



**The Diocese of the West, The Orthodox Church in America
Office of the Treasurer**

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March 2019 Financial Report Summary

Prepared by

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I. Executive Summary

- Parish remittances are 25% of budget.
- Central Church Support from the Diocese of the West is 21% of budget.
- Stewards of the West income is 32% of budget.

II. Statement of Financial Position (Accrual Basis - Consolidated Balance Sheet)

The Consolidated Balance Sheet reflects both **unrestricted** and **restricted** fund accounts. Savings and investment account names on the detailed balance sheet report indicate the current interest rate on funds in those accounts. The following tables summarize the balances for operating and restricted funds as of March 2019, rounded to the nearest dollar.

Operating Funds	Beginning 12/31/2018	Ending 03/31/2019
Checking, Savings & Short Term Assets	\$ 480,078	\$ 533,417
Accounts Receivable (Loans, Pledges, misc.)	\$ 291,463	\$ 301,381
Other Current Assets	\$ 393	\$ 393
Prepaid Assets	\$ 19,834	\$ -0-
Pension Plan Withholding	\$ -0-	\$ (3,397)
Total Operating Assets		\$ 831,794
YTD Net Operating Income		\$ 40,150

Restricted Funds	Beginning 12/31/2018	Ending 03/31/2019
Pt Reyes Loan Fund Restricted Assets	\$ 503,861	\$ 521,286
Mission Funds Restricted Assets	\$ 215,793	\$ 218,261
Scholarship Fund Restricted Assets	\$ 40,697	\$ 40,721
Charity Restricted Funds	\$ 4,978	\$ 2,838
Total Restricted Assets		\$ 783,106
YTD Net Restricted Income		\$ (1,274)
Total Assets		\$1,614,900

III. Operating P&L Year-to-Date, Actual versus Annual Budget

Net unrestricted income at the end of March was \$ 40,150.

The percent of budget for each major category should be between 20% and 35%. YTD Operating Income is 25% of budget and Operating Expenses are 21% of budget.

IV. Point Reyes Funds Extracted Balance Sheet & P&L

The following are the beginning and ending rounded balances, rounded to the nearest dollar, for March.

Account	Beginning 12/31/2018	Ending 03/31/2019
Checking & Savings	\$ 9,125	\$ 1,031
Investment Holdings Balance (National Securities)	\$ 344,736	\$ 370,255
Long Term Asset (Interest Only OCCIF Loan)	\$ 150,000	\$ 150,000
Total Assets	\$ 503,861	\$ 521,286

National Securities funds are invested in short term bond funds and a money market account. The balance of the restricted cash is in a Wells Fargo savings account.

Unrealized National Securities gain/loss as of the end of March is \$ (8,826).

Current year-to-date fund Income/Expenses:

Account	2019 YTD
Investment/Savings Income	\$ 1,031
Duboce House Remodel Expenses	\$ -0-
Net Income	\$ 1,031

V. Mission Restricted Funds Extracted Balance Sheet and P&L

Account	Beginning 12/31/2018	Ending 03/31/2019
LCBA Savings (4.5%)	\$ 94,120	\$ 94,473
CDs	\$ 67,554	\$ 67,608
Wells Fargo Savings	\$ 22,743	\$ 24,118
Wells Fargo Cash	\$ 1,375	\$ 263
Long Term Assets (Loan to Mission Priest)	\$ 1,800	\$ 1,800
Long Term Assets (Interest only OCCIF Loan)	\$ 30,000	\$ 30,000
Total Assets	\$ 217,592	\$ 218,262

Current year-to-date Income/Expenses:

Account	2019 YTD
Investment/Savings Interest/St Andrew Dist.	\$ 669
Expenses	\$ -0-
Net Income	\$ 669

VI. Parish Receivables/Remittances

Currently 7 parishes have invoices that are **30 days or more** past due.

Holy Theophany Orthodox Church
 Holy Virgin Mary Cathedral
 Ss. Cyril & Methodius Orthodox Church
 St. Herman of Alaska Orthodox Church, Port Townsend, WA
 St. Innocent of Alaska Orthodox Church, Pleasanton, CA
 St. Paul Orthodox Church
 St. Seraphim Cathedral



