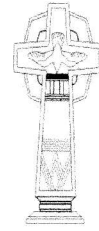


Downtown Presbyterian Church Treasurers Report



Date: March 11, 2020
 To: Downtown Presbyterian Church Session
 From: Rachel Hayes, DPC treasurer
 RE: Financial Report for February 2020

Monthly Summary:
 The 2020 budget has been loaded into Realm.
 There was no endowment draw and the bank balance dropped from \$64,428 to \$25,276.
 There was no payment to NES in February; there were two NES bills paid in January.
 The charge of \$4596.29 for organ repair is on the organ repair fund in the worship and arts committee, which exceeds the annual budget of \$2500 for organ maintenance.
 The 'zombie' transactions on the January 2020 bank reconciliation had been flagged as voids but reappeared. This has been fixed.
 The 2020 capital budget does not include the proposed cost of upgrading HVAC controls.

Operations Income	February	Operating Expenses	This Month
contributions	\$ 16,470.28	Personnel	\$ 25,059.35
other income	\$ 2,188.03	Recurring Building	\$ 6,077.92
		Other Operating expense	\$ 7,179.44
		Capital Projects	\$ 2,184.24
Total Income	\$ 18,658.31	Total Expense	\$ 40,500.95
		Operating Balance	\$ (21,842.64)
		Excluding Capital Expense:	\$ (19,658.40)
Endowment Income			
Endowment Operation	\$ -		
Endowment capital:	\$ -		

> Purchase of parking stickers in the month:	\$	-	
> Utility expenses for the month totaled	\$	3,366.71	
> The follow committees had expenses this month:			
Building			\$ 8,262.16
Education			\$ 275.00
Hospitality			\$ 497.79
Outreach			\$ 1,090.14
Worship & Arts			\$ 4,500.29

Downtown Presbyterian Church
std Statement of Activities

Date Range: Feb 1st 2020 - Feb 29th 2020 | Filtered by: Core Account

Fund: General Fund

Accounts	Actual (This Period)	Budget (This Period)	Actual (This Year to Date)	Budget (This Year to Date)	Annual Budget (This Year)	Annual Budget % Used (This Year)
Revenues						
Contributions						
001-410100 Pledged Offering	15,302.00	13,801.67	31,715.00	27,603.34	165,620.00	19.15 %
001-410200 Non-Pledged Offering	470.00	2,916.67	1,360.00	5,833.34	35,000.00	3.89 %
001-410300 Plate Offering (Cash & Coin)	698.28	833.33	1,203.01	1,666.66	10,000.00	12.03 %
001-410400 Memorials	0.00	41.67	0.00	83.34	500.00	0.00 %
Total Contributions	16,470.28	17,593.34	34,278.01	35,186.68	211,120.00	16.24 %
Other Revenue						
001-420100 Artist Utility	75.00	175.00	75.00	350.00	2,100.00	3.57 %
001-420150 Homeless Food Ministry	400.00	833.33	5,813.42	1,666.66	10,000.00	58.13 %
001-420200 Use of Building	1,613.00	2,166.67	2,013.00	4,333.34	26,000.00	7.74 %
001-420250 Weddings	0.00	166.67	0.00	333.34	2,000.00	0.00 %
001-420300 Capital Projects	0.00	0.00	300.00	0.00	0.00	0.00 %
001-420400 Worship & Arts Revenue	0.00	0.00	60.00	0.00	0.00	0.00 %
001-420550 Waffle Shop	0.00	666.67	194.70	1,333.34	8,000.00	2.43 %
001-420600 Flowers	0.00	33.33	0.00	66.66	400.00	0.00 %
001-420750 Clothes Closet	100.00	333.33	100.00	666.66	4,000.00	2.50 %
001-420990 Miscellaneous Grants/Income	0.03	83.33	0.34	166.66	1,000.00	0.03 %
Total Other Revenue	2,188.03	4,458.33	8,556.46	8,916.66	53,500.00	15.99 %
Endowment						
001-430100 Endowment Draw - Operating/Gen Fund	0.00	21,641.67	30,000.00	43,283.34	259,700.00	11.55 %
001-430200 Endowment Draw - Bldg/Capitol Fund	0.00	16,666.67	0.00	33,333.34	200,000.00	0.00 %
001-430300 Marguerette Thomas Trust	0.00	240.58	0.00	481.16	2,887.00	0.00 %
Total Endowment	0.00	38,548.92	30,000.00	77,097.84	462,587.00	6.49 %
Total Revenues	\$ 18,658.31	\$ 60,600.59	\$ 72,834.47	\$ 121,201.18	\$ 727,207.00	10.02 %
Expenses						
001-570180 Congregational Care	0.00	83.33	0.00	166.66	1,000.00	0.00 %
Personnel						
Pastor						
001-510100 Pastor Salary	2,245.84	2,245.83	4,491.68	4,491.66	26,950.00	16.67 %

