

St. Luke's Episcopal Church					
Profit and Loss - Operating Budget for 2021				Scenario	
				Building Open 6/21	
	2019 total	2020 Budget	2020 Actual	2021 Budget	Comments/Assumptions for 2021. Building opens June, 2021
<b>41000 Regular Operating Revenue</b>					
<b>41100 Donations</b>					
41110 Plate Donations	14,197	13,200	21,651	11,700	Est 850/mo; 1,100 when open
41120 Pledge Donations	68,857	103,300	102,506	120,000	2021 Pledge
41130 Other Donations	550	600	189	180	\$45/quarter (amazon & fred meyer)
41140 Designated Gifts - Operations	14,076	-	14,780	-	no budget; music grant in 2020
41145 Designated gifts - Columbarium	25,800	-	-	-	no budget in operations, supported through Columbarium
<b>Total 41100 Donations</b>	<b>123,479</b>	<b>117,100</b>	<b>139,127</b>	<b>131,880</b>	<b>2021 \$7,600 higher than 2020 excluding Grant &amp; Designated gifts</b>
41200 Building Use Fees	8,382	8,400	6,650	7,620	Est 570/mo; 700/mo when open
<b>Total 41000 Regular Operating Revenue</b>	<b>131,861</b>	<b>125,500</b>	<b>145,777</b>	<b>139,500</b>	
<b>43100 Investment Income</b>	322	-	-		
43110 Investment Interest & Dividends	11,075	-	12	24	
44010 Designated Gifts - Outreach	385	-	5,239	-	no budget; offset with 67410
44210 Designated Gifts - Labyrinth	355	-	-	-	no budget
<b>Total Income</b>	<b>143,998</b>	<b>125,500</b>	<b>151,027</b>	<b>139,524</b>	<b>Total Income 2021 \$8,500 higher than 2020 excluding Grant &amp; Designated gifts</b>
<b>65001 General Operations</b>	-	-	-	-	
65010 Books, Subscriptions, Reference	255	255	141	180	
65021 Postage, Mailing Services	110	110	220	220	
65030 Printing and Copying	1,107	1,200	484	810	\$20/mo; \$115 mo when open
65040 Office Supplies	1,046	1,250	881	670	\$35/mo+\$250 for annual check order in June
65041 Janitorial Supplies	216	250	110	450	\$10/mo; \$65/mo when open
65045 Office Equipment / Maintenance	1,620	1,488	1,424	1,476	copier 123/mo
65050 Phone & Internet	1,959	1,896	2,016	2,160	Ziplay \$180/mo
65051 Computer Services, Licenses, Subscriptions	983	1,656	2,082	2,186	Mo Gsuite 18, QB 70, Tithely 50, zoom 15: annual wix 150, mcafee 25
65052 Bookkeeping Services	2,941	1,080	270	-	
65060 Gifts	29	30	396	200	\$150 Jan&Feb; \$50 in Aug
65065 Meeting Expenses	22	18	-	-	account not actively used, no budget
65080 Insurance - Liability, Property	2,894	3,140	3,271	3,500	2021: 3,499/yr, \$227 increase.
65090 Licenses & Permits	235	275	119	190	May \$50 for SOS; \$35 per background checks - budget for 4
65091 Bank Service Charges	(103)	-	48	-	
65092 Payment Processing Fees	38	120	421	540	\$55/mo; 35/mo when open
<b>Total 65001 General Operations</b>	<b>13,353</b>	<b>12,768</b>	<b>11,882</b>	<b>12,582</b>	<b>\$700 higher in 2021, Janitorial supplies and computer services</b>
<b>65100 Facilities</b>	-	-	-	-	
65110 Utilities	9,143	8,856	7,072	9,768	PGE 191/225 when open; gas 203/243 when open; water/sewer \$275/mo; trash 108/mo;
65120 Waste Disposal	811	1,224	1,251	-	Merge this account with 65110, above
65140 Building Maintenance	4,539	2,185	1,637	1,250	\$600 unexpected repairs; \$125 furnace inspection & service;
65150 Services - Janitorial & Grounds	12,809	9,521	7,726	7,360	\$60 backflow test; Janitor \$150/\$650 when open; Landscape \$250/mo Mar-Oct; \$500 yard projects
<b>Total 65100 Facilities</b>	<b>27,302</b>	<b>21,786</b>	<b>17,685</b>	<b>18,378</b>	<b>\$700 higher in 2021, extra janitorial cleaning for Covid protection, and yard</b>
<b>65610 Clergy Expenses</b>	-	-	-	-	
65611 Clergy - Salary	16,434	15,588	30,086	37,496	Increase base salary 2.3%, maintain 969 medical benefit offset, increase hours from 30 to 32.5/wk
