

Appendix L - 2021 Presbytery Asking Budget

| | A | B | C | D | E |
|----|--|----------------------------------|---------------------------|---------------------------------|-----------------------------------|
| 1 | Presbytery of St. Augustine | Reported 12/31/2019 Actual | 2020 Updated Budget | Reported 8/31/2020 Actual | 2021 Asking Budget |
| 2 | | | | | |
| 3 | REVENUES | | | | |
| 4 | <u>Unified Giving</u> | | | | |
| 5 | Unified Giving | 397,989 | 344,000 | 229,640 | 360,000 |
| 6 | Total Unified Giving | 397,989 | 344,000 | 229,640 | 360,000 |
| 7 | <u>Selected Giving</u> | | | | |
| 8 | Selected General Assembly | 38,184 | 32,000 | 22,153 | 32,000 |
| 9 | Selected Presbytery | 5,835 | 0 | 5,319 | 0 |
| 10 | Total Selected Giving | 44,019 | 32,000 | 27,472 | 32,000 |
| 11 | Total Acceptances | 442,008 | 376,000 | 257,112 | 392,000 |
| 12 | Other Receipts | | | | |
| 13 | Investment Earnings | 28,000 | 15,000 | (12,047) | 20,000 |
| 14 | Interest Earned - Fleming Island | 8 | | 28 | |
| 15 | Other Income | 89 | 3,000 | 1,772 | 2,700 |
| 16 | Foundation Earnings | 37 | 250 | 0 | 0 |
| 17 | Interest Income | 649 | 250 | 75 | 100 |
| 18 | Undesignated Reserve Usage | 0 | 0 | 0 | 0 |
| 19 | Management Fees | 37,000 | 16,000 | 5,000 | 22,000 |
| 20 | Total Other Receipts | 65,783 | 34,500 | (5,172) | 44,800 |
| 21 | Other Funds Used | | | | |
| 22 | TIM Community Development Transfer | 5,000 | 5,000 | 0 | 5,000 |
| 23 | Total Other Funds Used | 5,000 | 5,000 | 0 | 5,000 |
| 24 | TOTAL REVENUES | 512,791 | 415,500 | 251,940 | 441,800 |
| 25 | EXPENSES | | | | |
| 26 | Current and Emerging Ministries Committee | | | | |
| 27 | All-Region Gatherings | 655 | 0 | 0 | 0 |
| 28 | Regional Gatherings | 45 | 0 | 0 | 1,000 |
| 29 | MissionInsite | 0 | 2,800 | 2,436 | 2,436 |
| 30 | New Ministry Initiatives | 177 | 5,413 | 0 | 3,000 |
| 31 | <u>Care and Reconciliation</u> | | | | |
| 32 | Crisis Response Training and Expenses | 0 | 0 | 0 | 250 |
| 33 | Crisis Response Mileage | 0 | 250 | 0 | 0 |
| 34 | Administrative Commission Expense | 32 | 250 | 0 | 250 |
| 35 | Translation Services | 0 | 250 | 0 | 90 |
| 36 | Restricted Income - Armistead Fund | (7,300) | (8,000) | (5,490) | (8,000) |
| 37 | Miscellaneous | 79 | 0 | 219 | 0 |
| 38 | <u>Communications</u> | | | | |
| 39 | Conference Calls | 963 | 500 | 179 | 200 |
| 40 | Annual Tech Support | | 3,500 | 195 | 3,500 |
| 41 | Computer Program/Monthly Maintenance | 6,993 | 1,800 | 3,740 | 1,800 |
| 42 | Internet Access / Web Hosting | 927 | 1,000 | 0 | 500 |
| 43 | New Communication Initiatives | 1,103 | 500 | 267 | 500 |

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|----|---|----------------------------------|---------------------------|---------------------------------|-----------------------------------|
| 1 | Presbytery of St. Augustine | Reported 12/31/2019 Actual | 2020 Updated Budget | Reported 8/31/2020 Actual | 2021 Asking Budget |
