

Finance Highlights 2017

ST. JOSEPH'S PARISH

ANNUAL GENERAL MEETING – 3 JUNE 2018

2017 Financial Position

Highlights

- ***Strong Financial Position:***
 - Net Assets increased from the previous year.
 - In 2016 and 2017 we balanced our operating budget including an amount equivalent to annual depreciation of physical assets.
- ***Strong Policies:*** All financial policies were reviewed and updated in the last year.
- ***Enhanced Transparency :*** A new streamlined Chart of Accounts will enable greater transparency and analysis. The delineation of reserves for Capital Asset Renewal, Operating Expenditures and new Programming Initiatives will enable us to prepare better for strategic priorities.

2017 Operations and Net Assets

The Operating Budget was in the black by \$29,780 including a \$70,818 provision for depreciation of our capital assets - thanks to bequests we received.

Revenue

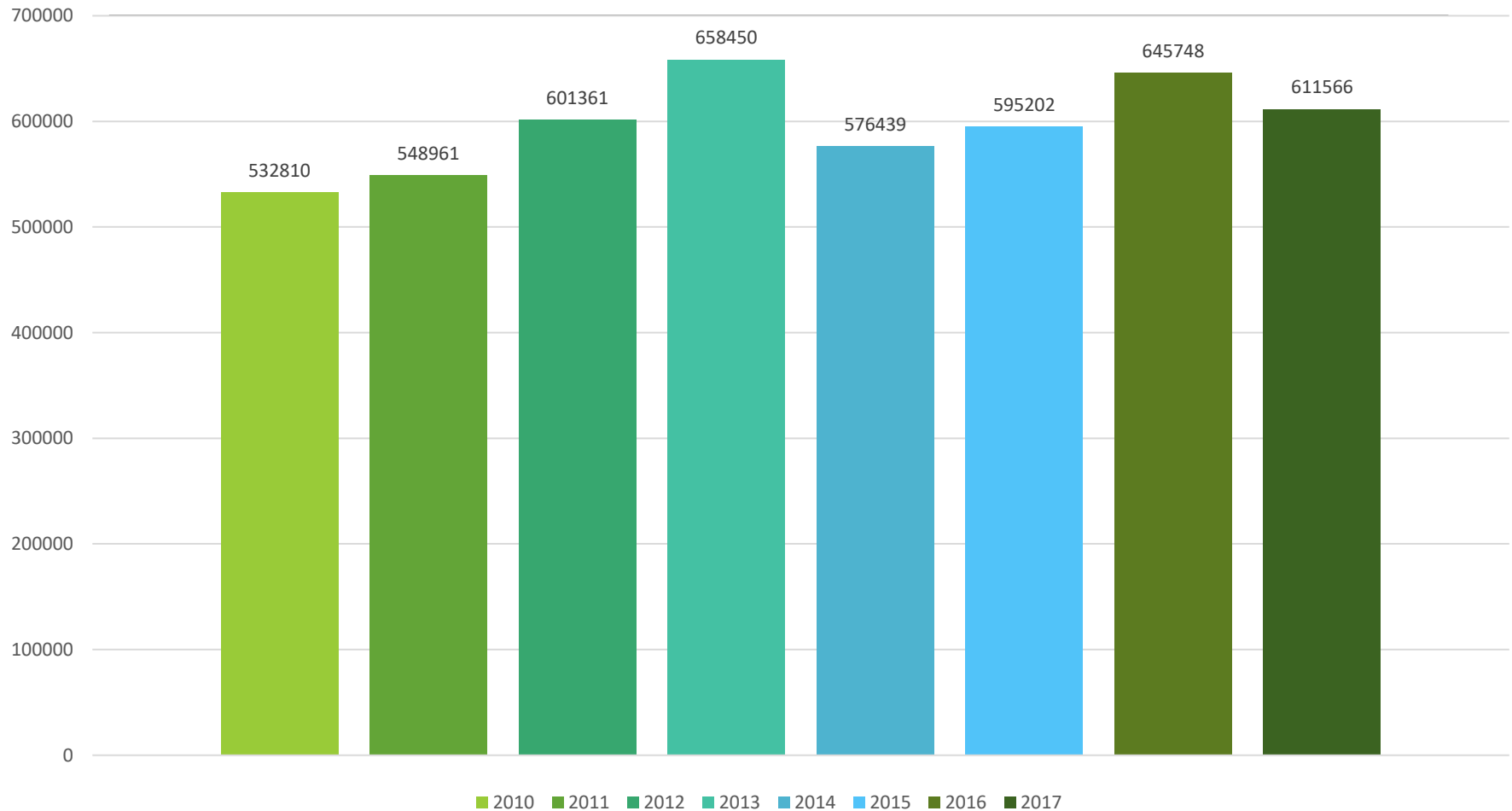
- Up from 2016 for a total of \$1,445,750. (Bequests - \$63,395)
- **Parishioner contributions** were **\$611,566 - about 42%** of total revenue.

