

DIOCESE OF RICHMOND
ANNUAL REPORT
FISCAL YEAR 2016 - 2017
(FROM July 1, 2016 through June 30, 2017)

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	55	62	66		183	
B. Catholic Women	55	79	45		179	
	Under 1	1-5	6 - 12	13-17	Unknown	Total
C. Catholic Children	12	37	63	41		153

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.) 515

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):	41
B. Married Couple Families (with children at home under 18):	35
C. Other Adult Households (with no children at home under 18):	182
D. Total Families (A, B, & C):	258

3. DEATHS (Indicate by age at death.)

Under 1	1-5	6-12	13-17	18-30	31-59	60 & Over	Unknown	Total
					1	2		3

4. ETHNICITY/RACE

Asian	African American	Hispanic	Native American	Caucasian	Other	Total
2	5	133	2	373		515

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):	66	D. Public/Private High School (9-12):	58

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):	28	B. High School Students (9-12):	10
C. Adults (18 years and over):	3		

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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
					0

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

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

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	5						9

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

0

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
	2					2

5. MARRIAGES DURING THE YEAR IN YOUR PARISH

Catholic	Mixed	Total
1	1	2

6. MARRIAGE VALIDATIONS DURING THE YEAR

1		1
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OTHER INFORMATION

How many members on Parish Finance Council?	6
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, 2017:

Name William Henley, IV

Street/P.O. Box 338 Havenwood Lane

City/State/Zip Walkerton, VA 23177

Date of Appointment 1-Sep-15

*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 CONTINUED

Diocesan Collections

31	Haiti Ministry Income	4345.01		
32	World Missions (Propagation of the Faith)	4372		498.00
33	Campaign for Human Development	4373		559.06
34	Catholic Charities	4374		554.00
35	Respect Life	4375		839.00
36	Overseas Relief (Bishop Relief)	4378		80.00
37	Holy Father (Peter's Pence)	4380		798.00
38	Missionary Co-Operative Plan	4384		10.00
39	Retired Religious	4385		387.00
40	Catholic Home Missions Appeal	4386		693.00
41	Miscellaneous Diocesan Collections	4387		485.00
42	Diocesan Appeal- Loose Change/Cash	4388		
	TOTAL DIOCESAN COLLECTIONS			4,903.06

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		16,500.00
45	Unrealized Gains/Losses on Investments	4363.01		
46	Annual Appeal- Parish Share	4361.01		241.00
47	Living Our Mission Campaign - Parish Share	4359		23,889.01
	TOTAL SPECIAL TRANSACTIONS			40,630.01

TOTAL RECEIPTS SUBJECT TO CATHEDRATICUM TAX (from page 3) 221,594.78

OTAL RECEIPTS EXEMPTED FROM CATHEDRATICUM TAX (from page 3) 102,546.50

Total Receipts for Year 369,674.35

Amount Borrowed During Year

Beginning Cash Balance - Checking 7/1/16 14,046.79

Transfer from Savings (Decrease in Non Checking Assets) 85,262.92

Change in Payables (Increase/(Decrease)) 58,398.71

GRAND TOTAL **527,382.77**

CATHEDRATICUM COMPUTATION

CATHEDRATICUM TAX:

1-26 Ordinary Parish Operating Receipts	221,594.78
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	221,594.78
Calculated effective tax rate of Cathedraticum	7.81%
TOTAL FISCAL 16-17 CATHEDRATICUM TAX DUE	17,301.50

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	28,910.00
2 Stipend - extra clergy	5106	2,657.00
3 Priest retirement	5110	14,879.00
4 Priest auto assessment	5111	4,150.00
5 Priest medical and dental costs	5112	14,153.96
6 Priest gym membership	5113	
7 Priest disability insurance	5114	956.00
8 Priest/Deacon retreat costs	5115	
9 Priest/Deacon continuing education	5116	63.58
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	66,622.14
20 Employer FICA tax	5175	4,859.62
21 Lay medical and dental insurance	5176	1,093.38
22 Lay retirement	5177	3,417.76
23 Lay disability insurance	5178	68.42
24 Worker's compensation insurance/unemployment expenses	5179	
25 Lay continuing education	5180	
26 Employee Assistance Plan	5181	258.15
27 Reimbursed shared personnel expenses (for clustered parish use only)	5184	

