

DIOCESE OF RICHMOND
ANNUAL REPORT
FISCAL YEAR 2017 - 2018
(FROM July 1, 2017 through June 30, 2018)

Please Type

Name of Parish: Saint Timothy Catholic Church
 Location: 413 St. Timothy Lane, Tappahannock, Virginia 22560 Parish # 611

CENSUS STATISTICS

1. INDIVIDUALS (Count only baptized Catholics in your parish. Do not count non-Catholics residing in the same household. Please indicate total number in each age category.)

	18-30	31-59	60 & Over	Unknown	Total	
A. Catholic Men	49	85	67	99	300	
B. Catholic Women	56	92	77	97	322	
	Under 1	1-5	6 - 12	13-17	Unknown	Total
C. Catholic Children	0	25	53	47		125

D. Total Number of Catholic Individuals: (This figure should represent a total of A, B, and C. If these figures do not agree, please attach an explanation.) 747

2. FAMILIES (Catholic adults over age 18 residing in household categories A and B below should not be counted as a separate family for purposes of this report. They would have been counted as individuals above, but would fall within the family structure listed below.)

A. Single Parent Families (with children at home under 18):	36
B. Married Couple Families (with children at home under 18):	38
C. Other Adult Households (with no children at home under 18):	244
D. Total Families (A, B, & C):	318

3. DEATHS (Indicate by age at death.)

Under 1	1-5	6-12	13-17	18-30	31-59	60 & Over	Unknown	Total
0	0	0	0	0	0	0	0	0

4. ETHNICITY/RACE

Asian	African American	Hispanic	Native American	Caucasian	Other	Total
3	2	124	0	362	1	492

5. SCHOOL AFFILIATION (For children counted in 1-C above, indicate the number attending each of the following types of schools.)

A. Catholic Grade School (K-8):	0	B. Catholic High School (9-12):	0
C. Public/Private Grade School (K-8):	21	D. Public/Private High School (9-12):	4

6. RELIGIOUS EDUCATION (Indicate the number of children who attended religious education classes in the parish and adults who attend one or more religious education programs. Do not count individuals twice if they attended more than one program during the year.)

A. Grade School Students (K-8):	18	B. High School Students (9-12):	2
C. Adults (18 years and over):			

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SACRAMENTAL STATISTICS

1. RCIA

A. With Baptism, Confirmation and Eucharist at the same time (List by age.):

Under 18	18-30	31-59	60 & Over	Unknown	Total
1	1	0	0	0	2

B. With Confirmation and Eucharist ONLY (List by age.):

Under 18	18-30	31-59	60 & Over	Unknown	Total
0	1	0	0	0	1

2. BAPTISMS (Do not include those counted in RCIA above.):

Under 1	1-7	8-17	18-30	31-59	60 & Over	Unknown	Total
4	0	0	0	0	0	0	4

3. FIRST EUCHARIST (Do not include those counted in RCIA above.):

12

4. CONFIRMATION (Do not include those counted in RCIA above. List by age.)

Under 16	17-19	20-30	31-59	60 & Over	Unknown	Total
0	2		0	0	0	2

5. MARRIAGES DURING THE YEAR IN YOUR PARISH

Catholic	Mixed	Total
0	0	0

6. MARRIAGE VALIDATIONS DURING THE YEAR

1	0	1
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OTHER INFORMATION

How many members on Parish Finance Council?

5

Does Finance Council meet at least quarterly?

yes

Does Parish Finance Council review and sign off on bank recs and credit card statements at least quarterly?

yes

Are all auxiliary group transactions included in the annual report?

no

Finance Council Chairperson as of July 1, 2018:

Name Edward Sullivan

Street/P.O. Box 176 Rappahannock Beach Drive

City/State/Zip Tappahannock, Virginia 22560

Date of Appointment 1-Jul-17

A copy of parish charity collections with the respective dollar amounts has been included with this submission.

A copy of your budget for next year should already have been submitted.

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PARISH RECEIPTS

Parish Receipts for General Church Support:	(A/C#)		
1 Sunday & Holyday Collection	4300.01	93,272.98	
2 Sunday & Holyday Collection	4301.01	117,072.00	
3 Additional Parish Collections	4302.01	29,036.95	
4 Stole Fee	4309.01	25.00	
5 Votive Stands	4310.01	1,738.86	
6 Refunds & Overpayments	4311.01		
7 Net Fundraising, Entertainment, Benefits	4312.01	745.60	
8 Legacies	4313.01		
9 Rental Income	4315.01		
10 Interest Income	4316.01	3,374.77	
11 Dividend Income	4317.01		
12 Net Bingo Proceeds	4318.01		
13 Net Revenue from Preschool Operations	4335.01		
14 Columbarium and/or Cemetery income	4338.01	1,500.00	
15 Fees Income	4339.01		
16 Debt Reduction Collection	4347.01	2,034.72	
17 Collection for School Purposes	4348.01		
18 Catholic Virginian	4349.01	871.00	
19 Collection for Religious Education	4350.01	1,417.65	
20 Net Revenue from Publications Sold	4351.01		
21 Capital Gain <Loss> on Investments	4364.01		
22 Contributions for Designated Use (attach list)	4365.01		
23 Sale of Parish Equipment	4366.01		
24 Sale of Parish Real Estate	4367.01		
25 Miscellaneo Flower Fund		1,559.50	
Rice Bowl/Inasmuch		1,063.86	
TOTAL RECEIPTS SUBJECT TO CATHEDRATICUM TAX			253,712.89
Parish Receipts Exempted from Cathedratium:			
27 Exempted Capital Campaign Collection (attach required letter)	4346.01	25,441.69	
28 Parish Charities (complete attached schedule)	4352.01	9,723.36	
29 Insurance Claims Proceeds	4319.01		
30 Specific Exemption from Bishop (attach required letter)	4360.01		
TOTAL RECEIPTS EXEMPTED FROM CATHEDRATICUM TAX			35,165.05
SUBTOTAL - ALL PARISH RECEIPTS			288,877.94

