

	A	B	C	D	E	F
1		Key Variables				
2	Save to another file before editing.	Shrinkage factor: 4%		Godly Play: \$1,200		
3	You may change unshaded cells and cells shaded green.	Employee COLA: 4%		CDSP contribution: \$100		
4	Do not change cells shaded blue.			COPA Dues: \$3,000		
5	Episcopal Church of St. John the Baptist	Outreach grants: \$1,500		Organ days: 12		
6	Aptos, California	AFC dues: \$3,000		Administrative Contributions: No		
7		2022 Carryover after Fair Share adj.: \$15,006				
8		Faith Fund: \$16,006				
9	Draft 2023 Annual Budget	Remaining cash (unfunded deficit): \$0				
10	revised January 24, 2023					
11	Description plus certain 12/21 Notes	Actual 11/1/21 thru 10/31/22	12/21 draft budget	2023 projected	Change from 12/21 draft	Notes on Key Variables and changes since 12/21
12	Support and Revenue					
13	Support					
14	Pledges					
15	2023 Pledges	332,199	332,002	329,002	-\$3,000	The column D number is the actual 2023 pledges to date. No additional pledges are expected.
16	2023 Pledges Paid In 2022			(13,220)	-\$13,220	The Column D number is the 2023 pledges paid in December 2022. Prepaid pledges must be subtracted to avoid double counting.
17	Vanco Online Processing Fees (Net of Donated Fees)	(575)	(600)	(575)	+\$25	For consistency, the column D number equals the Column B number and is not rounded. This kind of change elsewhere is called a rounding elimination.
18	Net 2023 Pledges	\$331,624	\$331,402	\$315,207	-\$16,195	The column E number is the sum of the column E numbers for the 2023 Pledges, the 2023 Pledges Paid in 2022, and the Vanco fees.
19	Shrinkage Factor	4%	4%	4%		You may change the column D percentage by changing the shrinkage factor in the Key Variables above.
20	Net Budgeted 2023 Pledges	\$318,359	\$318,146	\$302,599	-\$15,547	The column D number is the column D values for Net 2023 Pledges times the Shrinkage Factor.
21	2022 Pledges Paid In 2023	8,080	800	5,000	+\$4,200	The column C number was a guess. The column D number reflects that givers of at least \$4,300 in 2022 pledges have said they will complete their pledges in 2023.
22	Total Pledges	\$326,439	\$318,946	\$307,599	-\$11,347	The column E number is the sum of the column E numbers for Net Budgeted 2023 Pledges and 2022 Pledges Paid in 2023.
23	Offerings					
24	Loose Plate	3,050	3,050	3,050		
25	Identifiable Offerings	22,580	10,580	22,580	+\$12,000	In the 12/21 draft, the column B number was the same as the column C number. The increase in the column B number results from crediting the \$12,000 gift received in January 2022 to Identifiable Offerings.

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	Description plus certain 12/21 Notes	Actual 11/1/21 thru 10/31/22	12/21 draft budget	2023 projected	Change from 12/21 draft	Notes on Key Variables and changes since 12/21
11						
26	Holy Days		0			
27	Easter	445	445	445		
28	Christmas Eve	65	65	65		
29	Other Holy Days		0			
30	Shrove Tuesday (Hospitality Fundraiser)	605	0	0		
31	Ash Wednesday	155	155	155		
32	Maundy Thursday	127	127	127		
33	Good Friday (Pass Through For Jerusalem)	228	0	0		
34	Thanksgiving	n/a	0	0		
35	Blue Christmas	n/a	0	0		
36	Christmas Day	n/a	0	0		
37	Unspecified Other Holy Days	716	716	716		
38	Total Other Holy Days	\$1,831	\$998	\$998		
39	Total Holy Days	\$2,341	\$1,508	\$1,508		
40	Total Offerings	\$27,971	\$15,138	\$27,138	+\$12,000	The column E number reflects the change in the column E number for identifiable Offerings.
