



Annual Parish Financial Report 2017-2018

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August 22, 2018
Feast of Our Lady, Queen of Heaven

Dear Parishioners,

Here is our Annual Financial Report for July 1, 2017 - June 30, 2018. A more detailed report will be submitted to our Archdiocese at the end this month. You are welcome to review the entire report on our website: StFrancisLansing.org, under "Financial Reports."

This was a very significant year from a bookkeeping perspective. First, we completed the transition to Quick Books (the industry standard). Next, we realigned the Parish Chart of Accounts with our Archdiocese's Universal Chart of Accounts. This allowed us to line up with the Annual Report for our Archdiocese more logically and clearly to the Parish Report.

Because of your ongoing generosity, we finished the year in the black for the fourth consecutive year. This enabled us to make needed repairs and improvements to the Parish Hall, Church and Rectory buildings. The Rectory kitchen was recently renovated with up-to-date counter tops and appliances. The Church has a new wireless Mic and Transmitter System, and the same is pending installation in the Parish Hall. A new safe was installed in the church and most recently we have added security cameras with a two-week long recording system. These steps were taken to help us protect the gifts you have so generously given.

Your Finance Committee, which carefully oversees our budget and spending, continues to seek cost reductions wherever possible. This year we have reduced average operating expenses by over \$600 per week. \$50,000 of carried-over funds will be transferred to savings. They will be available for emergencies, such as unexpected repairs, should they be needed. Your generous contributions to our maintenance fund made this possible.

Last, but not least, our debt on the church building is down from around \$380,000 this time last year to just over \$217,000 today. Through our participation in the *One Faith, One Family, One Future* campaign, I am confident we will not only pay off our debt within the next two year, but we will also see progress on completing the floor and installing pews in our church.

I am grateful to each of you who give consistently of yourselves through your treasure, time and talent. You generously exemplify our *Live Jesus* motto.

If you have any questions or comments after reading the Finance Report, please feel free to contact me.