TOTAL PERSONNEL COSTS:

142,089.01

Non-Personnel Costs:

28 Auto travel costs	5209	2,068.02
29 Utilities	5229	21,251.87
30 Rectory costs	5245	4,866.85
31 Worship expenses	5265	6,469.41
32 Repairs and maintenance	5309	6,021.74
33 Office supplies	5311	504.93
34 Supplies-miscellaneous	5312	860.30
35 Paper products	5313	
36 Bookkeeping services	5314	693.00
37 Collection envelopes	5315	437.23
38 Copying costs	5316	
39 Printing costs	5317	922.17
40 Postage costs	5318	530.59
41 Parish directory	5319	
42 Dues and subscriptions	5320	
43 Books and periodicals	5321	677.03
44 Gifts and contributions	5322	12,080.36
45 Professional services	5323	
46 Depreciation	5324	
47 Real estate taxes	5325	
48 Personal property taxes	5326	
49 Workshops attended	5330	1,029.00

Parish Number _____ 0

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PARISH EXPENDITURES CONTINUED

50 Workshops held	5331			
51 Other expenses	5371	1,610.99		
52 Pastoral council	5375			
53 Finance council	5380			
54 Christian education	5385	988.11		
55 Justice and peace	5395			
56 Parish community life	5410	222.86		
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	1,854.25		
62 Miscellaneo Scholarship		1,000.00		
5504 Repair & Restoration DuPont payment		5,000.00		
5507 DuPont expenditures		6,764.98		
TOTAL NON-PERSONNEL COSTS:				75,853.69
Assessments/Collections/Fees Forwarded:				
63 Cathedraticum	5601.01	16,073.00		
64 Self insurance assessment	5602.01	5,792.86		
65 Catholic Virginian assessment	5603.01	2,043.00		
66 Parish Sharing Assessment	5606.01	3,462.00		
67 Madonna House Hospitalization assessment	5613.01	144.64		
68 Collections forwarded	5615	4,710.56		
69 Monies forwarded to Haiti	5620			
70 Miscellaneous	5635	643.65		
TOTAL ASSESSMENTS/COLLECTIONS/FEEES FORWARDED				32,869.71
SUBTOTAL ALL EXPENDITURES (including total personnel costs from page 5)				250,812.41
71 Interest payments on debt	5632.01		2,292.76	
72 Capital improvements (attach list)			272,998.52	
73 Principal portion of debt paid				
74 Parish sponsored activity expense	5460			
75 Total Expenditures			526,103.69	
76 Transfers to Savings/Investments				
77 Ending Cash Balance-Checking (at 6/30/17)			1,279.08	
GRAND TOTAL				527,382.77

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**ASSETS
(as of June 30, 2017)**

1 Cash Balances:	Checking/ Savings	1,279.08	
	Parish Charity Checking	27,463.23	
	Scholarship Fund	1,202.98	
	Restricted Checking/Savi Garden	39,284.98	
	Capital Improvement savings	6,313.78	
2 Investments:	Stocks, bonds and mutual funds	4,286.20	
	Savings certificates and treasury bills	38,993.97	
	Real Estate (all parish owned properties)		
	Loans to other parties		
	Other investments (including restricted)		
TOTAL ASSETS			118,824.22

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

**LIABILITIES
(as of June 30, 2017)**

Loans:	Creditor	Interest Rate	Outstanding Amount
	Suntrust Bank	3.13%	15,275.34
	Suntrust Bank	4.83%	108,861.15
	Jessie Ball DuPont interest free loan	0.00%	15,000.00
		%	
		%	
		Total Loans	139,136.49
	Unremitted Payroll Withholdings		\$39,014.41
	Unpaid Diocesan Assessments		
	Unpaid Diocesan Collections		
	Total Other Outstanding Bills Payable (Attach a list of bills over \$200)		
TOTAL LIABILITIES			178,150.90

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.

Joan Copen
Signature of Preparer

Father Herman Katongole
Signature of Pastor

Joan Copen
Typed Name of Preparer

William Henley, IV
Signature of Parish Finance Council Chairperson

11-Aug-17
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?

no

Do Haitian partners follow Haiti Outreach Policy for Fiscal Accountability?

no