Accounts	Actual (This Period)	Budget (This Period)	Actual (This Year to Date)	Budget (This Year to Date)	Annual Budget (This Year)	Annual Budget (This Year)	Annual Budget % Used (This Year)
001-510105 Pastor Housing	2,666.66	2,666.67	5,333.32	5,333.34	32,000.00	32,000.00	16.67 %
001-510110 Pastor Social Security/Medicare	375.84	375.83	751.68	751.66	4,510.00	4,510.00	16.67 %
001-510120 Pastor Pension/Medical Insurance	1,801.96	2,463.25	3,515.26	4,926.50	29,559.00	29,559.00	11.89 %
001-510135 Pastor Auto Allowance	0.00	50.00	248.24	100.00	600.00	600.00	41.37 %
001-510140 Pastor Professional Expenses	72.29	83.33	222.30	166.66	1,000.00	1,000.00	22.23 %
001-510170 Pastor Continuing Education	0.00	87.50	0.00	175.00	1,050.00	1,050.00	0.00 %
001-510180 Pastor Book Allowance	0.00	26.25	40.00	52.50	315.00	315.00	12.70 %
Total Pastor	7,162.59	7,998.66	14,602.48	15,997.32	95,984.00	95,984.00	15.21 %
Office Manager							
001-510300 Office Manager Salary	3,304.16	3,304.17	6,608.32	6,608.34	39,650.00	39,650.00	16.67 %
001-510310 Office Mgr. Social Security/Medicare	261.20	252.75	522.40	505.50	3,033.00	3,033.00	17.22 %
001-510320 Office Manager Pension/Medical Ins.	419.08	736.08	1,159.02	1,472.16	8,833.00	8,833.00	13.12 %
001-510325 Office Manager Retirement Contrib.	166.40	166.42	332.80	332.84	1,997.00	1,997.00	16.66 %
Total Office Manager	4,150.84	4,459.42	8,622.54	8,918.84	53,513.00	53,513.00	16.11 %
Property Manager							
001-510400 Property Manager Salary	3,765.84	3,765.83	7,531.68	7,531.66	45,190.00	45,190.00	16.67 %
001-510410 Property Mgr. Soc. Sec./Medicare	279.66	288.08	559.32	576.16	3,457.00	3,457.00	16.18 %
001-510420 Property Manager Pension/Med. Ins.	2,782.57	2,327.00	5,113.11	4,654.00	27,924.00	27,924.00	18.31 %
Total Property Manager	6,828.07	6,380.91	13,204.11	12,761.82	76,571.00	76,571.00	17.24 %
Education Director							
001-510500 Education Director Wages	1,446.92	1,446.92	2,893.84	2,893.84	17,363.00	17,363.00	16.67 %
001-510510 Education Dir. Soc. Sec./Medicare	110.68	110.67	221.36	221.34	1,328.00	1,328.00	16.67 %
001-510520 Education Director Pension/Med. Ins	251.93	856.92	1,115.09	1,713.84	10,283.00	10,283.00	10.84 %
Total Education Director	1,809.53	2,414.51	4,230.29	4,829.02	28,974.00	28,974.00	14.60 %
Music Director							
001-510600 Music Director Wages	2,122.26	2,122.25	4,244.52	4,244.50	25,467.00	25,467.00	16.67 %
001-510610 Music Dir. Social Security/Medicare	162.36	162.33	324.72	324.66	1,948.00	1,948.00	16.67 %
001-510630 Music Director Continuing Education	0.00	50.00	0.00	100.00	600.00	600.00	0.00 %
Total Music Director	2,284.62	2,334.58	4,569.24	4,669.16	28,015.00	28,015.00	16.31 %
Facilities Manager							
001-510700 Facilities Manager Wages	1,660.00	1,610.00	2,260.00	3,220.00	19,320.00	19,320.00	11.70 %
Total Facilities Manager	1,660.00	1,610.00	2,260.00	3,220.00	19,320.00	19,320.00	11.70 %
Musicians							
001-510800 Musicians	690.00	1,386.67	2,893.00	2,773.34	16,640.00	16,640.00	17.39 %
Total Musicians	690.00	1,386.67	2,893.00	2,773.34	16,640.00	16,640.00	17.39 %
Nursery Workers							
001-510900 Nursery Workers' Wages	240.00	391.67	447.00	783.34	4,700.00	4,700.00	9.51 %