Diocese of the West, OCA
Consolidated Funds Balance Sheet
as of 03/31/2019

Account Number	Account Name	Amount
Assets		
Unrestricted Cash and Cash Equivalents		
1010	Checking at Wells Fargo 7933	\$116,928.19
1015	Oper CD 6886 - Columbia Bank	\$20,313.59
1020	Oper CD 6894 - Columbia Bank	\$20,313.59
1025	Business Savings - Capital One	\$94,943.42
1030	Oper CD 4138 - Capital One	\$12,214.02
1035	Oper CD 7176 - Capital One	\$22,096.19
1040	Oper CD 4614 - Capital One	\$21,088.55
1045	Paypal	\$581.70
Total Unrestricted Cash and Cash Equivalents		\$308,479.25
Board Designated Cash and Cash Equivalents		
1050	Scholarship CD - Columbia Bank	\$40,720.51
1055	Missions CD 5483 - Capital One	\$13,815.89
1060	Missions CD 2678 - Wells Fargo	\$27,599.48
1065	Missions CD 2686 - Wells Fargo	\$26,192.71
1070	LCBA Missions Savings 4.5%	\$94,472.58
1080	Savings-Wells Fargo 2402 0.35%	\$253,188.11
Total Board Designated Cash and Cash Equivalents		\$455,989.28
Accounts Receivable		
1115	Other Parish Receivables	\$8,431.95
1125	Stewardship Pledges Receivable	\$2,920.00
Total Accounts Receivable		\$11,351.95
Other Current Assets		
1210	Saints of America' Inventory	\$392.78
Total Other Current Assets		\$392.78
Long Term Assets		
1810	200K OCCIF Loan Tranche 1 (Operating)	\$200,000.00
1815	100K OCCIF Loan Tranche 2 (Operating)	\$90,028.64
1820	150K OCCIF Loan (Pt. Reyes Funds)	\$150,000.00
1825	30K OCCIF Loan (Missions Funds)	\$30,000.00
1830	Personal Loans (Missions Funds)	\$1,800.00
1850	National Securities Investment	\$370,254.73
Total Long Term Assets		\$842,083.37
Total Assets		\$1,618,296.63
Liabilities		
Other Current Liability		

Account Number	Account Name	Amount
2050	Pension Plan Withholding	\$3,397.32
Total Other Current Liability		\$3,397.32
Total Liabilities		\$3,397.32
Equity		
Fund Balance		
3000	Unrestricted	\$785,597.83
3001	SOW Restricted Fund Balance	\$46,195.57
3002	Missions Restricted Fund Balance	\$218,261.38
3003	Pt. Reyes Restricted Fund Balance	\$521,285.98
3004	Charity Restricted Fund Balance	\$2,838.04
3005	Scholarships Restricted Fund Balance	\$40,720.51
Total Fund Balance		\$1,614,899.31
Total Equity		\$1,614,899.31
Total Liabilities + Total Equity		\$1,618,296.63



Diocese of the West, OCA
Operating Funds Balance Sheet
as of 03/31/2019

Account Number	Account Name	Amount
Assets		
Unrestricted Cash and Cash Equivalents		
1010	Checking at Wells Fargo 7933	\$112,796.40
1015	Oper CD 6886 - Columbia Bank	\$20,313.59
1020	Oper CD 6894 - Columbia Bank	\$20,313.59
1025	Business Savings - Capital One	\$94,943.42
1030	Oper CD 4138 - Capital One	\$12,214.02
1035	Oper CD 7176 - Capital One	\$22,096.19
1040	Oper CD 4614 - Capital One	\$21,088.55
1045	Paypal	\$581.70
Total Unrestricted Cash and Cash Equivalents		\$304,347.46
Board Designated Cash and Cash Equivalents		
1080	Savings-Wells Fargo 2402 0.35%	\$229,069.89
Total Board Designated Cash and Cash Equivalents		\$229,069.89
Accounts Receivable		
1115	Other Parish Receivables	\$8,431.95
1125	Stewardship Pledges Receivable	\$2,920.00
Total Accounts Receivable		\$11,351.95
Other Current Assets		
1210	Saints of America' Inventory	\$392.78
Total Other Current Assets		\$392.78
Long Term Assets		
1810	200K OCCIF Loan Tranche 1 (Operating)	\$200,000.00
1815	100K OCCIF Loan Tranche 2 (Operating)	\$90,028.64
Total Long Term Assets		\$290,028.64
Total Assets		\$835,190.72
Liabilities		
Other Current Liability		
2050	Pension Plan Withholding	\$3,397.32
Total Other Current Liability		\$3,397.32
Total Liabilities		\$3,397.32
Equity		
Fund Balance		
3000	Unrestricted	\$785,597.83
3001	SOW Restricted Fund Balance	\$46,195.57

Account Number	Account Name	Amount
Total Fund Balance		\$831,793.40
Total Equity		\$831,793.40
Total Liabilities + Total Equity		\$835,190.72

Diocese of the West, OCA
Budget: Year to Date for the period of 01/01/2019 to 12/31/2019

