

**Report to Presbytery
Treasurer's Report/Administration Commission/Trustees
August 11, 2018**

Recommendation to Presbytery:

Philip Lotspeich's contract with the Presbytery was set to end on July 31, 2018.

Representatives from the Administration Commission met with the Coordinating Commission and reviewed the terms of call, job description and job performance with Philip.

Recommend to presbytery that Philip's call with the Presbytery continue and that the "Designated Transitional General Presbyter" title be changed to General Presbyter with terms of call remaining the same as budgeted in 2018. Terms are: Salary \$54,106, Housing Allowance \$22,279, SECA \$5,843, BOP \$28,262, CE \$2,000, Prof Exp \$14,000 that the current job description be changed to eliminate the defined periods of time relating to the three-year contract. **(Job Description Appendix A)**

Information to Presbytery:

- The Treasurer's Report as of June 30, 2018 is attached.
- A per capita and unified giving spreadsheet by church as requested by Presbytery is attached.

Notes from Treasurer's Report

Operating Budget

1. Total Revenue as of 6/30/18 is \$160,210 as compared to \$168,852 at 6/30/17. This is a decrease in revenue of \$8,642.
2. Total Expense as of 6/30/18 is \$188,355 as compared to \$223,031 at 6/30/17. This is a decrease of expense of \$34,676.
3. Total Net for the operating budget as of 6/30/18 is (\$28,145) as compared to (\$54,179) at 6/30/17.

Burnamwood Budget

1. Total Burnamwood revenue as of 6/30/18 is \$99,252 as compared to \$104,818 at 6/30/17. This is a decrease of revenue of \$5,566.
2. Total Burnamwood expense as of 6/30/18 is \$129,204 as compared to \$104,128 at 6/30/17. This is an increase in expense of \$25,076.
3. Total Net for Burnamwood as of 6/30/18 is (\$29,952) as compared to \$690 at 6/30/17.

Chapel Hill Budget

1. The Presbytery took over the Chapel Hill property financials at the beginning of June. As of June 30, 2018, \$54,561 remained in the Chapel Hill designated account.
2. As of June 30, 2018, an outstanding loan on the property of \$404,347 remains.
3. Chapel Hill revenue in June was \$2,280. Chapel Hill expense was \$8,472.

Actions Taken by Administration Commission since March presbytery meeting:

1. Year-to-date financial reports as of June 30, 2018 were reviewed and approved including reserves, foundation accounts, unified mission and per capita contributions.
2. Approved the dismissal of the Administrative Commission for Pineville and referred it to the Closing Commission.
3. Approved adding a subsidiary budget to presbytery's financial records for the Chapel Hill Church property.
4. Approved a facility use request of a small office space at Chapel Hill from Ray Mendenhall for \$200 a month.
5. Approved a facility use request at Chapel Hill from 333 Church of Lexington to use the sanctuary of Chapel Hill for July and August on Sunday mornings and Wednesday evenings for the sum of \$1,800.

Presbytery of Transylvania: Job Description
General Presbyter: Full Time

Appendix A

PURPOSE: The General Presbyter shall work to provide leadership in the implementation of our Long Range Plan and to further the mission of Jesus Christ in the world.

RESPONSIBILITIES:

Provide proactive leadership:

- Implementation of our Long Range Plan
 - Develop and implement at least one goal from each of the seven strategies
 - Form, nurture, and communicate “neighborhoods” of shared passion and mission
 - Encourage the strengthening of small congregations
 - Restructure Presbytery meetings for increased effectiveness
 - Delegate establishment and maintenance of Technology Stations throughout the Presbytery for the purpose of enabling relationships and broadening participation
 - Endorse and support Camp Burnamwood’s Mission
 - Continuously communicate the Presbytery’s mission and successes with its members and beyond
 - Reshape staff roles and responsibilities to align with recommendations and strategies.
 - Refine and develop additional goals within each strategy and implement them
 - Assess how well the Presbytery functions within the seven strategies and recommend needed adjustments
- Participate in Presbytery-wide events as they fulfill Manual of Operations or Long Range Plan goals. Serve as Presbytery Head of Staff:
 - Perform annual review and training of support staff
 - Support and supervise Camp Burnamwood director
- Participate in Synod, GA and ecumenical events
 - Participate in Living Waters (Synod) events, training workshops, and forums in conflict management training, commissioner training, shared futures, Executive forums, annual Synod meeting, Fall Polity conference, Association of Mid Council Leader events, Board of Pensions as they fulfill Manual of Operations, Book of Order, or Long Range Plan goals
 - Participate in General Assembly events as they fulfill Manual of Operations, Book of Order, or Long Range Plan goals
 - Transylvania Presbytery is a member judicatory of the Kentucky Council of Churches. Participation is advised.