| 2 | | | | | |
| 44 | <u>Youth Outreach</u> | | | | |
| 45 | Youth Ministry Professionals | 60 | 100 | 90 | 1,000 |
| 46 | Triennium | 5,678 | 6,000 | 4,000 | 6,000 |
| 47 | Congregational Partnerships/Scholarships for Camp | | 0 | 0 | 1,200 |
| 48 | Youth Ministry Team | | 400 | 193 | 500 |
| 49 | <u>Disaster Preparation & Assistance</u> | | | | |
| 50 | Florida PDA Network | 9,000 | 10,500 | 10,500 | 10,500 |
| 51 | Total Current & Emerging Ministries Com. | 18,412 | 25,263 | 16,329 | 24,726 |
| 52 | The Call Commission | | | | |
| 53 | <u>Candidates and Inquirers</u> | | | | |
| 54 | Candidate Financial Support | 4,500 | 4,000 | 4,000 | 5,000 |
| 55 | Ministry Assessments | 461 | 1,500 | 400 | 1,000 |
| 56 | Consultations and Final Assessments | 496 | 500 | 0 | 500 |
| 57 | Inquirer/Candidate Counseling | 0 | 300 | 0 | 300 |
| 58 | Training, Supplies & Manuals | 60 | 100 | 0 | 100 |
| 59 | Total Call Commission | 5,517 | 6,400 | 4,400 | 6,900 |
| 60 | Leadership Development and Care | | | | |
| 61 | <u>Support & Counseling</u> | | | | |
| 62 | Pastoral Support Groups | | 0 | 180 | 500 |
| 63 | Board of Pensions Shared Grants | (750) | 2,000 | 0 | 3,000 |
| 64 | Pastor Counseling Center | 5,400 | 5,400 | 3,600 | 5,400 |
| 65 | Counseling Assistance | 1,195 | 1,100 | 120 | 1,000 |
| 66 | Counseling Endowment Income - Jax | (8,500) | (8,500) | 0 | (8,500) |
| 67 | <u>Training</u> | | | | |
| 68 | Clergy/Educator Meal Expenses | 35 | 0 | 0 | 0 |
| 69 | Officer / Leadership Training | (185) | 100 | 0 | 1,500 |
| 70 | Enrichment | 0 | 0 | (240) | 0 |
| 71 | Total Leadership Development and Care | (2,805) | 100 | 3,660 | 2,900 |
| 72 | <u>Highlands Regional Ministry Center</u> | | | | |
| 73 | Contributions for HRMC | (18,928) | (8,000) | (6,665) | (10,000) |
| 74 | Usage Income -HRMC | (7,050) | (28,800) | (20,000) | (42,000) |
| 75 | Building Repair -HRMC | 18,085 | 7,860 | 274 | 5,000 |
| 76 | Utilities -HRMC | 3,726 | 16,000 | 12,137 | 21,000 |
| 77 | Insurance -HRMC | 6,151 | 11,854 | 5,398 | 12,000 |
| 78 | Fire Alarm Expense -HRMC | 2,012 | 3,920 | 1,896 | 1,500 |
| 79 | Mortgage Expense -HRMC | 9,612 | 12,700 | 9,536 | 12,700 |
| 80 | Total Highlands Regional Ministry Center | 13,608 | 15,534 | 2,576 | 200 |

| | A | B | C | D | E |
|-----|---|---------------|---------------|---------------|---------------|
| 1 | Presbytery of St. Augustine | Reported | 2020 | Reported | |
| 2 | | 12/31/2019 | Updated | 8/31/2020 | 2021 |
| | | Actual | Budget | Actual | Asking |
| 81 | Personnel | | Ends in | | |
| 82 | <u>Relationship Coordination Director 1 FTE</u> | | September | | |
| 83 | Salary | 31,000 | 23,250 | 20,667 | |
| 84 | Housing | 24,000 | 18,000 | 16,000 | |
| 85 | Continuing Education | 146 | 750 | 1,000 | |
| 86 | Benefits Package | 18,939 | 15,263 | 12,079 | |
| 87 | SECA | 2,372 | 3,569 | 3,172 | |
| 88 | Auto Expenses | 1,331 | 2,250 | 1,989 | |
| 89 | Travel and Expenses | 4,641 | 2,625 | 566 | |