41	Memorials, Baptisms, Weddings	3,470	3,500	3,470	-\$30	Rounding elimination.
42	Faith Fund	0	0	16,006	+\$16,006	You may change the Faith Fund in the Key Variables above.
43	Total Support	\$357,880	\$337,584	\$354,213	+\$16,629	The column E number is the sum of the column E numbers for Total Pledges, identifiable Offerings, the Memorials rounding elimination, and the Faith Fund.
44	Revenue		0			
45	Helpful Shop Tithe	7,605	9,000	9,000		
46	Fund Raisers		0			
47	Amazon Smile	192	192	192		
48	Christmas Crafts Fair	2,200	2,200	2,756	+\$556	The increase in the column D number reflects the results of the 2022 Christmas fair.
49	Other Events	4,082	4,000	4,082	+\$82	Rounding elimination.
50	Total Fund Raisers	\$6,474	\$6,392	\$7,030	+\$638	The column E number is the sum of the column E numbers for the Christmas crafts fair and the Other Events rounding elimination.
51	ACYP Administrative Contribution	n/a		0		See the Key Variables. Administrative contributions (ACs) reimburse the parish for Mother Tracy's time. ACs were omitted from the 12/21 draft by accident because QuickBooks can't account for them so they have to be added manually. Although Realm can account for ACs, the ACs came about because of a situation that no longer exists. Their continuance engenders ill will in the ACYP and Helpful Shop communities. The total ACs in 2022 for 9 months were \$512 for ACYP (\$683 annualized) and \$256 for the Helpful Shop (\$341 annualized).
52	Helpful Shop Administrative Contribution	n/a		0		
53	Facility Rental	580	580	1,490	+\$910	\$1,490 was the actual facility rental income for 2022. Hopefully, the increased number represents a post COVID-19 trend.
54	Total Revenue	\$14,659	\$15,972	\$17,520	+\$1,548	The column E number is the sum of the column E number for Total Fund Raisers and Facility Rental.
55	Total Support and Revenue	\$372,539	\$353,556	\$371,733	+\$18,177	The column E number is the sum of the column E numbers for Total Support and Total Revenue.

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11	Description plus certain 12/21 Notes	Actual 11/1/21 thru 10/31/22	12/21 draft budget	2023 projected	Change from 12/21 draft	Notes on Key Variables and changes since 12/21
56	Expenses					
57	Ministry					
58	Worship					
59	Altar Guild					
60	Altar Supplies, Consumable					
61	Communion Wine (Approx \$84/Case + Tax and Shipping)	369	n/a	n/a		
62	Candles	250	n/a	n/a		
63	Communion Bread and Wafers	93	n/a	n/a		
64	Floral Foam	92	n/a	n/a		
65	Church Year Calendars	71	n/a	n/a		
66	Purificators (for LEV Kits)	69	n/a	n/a		
67	Fabric	50	n/a	n/a		
68	Security Bags	44	n/a	n/a		
69	Dry Cleaning	39	n/a	n/a		
70	Flower Food	25	n/a	n/a		
71	Flower Sign-Up Calendar	18	n/a	n/a		
72	Lighter Sticks	14	n/a	n/a		
73	Shipping On Returned Merchandise + Interest	11	n/a	n/a		
74	Facial Tissues	7	n/a	n/a		
75	Paten (Plate)	3	n/a	n/a		
76	Total Altar Supplies, Consumables	\$1,155	\$1,155	\$1,155		
77	Easter (Not Including Flowers)					
78	Palm Crosses	33	n/a	n/a		
79	Palm Fronds	98	n/a	n/a		
80	Total Easter (Not Including Flowers)	\$131	\$131	\$131		
81	Altar Flowers (Same as 2022 budget.)	400	400	400		
82	Total Altar Guild	\$1,686	\$1,686	\$1,686		
83	Music					
84	Organ & Piano Maintenance	1,525	1,525	1,525		
85	Musicians - Contract					
86	Organist - 12 Performances	2,400	2,400	2,400		
87	Substitute Music For Andy's Vacation	500	500	500		
88	Flautist	150	0	0		
89	Total Musicians - Contract	\$3,050	\$2,900	\$2,900		
90	Music Licenses	379	379	379		
91	Total Music	\$4,954	\$4,804	\$4,804		
92	Stations of The Resurrection Reinstallation					
93	Cable Ties	32	n/a	n/a		
94	Tax	8	n/a	n/a		
95	Spray Paint	7	n/a	n/a		
96	Florescent Tubes	47	n/a	n/a		
97	Total Stations of The Resurrection Reinstallation	\$94	94	0	-\$94	This expense has been reategorized as Adult Formation.
