



Genesis Vicariate Pastoral Council

TO SHARE CHRIST IN AND THROUGH THE URBAN CHURCH

MSGR. MICHAEL LEFEVRE, VICAR
9844 WOODWARD AVENUE
DETROIT, MI 48202
(313) 865-6300
WWW.GENESISVPC.ORG

February 2010 Financial Report

2009-2010 Budget (as projected in June 2009)*

GENESIS VICARIATE (4) BUDGET 2009-2010 PROJECTED ADMINISTRATIVE EXPENSES

Acct. #	ACCOUNT TITLE	Projected Budget
5001	VICARIATE ADMINISTRATIVE SALARIES	\$ 5,600.00
5001.3a	Bookkeeper & Secretary (taxed)	5,000.00
5001.3b	Newsletter (not taxed)	600.00
5002	ADMINISTRATIVE FRINGE BENEFITS	\$ 1,050.00
5002.4	Social Security/Medicare (FICA)	600.00
5002.5	Unemployment & Workman's Comp./Liability	250.00
5002.7	Retirement	200.00
5004	OFFICE SUPPLIES (not paid in 2009)	400.00
	(including postage)	
5007	HOSPITALITY (not paid in 2009)	500.00
5040	OTHER ADMINISTRATIVE EXPENSES	1,100.00
5040.2	Miscellaneous (not paid in 2009)	100.00
5040.4	Memberships (not paid in 2009)	1000.00
TOTAL EXPENSES:		\$ 8,650.00

* This budget was used by the last VPC Secretary, which was given to her by her predecessor. As it was explained to me when I took over the bookkeeping in November 2009, "Hospitality" is for our monthly meeting expenses (food, drinks, facility costs); "Memberships" and "Miscellaneous" was part of the original budget (before Janet became Secretary).

GENESIS VICARIATE (4) BUDGET 2009-2010 PROJECTED CHAPLAIN EXPENSES

Acct. #	ACCOUNT TITLE	Projected Budget
5201	HOSPITAL CHAPLAINCY SALARIES	\$ 10,002.00
5201.1	Chaplain – Archdiocese	-0-
5201.2	Chaplain – Vicariate – Patricia Hawring	3,000.00
5201.3	Chaplain – Regular Clergy – Fr. Tim Galos	6,000.00
5204.4	Chaplain – Subs/Emergency*	1,020.00
5204	HOSPITAL CHAPLAIN SUPPLIES (Hosts)	\$ 480.00
TOTAL EXPENSES		\$ 10,500

* The "Chaplain – Subs/Emergency" allocation was used to pay for Fr. Tim Galos' Hospital Ministry.

I became the VPC Secretary in November 2009 and have been keeping track of all payments, incoming and outgoing, in Microsoft Money. Here is the February 20, 2010 report I generated that includes all transactions I have recorded:

Monthly Cash Flow

11/1/2009 - 2/20/2010

11/1/2009 to 11/30/2009	12/1/2009 to 12/31/2009	1/1/2010 to 1/31/2010	2/1/2010 to 2/20/2010	Total
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Inflows

Income (Vicariate Assessments Paid)		748.5	2,094.00		2,842.50
Total Inflows		748.5	2,094.00		2,842.50

Outflows

Total Business Taxes		58.17			58.17
Hospital Ministry	585	845	520		1,950.00
Newsletter Design	50	50	50	50	200
Payroll for Services Rendered	625.66	919.9	367.96	367.96	2,281.48
Total Outflows	\$ 1,260.66	\$ 1,873.07	\$ 937.96	\$ 417.96	\$ 489.65

GENESIS VICARIATE (4) 2009-2010 Assessments

PARISH	CSA COUNT	AMOUNT	PAID	BALANCE
OL of Good Counsel	135	202.00	\$ 202.00	-0-
OLQ of Apostles	528	792.00	\$ 792.00	-0-
OLQ of Heaven	313	469.50	\$ 469.50	-0-
St. Anne	1,237	1,855.50	\$ 1,855.50	-0-
St. Clement	1,501	2,251.50	-0-	\$ 2,251.50
St. Cletus	499	748.50	\$ 748.50	-0-
St. Edmund	1,020	1,530.00	\$ 1,530.00	-0-
St. Florian	482	723.00	\$ 723.00	-0-
St. Ladislaus	176	264.00	\$ 264.00	-0-
St. Louis the King	200	300.00	-0-	\$ 300.00
St. Louise	1,161	1,741.50	\$ 1,741.50	-0-
St. Mark	1,396	2,094.00	\$ 2,094.00	-0-
St. Martin de Porres	1,462	2,193.00	-0-	\$ 2,193.00
St. Raymond	179	268.00	\$ 268.00	-0-
St. Sylvester	1,041	1,561.50	\$ 1,561.50	-0-
St. Terese of Avila	782	1,173.00		\$ 1,173.00
Transfiguration-OLHC	233	349.00	\$ 349.00	-0-
TOTALS:	12,345	\$ 16,660.50	\$ 11,037.00	\$ 5,917.50

The above figures were given to the previous secretary by the C.S.A. office. The above amounts were figured at \$1.50 per unit. They also don't include the 941 taxes from March – November 2009, which were paid in January 2010.

There has been some questions regarding the 2009-2010 Assessments that run from July 2009-June 2010. Some parishes questioned if they should get a pro-rated refund for the months that they would be with the Central Macomb Vicariate. The determination has been made that the assessments will stay with the Genesis Vicariate, as it would be too difficult to refund money paid to the parishes for them to turn around and pay the Central Macomb Vicariate – then we would have to ask for a refund from the Renaissance Vicariate for the parishes now in the Genesis Vicariate, then have to give it to our Vicariate. You can see it would be a bookkeeping nightmare and difficult to achieve, as some of the parishes now in the Central Macomb Vicariate are currently unpaid. Please note, their assessments make up over one-third of our total budget.

After looking at the Administrative and Chaplaincy budgets, I noticed they total \$19,150 and our total income from assessments is only \$16,660.50 which isn't a balanced budget. Although \$1500 of the Administrative budget was not spent, there is still a \$990 difference.

If you would like a copy of any of these reports, please contact the Vicariate Secretary at (517) 552-6492. If you have a question about your parish's assessment, please contact the C.S.A. Office.

Respectfully submitted,

Monica Archibald
Genesis VPC Secretary