2016 FINANCIAL ANNUAL REPORT All Saints Church, Pasadena



February 19, 2017

Dear Fellow Parishioners:

It is with great pleasure that I am able to report that fiscal year 2016 was yet another year in All Saints' long-standing tradition of careful stewardship of the funds that you give so generously to support the work of this great church.

Thanks to your generosity, careful financial planning, and diligent control of expenditures, All Saints began and ended 2016 without any debt. The leadership of this church is committed to living within our means, and we fulfilled this commitment in 2016 and have embarked on a budget process for 2017 that will enable us to do so again, despite significant challenges.

Like so many of us in our individual finances, the Church must address the pressures created by rising expenses without corresponding increases in revenue. While we would like to engage in a budget planning process that allows us to fulfill a "wish list" of new programs and staff, fiscal realities do not permit this luxury. Instead, our budgeting process is based on a hard look at our expenses from the previous year and a projection of what increases are anticipated. Far and away our single largest expense item is salaries and benefits for our clergy and lay staff, and we are constantly mindful of our responsibility to pay all of our employees a just wage, as well as a desire to, at a bare minimum, provide employees with cost of living increases that prevent them from slipping behind.

Let me highlight just a few items from the attached 2016 financial report. First, the vast majority of our support (almost exactly 75%) comes from our loyal pledgers. Because we are committed to a fiscally-responsible budget, we build our budget based on the pledges we receive. I cannot emphasize enough the importance to our ability to fulfill our mission of our members who make and then fulfill their pledges. Second, I want to point out that we received 99% of the \$215,000 that we had budgeted for Special Gifts in 2016. Special Gifts are non-pledge donations that we receive from members, often on top of their pledge gifts. In the past, many of these gifts were received in response to personal requests by the Rector at the end of the year. The fact that we were able to meet 99% of our Special Gifts budget in a year of transition shortly after the arrival of our new Rector is remarkable. Third, I want to acknowledge that, although our pledge income was below our expectations, our total income for the year was slightly above the budgeted amount. The shortfall in pledge income was more than made up by above-budget receipts for special offerings, building usage and other income items.

We were above budget on the income side, and also significantly below budget on the expense side. The vast majority of the savings on the expense side was realized on the personnel line item. The unexpected departure of one of our priests, a delay in the start date of our new Rector, and other personnel savings all resulted in our spending nearly \$300,000 less than we had anticipated for personnel. While it is great to have saving on any expense item, we must realize that these savings came at the cost of additional work for our remaining staff. We should thank and acknowledge their contributions, and also acknowledg that we cannot balance our budget on the backs of an over-stretched staff. An important goal for the 2017 budget is to allow for the restoration of at least one senior staff position.

The last item that I want to highlight from our 2016 financial is that the bulk of our endowment is now invested with the Church Investment Group or "CIG," as shown on the Endowment Funds Summary. CIG is an investment fund that has been established to invest funds belonging to Episcopal churches and dioceses in a socially-responsible manner. At All Saints' urging, CIG has also added a screen for fossil fuel investments. The transfer of our endowment funds to CIG was the end result of a years-long effort to find an investment alternative that would be both socially and fiscally responsible. We should all celebrate this change.

The bottom line for our financials is that we finished 2016 solidly in the black, with income exceeding expenditures by nearly \$300,000. Although this is great news, we face great challenges in building our 2017 budget as we strive to restore staff, pay a fair wage to all, and meet rising expenses. We will achieve these goals only because of your generosity and commitment to this great church. On behalf of the Vestry and the Finance Committee, I want to thank you for your unflagging support.

Peace,

Curea

Christopher G. Caldwell, Chair, Finance Committee

Note: These financial reports are unaudited statements, for internal use. Audited statements for 2016 will be available after June 30, 2017.