98	Covid Supplies, Consumable					
99	Masks (The cost of masks has decreased.)	200	60	60		
100	COVID-19 Test Kits (Assumes parishioners on Medicare will donate free test kits obtained from pharmacy.)	980	0	0		
101	Total Covid Supplies, Consumable	\$1,180	\$60	\$60		
102	Total Worship	\$7,914	\$6,550	\$6,550		By coincidence, the 12/21 draft had a \$94 math error that offset the column E number for the Stations of the Resurrection.

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	Description plus certain 12/21 Notes	Actual 11/1/21 thru 10/31/22	12/21 draft budget	2023 projected	Change from 12/21 draft	Notes on Key Variables and changes since 12/21
11						
103	Parish Life					
104	Hospitality / Coffee Hour					
105	Reimburse Antonette	789	n/a	n/a		
106	Total Hospitality / Coffee Hour	\$789	0	567	+\$567	The 12/21 budget incorrectly assumed that donations were sufficient to cover coffee hour. The new column D number equals the amount the parish needs to contribute assuming that the cost of coffee hour is the same as in 2022 (\$827) if 2023 donations are the same as in 2022 (\$389) and there is \$267 in donations left over from 2022.
107	Total Parish Life	789	\$0	567	+\$567	The column E number equals the column E number for Total Hospitality / Coffee Hour.
108	Stewardship (Plan is to move the stewardship dinner to February.)	0	1,600	1,600		
109	Formation					
110	Sunday School	0	0	1,200	+\$1,200	You may change this the column D number by changing the Godly Play number in the Key Variables above.
111	Forward Day By Day	80	80	80		
112	Tent of Abraham	200		200	+\$200	Tent of Abraham added.
113	Stations of The Resurrection Reinstallation			94	+\$94	This expense has been recategorized from Worship.
114	Confirmation Certificates	22	0	0		
115	Total Formation	\$302	80	\$1,574	+\$1,494	The column E number is the sum of the column E numbers for Sunday School, Tent of Abraham, and Stations of the Resurrection.
116	Outreach					
117	Outreach Grants & Programs	1,500	0	1,500	+\$1,500	You may change the column D number for outreach grants in the Key Variables above.
118	Cub Scouts					
119	Annual Charter Fee	100	100	100		
120	Balance Checkbook (Estimated additional bookkeeping fees for balancing the checkbook.)	n/a	125	125		
121	Total Cub Scouts	\$100	225	\$225		
122	COPA	3,000	0	3,000	+\$3,000	You may change the column D number for COPA in the Key Variables above.
123	AFC (Association of Faith Communities) Dues	3,000	0	3,000	+\$3,000	You may change the column D number for AFC in the Key Variables above.
124	Sheltering (Homeless) Program Expenses					
125	AFC Yard Signs	50	n/a	n/a		
126	Total Sheltering (Homeless) Program Expenses	\$50	\$50	\$50		
127	CDSP -Theological Education (Token contribution based on the diocese's budget of \$1K.)	0	0	100	+\$100	You may change the column D number for CDSP in the Key Variables above.
128	Total Outreach	\$7,650	\$275	\$7,875	+\$7,600	The column E number is the sum of the column E numbers for Outreach Grants & Programs, COPA, AFC, and CDSP.
129	Total Ministry	\$16,655	\$8,505	\$18,166	+\$9,661	The column E number is the sum of the column E numbers for Total Worship, Total Parish Life, Stewardship (\$0), Total Formation, and Total Outreach.

