

# St. Peter's Episcopal Church 2002 Balance Sheet

## St Peters Episcopal Church Balance Sheet 12/31/2002

### ASSETS

Current			
	Cash in Bank	\$	9,008.96
	Petty Cash	\$	700.00
	Money Market Account	\$	25,669.36
	General Fund \$25,129.63		
	Capital Invest. Funds @ Market Value	\$	43,640.83
	Scholarship Invest. Funds @ Market Value	\$	17,088.66
	Bell Tower Funds @ Market Value	\$	11,492.37
	Designated Landscaping- \$1,562.78		
	<b>Total Current Assets</b>	<b>\$</b>	<b>107,600.18</b>
Fixed Assets			
	Land, Parish	\$	4,000.00
	Land, Rectory	\$	2,000.00
	Building & Improvements, Parish	\$	532,776.92
	Building & Improvements, Rectory	\$	117,116.69
	Bell Tower Construction	\$	204,063.00
	Equipment & Furnishings	\$	16,755.17
	Additions & Improvements	\$	911.80
	A/C Replacement 2000	\$	11,027.93
	Heating Plant Replacement 2001	\$	11,140.00
	Bell Tower Architect	\$	6,309.22
	Annexation Application, Town of Purcellville	\$	1,500.00
	<b>Total Fixed Assets</b>	<b>\$</b>	<b>907,600.73</b>
Other Assets			
	<b>TOTAL ASSETS</b>	<b>\$</b>	<b><u>1,015,200.91</u></b>

### LIABILITIES

Current			
	Accounts Payable	\$	-
	Federal Payroll Taxes Payable	\$	981.97
	State Payroll Taxes Payable	\$	332.00
	Designated Funds-Bell Tower	\$	2,000.00
	<b>Total Current Liabilities</b>	<b>\$</b>	<b>3,313.97</b>
Long Term Liabilities			
	Mortgage Payable, Parish	\$	156,341.61
	<b>Total Long Term Liabilities</b>	<b>\$</b>	<b>156,341.61</b>
Other Liabilities			
	2003 Pledges	\$	6,000.00
	<b>TOTAL LIABILITIES</b>	<b>\$</b>	<b>165,655.58</b>
<b>EQUITY</b>			
Capital			
	Prior Years Excess	\$	868,433.58
	Current Year Excess	\$	(18,888.25)
	<b>TOTAL EQUITY</b>	<b>\$</b>	<b>849,545.33</b>
	<b>TOTAL LIABILITY &amp; EQUITY</b>	<b>\$</b>	<b><u>1,015,200.91</u></b>