Gratefully yours in Christ,

Father William McEvey

St. Francis de Sales Annual Report for the Parishioners

<i>The Church's Fiscal Year is July 1st-June 30th</i>		FY '17-'18	FY '18-'19
Name	Comments	Actuals	Anticipated
Funds Carried Over from prior FY:		\$ 77,214.39	\$ 190,038.53
	<i>Planned Deposit to Church Savings Account</i>		\$ (50,000.00)
	<i>Restricted Funds</i>		\$ (42,404.34)
	Funds Available as of June 30th	\$ 77,214.39	\$ 97,634.19
INCOME:			
Ordinary Collections:			
Envelope Collections		\$ 313,911.38	\$ 270,000.00
Plate Collections		\$ 80,230.05	\$ 70,000.00
Special Parish Collections	<i>(Maintenance, Rel Ed, Special Gifts First Offering)</i>	\$ 72,821.26	\$ 60,000.00
Other Parish Collections	<i>(Holy Days, Soup & Bread Supper, Holy Thursday)</i>	\$ 7,247.36	\$ 14,100.00
Net Extra Parochial Collections	<i>(Difference between Collections and Payments already made)</i>	\$ 4,294.42	\$ 22,100.00
Mass Offerings		\$ 2,682.00	\$ 2,500.00
	Subtotal Ordinary Collections:	\$ 481,186.47	\$ 438,700.00
Other Contributions:			
Gifts or Bequests Designated & Non Designated		\$ 58,569.29	\$ 10,000.00
Flower Donations, Altar, Votive, Candle Offerings		\$ 6,300.66	\$ 5,500.00
Small Publications & Lighthouse Kiosk		\$ 905.70	\$ 630.00
	Subtotal Other Contributions:	\$ 65,775.65	\$ 16,130.00
Income from Parish Assets:			
Sale of Parish Property	<i>(From City Encroachment Project)</i>	\$ 4,920.00	\$ -
Interest Income		\$ 577.44	\$ 600.00
Parish Hall Rental Income		\$ 1,000.00	\$ 600.00
Farm Land Income		\$ 2,014.17	\$ 1,500.00
	Subtotal Parish Assets:	\$ 8,511.61	\$ 2,700.00
Capital Fund Drives:			
Built On Rock Pledges		\$ 94,835.00	\$ 50,000.00
Built On Rock Donations		\$ 63,272.75	\$ 25,000.00
Built On Rock Memorials		\$ 10,003.00	\$ 2,000.00
	Subtotal Capital Campaign:	\$ 168,110.75	\$ 77,000.00
Parish Ministry Program Receipts:			
Rel Ed Student & Sacrament Fees	<i>(Reg & VBS)</i>	\$ 7,385.00	\$ 7,060.00
Youth Group Fundraising	<i>(Incl Dillions, Amazon, Cartridge recycle)</i>	\$ 6,897.83	\$ 5,000.00
Adult Bible Study		\$ 2,182.50	\$ 2,400.00
Supplies Sales Receipts	<i>(Advent Wreaths)</i>	\$ 387.76	\$ -
Other Religious Ed/SFDS Retreat	<i>(Free Will Offering St Francis de Sales Day Lunch)</i>	\$ 613.00	\$ -
	Subtotal Parish Ministry Receipts:	\$ 17,466.09	\$ 14,460.00
Communication Apostolate:			
*The Leaven Receipt		\$ 2,765.00	\$ 2,800.00
Bulletin Advertising Receipts		\$ 380.29	\$ 500.00
	Subtotal Parish Communication Apostolate:	\$ 3,145.29	\$ 3,300.00
Special Activities:			
Funeral Dinner Income		\$ 215.00	\$ 200.00
Fund Raising & Family Life		\$ 8,275.40	\$ 5,200.00
Works of Mercy	<i>(Includes Thurs Meals, Sat Kitchen & Prison Min)</i>	\$ 13,918.49	\$ 12,000.00
Shelter the Homeless		\$ 17,209.13	\$ 1,000.00
LV Catholic Charities		\$ 530.00	\$ 500.00
Xavier Catholic School		\$ 540.00	\$ 600.00
	Subtotal Parish Special Activities:	\$ 40,688.02	\$ 19,500.00
Other Income:	<i>(Reimbursements, Refunds & Rebates)</i>	\$ 2,739.23	\$ -
TOTAL RECEIPTS:		\$ 787,623.11	\$ 571,790.00
EXPENSES:			
Personnel Expenses:			
Salaries		\$ 100,822.03	\$ 109,800.00