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11	Description plus certain 12/21 Notes	Actual 11/1/21 thru 10/31/22	12/21 draft budget	2023 projected	Change from 12/21 draft	Notes on Key Variables and changes since 12/21
130	Campus					
131	Office Trailer Rent	5,940	7,425	7,425		
132	Maintenance					
133	Buildings Maintenance					
134	Filters and Solar Salt	202	n/a	n/a		
135	Electrical Work - New Automatic Switch For Lights	146	n/a	n/a		
136	Annual Backflow Testing & Repair	350	n/a	n/a		
137	Repair Leaking Backflow Preventer	359	n/a	n/a		
138	Backflow Replacement	n/a		1,920	+\$1,920	This expense was contracted in 2022.
139	Sacristy Door Lock Repair	n/a		571	+\$571	This expense was paid in January 2023.
140	Fire System Battery Replacement	94	n/a	n/a		
141	Total Buildings Maintenance	\$1,151	\$1,200	\$3,642	+\$2,442	The column E number is the sum of the column E numbers for the Backflow Replacement and the Sacristy Door Lock Repair minus a \$49 rounding elimination.
142	Janitorial Supplies and Services					
143	Blue Gloves	80	n/a	n/a		
144	Comet	24	n/a	n/a		
145	Dawn	9	n/a	n/a		
146	Fantastik	24	n/a	n/a		
147	Hand Sanitizer	15	n/a	n/a		
148	Lysol Wipes	245	n/a	n/a		
149	Mop and Mop Heads	46	n/a	n/a		
150	Paper Towels	160	n/a	n/a		
151	Soft Soap	79	n/a	n/a		
152	Spic & Span Spray	8	n/a	n/a		
153	Surgical Towels	17	n/a	n/a		
154	Tilex	7	n/a	n/a		
155	Toilet Bowl Cleaner	25	n/a	n/a		
156	Toilet Seat Covers	30	n/a	n/a		
157	Toilet Tissue	441	n/a	n/a		
158	Trash Bags, 7-10 Gal	33	n/a	n/a		
159	Trash Bags, 12-15 Gal	65	n/a	n/a		
160	Trash Bags, 33 Gal	54	n/a	n/a		
161	Sales Tax	120	n/a	n/a		
162	Total Janitorial	\$1,482	\$1,500	\$1,500		
163	Fire Prevention					
164	Fire Protection Maintenance (Assumes only two semi-annual inspections (there were 3 in the 12 month period).)	954	700	700		
165	First Trust Alarm Quarterly Inspections (Assumes 4 inspections at current rate with repairs to be charged to maintenance or contingency.)	1,047	1,076	1,076		
166	Add to Sprinkler Inspection Fund	300	300	300		
167	Total Fire Prevention	\$2,301	\$2,076	\$2,076		
168	Add to Major Maintenance Reserve (1% of budgeted annual pledges.)	3,132	3,181	3,026	-\$155	The column E number is 1% of the column E number for Net Budgeted 2023 Pledges.

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11	Description plus certain 12/21 Notes	Actual 11/1/21 thru 10/31/22	12/21 draft budget	2023 projected	Change from 12/21 draft	Notes on Key Variables and changes since 12/21
169	Landscape & Grounds					
170	Oscar Chavez (\$250 Twice Per Month (Was \$210) Plus 4 Hours At \$70 Per) (Assumes no rate increase.)	6,280	n/a	n/a		
171	Irrigation Water (Assumes no rate increase.)	2,890	n/a	n/a		
172	Yard Waste Removal (Annualized)	368	n/a	n/a		
173	Sun Shade	306	n/a	n/a		
174	Yard Signs (Aimed At Teenagers and Drug Users)	249	n/a	n/a		
175	Replacement Plants	86	n/a	n/a		
176	Landfill Fees (Dead Vegetation When Bins Are Full)	68	n/a	n/a		
177	Yard Waste Bin	46	n/a	n/a		
178	Repair Leak In Landscaping Irrigation	23	n/a	n/a		
179	Total Landscape & Grounds	<u>\$10,316</u>	<u>\$11,000</u>	<u>\$11,316</u>	<u>+\$316</u>	The column D number is the sum of the column B number plus \$1,000 for services performed in 2022 but paid in 2023 minus a \$684 rounding elimination.