Accounts	Actual (This Period)	Budget (This Period)	Actual (This Year to Date)	Budget (This Year to Date)	Annual Budget (This Year)	Annual Budget % Used (This Year)
Total Nursery Workers	240.00	391.67	447.00	783.34	4,700.00	9.51 %
Other Personnel Expense						
001-510950 Payroll Accounting Expenses	233.70	316.67	689.15	633.34	3,800.00	18.14 %
001-510960 Workers Comp Insurance	0.00	166.67	0.00	333.34	2,000.00	0.00 %
001-510970 Field Education Student	0.00	83.33	0.00	166.66	1,000.00	0.00 %
001-510980 Temporary Help/Event Services	0.00	125.00	0.00	250.00	1,500.00	0.00 %
001-510985 Training	0.00	41.67	0.00	83.34	500.00	0.00 %
Total Other Personnel Expense	233.70	733.34	689.15	1,466.68	8,800.00	7.83 %
Total Personnel	25,059.35	27,709.76	51,517.81	55,419.52	332,517.00	15.49 %
Building & Maintenance						
Utilities & Insurance						
001-520100 Natural Gas	3,424.23	1,166.67	6,306.78	2,333.34	14,000.00	45.05 %
001-520110 Electricity	0.00	2,333.33	3,929.96	4,666.66	28,000.00	14.04 %
001-520120 Water	(262.59)	216.67	346.76	433.34	2,600.00	13.34 %
001-520130 Waste Disposal	2.93	166.67	341.34	333.34	2,000.00	17.07 %
001-520140 Telephone Service	28.89	125.00	200.86	250.00	1,500.00	13.39 %
001-520150 Internet	(55.70)	50.00	(55.70)	100.00	600.00	(9.28) %
001-520160 Alarm	52.00	150.00	137.00	300.00	1,800.00	7.61 %
001-520170 Pest Control Service	176.95	83.33	176.95	166.66	1,000.00	17.70 %
001-520185 Building Insurance	0.00	2,541.67	0.00	5,083.34	30,500.00	0.00 %
Total Utilities & Insurance	3,366.71	6,833.34	11,383.95	13,666.68	82,000.00	13.88 %
Maintenance & Grounds						
001-520200 Building Maintenance & Repairs	2,711.21	2,500.00	3,815.21	5,000.00	30,000.00	12.72 %
001-520210 Cleaning Service	0.00	1,000.00	1,866.00	2,000.00	12,000.00	15.55 %
001-520220 Capital Projects	2,184.24	16,666.67	5,417.55	33,333.34	200,000.00	2.71 %
Total Maintenance & Grounds	4,895.45	20,166.67	11,098.76	40,333.34	242,000.00	4.59 %
Total Building & Maintenance	8,262.16	27,000.01	22,482.71	54,000.02	324,000.00	6.94 %
Other Expenses						
Outreach						
001-530105 Foreign Missions	0.00	240.58	0.00	481.16	2,887.00	0.00 %
001-530120 Local Benevolences	0.00	1,166.67	1,674.71	2,333.34	14,000.00	11.96 %
001-530130 Community Assistant Fund	316.84	333.33	316.84	666.66	4,000.00	7.92 %
001-530140 Waffle Shop	30.69	166.67	88.91	333.34	2,000.00	4.45 %
001-530150 Homeless Ministry - Food	742.61	1,000.00	926.44	2,000.00	12,000.00	7.72 %
Total Outreach	1,090.14	2,907.25	3,006.90	5,814.50	34,887.00	8.62 %
Administration						
001-540100 Office Equipment	244.61	291.67	868.40	583.34	3,500.00	24.81 %