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Account Number	Account Name	Actual	Budget	% of Budget
Income				
Unrestricted Income				
4010	Parish Remittances	201,331.61	800,000.00	25%
4030	Stewards of the West	11,135.14	35,000.00	32%
Total Unrestricted Income		212,466.75	835,000.00	25%
Operating Investment Income				
4110	Savings, Short-term CD Interest	241.92	1,000.00	24%
4120	OCCIF Operating Loan Interest	527.94	3,000.00	18%
Total Operating Investment Income		769.86	4,000.00	19%
Total Income		213,236.61	839,000.00	25%
Expense				
Payroll Expenses				
6010	Compensation	41,199.99	161,000.00	26%
6020	Employee Benefits	7,045.31	32,025.00	22%
6025	Deans' Stipend	3,600.00	19,200.00	19%
6030	Deans' Housing Allowance	1,200.00	4,800.00	25%
6035	Payroll Taxes	2,061.57	8,110.00	25%
6040	Payroll Fees	232.04	1,050.00	22%
Total Payroll Expenses		55,338.91	226,185.00	24%
Professional Fees				
6110	Accounting Fees	0.00	2,000.00	0%
6120	Legal Fees	0.00	10,000.00	0%
6130	Misc. Professional Fees	20.00	40.00	50%
Total Professional Fees		20.00	12,040.00	0%
Travel				
6210	Bishop Travel	490.00	15,500.00	3%
6230	Council Meeting Travel	3,623.23	15,000.00	24%
6235	Dean's Meeting Travel	0.00	1,000.00	0%
6240	Diocesan Hierarch Travel	8,349.44	35,000.00	24%
6245	Met Council Travel	40.00	3,000.00	1%
6250	Seminary Visit	2,428.33	0.00	0%
6255	Travel for Financial Audits	832.11	2,000.00	42%
6260	Travel for Other Business	0.00	3,000.00	0%
6265	Visiting Clergy Travel	0.00	1,000.00	0%
Total Travel		15,763.11	75,500.00	21%
Office Expenses				
6310	Office Supplies	1,305.80	3,400.00	38%
6315	Office Equipment	272.50	2,000.00	14%

Account Number	Account Name	Actual	Budget	% of Budget
6320	Diocesan Hierarch Cell Phone	275.89	1,200.00	23%
6325	Office Cell Phone	146.28	1,200.00	12%
6330	Internet	128.76	1,200.00	11%
6335	Accounting Software	0.00	2,400.00	0%
6360	Background Checks	-525.05	2,000.00	-26%
6370	Bank Charges	5.00	500.00	1%
6380	Postage	190.20	1,000.00	19%
6390	Books and Publications	59.45	350.00	17%
Total Office Expenses		1,858.83	15,250.00	12%

Insurance

6420	Property & Liability Insurance	-62.00	4,000.00	-2%
Total Insurance		-62.00	4,000.00	-2%

Department of Missions

6510	Mission Priest Stipend	5,350.00	38,000.00	14%
6515	Mission Priest Housing Allowance	2,000.00	12,000.00	17%
6520	Mission Parish Support	1,500.00	6,000.00	25%
6530	Mission Director Expenses	1,365.81	13,000.00	11%
6540	Mission Board Meeting Expenses	0.00	1,500.00	0%
6580	Supply Priest Travel	679.43	4,000.00	17%
6585	Mission Director's Parish Expense	750.00	3,500.00	21%
6590	Clergy Moving Expenses	0.00	12,000.00	0%
Total Department of Missions		11,645.24	90,000.00	13%

Department of Clergy and Parish Resources

6610	Deanery Activities	6,619.52	7,000.00	95%
6620	Youth Activities	2,000.00	7,500.00	27%
6630	Liturgical Education and Training	0.00	1,000.00	0%
6640	OCA Clergy Assistance Program	0.00	2,000.00	0%
6650	Liturgical Supplies	0.00	600.00	0%
6660	Clergy Retreat	1,000.00	0.00	0%
6670	Clergy Pre-Assignment Assessment	1,000.00	2,400.00	42%
Total Department of Clergy and Parish Resources		10,619.52	20,500.00	52%

Department of Stewardship

6710	Appeal Preparation and Mailing	0.00	2,000.00	0%
6720	Postage for Appeals	0.00	2,500.00	0%
6730	Online Donation Fees	27.10	100.00	27%
Total Department of Stewardship		27.10	4,600.00	1%