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PARISH RECEIPTS CONTINUED

Diocesan Collections

31	Haiti Ministry Income	4345.01		
32	World Missions (Propagation of the Faith)	4372	727.00	
33	Campaign for Human Development	4373	1,272.01	
34	Catholic Charities	4374	864.01	
35	Respect Life	4375	616.00	
36	Overseas Relief (Bishop Relief)	4378	569.00	
37	Holy Father (Peter's Pence)	4380	500.00	
38	Missionary Co-Operative Plan	4384	.	
39	Retired Religious	4385	691.00	
40	Catholic Home Missions Appeal	4386	963.00	
41	Miscellaneous Diocesan Collections	4387	2,488.00	
42	Diocesan Appeal- Loose Change/Cash	4388	.	
			.	
TOTAL DIOCESAN COLLECTIONS			8,690.02	

Special Transactions

43	Parish sponsored activity fees forwarded (must match expense line 76)	4337.01		
44	Subsidies received from Diocese/Mission Co-ops/Grant Revenue	4362.01	5,000.00	
45	Unrealized Gains/Losses on Investments	4363.01	.	
46	Annual Appeal- Parish Share	4361.01	5,376.50	
47	Living Our Mission Campaign - Parish Share	4359	5,548.34	
TOTAL SPECIAL TRANSACTIONS			15,924.84	

TOTAL RECEIPTS SUBJECT TO CATHEDRATICUM TAX (from page 3) 253,712.89

OTAL RECEIPTS EXEMPTED FROM CATHEDRATICUM TAX (from page 3) 35,165.05

Total Receipts for Year 313,492.80

Amount Borrowed During Year .

Beginning Cash Balance - Checking 7/1/17 1,279.08

Transfer from Savings (Decrease in Non Checking Assets) .

Change in Payables (Increase/(Decrease)) (2,581.96)

GRAND TOTAL 312,189.92

CATHEDRATICUM COMPUTATION

CATHEDRATICUM TAX:

1-26 Ordinary Parish Operating Receipts		253,712.89	
Add: Catholic Community Foundation Endowment Withdrawals			
Less: Parish debt paid from taxable funds			
Less: Parish Funds Transferred to Catholic Community Foundation for Endowment			
Net taxable receipts		253,712.89	
Calculated effective tax rate of Cathedraticum		8.03%	
TOTAL FISCAL 17-18 CATHEDRATICUM TAX DUE		20,362.01	

NOTE: Attach copy of Bishop's letter for any amounts listed on lines 27 and 30.

Progressive Rate Schedule- Taxable Reciepts of:

< \$50,000	4.00%	\$500,001-\$1,000,000	10.50%
\$50,001-\$100,000	7.50%	\$1,000,001-\$2,500,000	10.50%
\$100,001-\$250,000	9.50%	> \$2,500,000	10.50%
\$250,001-\$500,000	9.75%		

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PARISH EXPENDITURES

Personnel Costs:

1 Stipend - clergy	5105	28,524.00
2 Stipend - extra clergy	5106	1,850.00
3 Priest retirement	5110	13,981.20
4 Priest auto assessment	5111	4,420.00
5 Priest medical and dental costs	5112	12,678.33
6 Priest gym membership	5113	
7 Priest disability insurance	5114	209.00
8 Priest/Deacon retreat costs	5115	
9 Priest/Deacon continuing education	5116	
10 Seminarian costs	5120	
11 Salary - religious personnel	5125	
12 Religious medical and dental costs	5126	
13 Religious FICA	5127	
14 Religious continuing education	5128	
15 Religious housing allowance	5129	
16 Religious car allowance	5130	
17 Religious retreat costs	5131	
18 Religious retirement	5132	
19 Lay salary	5141	67,576.03
20 Employer FICA tax	5175	4,907.33
21 Lay medical and dental insurance	5176	4,530.90
22 Lay retirement	5177	2,819.00
23 Lay disability insurance	5178	38.39
24 Worker's compensation insurance/unemployment expenses	5179	
25 Lay continuing education	5180	
26 Employee Assistance Plan	5181	212.73
27 Reimbursed shared personnel expenses (for clustered parish use only)	5184	