**St. Peter's Episcopal Church  
2003 Budget Summary**

Orig Item	2002		2003					
	Budget	Actual	Requested	Budget	Budget as % Income	Budget % Increase		
<b>Income</b>								
A1	A	Plate Offering	\$ 3,300	\$ 4,914	\$ 3,300	\$ 3,300	1.3%	0.0%
A2	B	Pledges	\$ 149,000	\$ 210,061	\$ 244,261	\$ 248,461	96.1%	66.8%
A3	C	Anticipated Not Pledged	\$ 51,000	\$ 1,000	\$ -	\$ 6,800	2.6%	-86.7%
A4	D	Rental, Parish Hall	\$ 10,000	\$ 7,400	\$ -	\$ -	0.0%	-100.0%
A5	E	Interest, General Fund	\$ 100	\$ 200	\$ 100	\$ 100	0.0%	0.0%
A8	F	Other	\$ 24,667	\$ -	\$ -	\$ -	0.0%	-100.0%
	G	Designated Receipts	\$ -	\$ 1,010	\$ -	\$ -	0.0%	
	H	Special Fund Receipts	\$ -	\$ 18	\$ -	\$ -	0.0%	
	I	Income from Memorial Funds	\$ -	\$ (2,997)	\$ -	\$ -	0.0%	
<b>Total Income</b>			<b>\$ 238,067</b>	<b>\$ 221,607</b>	<b>\$ 247,661</b>	<b>\$ 258,661</b>	100.0%	8.7%
<b>Expenses</b>								
<b>I Outreach</b>								
	A	Outreach	\$ 20,200	\$ 19,246	\$ 34,723	\$ 36,263	14.0%	79.5%
<b>Total Outreach</b>			<b>\$ 20,200</b>	<b>\$ 19,246</b>	<b>\$ 34,723</b>	<b>\$ 36,263</b>	14.0%	79.5%
<b>II Ministry</b>								
	A	Christian Education	\$ 4,500	\$ 1,938	\$ 15,900	\$ 7,050	2.7%	56.7%
	B	Worship	\$ 4,350	\$ 7,051	\$ 9,950	\$ 7,600	2.9%	74.7%
	C	Evangelism	\$ 1,900	\$ 2,521	\$ 18,500	\$ 7,300	2.8%	284.2%
	D	Stewardship	\$ -	\$ -	\$ 9,850	\$ 2,500	1.0%	
	E	Pastoral	\$ -	\$ -	\$ 200	\$ 200	0.1%	
	F	Parish Life	\$ -	\$ -	\$ 250	\$ -	0.0%	
<b>Total Ministry</b>			<b>\$ 10,750</b>	<b>\$ 11,511</b>	<b>\$ 54,650</b>	<b>\$ 24,650</b>	9.5%	129.3%
<b>III Operations</b>								
	A	Communications	\$ 2,000	\$ 3,174	\$ 7,350	\$ 3,650	1.4%	82.5%
	B	Staff Compensation	\$ 141,142	\$ 133,274	\$ 153,128	\$ 139,378	53.9%	-1.2%
	C	Other Operating Expenses	\$ 36,375	\$ 38,360	\$ 47,000	\$ 35,500	13.7%	-2.4%
	D	Debt Service	\$ 12,000	\$ 10,289	\$ 12,000	\$ 12,000	4.6%	0.0%
<b>Total Operations</b>			<b>\$ 191,517</b>	<b>\$ 185,097</b>	<b>\$ 219,478</b>	<b>\$ 190,528</b>	73.7%	-0.5%
<b>IV Capital and Equipment</b>								
	A	Capital Expenditures	\$ 3,500	\$ 16,485	\$ 45,000	\$ 2,000	0.8%	-42.9%
	B	Furnishings and Equipment	\$ -	\$ -	\$ 31,890	\$ 4,950	1.9%	
	C	Capital Reserve Fund	\$ -	\$ -	\$ 1,000	\$ -	0.0%	
<b>Total Capital and Equipment</b>			<b>\$ 3,500</b>	<b>\$ 16,485</b>	<b>\$ 77,890</b>	<b>\$ 6,950</b>	2.7%	98.6%
<b>TOTAL EXPENSES</b>			<b>\$ 225,967</b>	<b>\$ 232,339</b>	<b>\$ 386,741</b>	<b>\$ 258,391</b>	<b>99.9%</b>	<b>14.3%</b>
<b>Search</b>			<b>\$ 12,100</b>	<b>\$ 8,156</b>				
<b>EXPENSES WITH SEARCH</b>			<b>\$ 238,067</b>	<b>\$ 240,495</b>	<b>\$ 386,741</b>	<b>\$ 258,391</b>		<b>8.5%</b>
<b>EXCESS/(SHORTAGE)</b>			<b>\$ -</b>	<b>\$ (18,888)</b>	<b>\$ (139,080)</b>	<b>\$ 270</b>		

