,817	1,575	1,900	325
<b>Total Utilities</b>	<b>36,700</b>	<b>2,404</b>	<b>1,161</b>	<b>3,058</b>	<b>1,898</b>	<b>34,141</b>	<b>29,668</b>	<b>36,700</b>	<b>7,032</b>
Property Expense									
530200 - Building Maintenance Contracts	22,000	720	1,640	1,833	193	15,471	13,603	22,000	8,397
530210 - Housekeeping Supplies	2,500	-	-	208	208	3,088	656	2,500	1,844
530220 - Property Expense	15,000	875	325	1,250	925	9,920	10,823	15,000	4,177
Diocesan Loan	10,000	-	851	1,000	149	-	5,104	10,000	4,896
530260 - Storm Sewer Assessment	2,500	-	-	-	-	2,502	2,502	2,500	(2)
<b>Total Property Expense</b>	<b>52,000</b>	<b>1,595</b>	<b>2,816</b>	<b>4,292</b>	<b>1,476</b>	<b>30,981</b>	<b>32,687</b>	<b>52,000</b>	<b>19,313</b>
<b>Total Buildings and Grounds Insurance</b>	<b>88,700</b>	<b>3,999</b>	<b>3,976</b>	<b>7,350</b>	<b>3,374</b>	<b>65,122</b>	<b>62,355</b>	<b>88,700</b>	<b>26,345</b>
540100 - Parish General Insurance	14,270	-	-	-	-	13,482	14,403	14,270	(133)
540130 - Workers Comp	3,000	-	(405)	-	405	3,040	1,637	3,000	1,363
<b>Total Insurance</b>	<b>17,270</b>	<b>-</b>	<b>(405)</b>	<b>-</b>	<b>405</b>	<b>16,522</b>	<b>16,040</b>	<b>17,270</b>	<b>1,230</b>

**St. Matthew's Episcopal Church  
Analysis of Revenues & Expenses - Detail  
December 2021**

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	2021		Month of December			Year to Date December			
	12 Month Budget	Actual 2020	Actual 2021	Budget 2021	Actual vs Budget	Actual 2020	Actual 2021	Budget 2021	Actual vs Budget
Congregational Life									
550100 - Altar Supplies	700	94	864	58	(806)	434	1,120	700	(420)
550103 - Acolytes	-	-	-	-	-	-	-	-	-
550105 - Flower Guild	100	-	-	8	8	-	39	100	61
550110 - Christian Education	2,000	-	46	167	121	878	779	2,000	1,221
550120 - Communication & A/V Expense	1,000	-	365	83	(281)	-	757	1,000	243
550130 - Fellowship Expense	750	371	-	63	63	436	27	750	723
550135 - Supply Clergy	1,000	(241)	-	83	83	(1)	508	1,000	492
550137 - Seminarian	-	-	-	-	-	1,000	-	-	-
550140 - Music Expense	1,000	10	200	83	(117)	1,161	744	1,000	256
550150 - Newcomer	250	-	-	21	21	-	-	250	250
550160 - Stewardship	250	-	-	21	21	-	85	250	165
550165 - Miscellaneous	600	-	-	50	50	42	300	600	300
550170 - Youth Expense	4,500	-	-	375	375	-	452	4,500	4,048
550161 - Inreach	100	-	-	8	8	-	-	100	100
550172 - Youth Contract	-	-	-	-	-	-	-	-	-
Total Congregational Life	12,250	234	1,475	1,021	(454)	3,950	4,811	12,250	7,439
Travel Expenses									
560100 - Rector Travel	1,000	-	-	83	83	90	192	1,000	808
560110 - Rector Continuing Education	1,000	-	-	83	83	195	-	1,000	1,000
560115 - Rector Expense Reimbursement	-	-	-	-	-	-	-	-	-
Associate Rector travel	-	-	-	-	-	-	-	-	-
Associate Rector Continuing Education	-	-	-	-	-	-	-	-	-
560130 - Staff Continuing Education & Conventions	-	375	-	-	-	459	1,000	-	(1,000)
Total Travel Expenses	2,000	375	-	167	167	1,119	1,192	2,000	808
Total Operating Expenses	418,513	37,227	19,947	32,795	12,848	471,414	329,308	418,513	89,205
Surplus (Deficit)	(9,803)	16,968	39,684	(1,962)	41,646	(39,578)	118,591	(9,803)	128,394
Other									
Rector search / moving expense	13,000								
Surplus (Deficit) with other	(22,803)								