Connect our members, churches and neighbors with others of similar missional affinity within Transylvania Presbytery and beyond

- Form, nurture and communicate neighborhoods of missional affinity
- Hold staff meetings in multiple regions of Presbytery, to fulfill aspects of the Long Range Plan or operational goals
- Represent Presbytery at congregational events as needed to fulfill aspects of the Long Range Plan or operational goals
- Maintain open communication with the Commission on Ministry about congregational issues, for operational or long range purposes.
- Be available to individuals, churches, neighborhoods and others for leadership and operational purposes.
- When requested by Pastor Nominating Committees, perform executive reference checks of candidates.
- Work with the Commission on Preparation for Ministry, the Pastoral Transitions Commission, the PCUSA's Church Leadership Connection, secular and ecumenical partners, in order to connect the Presbytery's candidates, at-large members, transitioning clergy and commissioned lay pastors with open positions and start-up possibilities within and beyond the Presbytery.

Communicate our Mission and Goals

- Develop a comprehensive communications strategy in accordance with stipulations in the Long Range Plan and ensure its implementation Presbytery-wide
- Implement Presbytery decisions
- Present and interpret decisions of the Synod and the General Assembly to the Presbytery and beyond in clear and engaging ways
- Be the voice of our Presbytery locally, nationally, and worldwide

REVIEW: An annual review will be conducted by the Administration Commission (Staff Services) of the Presbytery. The Synod of Living Waters will be invited to participate in these reviews.

ACCOUNTABILITY: The General Presbyter is accountable to the Presbytery through the Coordinating Commission (for Manual of Operations) and Administration Commission (Staff Services) for annual and comprehensive reviews.

QUALIFICATIONS: Must be 1) an ordained elder (ruling or teaching) in the Presbyterian Church (USA), or 2) ordained clergy of a denomination in communion with the PCUSA, or 3) a committed Christian who has a) demonstrated effective leadership of an organization whose mission is compatible with the mission of Jesus Christ in the world and b) who has been elected by the Presbytery of Transylvania.

TREASURER'S REPORT

Presbytery of Transylvania					
Treasurer's Report					
June 30, 2018					
	2018	2018	2017	TOTAL	2018 ACTUAL
	ANNUAL	REVENUE	REVENUE	REVENUE	COMPARED TO
	BUDGET	6.30.18	6.30.17	2017	2017 ACTUAL
INCOME					(decrease in revenue)
UNIFIED GIVING - Presbytery Share	176,722	56,609	52,594	119,529	4,015
PER CAPITA	181,861	58,329	74,370	159,277	(16,041)
OTHER RECEIPTS					
TRUST FUNDS	22,000	9,497	8,725	22,000	772
OTHER RECEIPTS/DESIGNATED ACCTS	77,417	35,775	33,164	84,891	2,612
TOTAL OTHER RECEIPTS	99,417	45,273	41,889	113,158	3,384
TOTAL INCOME	458,000	160,210	168,852	391,964	(8,642)

Presbytery of Transylvania					
Treasurer's Report					
June 30, 2018					
	2018	2018	2017	TOTAL	2018 ACTUAL
	ANNUAL	EXPENSES	EXPENSES	EXPENSES	COMPARED TO
	BUDGET	6.30.18	6.30.17	2017	2017 ACTUAL
EXPENSES					(decrease in expenses)
COMMISSIONS AND MINISTRIES					
ADMINISTRATION	1,300	22	13	13	9
BURNAMWOOD	70,000	35,000	37,500	75,000	(2,500)
CHRISTIAN FORMATION	13,000	4,937	6,160	6,508	(1,224)
CHURCH DEVELOPMENT/REDEVELOPMENT	18,000	3,449	400	12,000	3,049
CONGREGATIONAL ISSUES	2,000	0	772	1,151	(772)
COORDINATING COMMISSION	11,000	2,682	4,361	4,450	(1,679)
LEADERSHIP DEVELOPMENT	10,000	0	380	380	(380)
MISSION MINISTRY	10,000	0	742	10,225	(742)
PASTORAL TRANSITIONS COMMISSION	20,000	9,952	4,542	23,193	5,410
PREPARATION FOR MINISTRY	7,000	0	1,386	4,156	(1,386)
REPRESENTATION	200	0	0	0	0
TOTAL COMMITTEES	162,500	56,042	56,256	137,076	(215)
SUPPORT FUNCTIONS					
PERSONNEL	244,500	118,212	148,694	263,450	(30,481)
OFFICE OPERATIONS	34,700	8,188	8,759	17,025	(570)
COMMUNICATIONS	4,000	1,136	2,885	3,496	(1,748)
PRESBYTERY OFFICES	6,300	1,322	3,227	3,199	(1,906)
TOTAL SUPPORT FUNCTIONS	289,500	128,859	163,565	287,170	(34,706)
OTHER					
KY COUNCIL OF CHURCHES	4,000	1,500	1,403	3,318	98
PRESBYTERY MEETINGS	7,000	455	307	6,576	147
PRESBYTERIAN WOMEN	3,000	1,500	1,500	3,000	0
TOTAL OTHER	14,000	3,455	3,210	12,894	245
TOTAL EXPENSES	466,000	188,355	223,031	437,140	(34,676)
INCOME YEAR-TO-DATE					
	458,000	160,210	168,852	391,964	
EXPENSES YEAR-TO-DATE					
	466,000	188,355	223,031	437,140	
DIFFERENCE	(8,000)	(28,145)	(54,178)	(45,176)	