**St. Peter's Episcopal Church  
2003 Income Budget**

Orig	Item	2002		2003	
		Budget	Actual	Requested	Budget
A1	<b>A Plate Offering</b>	\$ 3,300.00	\$ 4,914.44	\$ 3,300.00	\$ 3,300.00
A2	<b>B Pledges</b>	\$ 149,000.00	\$ 210,061.00	\$ 244,261.00	\$ 248,461.00
A3	<b>C Anticipated Not Pledged</b>	\$ 51,000.00	\$ 1,000.00	\$ -	\$ 6,800.00
A4	<b>D Rental, Parish Hall</b>	\$ 10,000.00	\$ 7,400.00	\$ -	\$ -
A5	<b>E Interest, General Fund</b>	\$ 100.00	\$ 199.56	\$ 100.00	\$ 100.00
A9	<b>F Other</b>	\$ 24,667.00		\$ -	\$ -
	<b>G Designated Receipts</b>				
B7	<b>1 Rector's Discretionary Fund</b>	\$ -	\$ 1,009.71		
	<b>Total Designated Receipts</b>	<u>\$ -</u>	<u>\$ 1,009.71</u>	<u>\$ -</u>	<u>\$ -</u>
	<b>H Special Fund Receipts</b>				
C3	<b>1 United thank Offering</b>	\$ -	\$ 18.43		
	<b>Total Special Fund Receipts</b>	<u>\$ -</u>	<u>\$ 18.43</u>	<u>\$ -</u>	<u>\$ -</u>
	<b>I Income from Memorial Funds</b>				
C2.1	<b>1 Bell Tower Contributions</b>	\$ -	\$ 10,895.00		
C2.2	<b>2 Bell Tower Fund Raising</b>	\$ -	\$ -		
C2.3	<b>3 Bell Tower Memorials</b>	\$ -	\$ 2,180.00		
C2.4	<b>4 Interest Income</b>	\$ -	\$ 297.59		
C2.5	<b>5 Gains/(Losses) From Sales</b>	\$ -	\$ (19,430.11)		
C2.6	<b>6 Market Value Adjustment</b>	\$ -	\$ 1,753.84		
C2.7	<b>7 Dividends/Capital Gains</b>	\$ -	\$ 1,307.16		
	<b>Total Income from Memorial Funds</b>	<u>\$ -</u>	<u>\$ (2,996.52)</u>	<u>\$ -</u>	<u>\$ -</u>
	<b>TOTAL Income</b>	<u>\$ 238,067.00</u>	<u>\$ 221,606.62</u>	<u>\$ 247,661.00</u>	<u>\$ 258,661.00</u>

**St. Peter's Episcopal Church  
2003 Outreach Budget**

Orig	Item	2002		2003	
		Budget	Actual	Requested	Budget
	<b>A. Outreach</b>				
E1-4,H2,5	<b>8.0% 1 Committee Discretionary</b>	\$ 13,250.00	\$ 12,296.06	\$ 19,813	\$ 20,693
N1	<b>6.0% 2 Diocese</b>	\$ 6,950.00	\$ 6,950.04	\$ 14,860	\$ 15,520
	<b>3 VTS Contribution</b>	\$ -		\$ 50	\$ 50
	<b>Total Outreach</b>	<b>\$ 20,200.00</b>	<b>\$ 19,246.10</b>	<b>\$ 34,723</b>	<b>\$ 36,263</b>