Misc. Departments

6810	Department of Charities	1,300.00	6,500.00	20%
6820	Seminarian Financial Aid	4,000.00	12,000.00	33%
6830	Intern Program	3,000.00	14,000.00	21%
6840	Music Department	405.20	1,000.00	41%
Total Misc. Departments		8,705.20	33,500.00	26%

OCA Expenses

Account Number	Account Name	Actual	Budget	% of Budget
6910	Central Church Support	63,979.75	300,000.00	21%
6920	OCA Liturgical Donation	0.00	1,000.00	0%
6930	AAC Expenses	0.00	11,000.00	0%
Total OCA Expenses		63,979.75	312,000.00	21%

Special Events

7010	Diocesan Assembly	5,190.45	2,000.00	260%
7020	Fort Ross Event	0.00	1,000.00	0%
7030	Pan Orthodox Activities	0.00	2,000.00	0%
Total Special Events		5,190.45	5,000.00	104%

Church of the Synaxis Expenses

7110	Duboce House Expenses	0.00	24,000.00	0%
Total Church of the Synaxis Expenses		0.00	24,000.00	0%
Total Expense		173,086.11	822,575.00	21%
Net Income (Loss)		40,150.50	16,425.00	244%



Diocese of the West, OCA
Pt. Reyes Fund Balance Sheet
as of 03/31/2019

Account Number	Account Name	Amount
Assets		
Unrestricted Cash and Cash Equivalents		
1010	Checking at Wells Fargo 7933	\$1,031.25
Total Unrestricted Cash and Cash Equivalents		<u>\$1,031.25</u>
Long Term Assets		
1820	150K OCCIF Loan (Pt. Reyes Funds)	\$150,000.00
1850	National Securities Investment	\$370,254.73
Total Long Term Assets		<u>\$520,254.73</u>
Total Assets		<u>\$521,285.98</u>
Liabilities		
Total Liabilities		<u>\$0.00</u>
Equity		
Fund Balance		
3003	Pt. Reyes Restricted Fund Balance	\$521,285.98
Total Fund Balance		<u>\$521,285.98</u>
Total Equity		<u>\$521,285.98</u>
Total Liabilities + Total Equity		<u><u>\$521,285.98</u></u>



Diocese of the West, OCA
Pt. Reyes Fund P&L
for the period of 01/01/2019 to 03/31/2019

Account Number	Account Name	Pt. Reyes Restricted
Income		
Board Designated Income		
4240	OCCIF Pt. Reyes Loan Interest	\$1,031.25
Total Board Designated Income		<hr/> \$1,031.25
Total Income		<hr/> \$1,031.25
Expense		
Total Expense		<hr/> \$0.00
Net Income (Loss)		<hr/> <hr/> \$1,031.25
<u>Summary</u>		
Beginning Fund Balance		<hr/> \$503,860.57
+ Other Fund Balance Movements		<hr/> \$16,394.16
+ Net Income / (Loss)		<hr/> \$1,031.25
= Ending Fund Balance		<hr/> <hr/> \$521,285.98



Diocese of the West, OCA
Mission Funds Balance Sheet
as of 03/31/2019

Account Number	Account Name	Amount
Assets		
Unrestricted Cash and Cash Equivalents		
1010	Checking at Wells Fargo 7933	\$262.50
Total Unrestricted Cash and Cash Equivalents		<hr/> \$262.50
Board Designated Cash and Cash Equivalents		
1055	Missions CD 5483 - Capital One	\$13,815.89
1060	Missions CD 2678 - Wells Fargo	\$27,599.48
1065	Missions CD 2686 - Wells Fargo	\$26,192.71
1070	LCBA Missions Savings 4.5%	\$94,472.58
1080	Savings-Wells Fargo 2402 0.35%	\$24,118.22
Total Board Designated Cash and Cash Equivalents		<hr/> \$186,198.88
Long Term Assets		
1825	30K OCCIF Loan (Missions Funds)	\$30,000.00
1830	Personal Loans (Missions Funds)	\$1,800.00
Total Long Term Assets		<hr/> \$31,800.00
Total Assets		<hr/> \$218,261.38
Liabilities		
Total Liabilities		<hr/> \$0.00
Equity		
Fund Balance		
3002	Missions Restricted Fund Balance	\$218,261.38
Total Fund Balance		<hr/> \$218,261.38
Total Equity		<hr/> \$218,261.38
Total Liabilities + Total Equity		<hr/> <hr/> \$218,261.38



Diocese of the West, OCA
Mission Fund P&L
for the period of 01/01/2019 to 03/31/2019