Camp Burnamwood Subsidiary Budget					
June 30, 2018					
	2018 ANNUAL BUDGET	2018 ACTUAL 6.30.18	2017 ACTUAL 6.30.17	2017 TOTAL REVENUE	2018 ACTUAL COMPARED TO 2017 ACTUAL (decrease in revenue)
INCOME					
Unified for Burnamwood	70,000	35,000	37,500	75,000	(2,500)
Burnamwood Gifts	55,000	26,055	39,889	52,394	(13,834)
Burnamwood SummerCampFees	35,000	17,472	21,076	31,388	(3,604)
Burnamwood YouthRetreatFees	11,000	3,428	2,554	7,267	874
Burnamwood Presby Rentals	16,000	0	650	15,501	(650)
Burnamwood Other Rentals	25,000	12,848	749	11,729	12,098
Burnamwood Appalachian Ministry	20,000	4,450	2,400	4,140	2,050
TOTAL INCOME	232,000	99,252	104,818	197,420	(5,566)
EXPENSES					(decrease in expense)
ADMINISTRATIVE	10,957	4,365	6,727	12,216	(2,362)
PERSONNEL	117,180	55,634	46,160	97,499	9,475
FOOD SERVICE	34,350	16,473	10,216	29,653	6,257
FACILITIES	61,050	47,342	35,812	60,585	11,530
SUMMER PROGRAM	4,500	301	2,557	6,329	(2,256)
RETREATS	500	455	42	316	413
FUNDRAISING EXPENSES	3,080	1,559	999	999	560
BAM EXPENSE	20,383	3,074	1,615	2,691	1,460
TOTAL EXPENSES	252,000	129,204	104,128	210,289	25,076
INCOME YEAR-TO-DATE	232,000	99,252	104,818	197,420	
EXPENSES YEAR-TO-DATE	252,000	129,204	104,128	210,289	
DIFFERENCE	(20,000)	(29,952)	690	(12,870)	

Chapel Hill Subsidiary Budget					
June 30, 2018					
	2018 ANNUAL BUDGET	2018 ACTUAL 6.30.18	2017 ACTUAL 6.30.17	2017 TOTAL REVENUE	2018 ACTUAL COMPARED TO 2017 ACTUAL (decrease in revenue)
INCOME					(decrease in revenue)
Chapel Hill Property Revenue	0	2,280	0	0	2,280
TOTAL INCOME	0	2,280	0	0	2,280
EXPENSES					(decrease in expense)
Chapel Hill Utilities		2,194	0	0	2,194
Chapel Hill Loan Expense		2,881	0	0	2,881
Chapel Hill Maintenance Expense		3,397	0	0	3,397
TOTAL EXPENSES	0	8,472	0	0	8,472
INCOME YEAR-TO-DATE	0	2,280	0	0	
EXPENSES YEAR-TO-DATE	0	8,472	0	0	
DIFFERENCE	0	(6,193)	0	0	

Reserves as of 6/30/18

Designated Accounts for Specific Purposes

Caldwell Campbell for First Presbyterian of Richmond	30,409
Chapel Hill Presbyterian Church	54,561
Church Development/Redevelopment	138,498
Greenway funds interest to be used for Eastern Ky	1,045,667
Harmony Cemetery	6,551
John F White fund to be used for Whites Memorial and indigent ministers	639,027
Mec Lona Davis to be used for Guerrant Memorial	211,991
Nicholasville Redevelopment fund	237,524
Campus Ministry funds held by Foundation	165,309
Total Designated Accounts for Specific Purposes	2,529,537