180	Total Maintenance	\$18,382	\$18,957	\$21,560	+\$2,603	The column E number is the sum of the column E numbers for Total Buildings Maintenance, Total Janitorial Supplies and Services (\$0), Total Fire Prevention (\$0), Add to Major Maintenance Reserve, and Total Landscape & Grounds.
181	Utilities					
182	Power - Electric (Assumes no rate increase.)	5,656	5,700	5,700		
183	Power - Gas (Assumes no rate increase.)	3,673	3,700	3,700		
184	Water - Facility (Assumes no rate increase.)	5,500	5,500	5,500		
185	Trash & Recycling (Assumes no rate increase.)	1,792	1,800	1,800		
186	Comcast (Internet and Telephone) (Assumes no rate increase.)	2,333	2,491	2,491		
187	Ringcentral (Telephone) (Assumes no rate increase.)	<u>1,252</u>	<u>1,314</u>	<u>1,314</u>		
188	Total Utilities	\$20,206	\$20,504	\$20,504		
189	Assessments (Assumes FY2024 assessment increases at the same rate as the FY2023 assessment.)	1,356	1,700	1,700		
190	Insurance					
191	MinistryFirst Insurance (4 quarters at current rates; assumes minimal Q4 increase.)	6,653	8,000	8,000		
192	Participant Accident	200	200	200		
193	Total Insurance	<u>\$6,853</u>	<u>\$8,200</u>	<u>\$8,200</u>		
194	Total Campus	\$52,737	\$56,787	\$59,389	+\$2,603	The column E number is the column E number for Total Maintenance.
195	2023 Fair Share (Work of The Diocese)	n/a	48,286	51,922	+\$3,636	The column D number equals \$20,600 plus 20% of the sum of the column D number for Total Support and Revenue (including the Faith Fund) minus \$260,000 minus the column D numbers for Office Trailer Rent and Assessments.
196	2022 Fair Share Overpayment	n/a	0	(254)	-\$254	Estimate calculated based on final 2022 numbers.
197	Net 2023 Fair Share Obligation	n/a	48,286	51,668	+\$3,382	The column E number is the sum of the column E numbers for 2023 Fair Share and 2022 Fair Share Overpayment.

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11	Description plus certain 12/21 Notes	Actual 11/1/21 thru 10/31/22	12/21 draft budget	2023 projected	Change from 12/21 draft	Notes on Key Variables and changes since 12/21
198	Administration					
199	Vestry Retreat					
200	Food	166	n/a	n/a		
201	Rector Room & Board	n/a	415	415		
202	Guest Speaker Fee (Fee and room and board will be charged to the building fund b/c presentation will be by the discernment consultant.)	n/a	0	0		
203	Total Vestry Retreat	\$166	\$415	\$415		
204	Marketing & Visibility					
205	Aptos Chamber of Commerce Parade Fee	26	n/a	n/a		
206	Save Our Shores Donation	150	n/a	n/a		
207	Sentinel Advertising - Easter Services	n/a		0		The parish did not advertise the Easter services in 2022.
208	Sentinel Advertising - Christmas Services	0		215	+\$215	The parish spent \$215 on two Xmas service advertisements in 2022.
209	Total Marketing & Visibility	\$176	\$200	\$391	+\$191	The Column D number equals the column B number plus the column D number for advertising the Christmas services minus a \$24 rounding elimination.