Note, a 20,000 transfer was made from the operating surplus to a reserve account for rector search. This was not run through the operating budget



St. Matthew's Episcopal Church  
**Trial Balance**

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Date Range: Jan 1st 2021 - Dec 31st 2021 | Filtered by: Account Type

Accounts	Beginning Balance	Debits	Credits	Ending Balance
800100 Acolytes Restricted	( 818.21 )	0.00	0.00	( 818.21 )
800110 Altar Flowers Restricted	( 1,144.88 )	2,084.33	1,976.00	( 1,036.55 )
800120 Altar Guild Restricted	( 575.24 )	32.67	20.00	( 562.57 )
800130 Brotherhood of St. Andrew	( 1,658.42 )	2,404.11	1,777.00	( 1,031.31 )
800140 Christian Education Restricted	( 662.01 )	160.00	160.00	( 662.01 )
800152 Nursery	( 1,178.29 )	0.00	0.00	( 1,178.29 )
800155 Daughters of the King	( 297.96 )	0.00	0.00	( 297.96 )
800157 EFM - Sunday	( 1.00 )	0.00	0.00	( 1.00 )
800160 Episcopal Church Women	( 501.02 )	0.00	32.00	( 533.02 )
800170 Fellowship Restricted	( 1,876.17 )	873.93	1,069.75	( 2,071.99 )
800175 Breakfast fund	0.00	0.00	654.00	( 654.00 )
800190 Knit, Crochet & Pray	( 576.76 )	619.00	375.00	( 332.76 )
800200 Music Restricted	( 1,431.60 )	0.00	0.00	( 1,431.60 )
800220 Youth	( 576.17 )	0.00	1,020.00	( 1,596.17 )
800230 Youth Scholarship	( 283.53 )	0.00	0.00	( 283.53 )
800250 Youth Activities Other	( 242.76 )	0.00	0.00	( 242.76 )
800260 Youth Pilgrimage	( 40.00 )	0.00	0.00	( 40.00 )
800265 Youth / Undercroft	( 7,030.29 )	0.00	0.00	( 7,030.29 )
800270 Worship Restricted	( 319.46 )	0.00	0.00	( 319.46 )
800505 Special Offering	( 25.00 )	0.00	0.00	( 25.00 )
800507 Family Promise	0.00	100.00	100.00	0.00
800508 FODAC	0.00	0.00	50.00	( 50.00 )
800510 Habitat for Humanity	( 5.00 )	0.00	0.00	( 5.00 )
800520 Outreach Restricted	( 1,915.76 )	3,367.39	4,070.00	( 2,618.37 )
800522 SE Gwinnett Co-Op	( 14.71 )	2,033.72	3,210.00	( 1,190.99 )
800524 St. Matt's Preschool	( 100.00 )	100.00	0.00	0.00
800530 Global Seeding Mission	( 133.29 )	0.00	0.00	( 133.29 )
800540 Reading Camp	( 4,089.64 )	343.01	50.00	( 3,796.63 )
800632 Building & Grounds Reserve	( 20,809.30 )	16,695.04	57,033.51	( 61,147.77 )
800633 Pavilion restricted	( 605.51 )	605.51	0.00	0.00
800640 Audio equipment	( 1,653.71 )	3,559.77	3,158.87	( 1,252.81 )
800650 Memorials Restricted	( 1,564.46 )	1,004.74	775.00	( 1,334.72 )
800655 Stephens Ministry	( 105.21 )	0.00	0.00	( 105.21 )
800660 Other Restricted	( 3,000.00 )	4,183.53	2,003.91	( 820.38 )
800665 Car Show	( 36.47 )	22,838.62	24,063.86	( 1,261.71 )
800667 Associate Rector reserve	( 44,432.81 )	44,532.81	100.00	0.00
800670 Prayer Book & Hymnals	( 341.00 )	0.00	0.00	( 341.00 )
800680 Rector's Discretionary Fund	( 510.00 )	0.00	2,910.00	( 3,420.00 )
800681 Associate Rector Discretionary Acct	( 2,080.00 )	2,630.00	550.00	0.00
800686 Rector Search	0.00	300.00	20,000.00	( 19,700.00 )
800690 Staff Gift	( 275.00 )	10,400.00	10,125.00	0.00
800800 Columbarium	( 3,077.69 )	6,980.00	100.00	3,802.31
	<b>( \$ 103,988.33 )</b>	<b>\$ 125,848.18</b>	<b>\$ 135,383.90</b>	<b>( \$ 113,524.05 )</b>