TOTAL PERSONNEL COSTS:

141,746.91

Non-Personnel Costs:

28 Auto travel costs	5209	2,384.09
29 Utilities	5229	25,092.09
30 Rectory costs	5245	3,964.86
31 Worship expenses	5265	5,556.08
32 Repairs and maintenance	5309	8,037.75
33 Office supplies	5311	321.37
34 Supplies-miscellaneous	5312	820.01
35 Paper products	5313	
36 Bookkeeping services	5314	1,479.50
37 Collection envelopes	5315	550.17
38 Copying costs	5316	1,994.51
39 Printing costs	5317	525.03
40 Postage costs	5318	347.80
41 Parish directory	5319	
42 Dues and subscriptions	5320	
43 Books and periodicals	5321	3,905.35
44 Gifts and contributions	5322	8,066.69
45 Professional services	5323	
46 Depreciation	5324	
47 Real estate taxes	5325	
48 Personal property taxes	5326	
49 Workshops attended	5330	2,073.65

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PARISH EXPENDITURES CONTINUED

		(29.94)	
50 Workshops held	5331		
51 Other expenses	5371	2,294.93	
52 Pastoral council	5375		
53 Finance council	5380		
54 Christian education	5385	279.98	
55 Justice and peace	5395		
56 Parish community life	5410	143.76	
57 Youth ministry	5420		
58 Young adult ministry	5430		
59 Lay formation	5440		
60 Reimbursed shared parish expenses (for clustered parish use only)	5450		
61 Columbarium/Cemetery expense	5470	5,215.82	
62 Miscellaneous		703.14	
Scholarship		500.00	
duPont Expenditures		8,204.86	
Bank Charges		347.64	
TOTAL NON-PERSONNEL COSTS:			82,779.14
Assessments/Collections/Fees Forwarded:			
63 Cathedraticum	5601.01	24,478.00	
64 Self insurance assessment	5602.01	5,965.79	
65 Catholic Virginian assessment	5603.01	2,866.00	
66 Parish Sharing Assessment	5606.01	3,510.00	
67 Madonna House Hospitalization assessment	5613.01	72.58	
68 Collections forwarded	5615	8,739.02	
69 Monies forwarded to Haiti	5620		
70 Miscellaneous Education assessment		319.00	
TOTAL ASSESSMENTS/COLLECTIONS/FEEES FORWARDED			45,950.39
SUBTOTAL ALL EXPENDITURES (including total personnel costs from page 5)			270,476.44
71 Interest payments on debt	5632.01	5,000.30	
72 Capital improvements (attach list)		3,781.10	
73 Principal portion of debt paid		104,164.51	
74 Parish sponsored activity expense	5460		
75 Total Expenditures		279,257.84	
76 Transfers to Savings/Investments		30,495.99	
77 Ending Cash Balance-Checking (at 6/30/18)		2,436.09	
GRAND TOTAL			312,189.92

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**ASSETS
(as of June 30, 2018)**

1 Cash Balances:	Checking/ Savings	2,436.09	
	.Parish Charity Checking	29,341.56	
		37,633.15	
	Restricted Checking/Savings	2,099.48	
		13,596.13	
2 Investments:	Stocks, bonds and mutual funds	4,876.94	
	Savings certificates and treasury bills	40,500.61	
	Real Estate (all parish owned properties)		
	Loans to other parties		
	Other investments (including restricted)		
TOTAL ASSETS			130,483.96

All deeds of parish property should be on file at the Pastoral Center.

**LIABILITIES
(as of June 30, 2018)**

Loans:	Creditor	Interest Rate	Outstanding Amount
	Suntrust Bank	4.83%	103,259.10
	Jessie Ball duPont	0.00%	10,000.00
		%	
		%	
		%	
		Total Loans	113,259.10
	Unremitted Payroll Withholdings		
	Unpaid Diocesan Assessments		
	Unpaid Diocesan Collections		30,995.50
	Total Other Outstanding Bills Payable (Attach a list of bills over \$200)		
TOTAL LIABILITIES			144,254.60

By signing below, we certify that the Parish Finance Council members and Pastor have met, developed and discussed the financial statements and budget of the parish. This annual report is accurate and correct to the best of my knowledge.

Joanie Copen
Signature of Preparer

Father Herman Katongole
Signature of Pastor

Joanie Copen
Typed Name of Preparer

Edward Sullivan
Signature of Parish Finance Council Chairperson

23-Aug-18
Date

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HAITI TWIN ATTACHMENT

Haitian Twin:

Location:

Total amount sent to Haiti this fiscal year: _____ - _____

Itemization of funds to Haiti in this fiscal year:

Purpose	Amount
<u>Education</u>	_____
<u>Health Care</u>	_____
<u>Economic Development Projects</u>	_____
<u>Infrastructure</u>	_____
<u>Water Projects</u>	_____
<u>Environmental Improvement Projects</u>	_____
<u>Other</u>	_____
TOTAL	<u><u>\$0.00</u></u>

Does the parish receive a report from the Haiti recipient on how funds are used?

Do Haitian partners follow Haiti Outreach Policy for Fiscal Accountability?

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