

Penn West Conference
2024 Budget Worksheet

Fund #1		2019	2020	2021	2022	2023	2024	
Income		Actual	Actual	Actual	Actual	Budget	Budget	Notes
		Reviewed	Assessed	QB	QB			
	Contribution Income							
	Unrestricted							
4021	OCWM PWC	176,748	179,007	203,500	178,112	204,000	175,000	Downward trend
4022	OCWM Faithful Stewards	18,775	17,119	14,618	12,628	15,000	12,000	Downward trend
4023	OCWM National	31,758	31,613	16,437	14,211	16,500	14,000	
4028	Manor Management Fee	-	3,539	5,492	4,130	-	5,000	
	Subtotal Unrestricted	227,281	231,278	240,047	209,081	235,500	206,000	
	Donor Restricted							
	Temporarily Restricted							
4249	Weber Oil Fund Income	-	16,535	10,667	(17,130)			
4250	PWC Investment Income	-	32,909	21,231	(34,095)	18,000	18,000	Guess-timate
	Subtotal Temporarily Restricted	-	49,444	31,899	(51,225)	18,000	18,000	
	Subtotal Donor Restricted	-	49,444	31,899	(51,225)	18,000	18,000	
	Subtotal Contribution Income	227,281	280,722	271,946	157,856	253,500	224,000	
	Interest Income							
4510	Interest/Dividends	23,030	-	-	-	-	-	
	Miscellaneous Income							
4620	Miscellaneous Income	14,351	600	1,018	1,941	-	1,000	
4621	Annual Meeting Receipts	16,900	1,132	1,730	11,663	8,000	11,000	
4623	Committee, Teams & Others	-	333	61	370	100	200	
4626	PPP Loan Grant	-	30,232	-	-	-	-	
4627	Advertising Income	-	476	-	-	-	476	
	Subtotal Miscellaneous Income	31,251	32,773	2,809	13,974	8,100	12,676	
	Investment Performance							
4710	Unrealized Gain/Loss	-	49,444	31,899	(51,225)		18,000	
	Release from Restrictions							
	Temp Restricted Release							
4849	Weber Oil Fund Release	-	(4,120)	(1,339)	(5,761)		(8,000)	
4850	PWC Investment Release	-	(8,201)	(2,665)	(11,712)	-	(10,000)	
	Subtotal Temp Restricted Release	-	(12,321)	(4,004)	(17,473)	-	(18,000)	

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Fund #1		2019 Actual Reviewed	2020 Actual Assessed	2021 Actual QB	2022 Actual QB	2023 Budget	2024 Budget	Notes
	Released From Restriction							
4999	Released from restriction	-	(37,122)	(27,895)	68,698	-	-	
	Subtotal Release from Restrictions	-	(49,443)	(31,899)	51,225	-	(18,000)	
Total Income		281,562	313,496	274,755	171,830	261,600	236,676	
Expenses								
Fixed Expenses								
5011	OCWM National	31,758	31,613	16,437	14,211	16,500	14,000	
Pastoral Staff								
Pastoral Salaries								
Conference Minister								
5061	Conference Minister Salary	51,714	58,292	58,292	58,292	53,265	55,396	+ 4%
5062	Conf Min Housing Allow	34,272	34,272	34,272	34,272	35,300	35,300	
5063	Conf Min Retirement	11,948	12,038	12,959	11,879	12,399	12,697	14%
5064	Conf Min Health Ins	13,542	12,567	16,168	13,184	15,500	15,500	
5065	Conf Min Life & Disb Ins	1,189	1,389	1,389	1,273	1,328	1,360	1.50%
	Subtotal Pastoral Staff	112,665	118,558	123,080	118,900	117,792	120,253	
SUPPORT STAFF								
STAFF SALARIES								
5155	Office Manager	42,534	45,000	45,000	45,000	46,350	-	
5160	Youth Minister	-	7,548	5,661	-	2,000	7,800	
	Office Support Staff	2,516	-	-	-	-	24,960	624 anl hr 8 \$25/hr and \$15/hr (2023 rate)
	Subtotal Staff Salaries	45,050	52,548	50,661	45,000	48,350	32,760	
BENEFITS								
5251	Office Manager Annuity	2,259	2,200	2,250	2,254	2,200	-	
	Office Manager Life & Disability	-	-	-	-	350	-	
EMPLOYER EXPENSES								
5305	Payroll Taxes	3,446	4,020	4,160	4,148	11,180	7,538	.0765 SSI
5310	Workers Comp Insurance	(763)	148	2,001	(368)	1,000	1,000	
	Subtotal Employer Expenses	2,683	4,168	6,161	3,780	12,180	8,538	
	Subtotal Support Staff	49,992	58,916	59,072	51,034	63,080	41,298	