St. Matthew's Episcopal Church  
**Statement of Financial Position**

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As of: Dec 31st 2021

**Assets**

Current Assets-Cash

Accounts Receivable

400170 Kennicott Brothers Deposit

600.00

Total Accounts Receivable

600.00

Checking Account

100100 Wells Fargo Operating Checking

204,452.81

100110 Rector's Discretionary Checking

4,705.28

Total Checking Account

209,158.09

Savings Accounts

110100 Wells Fargo Savings Account

25,815.85

Total Savings Accounts

25,815.85

Total Current Assets-Cash

235,573.94

Fixed Assets

Building and Land

150100 Sanctuary

1,242,906.22

150102 Education Wing

311,608.90

150105 Pavilion

21,171.49

150110 Parish Hall & Office Wing

426,663.25

150112 Storage Building

2,005.89

150115 HVAC Units

69,756.00

150119 Sidewalks

6,150.00

150120 Land

38,500.00

150130 Construction in Process

20,034.00

Total Building and Land

2,138,795.75

Furniture & Fixtures

160100 Inventory

65,172.50

160110 Organ

84,172.00

Total Furniture & Fixtures

149,344.50

Total Fixed Assets

2,288,140.25

**Total Assets**

**\$ 2,523,714.19**

**Liabilities & Net Assets**

Liabilities

Loans Payable

200100 Diocese of Atlanta Loan

87,843.95

Total Loans Payable

87,843.95

Total Liabilities

87,843.95

Net Assets

Fund Principal1

299900 Church Fund Principal

2,317,640.91

299910 Rector's Disc Net Assets

4,705.28

Total Fund Principal1

2,322,346.19

Church Restricted

Congregational Life Restricted

800100 Acolytes Restricted

818.21

800110 Altar Flowers Restricted

1,036.55

800120 Altar Guild Restricted

562.57

800130 Brotherhood of St. Andrew

1,031.31

800140 Christian Education Restricted

662.01

800152 Nursery	1,178.29
800155 Daughters of the King	297.96
800157 EFM - Sunday	1.00
800160 Episcopal Church Women	533.02
800170 Fellowship Restricted	2,071.99
800175 Breakfast fund	654.00
800190 Knit, Crochet & Pray	332.76
800200 Music Restricted	1,431.60
800220 Youth	1,596.17
800230 Youth Scholarship	283.53
800250 Youth Activities Other	242.76
800260 Youth Pilgrimage	40.00
800265 Youth / Undercroft	7,030.29
800270 Worship Restricted	319.46
<b>Total Congregational Life Restricted</b>	<b>20,123.48</b>
<b>Outreach &amp; Missions Restricted</b>	
800505 Special Offering	25.00
800508 FODAC	50.00
800510 Habitat for Humanity	5.00
800520 Outreach Restricted	2,618.37
800522 SE Gwinnett Co-Op	1,190.99
800530 Global Seeding Mission	133.29
800540 Reading Camp	3,796.63
<b>Total Outreach &amp; Missions Restricted</b>	<b>7,819.28</b>
<b>Other Restricted</b>	
800632 Building & Grounds Reserve	61,147.77
800640 Audio equipment	1,252.81
800650 Memorials Restricted	1,334.72
800655 Stephens Ministry	105.21
800660 Other Restricted	820.38
800665 Car Show	1,261.71
800670 Prayer Book & Hymnals	341.00
800680 Rector's Discretionary Fund	3,420.00
800686 Rector Search	19,700.00
800800 Columbarium	(3,802.31)
<b>Total Other Restricted</b>	<b>85,581.29</b>
<b>Total Church Restricted</b>	<b>113,524.05</b>
<b>Total Net Assets</b>	<b>2,435,870.24</b>
<b>Total Liabilities &amp; Net Assets</b>	<b>\$ 2,523,714.19</b>