



- Balance Sheet
- Treasurer's Report
- Slide Presentation

Account #	Account Name	Beginning Balance	YTD Balance
<b>Assets</b>			
1.01.000	Regions Checking Acct	17,127.72	23,469.42
1.13.001	Regions Checking - Rector Discretionary Acct	0.00	284.72
1.20.020	Mutual Fund Account (Calvert)	94,240.76	75,191.74
	<b>Total Current Assets</b>	<b>\$111,368.48</b>	<b>\$98,945.88</b>
		<b>\$111,368.48</b>	<b>\$98,945.88</b>
	<b>Total Assets</b>	<b>\$111,368.48</b>	<b>\$98,945.88</b>
<b>Net Asset Fund Balances</b>			
3.01.001	Operating Fund Balance	(62,983.91)	(71,447.30)
3.01.002	Prior Year Unfunded Expenditures	(48,705.00)	(2,662.83)
3.02.002	Building Fund Balance	710.00	2,930.00
3.13.013	Pass Thru Fund Balance	4,558.80	5,603.47
3.30.030	Ch. Ed.Special Projects	2,471.51	2,471.51
3.33.033	Youth Group Fund Balance	1,468.68	1,468.68
3.36.036	Music Fund Balance	(300.14)	(1,123.28)
3.62.062	ECW Fund Balance	577.24	577.24
3.63.063	Green Thumb Squad Fund	577.16	577.16
3.64.064	Martha Guild Fund Balance	3,476.36	3,476.36
3.66.066	Trinity Service Team Fund Balance	1,162.26	1,162.26
3.69.000	Altar Guild Fund	2,747.66	3,402.91
3.99.099	Organ Fund Balance	644.99	982.23
	<b>Total Unrestricted Operating Funds</b>	<b>(\$93,594.39)</b>	<b>(\$52,581.59)</b>
3.01.450	Social Justice - Civil Rights Fund Balance	700.00	700.00
3.30.105	Trinity Education Assistance Fund	3,626.87	3,626.87
3.63.070	Community Garden Fund Balance	1,340.09	1,855.39
3.66.070	Adult Christian Enrichment Fund Balance	1,250.00	1,275.00
3.67.001	Laundry of Love Balance	2,574.87	2,574.87
3.68.068	Trinity Beloved Group (Outreach)	5,940.46	6,856.85
3.95.095	George and Ruby Quarterman Memorial Fund	6,108.24	5,642.42
	<b>Total Outreach Restricted Funds</b>	<b>\$21,540.53</b>	<b>\$22,531.40</b>
3.20.020	Endowment Fund Balance	102,287.17	50,000.00
3.50.002	Mary Jane Wagner Trust - Rector Acct. Balance	25,942.96	25,942.96
3.50.004	Purchase a Chair Fund Drive Balance	10,799.71	8,379.11
3.80.080	Memorial Garden Fund Balance	16,113.67	14,785.17
3.90.090	Memorial Fund Balance	28,278.83	29,888.83
	<b>Total Investment Restricted Funds</b>	<b>\$183,422.34</b>	<b>\$128,996.07</b>
	<b>Total Net Asset Fund Balance</b>	<b>\$111,368.48</b>	<b>\$98,945.88</b>
	<b>Total Accounts Payable and Net Asset Fund Balances</b>	<b>\$111,368.48</b>	<b>\$98,945.88</b>