St. Francis de Sales Annual Report for the Parishioners

Contract Services		\$ 18,200.00	\$ 18,300.00
Personnel Related Expenses	<i>(Health & Life Ins, FICA, Workman's Comp, Etc...)</i>	\$ 55,388.24	\$ 61,860.00
	Subtotal Personnel Expenses:	\$ 174,410.27	\$ 189,960.00
Maintenance:			
Grounds Contracts	<i>(Snow Removal & Lawn Care)</i>	\$ 13,969.61	\$ 14,000.00
Grounds Repairs	<i>(Parking Lot, resurface & Paint 17, crack repair 18)</i>	\$ 3,430.21	\$ 5,000.00
Maint Grounds Supplies	<i>(Mulch & Flowers)</i>	\$ 25.00	\$ 2,000.00
Maint Building Contract Church	<i>(Elevator Contract)</i>	\$ 1,299.13	\$ 1,300.00
Maint Building & Repairs (Church, Hall & Rectory)	<i>(Dollars set aside for Emergency)</i>	\$ -	\$ 57,500.00
Building Supplies - Cleaning & Expendables	<i>(Cleaning Supplies & Paper products)</i>	\$ 3,078.67	\$ 3,500.00
Equipment Repairs (Building)		\$ 764.00	\$ 1,000.00
Repairs Plumb, Heat, Electrical	<i>(New Thermostats 2017, Repair AC Unit in PH)</i>	\$ 13,873.03	\$ 21,000.00
	Subtotal Maintenance Expenses:	\$ 36,439.65	\$ 105,300.00
General Operations:			
Utilities (Electricity, Gas, Water, Sewer & Trash, Internet & Phones)		\$ 37,708.94	\$ 36,700.00
Laundry & Dry Cleaning		\$ -	\$ 500.00
Food	<i>(Priest Allowance & Volunteer Appreciation)</i>	\$ 5,900.00	\$ 7,000.00
Equipment, Contracts & Copier Rental	<i>(Fire Alarm Monitoring, Pest Control, Shredding Svcs)</i>	\$ 11,428.62	\$ 10,300.00
	Subtotal General Operations:	\$ 55,037.56	\$ 54,500.00
Insurance:			
Special Purpose Multi Peril	<i>(Paid for 18 Mos in 2016, 12 Mos in 2018)</i>	\$ 633.00	\$ 12,000.00
	Subtotal Insurance:	\$ 633.00	\$ 12,000.00
Travel:			
Auto Reimbursement		\$ -	\$ -
Travel Other	<i>(Airline Tickets for Bro. Mickey)</i>	\$ 369.77	\$ 400.00
Seminars, Conf, Workshops - Lay (Off Site)		\$ -	\$ 250.00
	Subtotal Travel:	\$ 369.77	\$ 650.00
Administration:			
Office Supplies & Paper Stock		\$ 2,798.01	\$ 3,500.00
Collection Envelopes		\$ 2,516.78	\$ 2,400.00
Printing - Office		\$ 1,575.73	\$ 2,000.00
Postage		\$ 1,720.14	\$ 2,000.00
	Subtotal Administration:	\$ 8,610.66	\$ 9,900.00
Professional Services:			
Fees & Professional Expenses Office		\$ -	\$ 3,600.00
Electronic Fund Transaction Fees		\$ 3,172.62	\$ 3,000.00
PDS Software Fees		\$ 1,393.00	\$ 1,200.00
Off Site Data Backup & Malware Protection		\$ 1,700.00	\$ 2,000.00
Other Computer Related Fees	<i>(Computer Upgrades & Online Support)</i>	\$ 4,122.14	\$ 2,500.00
	Subtotal Professional Services:	\$ 10,387.76	\$ 12,300.00
Cost of Borrowing:			
ARCH-Notes Payable Interest Expense		\$ 11,942.67	\$ 9,000.00
	Subtotal Cost of Borrowing:	\$ 11,942.67	\$ 9,000.00
Other Parish Operations:			
Dues & Subscriptions, Licenses & Sales Tax		\$ 490.00	\$ 1,000.00
Property Taxes		\$ 8,908.40	\$ 9,000.00
Reimbursable Expenses		\$ 42.00	\$ -
	Subtotal Other Parish Operations:	\$ 9,440.40	\$ 10,000.00
Equipment Capital Expense:			
AV Equip Church <i>(Mic Systems Church 2017, Security Camera System 2018)</i>		\$ 5,185.93	\$ 10,000.00
AV Equip PH <i>(Mic System & Video Screen 2018)</i>		\$ -	\$ 5,000.00
Maint Equipment		\$ 573.93	\$ 300.00
Office Equipment - Church		\$ 240.00	\$ -
Furniture & Equipment	<i>(Appliances, Rectory)</i>	\$ 1,493.08	\$ 150.00
Other Equipment		\$ 310.50	\$ -
	Subtotal Equipment:	\$ 7,803.44	\$ 15,450.00
Building Capital Expense:			

