

**Church of Our Saviour**  
**2024 PROVISIONAL Operating Budget**  
*As adopted by the Vestry on January 18th*

Account	Description	2024 Provisional Budget
<b>01</b>	<b>OPERATING FUND</b>	
4001	Pledges	\$ 291,180
4002	Pledges Previous Year	\$ 1,000
4003	Grants & Trusts	\$ 12,300
4004	Open Offering	\$ 3,817
4005	Unrestricted Donations	\$ 5,062
4006	Easter Offerings	\$ 3,230
4007	Christmas Offerings	\$ 3,742
4009	Miscellaneous Income	\$ 1,000
4010	Bright Horizons Rent	\$ 80,915
4012	Interest - Investments	\$ 5,500
4015	Use of Building / OTHER	\$ 4,715
	<b>Subtotal Pledges &amp; Grants</b>	\$ 304,480
	<b>Subtotal Use of Building, Offerings, &amp; Other</b>	\$ 107,981
	<b>TOTAL INCOME</b>	
	<b>Income Totals:</b>	<b>\$ 412,461</b>
5001	PERSONNEL EXPENSES	
5100	RECTOR	
5101	Rector Salary & 50% Self-Employment Tax	
5102	Housing Allowance-Rector	
5108	Housing Equity Allowance	
5104	Health Insurance - Rector	
5105	Pension - Rector	
5110	Auto Allowance	
5111	Professional Expenses	
5301	Salary - Secretary	
5302	Personnel Ins- Secretary	
5303	Pension - Secretary	
5400	ORGANIST	
5401	Salary - Organist	
5504	Ecumenical Associate	
5505	Family Ministries Coordinator	
5506	Bookkeeper	
5600	HONORARIA	
5601	Clergy Supply	
5602	Organist Supply	
5603	Guest Musicians	
5604	Choir Section Leader	
5700	PAYROLL EXPENSES	
5701	Payroll Taxes	
5702	Payroll Processing Fees	
	<b>Subtotal Personnel Expenses</b>	<b>\$ 303,612</b>
6100	GENERAL EXPENSES	
6101	Advertising	\$ 750
6102	Flowers & Candles	\$ 1,750
6103	Insurance - C/L/D&O	\$ 16,792

6104	Insurance - Workers Comp	\$	1,114
6105	Miscellaneous Expenses	\$	400
6106	Real Estate Taxes	\$	5,354
6107	Security	\$	750
6108	Diocesan Audit	\$	800
6109	On-Line Bank Fees	\$	850
	<b>Subtotal General Expenses</b>	<b>\$</b>	<b>28,560</b>
6200	OFFICE EXPENSES		
6202	Office Supplies	\$	9,500
6203	Postage	\$	1,250
6204	Subscriptions & Dues	\$	1,500
	<b>Subtotal Office Expenses</b>	<b>\$</b>	<b>12,250</b>
6300	BUILDING MAINTENANCE		
6301	Gardening	\$	1,755
6302	Janitorial Service	\$	8,148
6303	Maintenance & Repairs	\$	4,750
6304	Sexton	\$	4,620
6305	Janitorial Supplies	\$	800
	<b>Subtotal Building Maintenance</b>	<b>\$</b>	<b>20,074</b>
6400	UTILITIES		
6401	Electricity	\$	2,250
6402	Gas	\$	3,850
6403	Refuse	\$	5,500
6404	Telephone & Internet	\$	2,850
6405	Water	\$	2,000
	<b>Subtotal Utilities</b>	<b>\$</b>	<b>16,450</b>
6500	EDUCATION		
6501	Church School	\$	250
6502	Adult Education	\$	250
6503	Confirmation Expenses	\$	350
	<b>Subtotal Education</b>	<b>\$</b>	<b>850</b>
6600	ORGAN & MUSIC		
6601	Organ & Piano Maint.	\$	2,500
6602	Music	\$	250
	<b>Subtotal Organ &amp; Music</b>	<b>\$</b>	<b>2,750</b>
6650	RECTORY EXPENSES		
6652	Homeowner's Fees	\$	8,600
6653	Rectory RE Taxes	\$	1,250
6654	Rectory Insurance	\$	630
6655	Rectory maintenance	\$	1,500
	<b>Subtotal Rectory Expenses</b>	<b>\$</b>	<b>11,980</b>
7000	CHURCH COMMITTEE EXPENSES		
7001	Acolyte Expenses	\$	75
7002	Altar Guild	\$	1,000
7005	Parish Fellowship	\$	2,750
7006	COS Cares	\$	500
7010	Parish Retreat	\$	-
	<b>Subtotal Church Committee Expenses</b>	<b>\$</b>	<b>4,325</b>
8000	OUTREACH		
8020	Discretionary Fund Exp.	\$	2,000

	<b>Subtotal Outreach</b>		<b>\$ 2,000</b>
9000	DIOCESE ASSESSMENT		
9001	Diocese Assessment		<b>\$ 59,318</b>
	<b>TOTAL EXPENSES</b>	<b>Expense Totals:</b>	<b>\$ 462,168</b>
	<b>TOTAL INCOME</b>	<b>Income Totals:</b>	<b>\$ 412,461</b>
	<b>EXCESS INCOME/EXPENSE</b>	<b>Surplus / (Deficit):</b>	<b>\$ (49,708)</b>