**Income and Receipts****Church Operating Income**

4.01.000	Loose Plate	148.00	85.00	3,301.40*	1,000.00
4.01.005	Operating Fund	31,086.33	23,250.00	232,570.05*	202,000.00
4.01.010	Miscellaneous Operating Fund	0.00	38.00	2,448.37*	500.00
4.01.011	On Line Proceesing Fees Income	0.00		0.00	
4.01.012	Fund Raiser Income	0.00	0.00	2,049.71*	1,000.00
4.01.027	Lenten Offering	0.00		0.00	
4.01.028	Maundy Thursday	0.00		0.00	
4.01.030	Good Friday Offering	0.00		0.00	
4.01.035	Ash Wednesday	0.00		60.00	
4.01.040	Easter Offering	0.00	0.00	125.00	1,000.00
4.01.045	Thanksgiving Offering	0.00		0.00	
4.01.050	Christmas Offering	551.00	87.00	651.00	1,000.00
4.01.065	Building Use Fees	355.00	175.00	1,274.00	1,700.00
4.01.066	Building Use Fees-Montessori	0.00		0.00	
4.01.070	Mail Distribution Income	0.00		0.00	
4.02.005	Building Fund	60.00	166.00	2,220.00*	2,000.00
	<b>Operating/Bldg/Prop. Income</b>	<b>\$32,200.33</b>	<b>\$23,801.00</b>	<b>\$244,699.53*</b>	<b>\$210,200.00</b>
4.30.030	Ch. Ed. Special Project Income	0.00		0.00	
4.70.001	Special Projects Income	0.00		0.00	
	<b>Total Special Project Income</b>	<b>\$0.00</b>		<b>\$0.00</b>	
4.01.405	Altar Guild	450.00	87.00	710.00	1,000.00
4.01.410	Altar Flowers Inc.	450.00	87.00	795.00	1,000.00
4.01.425	Parish Education	0.00	34.00	0.00	400.00
4.01.430	Parish Life	0.00	42.00	(111.37)	500.00
4.25.001	Convention Income	0.00		250.00	
4.33.000	Youth Group Revenue	0.00		0.00	
4.36.000	Music Fund Revenue	50.00	100.00	310.61	1,200.00
4.66.010	Adult Christian Enrichment Fund Donations	0.00		25.00	
4.99.099	Organ Account	15.00	38.00	2,491.55*	500.00
	<b>God's Special Projects Income</b>	<b>\$965.00</b>	<b>\$388.00</b>	<b>\$4,470.79</b>	<b>\$4,600.00</b>
4.01.450	Social Justice - Civil Rights Income	0.00		0.00	
4.01.505	Rector's Emergency Help Fund	0.00	0.00	1,219.00	0.00

4.13.006	Rector's Discretionary Fund Income	0.00		2,000.00	
4.30.040	Rector Continuing Education	0.00		0.00	
4.30.105	Trinity Education Assistance Fund Income	0.00	25.00	0.00	300.00
4.60.000	Daughters of the King Income	0.00		0.00	
4.62.000	Lawn Supplies	0.00		0.00	
4.62.001	Community Garden Fund Income	0.00		500.00	
4.62.002	Community Garden Shed Income	0.00		1,800.00	
4.63.000	Green Thumb Squad Inc.	0.00		0.00	
4.64.000	Martha Guild Revenue	0.00	0.00	0.00	0.00
4.66.000	Men's Club - TST Revenue	0.00	0.00	0.00	0.00
4.67.001	Laundry of Love Income	0.00		0.00	
4.68.000	Local Outreach Account	200.00	166.00	2,050.00*	2,000.00
4.68.300	Recycling Income	0.00		0.00	
	<b>Serving God's Family Income</b>	<b>\$200.00</b>	<b>\$191.00</b>	<b>\$7,569.00*</b>	<b>\$2,300.00</b>
	<b>Total Church Operating Income</b>	<b>\$33,365.33</b>	<b>\$24,380.00</b>	<b>\$256,739.32*</b>	<b>\$217,100.00</b>

**Endowment and Memorial Fund Accounts**

4.80.000	Memorial Garden Account	50.00	212.00	350.00	2,500.00
	<b>Total Memorial Garden Income</b>	<b>\$50.00</b>	<b>\$212.00</b>	<b>\$350.00</b>	<b>\$2,500.00</b>
4.01.025	Gain on Investments	4,268.21	0.00	10,950.98	0.00
4.01.550	White Fund Loan Account	0.00		0.00	
4.20.005	Income - Endowment Fund	0.00	334.00	0.00	4,000.00
4.50.001	Mary Jane Wagner Trust - Building	0.00		0.00	
4.50.002	Mary Jane Wagner Trust - Other	0.00	837.00	0.00	10,000.00
4.50.003	Money Market Interest	0.00	0.00	0.00	0.00
4.50.004	Purchase a Chair Fund Drive Income	0.00	913.00	0.00	11,000.00
4.60.001	Donation of Common Stock	0.00		0.00	
	<b>Total Investment Fund Income</b>	<b>\$4,268.21</b>	<b>\$2,084.00</b>	<b>\$10,950.98</b>	<b>\$25,000.00</b>
4.90.000	Memorial Account	0.00	416.00	1,610.00	5,000.00
4.90.025	Memorial Fund - Pete Rankin	0.00		0.00	
4.90.029	Memorial Fund - Ruby Quarterman	0.00		0.00	
4.90.030	Memorial Fund - Dolly Hood	0.00		0.00	
4.90.031	Memorial Fund - Tsutomu & Nobuko Kamada	0.00		0.00	
4.90.032	Memorial Fund - Mary Webb	0.00		0.00	