Balance Sheet

Assets	Balance at December 31, 2015		Balance at December 31, 2016	
Cash - Operating	\$	1,527,319	\$	1,846,290
Cash – Building Project		2,278,599		2,257,401
Cash – Quasi-Endowment*		242,775		373,421
Cash – Maiden Restricted**		165,100		42,679
Investments		1,915,556		1,791,419
Receivables		17,417		36,474
Prepaid Expenses		5,000		-
Land, Buildings, Furniture & Equipment		17,653,665		17,653,665
Columbarium Inventory***		83,879		83,879
Total Assets	\$	23,889,309	\$	24,085,227
Liabilities				
Payroll Withholdings Payable	\$	4,784		6,055
Pension Payable		121,413		121,164
Prepaid Pledges		241,678		365,515
Other Accrued Expenses		18,792		11,572
Long-Term Notes Payable		-		-
Total Liabilities		386,666		504,305
Net Assets (Fund Balances)				
Unrestricted		18,706,875		19,016,636
Temporarily Restricted		3,089,143		2,964,650
Permanently Restricted		1,706,625		1,599,636
Total Net Assets		23,502,643		23,580,922
Total Liabilities and Net Assets	\$	23,889,309	\$	24,085,227

* Quasi-Endowment funds are unrestricted bequests and are a part of our investments. Because Quasi-Endowment funds have been approved by the vestry for capital projects, we keep some of those funds in our back account.

** A restricted fund for capital projects – the Marge Maiden bequest.

*** The cost at installation of the columbarium in the church.

Debt Status

All Saints Church has no debt.

	Budget	Actual	Notes	Variance
Pledges	3,950,912	3,876,292	1	(74,620)
Special Gifts	215,000	212,625	2	(2,375)
Plate Offerings	170,000	167,667		(2,333)
Special Offerings	111,800	143,618	3	31,819
Grant Income	12,500	12,500		-
Parking Lot Income	240,000	240,000	4	-
Building Usage	50,000	68,355	5	18,355
Endowment Income	103,632	103,632	6	-
Interest/Dividend Income	-	1,852	7	1,852
Offsets to Expenses	108,800	140,222	8	31,422
Columbarium Income	-	14,475	9	14,475
Transfers from Restricted	205,669	205,669	10	-
TOTAL SUPPORT	5,168,313	5,186,907		18,595
Personnel	3,243,482	2,947,483	11	295,999
Worship	145,665	149,088	12	(3,423)
Music	86,426	86,258	13	168
Children and Youth Music	36,150	36,759		(609)
Pastoral Care	32,600	34,256	14	(1,656)
Children, Youth and Families	40,500	44,172	15	(3,672)
Parish Life	12,650	10,789		1,861
Adult Education	47,150	48,818	16	(1,668)
Congregational Development	18,200	15,475		2,725
Communications	78,100	66,402	17	11,698
Administration	355,360	380,972	18	(25,612)
Giving	46,100	34,595	19	11,505
Buildings and Grounds	338,000	332,673		5,328
Program Support	41,100	38,786	20	2,314
Diocesan Pledge	480,000	480,000	21	-
Outreach	166,830	154,893	22	11,937
Transfers to Restricted	-	14,475	23	(14,475)
Reserves	-	-	24	-
TOTAL MISSION	5,168,313	4,875,893		292,420
Increase(Decrease)			_	
in Net Assets		311,014	25	

2016 YEAR END FINANCIAL REPORT

Notes on the 2016 Results:

- 1. **Pledges**: Our delinquency for 2015 was 7.25% and we budgeted for an 5% delinquency for 2016, based on historical averages. Our actual delinquency rate for 2016 was 4.7%. The \$74,620 variance for the year was accounted for by non-renewal of three pledges, which were figured into the 2016 budget. At our midyear budget renewal, we estimated that shortfall, offset by expected savings in Personnel from open positions and elected not to adjust the budget at midyear. We are grateful for the generosity of all of those who contributed to our ministry in 2016.
- 2. **Special Gifts**: We finished within \$2,375 of our budget in a transition year, which is an extraordinary result.
- 3. **Special Offerings**: This category includes Christmas and Easter offerings, mail gifts, bequests and special collections. We received \$16,000 more in Christmas offerings than we budgeted for. This category also includes \$10,000 for underwriting for major Giving events, which were not included in the Giving budget.
- 4. Parking Lot Income: We continue to operate under a month-to-month contract with Perfect Parking, Inc.
- 5. **Building Usage**: This line item consists of donations for the use of our property. We had more film shoots than we budgeted for in 2016, accounting for the positive variance in Building Usage. It is impossible to predict how many opportunities we will be able to accommodate in any given year.
- 6. **Endowment Income**: Endowment income is based on 5% of the balance of endowment funds averaged over the past four quarters.
- 7. Interest/Dividend Income: Because interest rates are so low, we do not budget for interest income; our income in this line item consists of returns from an investment in Beacon Housing and proceeds from stock transfers (having to do with the timing of stock sales).
- 8. Offsets to Expenses: These are "offsets" to expenses such as weddings, funerals, retreats, education offerings and any other programs that generate revenues to offset expenses in program budgets, including choir registration fees. The positive variance consists of income from our adult education offerings, offsets for Children, Youth and Families (CYF) programs and for funeral expenses, and reimbursements from film companies for our custodial labor during shoots.
- 9. **Columbarium Income**: Income generated by sales of columbarium niches is divided equally between General Endowment and Capital Restricted Projects. These transfers are shown below in Transfers to Restricted.
- 10. **Transfers from Restricted**: We move \$5,000 annually into our outreach budget from a restricted fund which receives income designated for outreach. As we have consistently done in recent years, in 2016 we moved cash available at the end of 2015 from Net Assets available for Future Use into the 2016 operating budget. The amount transferred in 2016 was \$200,669.
- 11. **Personnel**: The savings we show in 2016 are from open positions in a clergy position as well as savings resulting from not having a rector on staff for two months more than we had budgeted for. There were also savings in custodial and administrative staff throughout the year, savings in health insurance (rates below projection at budget time), savings in Worker's Compensation insurance and unused staff continuing education funds and staff search funds.
- 12. Worship: The negative variance is covered by a positive variance in Offsets to Expenses on the income side (see note 8) for Easter and Christmas flowers.
- 13. **Music**: The 2016 budget did not include instrumentalists for Christmas, Homecoming or All Saints Day. Instrumentalists for Christmas were funded by special gifts, and instrumentalists for All Saints Day were funded by the Quasi-Endowment bequest of George Unger.
- 14. **Pastoral Care**: The Pastoral Care line items include budgets for weddings and funerals, which are impossible to predict (the corresponding income for weddings and funerals appears in "Offsets to Expenses," above). The

Pastoral Care program spending was within budget; the variance is due to funeral expenses over budget and is compensated for by a positive variance in Offsets to Expenses.

- 15. Children, Youth and Families (CYF): CYF was over budget in 2016 due to shortfalls in payments for Parish Camp.
- 16. Adult Education: Adult Education was not over budget in programming; offsets (income) for the adult programs were over budget (see Offsets to Expenses, above) and compensated for the variance shown in the adult education program budget.
- **17. Communications**: Savings in communications are in reduced printing costs for monthly newsletters (the bulk go out electronically now) and brochures which are now produced in-house.
- 18. Administration: The variance in Administration is accounted for primarily by spending for IT expenses, due to unplanned network, storage and power issues, necessitating hardware spending over our budget. Additionally, increased credit card processing costs caused our bank fees spending to be over budget.
- 19. Giving: Giving events were underwritten by \$10,000 in special offerings this year (see Special Offerings in Income).
- 20. Program Support: This line includes kitchen supplies and Sunday parking expenses.
- 21. **Diocesan Pledge**: In 2016 we gave 10% of our Normal Operating Income to the diocese (per a diocesan formula, consisting of pledges, special gifts, building and parking income and endowment income), based on our 2015 actual income.
- 22. **Outreach**: Savings were in areas of printing, postage and supplies. All grants were given.
- 23. **Transfers to Restricted**: These funds are from columbarium sales; \$14,475 was divided evenly between General Endowment and the restricted Capital Projects fund, per our Columbarium policy.
- 24. Reserves: Reserves were not budgeted for in 2016.
- 25. Increase in Net Assets for Future: Acknowledging the \$200,669 transferred from a restricted fund (see note 10 above), we finished 2016 in the black by \$311,014. Consistent with recent years' practice, a portion of these funds may be used in the 2017 budget.

Building Project and Capital Campaign

	2016	F	Project to Date
Pledge Payments Received + Income	\$ 1,484.77	\$	11,223,078.10
Expenses	(22,682.67)		(8,965,676.91)
Cash Balance 12/31/2016		\$	2,257,401.19

Operating Fund Pledge History

The table below shows the pledge history as reflected in the operating results. The 2017 Campaign, as of February 13, 2017, has received 1,064 pledges for a total of \$3,622,164.