210	Smile Bus. Prod. Inc. Photocopier Maintenance					
211	Fees For Two Copiers (Base fee for one copier at December rates; contract for second copier was terminated mid year.)	1,764	1,177	1,177		
212	Copies Over Contract (2022 charge is included in the base fee number.)	n/a	200	200		
213	Total Smile Bus. Prod. Inc. Photocopier Maintenance	\$1,764	\$1,377	\$1,377		
214	Office Supplies & Postage					
215	Copy Paper	541	n/a	n/a		
216	Postage	364	n/a	n/a		
217	Envelopes and Labels	290	n/a	n/a		
218	Checks	215	n/a	n/a		
219	Toner	70	n/a	n/a		
220	Batteries, AA	30	n/a	n/a		
221	Typewriter Ribbon	29	n/a	n/a		
222	Adding Machine Paper	28	n/a	n/a		
223	Sales Tax	26	n/a	n/a		
224	Batteries, Rechargeable AA	18	n/a	n/a		
225	Labor Posters	17	n/a	n/a		
226	Folder Tabs	13	n/a	n/a		
227	Mechanical Pencils	12	n/a	n/a		
228	Scotch Tape	11	n/a	n/a		
229	Sticky Notes	11	n/a	n/a		
230	Correction Tape	5	n/a	n/a		
231	Desk pad Calendar	5	n/a	n/a		
232	Unidentified Items	52	n/a	n/a		
233	Discounts Not Easily Attributable to Specific Purchases	(44)	n/a	n/a		
234	Total Office Supplies and Postage	\$1,693	\$1,700	\$1,700		

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	Description plus certain 12/21 Notes	Actual 11/1/21 thru 10/31/22	12/21 draft budget	2023 projected	Change from 12/21 draft	Notes on Key Variables and changes since 12/21
11						
235	Computer Software & Supplies					
236	Payroll Service	1,964	1,668	1,107	-\$561	The column D number is recalculated assuming 1 month at the QuickBooks base rate (\$139) plus 11 months at the MinistryWorks base rate (\$88).
237	Realm Connect (12 months Connect only at current rate.)	1,643	864	864		
238	QuickBooks Software	2,400	600	400	-\$200	Changed projected use from 3 months to two months.
239	Realm Accounting (2022 accounting fees are included in 2022 Realm Connect.)	n/a	552	552		
240	Adobe (For The Bulletins) (Assumes no rate increase.)	360	360	360		
241	Zoom (Assumes no rate increase.)	270	270	270		
242	Weebly (Web Hosting) (Assumes no rate increase.)	236	236	236		
243	Dropbox (Assumes no rate increase.)	120	120	120		
244	Cam Plus Security (Assumes no rate increase.)	99	99	99		
245	Total Computer Software & Supplies	\$7,092	\$4,769	\$4,008	-\$761	The column D number is the same as the column D number for the Payroll Service.
246	Annual Review of Accounts (Same as 2022 budget; wasn't performed in 2022 (no one complained).)	0	360	360		
247	Bookkeeping Service (Assumes no rate increase and that additional work b/c of Realm transition will be similar to 2022.)	18,038	18,000	18,000		
248	Total Administration	\$28,929	\$26,821	\$26,251	-\$570	The column E number is the sum of the column E numbers for Total Vestry Retreat (\$0), Total Marketing & Visibility, Total Computer Software & Supplies, Annual Review of Accounts (\$0), and Bookkeeping Service (\$0).
249	Contingency Fund (See Nonrecurring expenses tab. Assumes comparable unexpected expenditures.)	4,246	4,000	4,000		
250	Personnel					
251	Staff Expense					
252	Office Manager Expense					
253	Compensation					
254	Wages (Assumes 20 hours per week for 52 weeks at \$20.20 per hour plus the COLA.)	n/a	21,848	21,848		
255	Church Pension Group (CPG) Health (Dental) (12 times December premium)	n/a	1,464	1,464		
256	Pension (9% of wages.)	n/a	1,966	1,966		
257	Total Compensation	n/a	\$25,279	\$25,279		
258	Employer Taxes					
259	Federal Social Security 6.2%	n/a	1,355	1,355		
260	Federal Medicare 1.45%	n/a	317	317		
261	California Unemployment Estimated 1.5%	n/a	105	105		
262	Ca ETT 0.1%	n/a	7	7		
263	Ca SDI 0.9%	n/a	197	197		
264	Total Employer Taxes	n/a	\$1,980	\$1,980		
265	Total Office Manager Expense	n/a	\$27,259	\$27,259		
266	Nursery Coordinator Expense					
267	Wages (1.5 hours per week for 52 weeks at \$15.50 per hour (minimum wage))	n/a	1,209	1,560	+\$351	Per Mother Tracy email of 1/22, wage increased to \$20/hr.