		Total Memorial Fund Income	\$0.00	\$416.00	\$1,610.00	\$5,000.00
		Total Endowment and Memorial Fund Accounts	\$4,318.21	\$2,712.00	\$12,910.98	\$32,500.00
		Total Operating and Liability Income	\$37,683.54	\$27,092.00	\$269,650.30*	\$249,600.00
<b>Pass Through Receipts</b>						
4.13.000	Pass Thru Fund Income		0.00		1,560.00	
4.13.002	Pass Through Christmas Staff		0.00		0.00	
4.13.004	Pass Through Receipts 403 (b) 9		0.00		0.00	
4.13.005	Bishop's Visitation Fund		0.00		125.00	
4.13.007	Pass Through - School Bskc Pack Project		0.00		1,036.78	
4.13.008	Pass Through - Thanksgiving - Fish/Oasis		0.00		0.00	
4.13.100	Episcopal Relief & Development Inc.		0.00		0.00	
4.13.105	Episcopal City Mission PT		0.00		0.00	
4.13.200	Lenten Self Denial Offering		0.00		0.00	
4.13.400	UTO Revenue		0.00		0.00	
4.13.600	Good Friday Donations- Jerusalem Church		0.00		525.00	
4.13.700	Shoe Box Receipts		0.00		0.00	
4.13.800	Building Property Damage Insurance Proceeds		0.00		0.00	
		Total Past Thru Account Receipts	\$0.00		\$3,246.78	
		Total Income and Receipts	\$37,683.54	\$27,092.00	\$272,897.08*	\$249,600.00
<b>Expenses and Disbursements</b>						
<b>Church Operating Expenses</b>						
5.01.110	Rector's Salary		4,689.26	4,906.00	56,271.12	58,886.00
5.01.111	Rector Housing		2,333.34	2,334.00	28,000.08*	28,000.00
5.01.112	Rector Health Insurance		1,929.00	1,838.00	22,136.00*	22,056.00
5.01.113	Rector Auto Expense		150.00	150.00	1,800.00	1,800.00
5.01.114	Rector Pension		1,262.19	1,287.00	15,146.28	15,466.00
5.01.115	Rector Annuity		0.00		1,800.00	
5.01.116	Rector's Continuing Education		0.00	25.00	0.00	300.00
		Rector's Compensation	\$10,363.79	\$10,540.00	\$125,153.48	\$126,508.00
5.01.120	Minister of Music Salary		1,934.74	1,959.00	23,500.08*	23,500.00
5.01.121	Min. of Music Continuing Ed.		0.00	38.00	0.00	500.00
5.01.130	Secretary Salary		1,359.58	1,360.00	16,314.96	16,315.00
5.01.131	Secretary 403(b)9 Retirement Plan		184.15	185.00	2,209.80*	2,209.00
5.01.132	Music Minister 403(b)9 Retirement Plan		0.00	0.00	0.00	0.00
5.01.140	Contractor Pay		0.00		500.00	
5.01.150	Nursery Attendant Salary		196.84	195.00	2,362.08*	2,362.00
5.01.160	Payroll Tax Expenses		256.42	231.00	3,217.68*	2,783.00
5.01.199	Payroll Processing Expense		26.20	70.00	662.40	840.00
5.10.001	Prior Year Payables		0.00	0.00	0.00	1,800.00
		Other Compensation	\$3,957.93	\$4,038.00	\$48,767.00	\$50,309.00
5.01.210	Electric		383.56	460.00	6,511.29	7,000.00
5.01.215	Gas		594.17	550.00	5,168.87*	4,200.00
5.01.220	Telephone and Internet Services		259.96	487.00	3,468.43	5,811.00
5.01.225	Trash Pickup		581.43	288.00	6,577.79*	3,500.00
5.01.230	Water and Sewer		79.49	119.00	1,090.43	2,200.00
		Utilities Expenses	\$1,898.61	\$1,904.00	\$22,816.81*	\$22,711.00
5.01.205	Advertising		0.00		0.00	
5.01.300	Misc Office Supplies		41.41	123.00	119.38	1,484.00
5.01.305	Office Paper Supplies		0.00	88.00	434.11	1,100.00
5.01.310	Office Equipment & Maintenance		209.98	238.00	4,021.53*	2,900.00
5.01.320	Bulletins and Printing		0.00	92.00	181.36	1,100.00
5.01.330	Postage		0.00	38.00	0.00	500.00
		Office Administration Expenses	\$251.39	\$679.00	\$4,756.38	\$7,084.00
5.01.705	Cleaning Services		0.00	350.00	3,490.00	4,200.00
5.01.725	Repairs and Maintenance		195.00	291.00	944.61	3,500.00
5.01.727	Maintenance Service Contracts		0.00	163.00	5,140.00*	2,000.00
5.01.730	Elevator Maintenance		1,022.78	1,050.00	4,330.62*	4,200.00
5.01.735	Security and Fire Alarm Monitoring		0.00	625.00	3,720.81*	2,500.00
5.01.740	Lawn Care and Grounds Keeping		0.00	320.00	2,960.00	3,500.00
5.02.100	Snow and Ice Removal		0.00	800.00	1,600.00	4,000.00
5.02.105	Cleaning Supplies		0.00	25.00	0.00	300.00
5.20.001	Depreciation Expense		0.00		0.00	
		Building Property Maint. Exp	\$1,217.78	\$3,624.00	\$22,186.04	\$24,200.00
5.01.405	Altar Hangings and Supplies		0.00	87.00	294.00	1,000.00
5.01.411	Altar Flowers		198.75	50.00	555.75	600.00
5.01.425	Diocesan Education Expenses		23.00	87.00	588.00	1,800.00

