

FINANCIAL REPORT — JANUARY 1 to DECEMBER 31, 1993

(All reports to be typed.
Keep Mission Financial Report separate from Parish Financial Report.)

CITY: Oakland PARISH: St. Leo the Great

TELEPHONE: (510) 654-6177

RECEIPTS

DESCRIPTION AMOUNT

PARISH OPERATING INCOME:

1. Plate Collections	163,161.05
a. Sundays, Holy Days	14,143.25
b. Christmas	11,576.78
c. Easter	
2. Other Parish Collections (e.g., school, diocesan assessment, Mission, Purchase specific items)	
3. Sacramental Services (Marriages, Baptisms, & Funerals)	3,850.00
4. Votive Candles	
5. Auxiliary Services	1,646.17
a. Religious goods, pamphlets, publications	
b. Facility deposits	6,598.00
c. Return of advances to parish organizations	
6. Social Events (e.g., Bingo, Bazaar, Festival, etc.)	1,696.24
7. Donations: Cash, Securities (from groups, individuals)	9,853.00
8. a. Interest	4,956.25
1) Diocese	305.98
2) Other	34,595.29
b. Rent	
TOTAL (1-8 inclusive)	252,392.01
OTHER SOURCES OF CASH:	
9. Bequests	2,000.00
10. Parish Drive Income	16,831.00
11. New Diocesan Loans	
12. Withdrawals from Diocesan Savings	4,000.00
13. Subsidies	
a. Diocesan Subsidy	
b. Needy Parish Subsidy	

DISBURSEMENTS

DESCRIPTION AMOUNT

PARISH OPERATING EXPENSE:

1. Salaries	12,000.00
a. Clergy	3,217.80
b. Extra Clergy	
c. Religious Pastoral Associate	
d. Clergy FICA Reimbursement	1,000.00
e. Clergy retreats, book allowance, seasonal gratuities, autumn-bible insurance reimbursement	1,383.00
2. Salaries	99,219.21
a. All Others	1,000.00
b. Seasonal gratuities	369.14
3. Choir	4,400.16
4. Votive Candles	327.89
5. Auxiliary Services	997.75
a. Religious goods, Pamphlets, publications	100.00
b. Returns of facility deposits	
c. Advances to Parish Organizations	
6. Social Events	396.99
a. Fund-raising event expense	3,121.99
b. Non-fund-raising event expense	
7. Administrative Office Expense	16,495.30
8. Regular Maintenance	2,733.82
a. Parish plant	
b. Parish car	
9. Rectory support	19,930.02
10. Parish School Subsidy	3,000.00
11. Religious Education	1,878.05
a. CCD subsidy	195.93
b. RCIA	698.58
c. Adult Education	
d. Bishop's confirmation stipend	
12. Utilities	13,235.15
a. Gas & Electric	2,926.53

1. Refunds, Advancements	2,722.50
2. RCTA & Adult Education Fees	278.50
3. Other ministries income	886.87
4. Confirmation offerings	
5. Property Sales	
TOTAL (9-15 inclusive)	25,127.20

EXTRA PAROCHIAL RECEIPTS

16. Special Collections	507.50
a. Seminary	
b. Social Concerns (Black and Native American Missions)	472.00
c. Catholic Relief Services (Laetare Sunday)	622.00
d. Holy Land (Good Friday)	526.00
e. Catholic Charities Appeal	
f. Holy Father	480.50
g. Catholic Univ. & Latin America	633.00
h. Propagation of the Faith	1,312.50
i. Campaign for Human Development	770.00
j. Mission Cooperative Plan	756.50
k. Other (Please specify)	446.00
Eastern Europe	
Rice Bowl	771.00
Religious Retirement	1,034.00
Miscellaneous	1,000.00
TOTAL (16)	9,331.00

