

Financial Viability Review

Community of Faith: *Pinawa Christian Fellowship*

Date: *August 31, 2021*

1. Do your expenses exceed your revenues?

Year	Revenues	Amount given through envelopes	Amount given through PAR	Expenses	Do expenses exceed revenues? (yes/no)	Bank balance at end of year
Current year	\$ 83,942.34	\$ 24,000	\$ 39,333	\$ 87,457.97	Yes	\$ 257,437
One year ago	\$ 136,297	\$ 51,780	\$ 57,020	\$ 115,380	No	\$ 260,953
Two years ago	\$ 228,528	\$ 57,428	\$ 55,460	\$ 142,172	No	\$ 239,803
Three years ago	\$ 122,926	\$ 52,417	\$ 56,720	\$ 122,995	Yes	\$ 150,671
Four years ago	\$ 187,429	\$ 49,211	\$ 55,730	\$ 119,245	No	\$ 149,812
Five years ago	\$ 131,009	\$ 60,267	\$ 52,178	\$ 134,194	Yes	\$ 81,003
Six years ago	\$ 113,797	\$ 60,879	\$ 45,819	\$ 117,615	Yes	\$ 83,563

Comments

Please include any comments you think are pertinent to your situation—renovations, special fundraising, money that comes in as revenue that you really don't have use of because it goes out to organizations, GICs, term deposits, memorial fund, support of Mission & Service, no minister, or minister on sabbatical. These comments help you understand why expenses might grow one year and revenues another.

A recent financial statement should be appended to this document.

2. Payroll Costs

At present we have called or appointed the following paid staff:

Minister: 40 hours per week
 Secretary: _____ hours per week
 Custodian: _____ hours per week
 Other (youth, Sunday School, etc.): _____ hours per week

Cost of payroll (\$ paid plus employer contributions (EI, etc.) for everyone:

Current year	One year ago	Two years ago	Three years ago	Four years ago	Five years ago	Six years ago
\$59,579.54	\$84,349	\$86,936	\$81,990	\$81,665	\$80,311	\$80,932

3. Have you experienced a deficit for more than two consecutive years in the last five years? *No*

4. Are there any outstanding loans? *No*

5. Do utilities, maintenance, and repairs exceed 25 percent of revenues? *Do not own a building*

Year	Utilities (Power and Water)	Fuel	Maintenance	Total	Exceeds 25% of Revenues (Yes or No)
Current year	\$	\$	\$	\$	
One year ago	\$	\$	\$	\$	
Two years ago	\$	\$	\$	\$	
Three years ago	\$	\$	\$	\$	
Four years ago	\$	\$	\$	\$	
Five years ago	\$	\$	\$	\$	
Six years ago	\$	\$	\$	\$	

6. How many contributors support your congregation?

Current year	One year ago	Two years ago	Three years ago	Four years ago	Five years ago	Six years ago
71	86	99	95	91	84	89

7. How many contributors would you have in each age group this year?

0-20 years	No Data Available.
21-30 years	We estimate 90% of congregation are over the age of 60.
31-40 years	
41-50 years	
51-60 years	
61-70 years	
71-80 years	
81+ years	

8. Is there a reliance on a few generous contributors where 50 percent of the revenues come from one or two contributors? *No*

Contributors and Givings

Annual giving	Number of givers: Current year	One year ago	Two years ago	Three years ago	Four years ago	Five years ago	Six years ago
\$0-\$100		6	15	11	9	6	7
\$101-\$500		19	24	22	23	19	19
\$501-\$1,000		21	19	24	20	20	23
\$1,001-\$5,000		39	41	38	38	38	39
\$5,001+		1	0	0	1	1	1

9. Have you taken part in a stewardship project (campaign) in the past two years?

No project

Letters to congregation when we have the need.