5.01.500	Diocesan Pledge	0.00	0.00	14,572.00	14,572.00
5.01.515	Assisting Clergy	250.00	37.00	650.00*	450.00
5.01.520	Supply Organist Salary	200.00	29.00	200.00	350.00
5.01.525	Convention Expenses	0.00	25.00	100.00	300.00
5.01.530	Stewardship	0.00	0.00	135.85	200.00
5.01.535	Seminarian Stipend	0.00		0.00	
	<b>Diocese/Parish Support Expenses</b>	<b>\$450.00</b>	<b>\$91.00</b>	<b>\$15,657.85</b>	<b>\$15,872.00</b>
5.01.600	Property Insurance	0.00	0.00	19,143.00*	18,200.00
5.01.650	Worker's Comp	0.00	0.00	201.00	260.00
	<b>Insurance on God's Properties</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$19,344.00*</b>	<b>\$18,460.00</b>
5.01.450	Social Justice - Civil Rights Expenses	0.00		0.00	
5.01.505	Rector's Emergency Help Expenses	0.00	87.00	0.00	1,000.00
5.13.006	Rector's Discretionary Account Expenditure	0.00		2,000.00	
5.30.105	Trinity Education Assistance Fund Expense	0.00		0.00	
5.33.100	Youth Group Expenses	0.00	37.00	0.00	400.00
5.62.001	Community Garden Fund Expense	50.00	38.00	1,784.70*	500.00
5.63.000	Green Thumb Squad Exp	0.00		0.00	
5.64.000	Martha Guild Expenses	0.00	87.00	0.00	1,000.00
5.66.000	Men's Club - TST Expenses	0.00	12.00	0.00	100.00
5.66.010	Adult Christian Enrichment Gifts	0.00		0.00	
5.67.001	Laundry of Love Expenses	0.00	50.00	0.00	600.00
5.68.000	Local Outreach Expenses	0.00	50.00	1,422.61*	600.00
5.95.095	Share a Meal expenses	0.00	50.00	465.82	600.00
	<b>Serving God's Family Exp</b>	<b>\$50.00</b>	<b>\$411.00</b>	<b>\$5,673.13*</b>	<b>\$4,800.00</b>
5.01.010	Misc. Expenses	0.00		355.94	
5.01.011	Online Processing Fees	43.09		782.88	
5.01.018	Fund Raiser Expenses	0.00	13.00	0.00	200.00
5.03.100	Building Use Expenses	0.00		0.00	
	<b>Total Other Expenses</b>	<b>\$43.09</b>	<b>\$13.00</b>	<b>\$1,138.82*</b>	<b>\$200.00</b>
	<b>Total Church Operating Expenses</b>	<b>\$19,370.50</b>	<b>\$21,862.00</b>	<b>\$272,528.52</b>	<b>\$278,044.00</b>
5.03.015	White Fund Loan Payments	0.00		0.00	
	<b>Total White Fund Loan</b>	<b>\$0.00</b>		<b>\$0.00</b>	