268	Employer Taxes					
269	Federal Social Security 6.2%	n/a	75	97	+\$22	
270	Federal Medicare 1.45%	n/a	18	23	+\$5	
271	California Unemployment Estimated 1.5%	n/a	18	23	+\$5	
272	Ca ETT 0.1%	n/a	1	2	+\$0	
273	Ca SDI 0.9%	n/a	11	14	+\$3	
274	Total Employer Taxes	n/a	\$123	\$158	+\$36	
275	Total Nursery Coordinator Expense	n/a	\$1,332	\$1,718	+\$387	

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276	Director of Music Ministries Expense					
277	Compensation					
278	Wages (19 hours per week for 52 weeks at \$38.72 per hour plus the COLA)	n/a	39,786	39,786		Assumes 19 hours per week for 52 weeks at \$38.72 per hour plus the COLA.
279	Dental Insurance Reimbursement (assumes no increase)	n/a	1,315	1,416	+\$101	Per correspondence between Mother Tracy and bookkeeper.
280	Total Compensation	n/a	\$41,101	\$41,202	+\$101	
281	Employer Taxes					
282	Federal Social Security 6.2%	n/a	2,548	2,554	+\$6	
283	Federal Medicare 1.45%	n/a	596	597	+\$1	
284	California Unemployment Estimated 1.5%	n/a	105	105		
285	Ca ETT 0.1%	n/a	7	7		
286	Ca SDI 0.9%	n/a	370	371	+\$1	
287	Total Employer Taxes	n/a	\$3,626	\$3,635	+\$9	
288	Total Director of Music Ministries Expense	n/a	\$44,727	\$44,836	+\$110	
289	Janitor					
290	Wages (2.5 hours per week for 52 weeks at \$20 per hour)	n/a	2,704	2,600	-\$104	No COLA because last raise was a few month ago.
291	Employer Taxes					
292	Federal Social Security 6.2%	n/a	168	161	-\$6	
293	Federal Medicare 1.45%	n/a	39	38	-\$2	
294	California Unemployment Estimated 1.5%	n/a	41	39	-\$2	
295	Ca ETT 0.1%	n/a	3	3	-\$0	
296	Ca SDI 0.9%	n/a	24	23	-\$1	
297	Total Employer Taxes	n/a	\$274	\$264	-\$11	
298	Total Janitor Expense	n/a	\$2,978	\$2,864	-\$115	
299	Media Technician					
300	Wages (5 hours per week for 52 weeks at \$20 per hour; no COLA)	n/a	500	2,700	+\$2,200	Changed to 2.25 hours per Sunday at 1/24 Vestry meeting effective 1/29/23.
301	Employer Taxes					
302	Federal Social Security 6.2%	n/a	31	167	+\$136	
303	Federal Medicare 1.45%	n/a	7	39	+\$32	
304	California Unemployment Estimated 1.5%	n/a	8	41	+\$33	
305	Ca ETT 0.1%	n/a	1	3	+\$2	
306	Ca SDI 0.9%	n/a	5	24	+\$20	
307	Total Employer Taxes	n/a	\$51	\$274	+\$223	
308	Total Media Technician Expense	n/a	\$551	\$2,974	+\$2,423	
309	Total Staff Expense		\$76,846	\$79,651	+\$2,805	
310	Workers' Compensation Insurance (4 times current quarterly rate; assumes no refund).	510	1,548	1,548		
311	Rector Expense					
312	Rector Compensation					
313	Salary (Current salary plus COLA.)	n/a	33,627	33,627		
314	Housing Allowance (Current salary plus COLA.)	n/a	63,648	63,648		
315	Pension Premium (18% of Salary and Housing.)	n/a	17,510	17,510		
316	Church Pension Group (CPG) Health (Medical and Dental) (12 times December premium)	n/a	13,236	13,236		
317	Payment In Lieu of Spousal Medical Insurance	n/a	10,976	12,432	+\$1,456	Column D per Mother Tracy. As permitted in the letter of agreement, the rector has elected to take the cash value of medical insurance through the Diocese in lieu of the insurance.