Undesignated Accounts

General Fund	213,042
412 Rose Street (Proceeds from Sale of Rose Street Property)	302,191
Chase Operating Account	5,850
Total Accounts Available for Operating and Reserves	521,083

Designated Funds that are in General Accounts 174,419

Total Undesignated Presbytery Reserves 346,664

Estimate of Needed Operating Reserves (4 Months of Expenses) 155,333

**Presbytery of Transylvania
Treasurer's Report**

**SPECIAL OFFERINGS
June 30, 2018**

	Amount Received from Churches
GENERAL ASSEMBLY CAUSES	
GA Disaster Assistance	3,126
GA Hunger	3,365
GA Joy Gift	5,179
GA Missionaries/Extra Commitment Opportunities	14,116
GA One Great Hour	20,089
GA Peace & Global Witness	67
GA Pentecost	3,858
GA Theological Education	150
TOTAL GA CAUSES	49,951
SYNOD CAUSES	
SLW Living World Offering	900
SLW Louisville Seminary	2,070
SLW Peace & Global Witness	17
TOTAL SYNOD CAUSES	2,987
PRESBYTERY CAUSES	
Buckhorn Children's Center	4,449
CWS Blankets	1,670
Uspiritus	1,954
Westminster Village	2,625
TOTAL PRESBYTERY CAUSES	10,698
TOTAL SPECIAL OFFERINGS	63,636

Unified/Per Capita Spreadsheet by Church

CHURCH	LOCATION	# of members for y/e 2016 used to calculate 2018 per capita	2018 Per Capita	Per Capita Received as of 6/30/18	2018 Projected Unified	Unified Received as of 6/30/18
Community Presbyterian Church of Bellefonte	Ashland	36	1,327			
First Presbyterian Church	Ashland	133	4,902			
Normal Presbyterian Church	Ashland	31	1,143	265		
Augusta Presbyterian Church	Augusta	53	1,954			
Sharon Presbyterian Church	Augusta	12	442			
McGuire Mem'l Presbyterian Church	Beattyville	20	737			
White's Mem'l Presbyterian Church	Berea	20	737	806	4,000	4,000
Doermann Mem'l Presbyterian Church	Blackey	29	1,069			
Cow Creek Presbyterian Church	Booneville	37	1,364			
First Presbyterian Church	Booneville	77	2,838			
Buckhorn Lake Area Church	Buckhorn	58	2,138		2,400	800
Highland Presbyterian Church	Canada	21	774			
Carlisle Presbyterian Church	Carlisle	57	2,101		1,050	

Unified/Per Capita Spreadsheet by Church

CHURCH	LOCATION	# of members for y/e 2016 used to calculate 2018 per capita	2018 Per Capita	Per Capita Received as of 6/30/18	2018 Projected Unified	Unified Received as of 6/30/18
First Presbyterian Church	Catlettsburg	32	1,180			
Cawood Presbyterian Church	Cawood	17	627			
Corbin Presbyterian Church	Corbin	85	3,133	1,832		
Cynthiana Presbyterian Church	Cynthiana	143	5,271			
The Presbyterian Church	Danville	392	14,449	10,836	12,000	10,000
United Presbyterian Church	Ezel	28	1,032			
First Presbyterian Church	Flemingsburg	20	737			
United Presbyterian Church	Frenchburg	18	663			
First Presbyterian Church	Georgetown	152	5,603	2,866		
Bayless Memorial Presbyterian Church	Grayson	28	1,032			
Greenup Presbyterian Church	Greenup	32	1,180			
First Presbyterian Church	Harlan	29	1,069	1,069		
United Presbyterian Church	Harrodsburg	103	3,797	925		

Unified/Per Capita Spreadsheet by Church

CHURCH	LOCATION	# of members for y/e 2016 used to calculate 2018 per capita	2018 Per Capita	Per Capita Received as of 6/30/18	2018 Projected Unified	Unified Received as of 6/30/18
First Presbyterian Church	Hazard	125	4,608	4,084		
Hull Memorial Presbyterian Church	Hazard	23	848	300		
Anna C. Brush Mem'l Presbyterian Church	Hyden	18	663			
Isom Presbyterian Church	Isom	28	1,032			
Guerrant Memorial Presbyterian Church	Jackson	30	1,106			
First Presbyterian Church	Lancaster	48	1,769	1,769		
First Presbyterian Church	Lawrenceburg	26	958			
Beaumont Presbyterian Church	Lexington	135	4,976	1,233	1,000	850
Bethel Presbyterian Church	Lexington	15	553			
Chapel Hill Presbyterian Church	Lexington	41	1,511	1,526		
Eastminster Presbyterian Church	Lexington	38	1,401	701		
First Presbyterian Church	Lexington	600	22,116	11,058		
Hunter Presbyterian Church	Lexington	187	6,893	2,854	10,000	4,167