Year	2012	2013	2014	2015	2016
Number of Pledges	1160	1149	1142	1187	1185
Average Pledge	\$3,217	\$3,237	\$3,322	\$3,375	\$3,241
Gross Pledge Amount	\$3,731,835	\$3,719,052	\$3,793,154	\$4,005,602	\$3,840,418
Gross Pledge Change	(1.5%)	(0.3%)	2.0%	5.6%	(4.1%)
Pledge Revenue Received*	\$3,643,878	\$3,809,051	\$3,843,746	\$3,933,693	\$3,876,292
Pledge Delinquency Rate	4.4%	4.4%	5.0%	7.25%	4.7%

*Pledge Revenue Received includes both current year pledge payments and late payments on the previous year's pledge. It also includes non-pledging members' gifts (approximately \$200,000 a year).

Outreach Grants to Outside Agencies

	2014	2015	2016
Abrahamic Faiths Peacemaking Initiative	\$1,000	\$2,000	\$1,500
AIDS Service Center	10,000	-	-
Brady Center to Prevent Gun Violence	-	-	1,500
Citizen's Climate Education Corporation (CCEC)	-	-	1,500
Clergy and Laity United for Economic Justice (CLUE)	2,000	5,000	5,000
Coalition for Human Immigrants Rights (CHIRLA)	-	-	1,500
Day One	7,500	5,000	5,000
Friends in Deed	2,500	7,500	7,000
Episcopal Relief and Development	2,000	-	-
Friends of Sabeel	1,000	1,000	1,000
Global AIDS Interfaith Alliance (GAIA)	7,500	5,000	5,000
Grace Center/Five Acres	2,500	4,000	5,000
Hillsides Family Center	5,000	7,500	10,000
Homeboy Industries	-	-	1,500
Housing Works	5,000	5,000	-
Institute for Healing Memories – North America	-	-	1,000
Interfaith Communities United for Justice and Peace			
(ICUJP)	2,000	1,000	1,000
Muslim Public Affairs Council (MPAC)	3,500	3,500	5,000
National Day Laborer Organizing Network	-	-	1,500
P&J Discretionary Grants	10,000	20,000	12,000
Progressive Christians Uniting (PCU)	2,000	2,000	1,000
Union Station	10,000	10,000	10,000
Women Against Gun Violence	-	-	1,500
Women's Room	5,000	-	-
Young & Healthy	10,000	10,000	10,000
TOTAL	\$88,500	\$88,500	\$88,500

Endowment Funds Summary

General Endowment Fund		
Church Investment Group (CIG) Episcopal Federal Credit Union	\$ \$	984,842.16 56,142.10
Total General Endowment	\$	1,040,984.26
Regas Peace & Justice Endowment Fund		
CIG Fund	\$	177,274.67
Total Regas Peace & Justice Endowment	<u>\$</u>	177,274.67
Quasi-Endowment Fund		
CIG Fund City National Bank	\$ \$	573,159.66 373,421.42
Total Quasi-Endowment	<u>\$</u>	946,581.08
GRAND TOTAL ENDOWMENT FUNDS	<u>\$</u>	2,164,840.01
Koos Bequest Fund		
Marge Maiden Bequest Fund		
City National Bank	<u>\$</u>	42,679.39
GRAND TOTAL BEQUEST FUNDS	<u>\$</u>	42,679.39



All Saints Church warmly thanks everyone in our community who generously committed a pledge in support of our 2016 annual operating budget:

Anonymous (52) Barbara Ackermann **Greg Adams** Susan Adkins Mark Afram Tamina Agha Lucio Aguirre John & MaryAnn Ahart Paul & Anne Ahrens Grace Ajilore Shizuko Akasaki Jim Albarano & Derek Wan Rhonda Albey Karen Alexander & Kurt Johnstad Sam & Janette Alibrando **Terese Alirez** Tom Allen Donna Ambrogi Sasha & Bill Anawalt Cheryl Andersen O'Colmain Jamie & Polly Anderson **Kimberly Anderson** Kristin & Shannon Anderson Mark & Alison Ankeny **Robert & Gloria Antall** Stephen Antisdale Lynn Aponte Perky & Ron Apperson **Billy Arcila** Tom Armentrout-Wiswall Mike Arnold & David Park Rigoberto & Eva Arrechiga Peter & Paula Arvedson Carolyn Ash Frank & Winnie Ashford William Atsumi Margi Austin Arturo Aviña & Ricardo Moreno **Ralph Ayers** Ingrid Baartman Mike & Carole Babcock **Catherine Babcock** Joseph Babeu Joan Baca Lorenzo Bacani Ed Bacon & Hope Hendricks-Bacon Paula Bailey Donald & Caroline Baker Clif & Rosemary Baker