65612 Clergy - Housing Allowance	25,308	29,784	24,332	25,758	current 1,937/mo*2.3%
65613 Clergy - Life Insurance	45	-	-	-	pd through diocese
65614 Clergy - Medical	10,179	11,628	1,938	-	current=0
65615 Clergy - Pension	6,366	8,167	9,366	10,499	28% of salary

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65616 Clergy Payroll Taxes	16	546	17	12	
65617 Clergy - Auto Reimbursement	26	75	-	75	2020 budget
65618 Staff Development - Priest	-	-	-	-	no budget, no use. Could fund from investment
65619 Clergy Supply	1,284	450	-	450	
<b>Total 65610 Clergy Expenses</b>	<b>59,658</b>	<b>66,237</b>	<b>65,739</b>	<b>74,290</b>	<b>\$8,550 higher in 2021; \$4,500 for increasing to 32.5 hrs/wk</b>
<b>65620 Staff Salary Expenses</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
65630 Salary- Office Coordinator	10,560	12,240	12,863	14,034	1,150 ave; \$1,176 w cla increase 2.3%
65640 Payroll Taxes - Admin Staff	1,073	1,469	992	1,123	(8% of salary)
65642 Payroll Taxes - Other Staff	151	-	-	-	
<b>Total 65620 Staff Salary Expenses</b>	<b>11,784</b>	<b>13,709</b>	<b>13,854</b>	<b>15,157</b>	<b>\$1,300 higher in 2021</b>
65680 Other Staff Expenses	15	20	-	-	
65683 Other Conference or Development	787	787	500	1,000	Could fund from REM; incl travel apr & Aug 500
65684 Deacon - Expenses	749	500	-	350	Could fund from REM; Dcn Laurel
65686 Recruitment and New Account - Rector Wellness	12	-	-	1,800	Could fund from REM new account: rector wellness (150/mo)
<b>Total 65680 Other Staff Expenses</b>	<b>1,562</b>	<b>1,307</b>	<b>500</b>	<b>3,150</b>	<b>\$2,650 higher in 2021; could be funded from REM fund instead of Operations</b>
<b>65500 Program Expenses</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
65510 Altar Guild Supplies	1,092	1,150	818	700	\$0/\$100 mo when open
65530 Youth Group	121	1,200	310	750	\$750 based on \$500 designated gift
65540 Coffee Hour/Kitchen Supplies	21	21	-	35	\$0/\$5 mo when open
65550 Music	185	1,600	5,368	1,000	\$200 license renewal, \$200 cables, etc. Additional \$600 for other expenses, renewals
65560 Worship Supplies	-	-	160	1,000	\$1,000 for additional supplies related to covid protection during worship, Mar-Dec (200 Laminator, 400 projector, 100 projector screen)
65570 Other Program Expenses	142	150	-	125	Newcomer picnic
65590 Columbarium	965	-	-	-	no budget in operations, supported through Columbarium
<b>Total 65500 Program Expenses</b>	<b>2,525</b>	<b>4,121</b>	<b>6,657</b>	<b>3,610</b>	<b>\$950 higher in 2021, not including Music grant received in 2020. Supplies for Covid protection, youth group designated gift</b>
<b>66000 Other Types of Expenses</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
66200 Diocesan Program Assessment	13,354	11,950	11,952	17,220	Diocese updated, 44% increase
66250 Convention Expenses	1,217	1,200	-	1,200	Convention in 2021?
<b>Total 66000 Other Types of Expenses</b>	<b>14,571</b>	<b>13,150</b>	<b>11,952</b>	<b>18,420</b>	<b>\$5,300 higher DPA in 2021</b>
<b>67400 Other Outreach Programs</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	
67410 Clergy Discretionary Fund	782	800	2,701	-	no budget, offset with 44010
67900 Labyrinth	4,000	-	-	-	
<b>Total 67400 Other Outreach Programs</b>	<b>4,782</b>	<b>800</b>	<b>2,701</b>	<b>-</b>	
<b>Total Expenses</b>	<b>135,755</b>	<b>133,878</b>	<b>130,970</b>	<b>145,587</b>	<b>Expenses \$15,000 higher in 2021, excl music grant spend</b>
<b>Net Income</b>	<b>8,243</b>	<b>(8,378)</b>	<b>20,057</b>	<b>(6,063)</b>	<b>Budget Net (Loss) of \$6,000 if we open June.</b>