Expenses

- Up from 2016 for a total of \$1,415,970.
- We spent 35% more on food (\$50,243) given a generous specific donation.
- Salaries and benefits were up 2.7 %
- Utilities and taxes were down 2%
- Administration increased 6.6% after decreases for 3 consecutive years
- Repairs and maintenance were down 1%

Parishioner Contributions

St. Joseph's Annual Parishioner Contributions



Capital Asset Renewal Reserve

- Over the last three years (2015,2016 and 2017) your donations through the Raise the Roof Campaign and other donations enabled us to add approximately \$250,000 to our Capital Asset Renewal Reserve.
- This excellent effort will enable us to complete the final Phase of the Roof Repair in 2018.
- We plan to keep allocating, each year, an amount equivalent to depreciation of our capital assets to the Capital Asset Renewal Reserve.

Action Plan 2017 : Results

1. Financial reporting:

- Focus on streamlining financial accounts and optimising use of our financial software. To be full implemented in 2018.

2. Review of long term needs: church buildings and equipment:

- Obtain revised estimate of Phase III Roof Repairs (in progress)
- Terms of Reference completed for new Building and Capital Assets Working Group of Finance Committee

3. Complete Review of Finance- related policies and propose revisions to Parish Council

- All policies reviewed and updated policies have been approved by Parish Council.

Action Plan 2018

1. **Financial reporting**

- Fully implement new financial reporting policy with reports based on the new chart of accounts.

2. **Work plans are articulated for new Working Groups on Building and Capital Assets, Financial Analytics and Sources of Revenue**

3. **Commission an inspection of Church Buildings**

- Prioritize capital expenditure and maintenance projects

Summary

We continue to make progress towards full financial sustainability

- i.e. saving for future work on our church building and systems, making provision for new needs like security.

Our accounts are now structured to make our operations easier to track – increasing transparency and saving staff time.

We continue to increase the predictability and stability of the sources of our funds. Parishioner contributions are less than half of the total we need. Other sources of revenue will be increasingly important.

New Working Groups will be established on Building and Capital Assets, Financial Analytics and Sources of Revenue. We will be reaching out to parishioners on an ad hoc basis to tap into specific areas of expertise.

Motion to Adopt Financial Statements

**Be it resolved that the Parish adopt the
Financial Statements for 2017 prepared by
Bouris, Wilson LLP**

Motion for Auditor

Be it resolved that the Parish agree to the recommendation of the Finance Committee and approve the continued appointment of the auditor for Saint Joseph's Parish for 2018:

Bouris, Wilson LLP

St. Joseph's Financial Policies

1. Finance Committee Terms of Reference

- - Working Group Terms of Reference

2. Cash Management

3. Spending

4. Real Property Management

5. Fundraising

6. Directed Donations

7. Financial Reserves

8. Financial Investment

9. Financial Reporting