<b>Endowment and Memorial Fund Expenses</b>					
5.01.025	Loss on Investments	0.00		0.00	
5.20.000	Endowment Expenses	0.00		0.00	
5.20.010	Endowment Fund Irrigation System-Comm. Garden	0.00		0.00	
5.80.000	Memorial Garden Expenses	50.00	0.00	1,678.50*	500.00
5.80.010	Irrigation System Upgrade	0.00		0.00	
5.90.029	Memorial Fund - TBD	0.00		0.00	
5.99.999	TBD	0.00		0.00	
	<b>Total Endowment and Memorial Fund Expenses</b>	<b>\$50.00</b>	<b>\$0.00</b>	<b>\$1,678.50*</b>	<b>\$500.00</b>
5.01.726	Community Garden Shed Expenditure	0.00	0.00	6,489.95	6,500.00
5.30.030	Ch. Ed. Audio Visual Installation	0.00		0.00	
5.50.004	Chair Purchase Expenses	0.00		2,420.60	
5.70.001	Audio Visual Equipment Purchase & Services	0.00		0.00	
5.70.003	Parking Lot Sealing and Striping	0.00		0.00	
5.70.004	Building Restoration (Uncovered by Insurance)	0.00		0.00	
5.70.005	Post Renovation Duct Cleaning	0.00		0.00	
5.70.006	COVID-19 Related Expenses	0.00		0.00	
5.70.007	Worship Area Renovation Contract (Kuhn)	0.00		0.00	
5.70.008	Audio Visual Equipment Upgrade (Elite)	0.00		0.00	
5.70.009	Refurbishment of chancel furniture	0.00		0.00	
5.70.010	Carpet/Tile Worship Area Renovation (Basye)	0.00		0.00	
5.70.011	Additional Sanctuary Lighting (Elite)	0.00		0.00	
	<b>Total Special Projects Expense</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$8,910.55*</b>	<b>\$6,500.00</b>
	<b>Total Operating, Asset Acq. and Liability Disb.</b>	<b>\$19,420.50</b>	<b>\$21,862.00</b>	<b>\$283,117.57</b>	<b>\$285,044.00</b>
<b>Pass Through Disbursements</b>					
5.13.000	Pass Thru Fund Disbursements	0.00		1,560.00	
5.13.002	Pass Through Christmas Staff Disbursement	0.00		0.00	
5.13.004	Pass Through Disbursements 403 (b) 9	0.00		0.00	
5.13.005	Bishop's Visitation Fund Account	0.00		0.00	
5.13.007	Pass Through - School Back Pack Project	0.00		642.11	
5.13.008	Pass Through - Thanksgiving - Oasis/Fish	0.00		0.00	
5.13.100	Episcopal Relief & Development Exp.	0.00		0.00	
5.13.105	Episcopal City Mission PT?	0.00		0.00	