Accounts	Actual (This Period)	Budget (This Period)	Actual (This Year to Date)	Budget (This Year to Date)	Annual Budget (This Year)	Annual Budget % Used (This Year)
001-540110 Office Equipment Maintenance	0.00	20.83	0.00	41.66	250.00	0.00 %
001-540120 Software/Programs	133.00	166.67	264.00	333.34	2,000.00	13.20 %
001-540140 Office Supplies	338.26	41.67	338.26	83.34	500.00	67.65 %
001-540150 Postage	122.15	20.83	122.15	41.66	250.00	48.86 %
001-540160 Cell Phone	0.00	58.33	110.00	116.66	700.00	15.71 %
001-540175 Parking	0.00	833.33	1,132.00	1,666.66	10,000.00	11.32 %
001-540180 Fees	(21.80)	41.67	37.61	83.34	500.00	7.52 %
001-540185 Central Treasurer-PCUSA	0.00	412.50	0.00	825.00	4,950.00	0.00 %
001-540190 Miscellaneous Administration	0.00	16.67	0.00	33.34	200.00	0.00 %
Total Administration	816.22	1,904.17	2,872.42	3,808.34	22,850.00	12.57 %
Worship & Arts						
001-550100 Pulpit Supply	(150.00)	75.00	(150.00)	150.00	900.00	(16.67) %
001-550110 Worship Aids	0.00	20.83	0.00	41.66	250.00	0.00 %
001-550115 Worship Arts Supplies	0.00	16.67	0.00	33.34	200.00	0.00 %
001-550120 Music Supplies	54.00	41.67	54.00	83.34	500.00	10.80 %
001-550130 Organ & Piano Maintenance	4,596.29	208.33	4,596.29	416.66	2,500.00	183.85 %
001-550140 Organ Supply	0.00	62.50	0.00	125.00	750.00	0.00 %
001-550150 Youth Choir	0.00	62.50	0.00	125.00	750.00	0.00 %
001-550190 Miscellaneous Worship & Arts	0.00	37.50	0.00	75.00	450.00	0.00 %
001-550200 Flowers	0.00	41.67	0.00	83.34	500.00	0.00 %
Total Worship & Arts	4,500.29	566.67	4,500.29	1,133.34	6,800.00	66.18 %
Education						
001-560100 Youth Ministries	0.00	50.00	0.00	100.00	600.00	0.00 %
001-560110 Jean Prueher Fund	0.00	58.33	0.00	116.66	700.00	0.00 %
001-560120 Children's Art Supplies	0.00	16.67	0.00	33.34	200.00	0.00 %
001-560130 Guest Speakers	0.00	8.33	0.00	16.66	100.00	0.00 %
001-560140 Educational Materials	0.00	141.67	0.00	283.34	1,700.00	0.00 %
001-560190 Miscellaneous Education	275.00	16.67	275.00	33.34	200.00	137.50 %
Total Education	275.00	291.67	275.00	583.34	3,500.00	7.86 %
Hospitality (CL/W&MD)						
001-570110 Receptions	0.00	25.00	112.30	50.00	300.00	37.43 %
001-570120 Congregational Meals	0.00	54.17	0.00	108.34	650.00	0.00 %
001-570130 Bereavement/Funerals	0.00	41.67	65.22	83.34	500.00	13.04 %
001-570150 Advertising/Brochures/Public Rel.	353.42	70.83	353.42	141.66	850.00	41.58 %
001-570160 New Member Assimilation	0.00	20.83	0.00	41.66	250.00	0.00 %
001-570190 Miscellaneous Hospitality (CL/W&MD)	144.37	37.50	337.63	75.00	450.00	75.03 %
Total Hospitality (CL/W&MD)	497.79	250.00	868.57	500.00	3,000.00	28.95 %
Session Expenses						

Accounts	Actual (This Period)	Budget (This Period)	Actual (This Year to Date)	Budget (This Year to Date)	Annual Budget (This Year)	Annual Budget % Used (This Year)
001-590100 Session Development/Retreat	0.00	41.67	0.00	83.34	500.00	0.00 %
001-590190 Miscellaneous Session	0.00	12.50	0.00	25.00	150.00	0.00 %
Total Session Expenses	0.00	54.17	0.00	108.34	650.00	0.00 %
Total Other Expenses	7,179.44	5,973.93	11,523.18	11,947.86	71,687.00	16.07 %
Total Expenses	\$ 40,500.95	\$ 60,767.03	\$ 85,523.70	\$ 121,534.06	\$ 729,204.00	11.73 %
Net Total	(\$ 21,842.64)	(\$ 166.44)	(\$ 12,689.23)	(\$ 332.88)	(\$ 1,997.00)	635.41 %