David Baker & Lynsey Ruangchan Aline & Danny Bakewell Carissa & Pam Baldwin-McGinnis **Betty Bamberg** David & Janelle Banales Shannon Bankhead Linda Banks Francis Banks Tara Bannister Gail & Robert Bardin Charles & Kate Barker **Greg Barnes** Susie Barnes Jamie Barnett Diana C. Barney **Bruce Barrett** Barbara Barrett-Byrne Randall Bartman & Beth Houskamp Mary Bassel Charles & Wendy Bayer Sondra Bayz Tarouilly & Jim Tarouilly Michael Bearden & Patricia Marquez **Richard Beatty Gabrielle Beauvais** A. Gillett Bechtel Peter Bechtel Lorraine Becker Holly Becker Downs & Dermott Downs Edward Beckett & Sharon **Bailey-Beckett** Barbara Beckham Susan Becton John & Deborah Bednarski Marcia Behar Elizabeth Bell Barbara Bell Jay Belloli Beatriz Beltrán Gary Bennett Holly Benson **Christine Berardo** Robert & Bya Berger Don Bergmann Matthew Berkley Jonathan & Kimberly Berry Sandy Biery Richard & Susan Biggar

Robert Bilheimer Liza Billington Toni Bird Nancy Bird Cindy Bishop & Mark Tsagalakis Irene Black **Bob Black** Julie Fox Blackshaw Kelli Blanchfield **Rick Bolton & Katie Mills** Jim Bond Linda & James Bonn Sheri Bonner & Mark Mastromatteo Roman Borek Brian Borlongan Hilda Boulware Cathryn Bowman Talia Bowman Phyllis Boyajian Mark Braden Tom Brady David & Johanna Brandvik Cory Brendel Amy Brenneman Joyce Breslin Sharon Brock Kim & Stephen Brorby Alicia Brossy de Dios Ada Brown Susan Brown Edward C. Brown April Browne Jean Bruce Poole Bob & Therese Brummel Christopher & Deana Brunwin Gayle Bryce Amanda Baughman Mary Bucci Bush Bobby Buchanan & Russ Lee **Richard Bunce** Margaret Burdge Michael Burr Peggy Burt Shirley T. Burton **Betye Burton** Juana Ivett Busby James Busby **Tiffany Bussard** Joy Bustrum & Scott Garrels

John & Jamie Butterworth Edichi Byerly Ingrid Calme John & Susan Caldwell **Beth Calleton** Ed Cameron Daniel & Susie Campana Julie Campoy Wendy Cano Diana Carbajal Mejia & Juan Mejia Paul & Susan Carey Amanda Carlin & Fred Sanders **Robert & Maureen Carlson** David & Shandy Carlson Greg Carlsson & Craig Monden John & Ginny Carr Rosie & Mehdi Emrani Carlos Carrillo Karen Carrillo Veronica Carrizales Lorna Carry Wayne & Judy Carter Thomas Castañeda & **Richard von Ernst** Christopher Castaneda & Jamie Weber Castaneda Nikki Cavalier & Paul Castro Blaine & Virginia Cavena **Phyllis Chambers-Emmons** Kyle & Elizabeth Champion Anne Chaney & Matt Brewer Elizabeth & Joshua Chase **Tink Cheney** Celesta Cheney-Rice Jacqueline Chilin Martha Chowning & Jonathan Groff **Roxanne Christ Dorothy Christ** Huw & Rachel Christopher Henry Chu & James Baer James W. Ciccolo **Bob Cipriano** Tena Clark & Michelle LeClair Marlan Clarke Carol Clary Virginia Classick & Chuck Rossie

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