	<b>Total Pass Through Account Disbursements</b>	<b>\$0.00</b>	<b>\$2,202.11</b>	
	<b>Total Expenses and Disbursements</b>	<b>\$19,420.50</b>	<b>\$21,862.00</b>	<b>\$285,319.68*</b>
	<b>Difference</b>	<b>\$18,263.04</b>	<b>\$5,230.00</b>	<b>(\$12,422.60)</b>
				<b>(\$35,444.00)</b>

\* = Income/Expense exceeds amount budgeted to date

# 2023 Treasurer's Report and 2024 Budget

Trinity Episcopal Church  
St. Charles, MO

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## Treasurer's Role

- To establish working internal controls to ensure that TEC's assets are safeguarded.
- To provide accurate financial reports so the vestry and membership can make informed financial decisions.

## and Key Internal Controls

- All donations are counted by two independent and rotating persons, stamped with a restrictive endorsement, and deposited immediately.
- 1 of 3 persons signs the paper checks.
- Monthly, 1 person reviews the bank reconciliation, including electronic disbursements and copies of the paper checks. The bank notifies the Rector of all additions and changes to the bank's vendor record.
- Vestry members review financial statements at monthly meetings.
- Annually, the Finance Committee evaluates whether key internal controls are working to ensure TEC's assets are fully protected.

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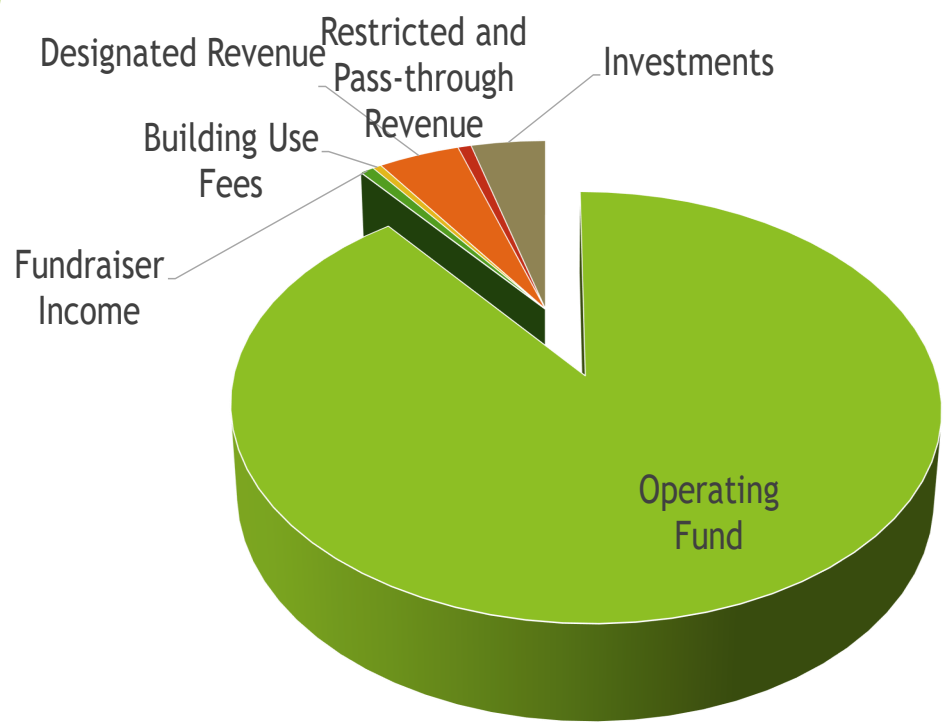
## Balance Sheet Assets

<u>Account</u>	<u>1 Jan. 2023</u>	<u>31 Dec. 2023</u>	<u>Surplus (Deficit)</u>
➤ Region's Checking	\$ 17,128	\$ 23,469	
➤ Region's Rector Discr. Fund	0	285	
➤ Calvert Mutual Fund	<u>94,241</u>	<u>75,192</u>	
➤ Total Increase	<u>\$ 111,369</u>	<u>\$ 98,946</u>	<u>\$ 12,423</u>