**St. Peter's Episcopal Church  
2003 Ministries Budget**

Orig Item	2002		2003	
	Budget	Actual	Requested	Budget
<b>A. Christian Education</b>				
D1	1 Adult Sunday School	\$ 400.00	\$ (210.00)	
D1a	1a Library		\$ 500	\$ 150
D1b	1b Supplies		\$ 200	\$ 100
D1c	1c Texts		\$ 500	\$ 250
D2	2 Youth Sunday School	\$ 3,000.00	\$ 1,985.67	
D2a	2a Library		\$ 500	\$ 100
D2b	2b Equipment		\$ 1,500	\$ 500
D2c	2c Supplies		\$ 600	\$ 500
D2d	2d Texts		\$ 1,500	\$ 1,500
D3,F3	3 Education of Educators	\$ 400.00	\$ 325.00	\$ 2,500 \$ 1,000
D4	4 Seminars and Speakers	\$ 600.00		\$ 2,500 \$ 500
D6	5 Mentoring Retreats (two)			\$ 1,000 \$ -
	6 Alpha Course			\$ 1,000 \$ 700
	7 Journey to Adulthood			\$ 1,000 \$ 1,000
	8 Parish Retreat			\$ 2,000 \$ 250
	9 Marriage Mentors			\$ 500 \$ 500
D7,F5	10 Misc.	\$ 100.00	\$ (162.50)	\$ 100 \$ -
	<b>Total Christian Education</b>	<b>\$ 4,500.00</b>	<b>\$ 1,938.17</b>	<b>\$ 15,900 \$ 7,050</b>
<b>B. Worship</b>				
G1,9	1 Music	\$ 600.00	\$ 996.18	\$ 1,000 \$ 1,000
G2	2 Acolytes	\$ 150.00	\$ 54.36	\$ 810 \$ 400
G3	3 Altar Guild	\$ 1,500.00	\$ 4,804.44	\$ 1,790 \$ 2,000
G4	4 Vestments	\$ -	\$ 13.39	\$ 1,000 \$ 500
G5	5 Copyright License	\$ 350.00	\$ 183.50	\$ 350 \$ 300
G6	6 Christmas/Easter Musicians	\$ 1,000.00	\$ -	\$ 1,400 \$ 1,000
G7	7 Children's Church	\$ 500.00	\$ 289.06	\$ 500 \$ 500
G8	8 Service Leaflets	\$ 100.00	\$ 175.83	\$ 100 \$ 100
G10	9 Organ/Piano Maintenance	\$ 150.00	\$ 534.36	\$ 2,300 \$ 1,100
	10 Substitute Organist	\$ -		\$ 700 \$ 700
	<b>Total Worship</b>	<b>\$ 4,350.00</b>	<b>\$ 7,051.12</b>	<b>\$ 9,950 \$ 7,600</b>
<b>C. Evangelism</b>				
I5	1 Media/PR/Advertising	\$ 1,500.00	\$ 1,711.93	
	a Year-round display ads			\$ 1,800 \$ 1,800
	b Special Event Radio Spots			\$ 1,200 \$ -
	2 Evangel. Leadership	\$ -		\$ 2,000 \$ 500
I8	3 New Member Development	\$ 400.00	\$ 215.13	
	a Special Events			\$ 2,000 \$ 1,000
I4	b Brochures/Pkts		\$ 594.42	\$ 2,000 \$ 1,000
	c Materials/Postg.			\$ 2,500 \$ 1,000
	d Gifts			\$ 4,500 \$ 2,000
	e Seminars			\$ 2,500 \$ -
	<b>Total Evangelism</b>	<b>\$ 1,900.00</b>	<b>\$ 2,521.48</b>	<b>\$ 18,500 \$ 7,300</b>
<b>D. Stewardship</b>				

**St. Peter's Episcopal Church  
2003 Ministries Budget**

Orig Item	2002		2003	
	Budget	Actual	Requested	Budget
J1				
1 Conferences	\$ -	\$ -	\$ 1,100	\$ 1,000
2 Educational Resources	\$ -	\$ -	\$ 350	\$ 250
3 Mailings & Postage	\$ -	\$ -	\$ 500	\$ 500
4 Outside Speaker/Consultant	\$ -	\$ -	\$ 1,000	\$ -
5 Printing	\$ -	\$ -	\$ 500	\$ 500
6 Retreat	\$ -	\$ -	\$ 1,400	\$ 250
7 Stewardship Coordinator-PT	\$ -	\$ -	\$ 5,000	\$ -
<b>Total Stewardship</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 9,850</b>	<b>\$ 2,500</b>
E. Pastoral				
1 Pastoral General	\$ -	\$ -	\$ 200	\$ 200
<b>Total Pastoral</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 200</b>	<b>\$ 200</b>
F. Parish Life				
1 Horse Show Trophies	\$ -	\$ -	\$ 250	\$ -
<b>Total Parish Life</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 250</b>	<b>\$ -</b>
<b>TOTAL MINISTRY</b>	<b>\$ 10,750.00</b>	<b>\$ 11,510.77</b>	<b>\$ 54,650.00</b>	<b>\$ 24,650.00</b>