Account Number	Account Name	Missions Restricted
Income		
Board Designated Income		
4210	Mission CD and Savings Interest	\$406.19
4220	OCCIF Mission Loan Interest	\$262.50
Total Board Designated Income		\$668.69
Total Income		\$668.69
Expense		
Total Expense		\$0.00
Net Income (Loss)		\$668.69
<u>Summary</u>		
Beginning Fund Balance		\$215,792.69
+ Other Fund Balance Movements		\$1,800.00
+ Net Income / (Loss)		\$668.69
= Ending Fund Balance		\$218,261.38



Diocese of the West, OCA
Scholarship Fund Balance Sheet
as of 03/31/2019

Account Number	Account Name	Amount
Assets		
Board Designated Cash and Cash Equivalents		
1050	Scholarship CD - Columbia Bank	\$40,720.51
Total Board Designated Cash and Cash Equivalents		<u>\$40,720.51</u>
Total Assets		<u>\$40,720.51</u>
Liabilities		
Total Liabilities		<u>\$0.00</u>
Equity		
Fund Balance		
3005	Scholarships Restricted Fund Balance	\$40,720.51
Total Fund Balance		<u>\$40,720.51</u>
Total Equity		<u>\$40,720.51</u>
Total Liabilities + Total Equity		<u><u>\$40,720.51</u></u>



Diocese of the West, OCA
Scholarship Fund P&L
for the period of 01/01/2019 to 03/31/2019

Account Number	Account Name	Scholarships Restricted
Income		
Board Designated Income		
4260	Scholarship CD Interest	\$23.08
Total Board Designated Income		\$23.08
Total Income		\$23.08
Expense		
Total Expense		\$0.00
Net Income (Loss)		\$23.08
<u>Summary</u>		
Beginning Fund Balance		\$40,697.43
+ Other Fund Balance Movements		\$0.00
+ Net Income / (Loss)		\$23.08
= Ending Fund Balance		\$40,720.51



Diocese of the West, OCA
Restricted Funds Balance Sheet
as of 03/31/2019

Account Number	Account Name	Amount
Assets		
Unrestricted Cash and Cash Equivalents		
1010	Checking at Wells Fargo 7933	\$4,131.79
Total Unrestricted Cash and Cash Equivalents		<u>\$4,131.79</u>
Board Designated Cash and Cash Equivalents		
1050	Scholarship CD - Columbia Bank	\$40,720.51
1055	Missions CD 5483 - Capital One	\$13,815.89
1060	Missions CD 2678 - Wells Fargo	\$27,599.48
1065	Missions CD 2686 - Wells Fargo	\$26,192.71
1070	LCBA Missions Savings 4.5%	\$94,472.58
1075	East West Bank - PCD Insurance	\$321.90
1080	Savings-Wells Fargo 2402 0.35%	\$24,118.22
Total Board Designated Cash and Cash Equivalents		<u>\$227,241.29</u>
Long Term Assets		
1820	150K OCCIF Loan (Pt. Reyes Funds)	\$150,000.00
1825	30K OCCIF Loan (Missions Funds)	\$30,000.00
1830	Personal Loans (Missions Funds)	\$1,800.00
1850	National Securities Investment	\$370,254.73
Total Long Term Assets		<u>\$552,054.73</u>
Total Assets		<u>\$783,427.81</u>
Liabilities		
Total Liabilities		<u>\$0.00</u>
Equity		
Fund Balance		
3002	Missions Restricted Fund Balance	\$218,261.38
3003	Pt. Reyes Restricted Fund Balance	\$521,285.98
3004	Charity Restricted Fund Balance	\$2,838.04
3005	Scholarships Restricted Fund Balance	\$40,720.51
Total Fund Balance		<u>\$783,105.91</u>
Unrealized Gains/Losses		
3008	PCD Kaiser Restricted Fund Balance	\$321.90
Total Unrealized Gains/Losses		<u>\$321.90</u>
Total Equity		<u>\$783,427.81</u>
Total Liabilities + Total Equity		<u><u>\$783,427.81</u></u>



Diocese of the West, OCA
Charity Restricted Funds Balance Sheet
as of 03/31/2019

Account Number	Account Name	Amount
Assets		
Unrestricted Cash and Cash Equivalents		
1010	Checking at Wells Fargo 7933	\$2,838.04
Total Unrestricted Cash and Cash Equivalents		<u>\$2,838.04</u>
Total Assets		<u>\$2,838.04</u>
Liabilities		
Total Liabilities		<u>\$0.00</u>
Equity		
Fund Balance		
3004	Charity Restricted Fund Balance	\$2,838.04
Total Fund Balance		<u>\$2,838.04</u>
Total Equity		<u>\$2,838.04</u>
Total Liabilities + Total Equity		<u><u>\$2,838.04</u></u>