318	Diocese of El Camino Real (ECR) Life Insurance (12 times December premium)	n/a	124	124		
319	ECR Accidental Death & Dismemberment (12 times December premium)	n/a	9	9		
320	ECR Long Term Disability (12 times December premium)	n/a	675	675		
321	ECR Long Term Care (12 times December premium)	n/a	122	122		
322	Total Rector Compensation (No employer taxes on clergy)		\$139,927	\$141,383	+\$1,456	Column E equals the number in column F for Payment in Lieu of Spousal Medical Insurance.
323	Employer Taxes	0	0	0		

	A	B	C	D	E	F
11	Description plus certain 12/21 Notes	Actual 11/1/21 thru 10/31/22	12/21 draft budget	2023 projected	Change from 12/21 draft	Notes on Key Variables and changes since 12/21
324	Add to Sabbatical Reserve (Reserve is adequate for now.)	3,000	0	0		
325	Rector Business Expenses					
326	Clergy Conference (Per Mother Tracy's estimate.)	0	250	250		
327	Diocesan Convention	50	50	50		
328	Spring Renewal	10	10	10		
329	Total Rector Business Expenses	60	\$310	\$310		
330	Rector Mileage (\$1K budget per Letter of Agreement)	n/a	1,000	1,072	+\$72	The column D number includes \$72 for mileage reimbursement claimed put not paid in December.
331	Rector Education (Per Letter of Agreement.)	n/a	700	700		
332	Total Rector Expense		\$141,937	\$143,465	+\$1,528	The column E number is the sum of the column E numbers for Total Rector Compensation and Rector Mileage.
333	Substitute Clergy (Underbudgeted for last two years.)	1,845	2,000	2,525	+\$525	The column D number includes \$680 in 2020 substitute clergy services paid in 2023.
334	Recruitment Expenses (For new media technician if needed.)	75	100	75	-\$25	Rounding elimination.
335	Total Personnel		\$222,432	\$227,265	+\$4,833	The column E number is the sum of the column E numbers for Total Staff Expense, Workers' Compensation Insurance (\$0), Total Rector Expense, Substitute Clergy, and Recruitment Expenses (\$0).
336	Total Expense		\$366,830	\$386,739	+\$19,909	The column E number is the sum of Total Ministry, Total Campus, Net 2023 Fair Share, Total Administration, Contingency Fund (\$0), and Total Personnel.
337	Surplus (Deficit)		(\$13,274)	(\$15,006)	-\$1,732	The column E number is the sum of the column E numbers for Total Support and Revenue minus Total Expense.
338	Estimated Cash Carryover From 2022		15,000	15,006	+\$6	Based on December financials.
339	Remaining Cash (Unfunded Deficit)		\$1,726	\$0	-\$1,726	The column E number is the sum of the column E numbers for Surplus (Deficit) and Estimated Cash Carryover from 2022.
340						
341						
342	Total expense excluding personnel and fair share (for information; not part of the budget)	\$102,567	\$96,113	\$107,806	+\$11,694	The column E number is the sum of the column E numbers for Total Ministry, Total Campus, Total Administration, and Contingency Fund (\$0)

	A	B
		Actual 11/1/21 thru 10/31/22
2	Non-recurring expenses	
3		
4	Security	
5	security camera for the Kenny Room	46
6	security cameras, memory cards, and solar panels	400
7		
8	Virtual worship	
9	umbrella for laptop	24
10	ethernet cables	120
11	computer warranty	114
12	ethernet switch	11
13	Ethernet cable for Zoom broadcast	15
14	Computer charger	28
15	computer equipment charged to rector sabbatical	706
16		
17	Altar Guild	
18	Invoice # 33060423 (linen funded from reserve)	361
19		
20	Maintenance	
21	backflow repair	359
22	Saw Horses	69
23		
24	Equipment or Janitorial	
25	new vacuum	174
26	vacuum warranty	22
27		
28	Administration	
29	Received stamp	15
30	printing calculator	90
31	accounting computer	1,000
32	printer postscript expansion kit	202
33	Legacy QuickBooks software purchased on eBay	<u>490</u>
34		
35	TOTAL	<u>4,246</u>