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New Construction		\$ -	\$ -
Building Improvement <i>(Kitchen Upgrades, Rectory completed FY 17, Billed FY 18)</i>		\$ -	\$ 11,000.00
Site Improvement		\$ -	\$ -
Farm Property Exp		\$ -	\$ -
ARCH Note Principle Payment	<i>(Now affected by new Capital Campaign)</i>	\$ 157,935.08	\$ 68,000.00
	Subtotal Capital Expenses:	\$ 157,935.08	\$ 79,000.00
Liturgical Supplies:			
Vestments, Chalice, Ciborium		\$ 6,034.86	\$ 1,000.00
Altar Bread & Wine		\$ 1,441.80	\$ 1,500.00
Altar Supplies Other		\$ 7,319.31	\$ 1,000.00
Candles, Flowers(Easter & Christmas) /Art & Environmental Expenses		\$ 7,516.89	\$ 7,500.00
Music Expense		\$ 687.32	\$ 700.00
Liturgical Publications For Mass		\$ 3,698.60	\$ 1,000.00
	Subtotal Liturgical Supplies:	\$ 26,698.78	\$ 12,700.00
Parish Ministry Program Supplies:			
Homily Materials		\$ 374.70	\$ 500.00
Rel Ed Library		\$ 86.88	\$ -
Books/Pamphlets		\$ 2,031.02	\$ 1,000.00
Subscriptions & Publications		\$ 734.20	\$ 750.00
Rel Supplies for Resale Expense		\$ -	\$ -
	Subtotal Ministry Program Supplies:	\$ 3,226.80	\$ 2,250.00
Communication Apostolate Expenses:			
The Leaven Assesment*		\$ 9,870.00	\$ 10,000.00
Advertising/Publicity		\$ 922.50	\$ 500.00
	Subtotal Communication Apostolate:	\$ 10,792.50	\$ 10,500.00
Special Activities Expenses:			
Family Life <i>(Donuts, Parish Picnic, Paper Goods, Coffee, Lemonaid, Juice for Donut Sunday)</i>		\$ 4,806.21	\$ 4,500.00
Fund Raising <i>(Lansing Fall Festival, Chili Cook Off, Tshirts)</i>		\$ 1,387.32	\$ 100.00
Youth Group Expenses		\$ 5,088.51	\$ 4,500.00
Funeral Dinner Expense		\$ 207.39	\$ 300.00
	Subtotal Special Activities:	\$ 11,489.43	\$ 9,400.00
Parish Responsibility within our Archdiocese:			
Assessments, Cathedraicum, Patorial Support, Net Preistood, Net Youth Formation)		\$ 41,209.75	\$ 50,484.77
Other Catholic Organizations	<i>(Oblates of St Francis de Sales, Lvn Cath Charities)</i>	\$ 1,500.00	\$ 500.00
	Subtotal in Our Archdioces:	\$ 42,709.75	\$ 50,984.77
Parish Responsibility within our Community:			
Shelter of Hope		\$ 18,700.00	\$ 1,200.00
Community Funds	<i>(Second Harvest Food Bank)</i>	\$ 150.00	\$ -
Prison Ministry	<i>(Receipts + \$300)</i>	\$ 2,270.23	\$ 1,800.00
Alliance Against Family Violence		\$ -	\$ 500.00
Saturday Food Kitchen		\$ 1,553.42	\$ 1,500.00
Thursday Community Dinner Expenses		\$ 2,451.75	\$ 2,600.00
Works of Mercy		\$ 4,544.80	\$ 4,000.00
	Subtotal in our Community:	\$ 29,670.20	\$ 11,600.00
Parish Responsibility in Our Parish:			
Xavier Elementary School		\$ 66,000.00	\$ 60,000.00
Seminars, Conf, Workshops - Lay (In House)	<i>(St Francis Day Activities)</i>	\$ 2,000.00	\$ 1,500.00
RCIA Expenses		\$ 852.22	\$ 1,000.00
Adult Bible Study Expense		\$ 2,953.54	\$ 2,000.00
Religious Education K-8 Materials & Sacramental Expenses		\$ 5,395.49	\$ 6,050.00
	Subtotal in our Parish:	\$ 77,201.25	\$ 70,550.00
TOTAL EXPENSES:		\$ 674,798.97	\$ 616,044.77
	Carry Over at Year End:	\$ 190,038.53	\$ 53,379.42
Not Reflected: Individual Extraparochial collections which are treated as a pass through, for more information, see the Financial Documents Section of our website or contact Jeanne Im in the Parish Office.			