| 90 | Total Director | 82,429 | 65,707 | 55,473 | |
| 91 | <u>Ministry and Mission Coordinator 1 FTE</u> | | | | |
| 92 | Salary | | | | |
| 93 | Housing | | | | |
| 94 | Continuing Education | | | | |
| 95 | Benefits Package | | | | |
| 96 | SECA | | | | |
| 97 | Auto Expenses | | | | |
| 98 | Travel and Expenses | | | | |
| 99 | Total M&M Coordinator | | | 0 | 90,000 |
| 100 | <u>Stated Clerk .5 FTE</u> | | | | |
| 101 | Salary | 24,031 | 24,300 | 16,200 | 24,300 |
| 102 | Housing | 20,269 | 20,000 | 13,475 | 20,000 |
| 103 | SECA | 3,389 | 3,389 | 2,118 | 3,389 |
| 104 | Auto Expenses | 0 | 2,500 | 400 | 1,500 |
| 105 | Expenses - Travel, Meals, Etc. | 1,887 | 2,500 | 885 | 1,500 |
| 106 | Continuing Ed | 156 | 1,000 | 773 | 1,000 |
| 107 | Total Stated Clerk | 49,732 | 53,689 | 33,851 | 51,689 |
| 108 | <u>Communication Coordinator .75 FTE</u> | | | | |
| 109 | Salary | 30,370 | 37,560 | 26,431 | 37,560 |
| 110 | FICA | 2,323 | 2,873 | 2,022 | 2,873 |
| 111 | Total Communication Coordinator | 32,693 | 40,433 | 28,453 | 40,433 |
| 112 | <u>Area Relationship Coordinators .25 FTE</u> | | | | |
| 113 | Salaries | 17,040 | 19,400 | 12,968 | 19,400 |
| 114 | Housing | 5,760 | 6,600 | 4,356 | 6,600 |
| 115 | SECA | 147 | 0 | 0 | 0 |
| 116 | Expenses – Mileage, Travel, Meals, Etc. | 2,459 | 2,000 | 772 | 2,000 |
| 117 | Total Area Relationship Coordinators | 25,406 | 28,000 | 18,096 | 28,000 |
| 118 | New Temporary PPP Staff | 0 | 3,243 | 3,337 | |

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| 2 | | 12/31/2019 | Updated | 8/31/2020 | Asking |
| | | Actual | Budget | Actual | Budget |
| 119 | <u>Financial Secretary</u> | 1 FTE | Ended in June | | |
| 120 | Salary | 48,900 | 24,450 | 30,996 | |
| 121 | Benefits Package | 16,374 | 7,700 | 9,281 | |
| 122 | FICA | 3,741 | 2,000 | 2,371 | |
| 123 | Retirement Package (estimate) | | 7,500 | | |
| 124 | Total Financial Secretary | 69,015 | 41,650 | 42,648 | |
| 125 | <u>Office Manager 1 FTE</u> | | Begins in August | Footnote ** | |
| 126 | Salary | | 16,667 | | 40,000 |
| 127 | Benefits Package | | 4,000 | | 9,241 |
| 128 | FICA | | 1,275 | | 3,060 |
| 129 | Total Office Manager | | 21,942 | | 52,301 |
| 130 | Sub-Total Presbytery Staff | 259,275 | 254,664 | 181,858 | 262,423 |
| 131 | <u>Personnel Contingency Fund</u> | | | | |
| 132 | Personnel Adjustments and New Positions | | 26,500 | | |
| 133 | <u>Presbytery Summer Staff at MPCC</u> | | | | |
| 134 | Salaries | 32,735 | | 12,721 | 20,000 |
| 135 | FICA-Fees | 2,836 | | 987 | 1,550 |
| 136 | Payroll Processing Fees | 233 | | 284 | 300 |
| 137 | Total Summer Staff | 35,804 | 15,000 | 13,992 | 21,850 |
| 138 | Total Personnel | 295,079 | 296,164 | 195,850 | 284,273 |
| 139 | Administration & Finance | | | | |
| 140 | Minutes | 38 | 50 | 0 | 100 |
| 141 | Meeting Expenses | 2,656 | 500 | 482 | 2,000 |
| 142 | Speakers' Honoraria and Expenses | 0 | 0 | 0 | 0 |