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# 2023 Actual Income

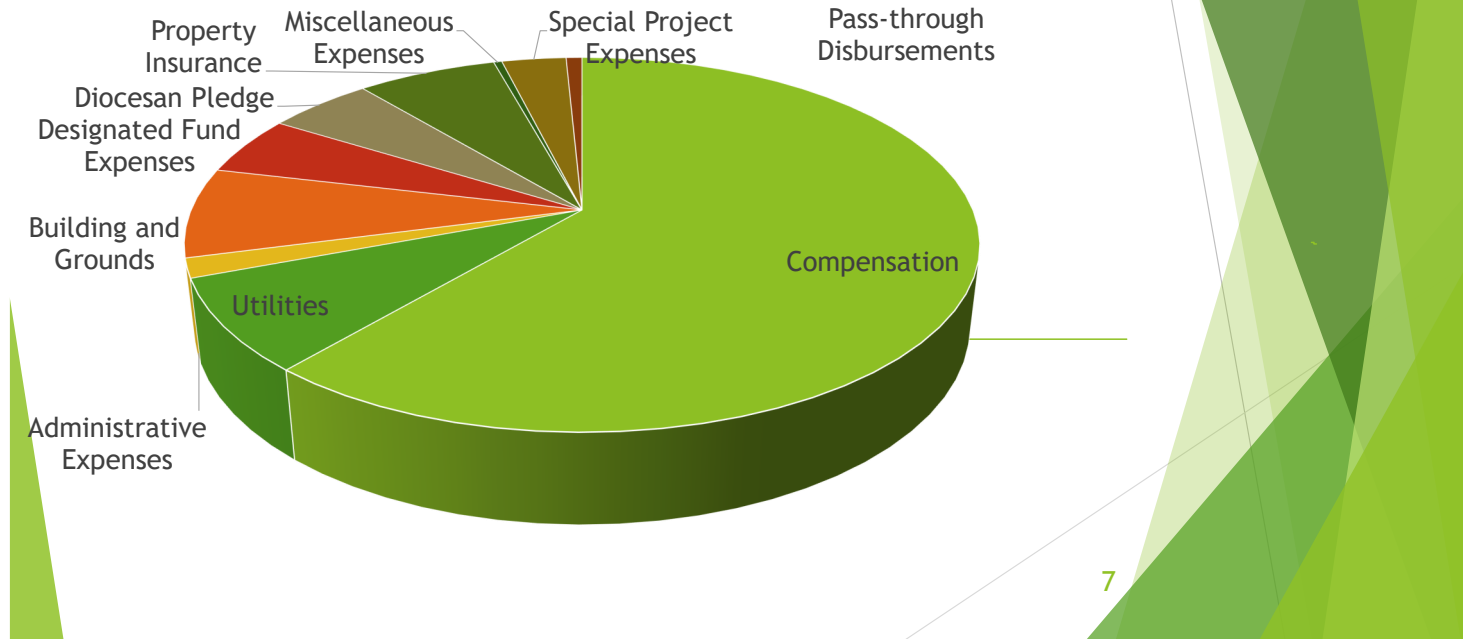


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## Income

	<u>Actual</u>	<u>2023 Budget</u>	<u>Difference</u>	<u>2024 Budget</u>
Operating Fund	\$ 241,376	\$ 207,500	\$ 33,876	\$ 216,500
Fundraiser Income	\$ 2,050	\$ 1,000	\$ 1,050	\$ 1,000
Building Use Fees	\$ 1,274	\$ 1,700	\$ (426)	\$ 1,300
Designated Revenue	\$ 12,040	\$ 6,900	\$ 5,140	\$ 9,900
Restricted Revenue	\$ 1,960	\$ 32,500	\$ (30,540)	\$ 7,300
Investments	\$ 10,951	\$ -	\$ 10,951	\$ -

# 2023 Actual Expenses



## Expenses

	2023			2024
	Actual	Budget	Difference	Budget
Compensation	\$ 174,770	\$ 177,617	(\$2,847)	\$ 177,705
Utilities	\$ 22,817	\$ 22,711	\$106	\$ 24,700
Administrative Expenses	\$ 4,756	\$ 7,084	(\$2,328)	\$ 5,000
Building and Grounds	\$ 22,186	\$ 24,200	(\$2,014)	\$ 29,500
Designated Fund Expenses	\$ 14,622	\$ 13,700	\$922	\$ 12,800
Diocesan Pledge	\$ 14,572	\$ 14,572	\$ -	\$ 8,000
Property Insurance	\$ 19,344	\$ 18,460	\$884	\$ 18,480
Miscellaneous Expenses	\$ 1,139	\$ 200	\$939	\$ -
Special Project Expenses	\$ 8,911	\$ 6,500	\$2,411	\$ -
Pass-through Disbursements	\$ 2,202	\$ -	\$ 2,202	\$ -
<b>TOTALS</b>	<b>\$ 285,320</b>	<b>\$ 285,044</b>	<b>\$ 276</b>	<b>\$ 276,185</b>

- ▶ **Multiple Roles**
  - ▶ Assistant Treasurer
  - ▶ TBD
- ▶ **Regular Finance Committee Meetings**
  - ▶ Begin/End with Prayer
  - ▶ Monthly
- ▶ **Financial Software**
  - ▶ Church Windows → QuickBooks Online
  - ▶ New Reporting Formats coming soon
- ▶ **Quarterly Donation Statements**
- ▶ **Audit**