

# PLENTYWOOD HARVEST CHURCH

## Annual Meeting Budget Report

January 17, 2021

	2021	2020	2020	2019
	BUDGET	ACTUAL	BUDGET	ACTUAL

### EXPENSES

#### Administrative

Insurance					
premium	3500	2,313	3500	3,309	church liability
deductible	0	0	5000	5,000	transferred \$5000 from general fund to Savings Fund at end of 2019
Property Taxes	150	152	150	216	solid waste; paid more in 2019 due to Billings only paying half previous fall
Advertising & Marketing	400	0	400	180	general church service time/info ads-paper, radio & facebook boosts
Printing & Print Materials	1000	1,130	1000	603	general church service and all ministries: toner, paper, posters, flyers, etc.
Postage & Delivery	125	147	125	162	annual PO box rental plus stamps and postage
Telephone & Connectivity	2125	1,938	2125	1,895	
Software & Technology	625	636	625	582	Website & Breeze church management system
Supplies, Equipmt, Food	0	693	0	45	
Legal & Professional Fees	2145	1,722	2145	940	accounting
Professional Development					
Registration,	600	169			
Travel	600	355			budget three trips for each pastor,
Hotel	1200	390			total of 6 trips at \$500 each
Meals	600	240			for fees, fuel, two nights hotel, and meals
Total:	3000	1,154	3000	810	
Bank Charges & Fees	2080	2,014	2080	1,823	Breeze online giving fees & bank ACH fees
<b>Total Administrative</b>	<b>15150</b>	<b>11,900</b>	<b>20150</b>	<b>15,565</b>	

#### Facilities

Utilities	5200	4,539	5200	4,073	total
propane	1000	1,268		1,052	
water	1250	952		816	
garbage	370	363		363	
sewer	580	618		576	
electricity	2000	1,337		1,265	
Repairs & Maintenance	5857	0	5857	80	
Grounds Maintenance	500	2,055	500	1,490	
Supplies & Equipment	1500	1,013	1500	4,556	had storage unit expense in 2019
Cleaning Services	0	0	0	1800	cleaning was independent contractor in 2019, employee (staff) in 2020
<b>Total Facilities</b>	<b>13057</b>	<b>7607</b>	<b>13057</b>	<b>12,000</b>	

Staff					
Admin					
Salaries & Wages	9945	9,046	9945	8,987	15 hrs week @ \$12.75 hr
Payroll Tax	796	692	796	687	~8% of wages
	<u>10741</u>	<u>9738</u>	<u>10741</u>	<u>9674</u>	
Trek Director					
Salaries & Wages	6630	1,747	6630	5,004	10 hrs week @ \$12.75
Payroll Tax	530	133	530	383	Trek Director and Assistant wages for 15 hrs week will be combined when there is no assistant
	<u>7160</u>	<u>1880</u>	<u>7160</u>	<u>5387</u>	
Assistant Trek Director					
Salaries & Wages	3315	453	3315		5 hrs week @ \$12.75
Payroll Tax	265	35	265		
	<u>3580</u>	<u>488</u>	<u>3580</u>		
Pastor 1					
Salaries & Wages	13500	13,500	13500	13,500	1/2 of part time pastor salary \$27000
Payroll Tax	1080	1,033	1080	1,033	
	<u>14580</u>	<u>14533</u>	<u>14580</u>	<u>14533</u>	
Pastor 2					
Salaries & Wages	13500	13,500	13500	13,500	1/2 of part time pastor salary \$27000
Payroll Tax	1080	1,033	1080	1,033	
	<u>14580</u>	<u>14533</u>	<u>14580</u>	<u>14533</u>	
Cleaning Person					
Salaries & Wages	2340	506	2340		3 hrs week @ \$15 hr (not on staff in 2019)
Payroll Tax	187	39	187		
	<u>2527</u>	<u>545</u>	<u>2527</u>		
Workers Compensation	565	590	565		2,965
Unemployment Insurance	0	32	0	24	38,752
<b>Total Staff</b>	<b>53733</b>	<b>42340</b>	<b>53733</b>	<b>44151</b>	<b>41,717</b>

Trek				
Supplies & Equipment	800	631	800	837
Food	450	76	450	172
Books/Publications/Curric	1750	244	1750	1,506
<b>Total Trek</b>	<b>3000</b>	<b>951</b>	<b>3000</b>	<b>2,515</b>

Crux				
Food	1800	807	1800	1,944
Supplies & Equipment	750	240	750	1,178
Events/Programs/Speakers	200	0	200	153
Books/Publications/Curric	50	100	50	107
Rental/Lease	200	0	200	0
<b>Total Crux</b>	<b>3000</b>	<b>1,147</b>	<b>3000</b>	<b>3,382</b>

movie tickets, event admittance, etc.