Regular information and letters sent to all members and adherents

Program such as *Called to Be the Church* (on the Stewardship Toolkit website) with information during worship, letters, and a request for commitment

Program and information presented at a congregational get-together

All-member visitation

Other

If you did, what were the results?

Have you encouraged members, yearly or more regularly, to increase PAR givings? Yes No

UNITED CHURCH OF CANADA

Community of Faith Profile

Financial Viability Review

Comments:

1.

2015: Choir gowns and collars were purchased at a cost of \$2368. PCF web design was a \$750 expense.

2016: Piano keyboard was purchased at a cost of \$4859 and \$629 was spent on renovations to the church office. An amount in excess of \$6000 was returned to the PCF when Oak Haven Housing disbanded. These funds had been given to them as seed money for a possible housing project for persons living with mental illness.

2017: A large bequest of \$70,000 was received.

2019: Proceeds from the sale of a lot that had been owned by the PCF for several years were \$68,948.

2020: Federal and provincial subsidies totaling \$19,511 were paid to the PCF as compensation for the effects of covid.

2021: As of August 31, 2021 total government grants re: covid were \$15,588. A donation of \$5000 was made from the Memorial and Honour Fund to the Pinawa Foundation to support three projects in the community.

In 2013 the PCF paid an advance of \$5000 for rent of a new community kitchen in the school where we hold Sunday worship services. This was recorded under other assets on the balance sheet. Every year the kitchen rent is reported as an expense, but the rent does not reduce the bank account. The amount on the balance sheet is reduced.

The Pinawa Christian Fellowship keeps two sets of financial reports. One shows the operating income and expenses and the other is the report for the restricted funds that are designated for a specific purpose such as missions, food banks or memorial and honour fund. The restricted funds report keeps track of the balance in each fund. Attached are the Operating Income and Expenses report, the Restricted Funds report, and the Balance Sheet for the years 2020 and 2021.

9.

In the fall members receive a form asking them how they are able to participate in the life of the congregation. This could be volunteering for committee work, reading scripture lessons in

church, making meals for congregational care, etc. They are also asked to voice their concerns and suggestions.

The budget meeting is held at the beginning of the calendar year. Local offering is set at a number that will balance the budget. Congregants are asked to consider increasing their local offering so that the budget will be met. This has been largely successful in the past.

Since 2016 members of the congregation have donated over \$20,000 to provide support for a Syrian refugee family that settled in the area.

10.

The PCF has a chequing account and a savings account that have funds available for operating expenses. There are separate savings accounts for each of the Memorial and Honour Fund, the Endowment Fund, and a Project Fund that was formed with the proceeds from the sale of the lot in 2019. There are also twelve month term deposits for the Memorial and Honour Fund and the Project Fund. The interest earned in these savings accounts and term deposits remains in these accounts and is added to the balance in these funds.

The Memorial and Honour Fund temporarily holds donations that will be allocated to support special initiatives either authorized by the General Committee or specified by the donor. The Special Gifts Committee is responsible for receiving, screening and recommending to the General Committee requests for special initiatives, and disbursing those funds authorized by General Committee.

The Project Fund, consisting of the proceeds of the sale of the lot, has no documented restrictions. Money from the Project Fund has been used to purchase an ipad and accessories and an iphone for the church office. Money from this fund was also used to pay fees for Zoom.

The Endowment Fund is administered by the Special Gifts Committee. The capital is retained and only the interest is used as specified by the donor.

Directed-use Donations are donations that are provided to fund in whole or in part specific ongoing special initiatives of the PCF. As each donation can have a different specified use, the accounts of the special gifts fund will record and manage donations for each initiative separately. Gifts of any size can be given into this category of the fund and donors can make further contributions for the same or a different initiative at any time.

Named Endowments are established only for a donation that equals or exceeds a pre-set minimum amount of \$10,000 and for a specified initiative where the interest on the endowment would be sufficient to fund the program/project. The capital is identified by the name of the donor and disbursements recognize the donor on an on-going basis.