**St. Peter's Episcopal Church  
2003 Operations Budget**

Orig Item	2002		2003	
	Budget	Actual	Requested	Budget
<b>A. Communications</b>				
I1	<b>1 The Good News</b>	\$ 1,200.00	\$ 2,718.40	
	a. Print/Postage			\$ 4,800 \$ 2,500
	b. Prof. Lay-out & Design			\$ 1,200 \$ -
N3	<b>2 Virginia Episcopalian</b>	\$ 500.00	\$ 335.75	\$ 750 \$ 750
I5	<b>3 Web Site</b>	\$ 300.00	\$ 120.00	\$ 500 \$ 300
F4	<b>4 College Mailings</b>	\$ -		\$ 100 \$ 100
	<b>Total Communications</b>	<b>\$ 2,000.00</b>	<b>\$ 3,174.15</b>	<b>\$ 7,350 \$ 3,650</b>
<b>B. Staff Compensation</b>				
K1,2,3	<b>1 Rector Salary</b>	\$ 42,380.00	\$ 23,671.58	\$ 32,875 \$ 32,875
K4	<b>2 Rector FICA</b>	\$ 2,700.00	\$ 2,280.00	\$ 3,981 \$ 3,981
K5	<b>3 Rector Continuing Education</b>	\$ 1,000.00	\$ 1,004.00	\$ 2,000 \$ 2,000
K6,7	<b>4 Rector Pension Fund</b>	\$ 12,330.00	\$ 30,289.30	\$ 10,210 \$ 10,210
K8,9	<b>5 Rector Life Insurance</b>	\$ 10,764.00	\$ 9,221.00	\$ 322 \$ 322
	<b>6 Rector Medical insurance</b>	\$ -		\$ 10,764 \$ 10,764
K10	<b>7 Rector Travel Allowance</b>	\$ 3,000.00	\$ 2,490.00	\$ 2,000 \$ 2,000
K11	<b>8 Rector Utilities &amp; Housing</b>	\$ 10,868.00	\$ 4,357.61	\$ 7,000 \$ 7,000
	<b>9 Rector Matching Gift</b>	\$ -		\$ 50 \$ 50
K13	<b>10 Visiting Clergy</b>	\$ 900.00	\$ 1,254.42	\$ 600 \$ 600
	<b>11 Youth Pastor</b>	\$ -		\$ 10,000 \$ -
L1	<b>12 Sexton</b>	\$ 7,200.00	\$ 7,200.00	\$ 7,560 \$ 7,560
	<b>13 Special Events Coordinator</b>	\$ -		\$ 3,000 \$ -
L2	<b>14 Administrative Assistant &amp; Healt</b>	\$ 12,700.00	\$ 13,154.25	\$ 13,335 \$ 13,335
L4	<b>15 Program Director</b>	\$ 15,700.00	\$ 15,745.96	\$ 20,606 \$ 20,606
L7	<b>16 FICA and Medicare</b>	\$ 3,500.00	\$ 2,915.59	\$ 3,675 \$ 3,675
L8	<b>17 Pension - Office Staff</b>	\$ 700.00	\$ 1,660.90	\$ 2,100 \$ 2,100
L3	<b>18 Organist</b>	\$ 15,000.00	\$ 15,000.00	\$ 15,750 \$ 15,750
	<b>19 Staff Continuing Ed</b>	\$ -		\$ 600 \$ 600
	<b>20 Nursery</b>			
O2	a. Sunday 9AM and 10AM	\$ 2,200.00	\$ 3,029.55	\$ 5,000 \$ 5,000
	b. Prayer Group	\$ -		\$ 1,000 \$ 500
O6	c. Lenten Series	\$ -		\$ 500 \$ 250
O8	d. Other	\$ 200.00		\$ 200 \$ 200
L9	<b>21 V.T.S. / Seminarian</b>	\$ -		\$ - \$ -
	<b>Total Staff Compensation</b>	<b>\$ 141,142</b>	<b>\$ 133,274</b>	<b>\$ 153,128 \$ 139,378</b>
<b>C. Other Operating Expenses</b>				
D5,N2,I7	<b>1 Delegate to Council</b>	\$ -	\$ 300.00	\$ 300 \$ 300
M1	<b>2 Utilities</b>	\$ 13,500.00	\$ 13,246.33	\$ 13,500 \$ 13,500
M2	<b>3 Building Insurance</b>	\$ 5,500.00	\$ 8,301.00	\$ 5,500 \$ 5,500
M3,I3	<b>4 Office Operations</b>	\$ 6,000.00	\$ 6,667.54	\$ 6,000 \$ 6,000
F2,6	<b>5 Kitchen Supplies</b>	\$ 700.00	\$ 541.25	\$ 500 \$ 600
O7	<b>6 Nursery Supplies</b>	\$ -	\$ -	\$ 200 \$ 200
I2	<b>7 Vestry Operations</b>	\$ 175.00	\$ 348.27	\$ 500 \$ 400
M4,I4	<b>8 Maintenance &amp; Repairs</b>	\$ -	\$ 1,599.94	\$ 6,500 \$ -
M5	a. Grounds Upkeep	\$ 2,500.00	\$ 3,200.90	\$ 3,500 \$ 3,500
M6,Q6	b. Parish Upkeep	\$ 6,000.00	\$ 3,357.48	\$ 6,000 \$ 2,500
	c. Rectory Upkeep	\$ 1,000.00	\$ -	\$ 2,000 \$ 2,000