Unified/Per Capita Spreadsheet by Church

CHURCH	LOCATION	# of members for y/e 2016 used to calculate 2018 per capita	2018 Per Capita	Per Capita Received as of 6/30/18	2018 Projected Unified	Unified Received as of 6/30/18
Korean Presbyterian Church	Lexington	63	2,322			
Maxwell Street Presbyterian Church	Lexington	504	18,577	9,750		
Meadowthorpe Presbyterian Church	Lexington	109	4,018	500	5,000	1,250
Mt. Horeb Presbyterian Church	Lexington	70	2,580	900	200	200
Second Presbyterian Church	Lexington	774	28,530	14,265	64,650	32,325
Walnut Hill Presbyterian Church	Lexington	144	5,308			
First Presbyterian Church	London	76	2,801	1,401		
Manchester Presbyterian Church	Manchester	10	369			
Mays Lick Presbyterian Church	Mayslick	4	147			
First Presbyterian Church	Maysville	108	3,981	2,012	2,250	1,500
First Presbyterian Church	Middlesboro	33	1,216			
Midway Presbyterian Church	Midway	62	2,285		6,000	

Unified/Per Capita Spreadsheet by Church

CHURCH	LOCATION	# of members for y/e 2016 used to calculate 2018 per capita	2018 Per Capita	Per Capita Received as of 6/30/18	2018 Projected Unified	Unified Received as of 6/30/18
First Presbyterian Church	Millersburg	25	922			
Faith Presbyterian Church	Morehead	32	1,180			
First Presbyterian Church	Mt. Sterling	113	4,165	2,083	1,882	796
Nicholasville Presbyterian Church	Nicholasville	35	1,290	211		
Old Paint Lick Presbyterian Church	Paint Lick	17	627			
First Presbyterian Church	Paris	49	1,806	3,619		
Hopewell Presbyterian Church	Paris	5	184			
Perryville Presbyterian Church	Perryville	10	369		200	
First Presbyterian Church	Pikeville	66	2,433			
First Presbyterian Church	Pineville	25	922			
First Presbyterian Church	Prestonsburg	91	3,354	730		
Indian Creek Presbyterian Church	Ricetown	60	2,212			

Unified/Per Capita Spreadsheet by Church

CHURCH	LOCATION	# of members for y/e 2016 used to calculate 2018 per capita	2018 Per Capita	Per Capita Received as of 6/30/18	2018 Projected Unified	Unified Received as of 6/30/18
First Presbyterian Church	Richmond	274	10,100	4,947	22,500	11,250
New Providence Presbyterian Church	Salvisa	20	737			
Old Springfield Presbyterian Church	Sharpsburg	28	1,032			
First Presbyterian Church	Somerset	176	6,487	4,836		
Pisgah Presbyterian Church	Somerset	26	958			
Stanford Presbyterian Church	Stanford	106	3,907	1,886	500	
First Presbyterian Church	Stanton	99	3,649			
Pisgah Presbyterian Church	Versailles	248	9,141			
Troy Presbyterian Church	Versailles	72	2,654	678	4,892	1,194
Versailles Presbyterian Church	Versailles	262	9,657	4,829		
Washington Presbyterian Church	Washington	5	184			
Graham Memorial Presbyterian Church	Whitesburg	92	3,391	1,695	1,200	600

Unified/Per Capita Spreadsheet by Church

CHURCH	LOCATION	# of members for y/e 2016 used to calculate 2018 per capita	2018 Per Capita	Per Capita Received as of 6/30/18	2018 Projected Unified	Unified Received as of 6/30/18
Wilmore Presbyterian Church	Wilmore	74	2,728	1,364	1,000	500
First Presbyterian Church	Winchester	159	5,861			
Salem Presbyterian Church	Winchester	26	958	958	900	900
Miscellaneous Receipts					2,500	1,900
GRAND TOTALS		7,129	262,775	98,786	144,124	72,232
Presbytery Portion				58,329	112,417	56,609
Budgeted Amount						
Deficit to presbytery budget						