

## Proposed 2023 Diocesan Budget

The Diocesan Budget Committee has prepared the proposed FY2023 budget. The total budget amount proposed for FY2023 is \$465,350.00, the same as the budgets for years FY2020, FY2021 and FY2022. There have been changes in amounts, indicated by **YELLOW** highlights; new lines indicated by **BLUE** highlights; and lines which have either been replaced or moved to a new section of the budget document indicated by **GREEN** highlights.

Using the same format as last year, this document, combined with the enclosed sheet showing the current FY2022 budget side-by-side with the proposed FY2023 budget provides information in a comparison format to help with understanding the changes from year to year.

### Yellow highlighted expenditure lines

**Line 4. Bishop's Salary** – \$116,300.00. The Bishop has not had a salary adjustment since FY2017.

**Line 7. Bishop's Auto Allowance** -- \$8,500.00. Based on actual auto reimbursement provided to the Bishop over the past six years, \$3,000.00 was moved to the salary line while providing an amount for Auto Allowance in line with his historical average yearly reimbursement amount.

**Line 14. Receptionist/IT/Assistant** -- \$18,900.00. This position was inadvertently overpaid through the first half of the current year, through no action or knowledge on the employee's part. It was determined that no penalty would be imposed by salary reduction/repayment. The salary will continue into the future with no consideration of any salary increase until such time as any/all staff salary increases would be considered in the future.

**Line 15. FICA (employer) 7.65%** -- This is the amount of required employer payroll taxes.

**Lines 15A/15B Sub-Total and Total** -- New amounts for **Office of the Bishop**

**Line 19. Ministry Recruitment/Deployment/Ministry Safe.** \$3,500.00. Ministry Safe is considered a part of the recruitment/deployment process regarding background checks and required training programs. The separate line in the previous budget was combined here.

**Line 26. Rent** --\$14,100.00. This amount increased per three-year office lease terms.

**Line 29. Mass of Chrism** --\$1,000.00. This amount increased to cover anticipated actual costs.

**Line 33. Security** --\$600.00. This amount increased to cover actual costs.

**Line 38. Janitorial Service** -- \$1,980.00. A reduction in service frequency.

**Line 39. Miscellaneous/Contingency** -- \$1,800.00. Amount provides contingency availability.

**Line 40. ACNA West.** \$2,500.00. New membership contribution based on size of diocese in this multiple diocese partnership.

**Line 42A/42B. Sub-totals** – New amounts for Administrative Expenses/Diocesan Administration

**Line 53. ACNA Meetings** --\$7,500.00. Increase reflects anticipated cost for lay/clergy travel to Provincial events.

**Line CC. Transfers from Savings** -- \$2,267.00. This amount needed to balance the FY2023 budget.

**BLUE highlighted expenditure lines**

**Line 17. Bookkeeping** -- \$16,740.00. This has become a Business Expense rather than a staff position. Previously the diocese had an hourly staff member to handle bookkeeping duties. With the resignation of our previous bookkeeper earlier in 2022, the diocese has engaged the firm Good Shepherd Bookkeeping Service. The services include payroll, online giving, online banking/invoices and bill payment, provides all the various requested reports on a monthly basis and a dedicated employee to handle all diocesan financial transactions.

**Line 54. Seminarian Support** -- \$21,440.00. This expenditure amount remains the same, but the line has been moved to **RESERVE FUNDS/RESTRICTED** to allow funds to be carried over in the event they are not needed in the budget year.

**GREEN highlighted expenditure lines**

**Line 13. Bookkeeper Hourly** – This staff position has been eliminated and replaced by Good Shepherd Bookkeeping Service.

**Line 24. Payroll Administration** – This service is now provided by Good Shepherd Bookkeeping Service.

**Line 41. Safe Ministry Testing** --This expenditure has been combined with Ministry Recruitment/Deployment (Line 19).

**Line 45. Seminarian Support** – This line has been moved to the **RESERVE FUNDS/RESTRICTED**.

Each year of Bishop Menees tenure in the Diocese of San Joaquin, the yearly budget has ended in the **BLACK**. The committee and staff believe the proposed FY2023 budget is realistic and appropriate to support diocesan operations. The Standing Committee publishes a current monthly status report of the diocesan budget on the diocese website for general information.