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Fund #1		2019	2020	2021	2022	2023	2024	Notes
		Actual Reviewed	Actual Assessed	Actual QB	Actual QB	Budget	Budget	
	ADMINISTRATIVE EXPENSE							
	OFFICE EXPENSES							
5420	Cell Phone	970	959	746	987	850	1,000	
5425	Office Supplies	929	1,021	1,055	425	1,200	1,000	
5430	Publication & Printing	130	-	-	-	100	100	
5435	Postage/Shipping/Courier	1,205	372	1,400	2,008	750	2,000	
5440	Postage Meter Rent	658	234	403	541	400	400	
5445	Computer Contract	3,234	4,063	3,725	1,747	3,800	4,000	793.50/?
5446	Copier Contract	-	435	-	-	-	450	37.80/mon
5447	Computer Software	529	1,180	1,854	3,174	750	750	
5448	Web Site Maintenance	1,102	513	422	435	400	500	
5450	License/Fees/Permits	216	222	-	-	250	250	
5455	Memberships/Dues	-	175	-	-	-	175	
5460	Committee and Teams	-	183	195	1,966	600	600	
5465	Conf. Min. Travel Reimburse	13,262	5,201	6,134	9,242	8,000	14,000	+ 5% on 2023
5466	Other Travel Reimbursement	-	28	-	-	-	-	
	Sabbatical Reserve Expense	-	15,000	160	-	-	-	
5490	General Expense	5,380	1,974	646	570	550	600	
	Subtotal Office Expenses	27,615	31,560	16,740	21,095	17,650	25,825	
	FACILITY EXPENSE							
5505	Rent/Utilities	8,775	8,100	8,100	8,100	8,100	8,100	
5515	Ins: Contents & Liability	931	1,165	5,554	7,397	8,000	2,500	Conference office only
	Subtotal Facility Expense	9,706	9,265	13,654	15,497	16,100	10,600	
	OUTSIDE FEES & SERVICES							
5605	Auditing & Accounting Fees	5,664	4,500	4,800	-	-	-	
5606	Intuit Charges	-	647	-	-	-	720	60*12 periods
5607	Credit Card Fees	-	273	433	306	200	400	
5610	Legal Fees	765	2,271	-	-	2,500	2,000	
5615	Council of Conf Ministers	3,795	3,787	3,785	3,727	3,800	4,000	
5621	Annual Meeting Expenses	16,222	37	1,336	10,341	8,000	11,000	
	Subtotal Outside Fees & Services	26,446	11,515	10,354	14,375	14,500	18,120	
	BENEVOLENCE							
5705	Christian Associates	1,000	1,000	1,000	1,000	1,000	1,000	

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		2019	2020	2021	2022	2023	2024	
		Actual	Actual	Actual	Actual	Budget	Budget	Notes
Fund #1		Reviewed	Assessed	QB	QB			
5710	Lancaster Seminary	1,000	1,000	1,000	1,000	1,000	1,000	
5712	Living Waters	1,000	1,000	1,000	1,000	1,000	1,000	
5720	PA Council of Churches	1,000	1,000	1,000	1,000	1,000	1,000	
5725	Other Benevolence	<u>3,296</u>	<u>500</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
	Subtotal Benevolence	7,296	4,500	4,000	4,000	4,000	4,000	
	Depreciation Office Equip	-	2,290					
	Depreciation Leasehold Improvements	-	2,039					
Total Expenses		265,477	270,256	243,337	239,112	249,622	234,096	
EXCESS INCOME/EXPENSES		<u>16,085</u>	<u>43,240</u>	<u>31,418</u>	<u>(67,281)</u>	<u>11,978</u>	<u>2,580</u>	
Other Funds								
Fund #08	Investment Income		2,899					
	Health Ins Retired Ministers Income		501					
	Health Ins Retired Ministers		(984)	(475)	(302)			
			<u>2,417</u>	<u>(475)</u>	<u>(302)</u>	<u>-</u>		
Fund #14	Investment Income		1,110					
	Retreat fund income		5,649	2,300				
	Retreat fund expense		(5,400)	(1,000)				
			<u>1,359</u>	<u>1,300</u>	<u>-</u>	<u>-</u>		
Fund #18	Investment Income		959					
	General Synod Delegates		(5,100)		(5,000)	(5,000)		
			<u>(4,141)</u>	<u>-</u>	<u>(5,000)</u>	<u>(5,000)</u>		
Fund #21	Investment Income		1,188					
	Licensed Min. School Receipts		1,600	2,240	1,705	2,300		
	Licensed Min School Expenses		(3,011)	(4,098)	(3,553)	(4,200)		
			<u>(223)</u>	<u>(1,858)</u>	<u>(1,848)</u>	<u>(1,900)</u>		
Fund #02	Investment Income		30,869					

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	Corman Mission Grants		(13,092)					
			<u>17,777</u>					
Fund #06	Investment Income		12,591					
	Strengthen the Church Mission Grants		(10,038)					
			<u>2,553</u>					
Fund #07	Investment Income		18,544					
	Kermit Thomas Mission Grants		(14,976)					
			<u>3,568</u>					