| 143 | OGA and Mid-Council Meetings Expense | 734 | 500 | 78 | 500 |
| 144 | General Assembly Unified | 17,000 | 17,000 | 11,333 | 17,000 |
| 145 | General Assembly Selected | 38,184 | 32,000 | 22,153 | 32,000 |
| 146 | Synod of South Atlantic Mission | 7,000 | 7,000 | 4,667 | 7,000 |
| 147 | Synod of South Atlantic Per Capita | 21,062 | 21,000 | 13,125 | 21,000 |
| 148 | Committee/Commission Meals | 5,870 | 1,300 | 1,370 | 2,500 |
| 149 | Dues/Subscriptions/Corporate Report | 199 | 200 | 109 | 200 |
| 150 | General Operating Expenses | 4,420 | 3,000 | 1,204 | 1,800 |
| 151 | Legal Expenses | 9,812 | 3,500 | 288 | 2,000 |
| 152 | Permanent Judicial Commission | 0 | 200 | 0 | 200 |
| 153 | Mileage Reimbursement | 361 | 400 | 81 | 300 |
| 154 | Moderator's Expenses | 1,828 | 1,000 | 486 | 1,000 |
| 155 | Bank Fee | | | 39 | 50 |
| 156 | Audit | 9,750 | 10,000 | 0 | 10,000 |

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| 2 | | 12/31/2019 | Updated | 8/31/2020 | Asking |
| | | Actual | Budget | Actual | Budget |
| 157 | Building-Major Repair Fund | 2,360 | 2,500 | 3,200 | 2,500 |
| 158 | Building Maintenance | 3,639 | 1,500 | 726 | 1,000 |
| 159 | Computer & Printer Equipment | 453 | 1,000 | 262 | 1,000 |
| 160 | Copy Machine | 4,621 | 4,500 | 3,259 | 4,500 |
| 161 | Electricity | 1,927 | 1,500 | 1,101 | 1,500 |
| 162 | Grounds | 1,440 | 1,500 | 960 | 1,500 |
| 163 | Insurance | 11,126 | 4,610 | 3,471 | 4,610 |
| 164 | Janitorial | 1,404 | 1,400 | 936 | 1,400 |
| 165 | Loan Amortization | | 0 | 0 | 0 |
| 166 | Office Equipment | 0 | 0 | 34 | 0 |
| 167 | Office Equipment Repair and Maint. | 0 | 0 | 20 | 0 |
| 168 | Office Supplies | 2,344 | 2,200 | 1,620 | 2,400 |
| 169 | Payroll Processing | 2,658 | 2,000 | 1,485 | 2,250 |
| 170 | Postage | 1,941 | 600 | 413 | 600 |
| 171 | Software | 1,526 | 1,500 | 132 | 1,500 |
| 172 | Telephone & Internet | 7,504 | 4,000 | 3,678 | 4,000 |
| 173 | Water and Sewer | 1,272 | 1,200 | 746 | 1,000 |
| 174 | Total Administration & Finance | 163,129 | 127,660 | 77,458 | 127,410 |
| 175 | Total Expenses | 492,940 | 471,121 | 300,273 | 446,409 |
| 176 | Reported Operating Surplus (Deficit) | 19,851 | (55,621) | (48,333) | (4,609) |
| 177 | | <i>see footnote *</i> | | | |
| 178 | <u>Other Cash Expenditures</u> | | | | |
| 179 | Normandy Blvd. Property | 0 | 4,200 | 4,200 | 4,200 |
| 180 | MPCC Bridge Loan | (56,745) | | | |
| 181 | MPCC Unreceived Management Fees | (37,000) | | | |
| 182 | MPCC Unreceived Audit Fees | (5,000) | | | |
| 183 | Total Other Cash Expenditures | (98,745) | (4,200) | (4,200) | (4,200) |
| 184 | | | | | |
| 185 | Adjusted Operating Net Cash Surplus (Deficit) | (78,894) | (59,821) | (52,533) | (8,809) |
| 186 | | | | | |
| 187 | * Presbytery has received a PPP Loan for \$55,621 that we need to spend for personnel and other qualified expenses in 2020. | | | | |
| 188 | ** Salary for Office Manager is combined with the Financial Secretary in 2020 | | | | |