**St. Peter's Episcopal Church  
2003 Operations Budget**

Orig Item	2002		2003		
	Budget	Actual	Requested	Budget	
M8	d. Maintenance Contract/ Leas	\$ 1,000.00	\$ 797.16	\$ 2,500	\$ 1,000
	<b>Total Other Operating Expenses</b>	<b>\$ 36,375.00</b>	<b>\$ 38,359.87</b>	<b>\$ 47,000</b>	<b>\$ 35,500</b>
	<b>D. Debt Service</b>				
M11,Q1	1 Church/Rectory Mortgage	\$ 12,000.00	\$ 10,288.80	\$ 12,000	\$ 12,000
	<b>Total Debt Service</b>	<b>\$ 12,000.00</b>	<b>\$ 10,288.80</b>	<b>\$ 12,000</b>	<b>\$ 12,000</b>
	<b>TOTAL OPERATIONS</b>	<b>\$ 191,517.00</b>	<b>\$ 185,096.98</b>	<b>\$ 219,478.25</b>	<b>\$ 190,528.25</b>

**St. Peter's Episcopal Church  
2003 Capital and Equipment Budget**

Orig Item	2002		2003	
	Budget	Actual	Requested	Budget
M9 A. Capital Expenditures	\$ 3,500.00	\$ -		
1 Pews			\$ 25,000	\$ 2,000
M7 2 Rectory	\$ -	\$ 12,777.59		
M10 3 Other		\$ 3,707.22	\$ 20,000	\$ -
<b>Total Capital Expenditures</b>	<b>\$ 3,500.00</b>	<b>\$ 16,484.81</b>	<b>\$ 45,000</b>	<b>\$ 2,000</b>
B. Furnishings and Equipment				
1 Tech Equipment		\$ -	\$ 1,000	\$ 500
2 McCray Hall		\$ -		
a. Tables		\$ -	\$ 4,340	\$ 1,000
b. Chairs		\$ -	\$ 6,400	\$ -
c. Coffee Urn		\$ -	\$ 500	\$ 200
d. Linens		\$ -	\$ 1,150	\$ 250
3 Nursery		\$ -	\$ 4,600	\$ 3,000
4 Church Van		\$ -	\$ 13,900	\$ -
<b>Total Furnishings and Equipment</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 31,890</b>	<b>\$ 4,950</b>
C. Capital Reserve Fund				
1 Capital Reserve Fund		\$ -	\$ 1,000	\$ -
<b>Total Capital Reserve Fund</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 1,000</b>	<b>\$ -</b>
<b>TOTAL CAPITAL AND EQUIPMENT</b>	<b>\$ 3,500.00</b>	<b>\$ 16,484.81</b>	<b>\$ 77,890</b>	<b>\$ 6,950</b>