Local Outreach				
Burgers & Burnouts				
Food, Supplies & Equip	550	0	550	544
Rental/Lease	100	0	100	0
Advertising	200	0	200	267
	850	0	850	811
Celebrate Freedom				
Fireworks	6000	6,000	6000	5,000
Food	1250	0	1250	1,753
Supplies & Equipment	1350	433	1350	1,010
Rental/Lease	250	0	250	150
Band	700	0	700	700
Advertising	450	300	450	378
Bank Fees	0	0	0	14
	10000	6,733	10000	9,004
Christmas Eve				
Advertising	305	0	305	
Food, Supplies & Equip	95	0	95	
	400		400	
Easter				
Advertising	305	0	305	
Food, Supplies & Equip	95	0	95	
	400		400	
Daddy Daughter Dance				
Advertising	180		180	
Food, Supplies & Equip	220		220	
Rental/Lease	100		100	
	500		500	
Food for Thought				
Advertising	350	400	350	
Other Local Outreach Events				
Event Fees	100	0	100	
Food, Supplies & Equip	600	262	600	
Rental/Lease	50	0	50	
Advertising	360	0	360	
	1110	262	1110	
<b>Total Local Outreach</b>	<b>13610</b>	<b>7,394</b>	<b>13610</b>	<b>10,593</b>

Covid caused significant decrease in expenses in this area in 2020

donating \$1000 to Craig Johnson fireworks in 2020

race shirts, medals, color powder, propane, etc.

civic center, dumpster, portapotties

ended up paying for total cost of Sideways playing in Town Square

greeter 3 times @ \$75 plus paper twice @\$50 + radio \$110 + \$15 facebook

fees for online registrations

budgeted for greeter & paper 3 times each, normal ad size

greeter 3 times

seven times on radio @ \$50 (overlap at end of year went on 2020 expenses)

evening of prayer, IF gathering, family nights, etc.

simulcast fees, etc.

civic center 2 days

four greeter ads

Small Groups - leader development/appreciation				
food	150	20	150	29
supplies & equipment	50	0	50	0
Books/Publications/Curric	50	0	50	0
<b>Total Small Groups</b>	<b>250</b>	<b>20</b>	<b>250</b>	<b>29</b>

Guest Services				
Food	1250	92	1250	296
Supplies & Equipment	150	232	150	0
Events/Programs/Speakers	100	0	100	100
<b>Total Guest Services</b>	<b>1500</b>	<b>324</b>	<b>1500</b>	<b>396</b>

coffee bar plus food or snacks at congregational meetings  
 communion expenses, potluck utensils, etc.  
 Mothers Day flowers, etc.

Worship Arts				
Software & Technology	300	755	300	120
Supplies & Equipment	1200	1,171	1200	215
<b>Total Worship Arts</b>	<b>1500</b>	<b>1,926</b>	<b>1500</b>	<b>335</b>

a bit high in 2020 due to necessary updating of tech booth computer, software

Western Conference	5500	2,379	3000	0
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5% of tithes/offerings in 2021, was 0% in 2019 and 2.5% in 2020

Benevolence	0	0	1200	0
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removed from budget as there is money in Benevolence Fund

Savings	0	0	6000	6,000
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transferred \$6000 from general fund to Savings Fund at end of 2019

Designated Fund transfers		1,971		8,741
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<b>TOTAL EXPENSES</b>	<b>110300</b>	<b>77957</b>	<b>120000</b>	<b>103,707</b>
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2020: Council elected to move 3% of general income to building fund and 2% of general income each month to youth scholarship fund to build those funds up. 2019: \$8741 was transferred from general fund to building fund so it had enough to cover cost of siding project

INCOME				
Tithes & Offerings	110300	107,818	120000	127,702
Other Income	0	1,494	0	5,485
<b>TOTAL INCOME</b>	<b>110300</b>	<b>109,312</b>	<b>120000</b>	<b>133,187</b>

other income includes: burgers & burnouts & celebrate freedom income and earmarked general ministry fund donations

<b>INCOME LESS EXPENSES</b>		<b>31,355</b>		<b>29480</b>
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OTHER FUNDS	
Balance in each fund as of 12-31-20	
Harvest Feeds Food Pantry	14,782
Benevolence Fund	2,185
Building Fund	1,589
Memorial Fund	125
Youth Scholarship Fund	839
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Pantry funds include \$7500 covid-19 relief grant to be spent by Jan 31, 2021

These are designated funds not part of the budget general fund. All monies remaining in fund at end of year are transferred to the next.