17. Catholic Voice	1,455.00
18. (Do not use)	
19. (Do not use)	
TOTAL (17-19 inclusive)	1,455.00

TOTAL (1-19 inclusive)	288,305.21
January 1, 19 93 Balance	33,840.68
GRAND TOTAL	322,145.89

13. Interest	4,474.00
14. Other Ministries	5.40
a. Youth CYO	
b. Services	29.16
c. Special	732.35
d. Parish Council Finance Committee	
15. Taxes	2,957.30
1. Property	
2. Law Employee FICA	6,414.85
b. Insurance	
1. Diocesan Package (property, parish, auto, Workers' Comp)	8,500.00
2. Clergy, Religious & Lay Employee Medical Dental	9,149.96
3. Lay Pension Plan	2,168.53
6) Unemployment Insurance	376.22
TOTAL (13-15 inclusive)	225,232.11

OTHER USES OF CASH:

16. a. Interest on Diocesan Debt	
b. Repayment of Diocesan Loan	2,145.00
17. a. Deposits to Diocesan Savings	60.00
b. Parish Charity	
c. Subsidies to Needy Parishes	75.00
d. Parish Drive Expense	
18. a. Preventive Maintenance	5,509.23
b. New Equipment & Furnishings	5,611.75
c. New Parish Car	
19. a. New Construction	21,022.81
b. Major Improvements	
TOTAL (16-19 inclusive)	34,423.79

EXTRA PAROCHIAL DISBURSEMENTS:

20. a. Diocesan Assessment	30,054.84
b. Special Collections (must agree with #16 Total Receipts)	9,331.00
21. Catholic Voice Expense	2,905.60
TOTAL (20-21 inclusive)	42,291.44

TOTAL (1-21 inclusive)	301,947.34
December 31, 19 93 Balance	20,198.55
GRAND TOTAL	322,145.89

ESTIMATED TOTAL POPULATION	CATHOLIC POPULATION	AVERAGE SUNDAY MASS ATTENDANCE	NO. OF BAPTISMS	NO. OF MARRIAGES	NO. OF FUNERALS	NO. OF CONVERTS	NO. OF COMMUNIONS
16,500	4,500	616	Infant 35 Adult 7	Catholic 2 Mixed 8	26	4	Total 35,896 For the sick 2,872
NO. OF FIRST COMMUNICANTS	NO. CONFIRMED	SACRAMENT OF THE SICK	DATE OF LAST CENSUS	END OF YEAR TOTALS			
17	10	165	1988	Chancery Debt Balance 89,621.00 + INTEREST Chancery Savings Balance 51,696.73			

NUMBER OF PUPILS IN PARISH CATECHETICAL MINISTRIES:

Elementary 64 Youth 31 Early Childhood Family 39

SCHEDULE OF CATECHETICAL MINISTRIES:

Elementary Children's Catechumenate (non-initiated): Sun. 11-12:15. Christian Formation (initiated): Sun. 9:45-10:45
 Youth Ministry Youth Group Mon 6:30-8:15 PM/ minicourses Wed Early Childhood Family Ministry Nursery/ C/M (masses) / Children's
 7:00-8:30PM/ Christian Formation -Jr/Sr-Sun 9:45-10:45 Catechumenate Sun: 11 - 12:15PM

Number on Parish Staff: PRIESTS 1 SISTERS 0 LAY PERSONS 3FT/5PT DEACONS, BROTHERS, SEMINARIANS 0
SALARIED PARISH STAFF: (INCLUDE Sisters, professionals, catechetical personnel, housekeeper, EXCLUDE Clergy and School Staff)

NAME	POSITION	GROSS MONTHLY SALARY	NAME	POSITION	GROSS MONTHLY SALARY
1)					
2)					
3)					
4)					
5)					
6)					
7)					
8)					
9)					

ATTENTION

Refer to the **1993 Parish Personnel Report Form**. Include all persons, salaried, hourly, full and part time. Exclude Clergy.

1. Review the information provided. Make any corrections, misspelled names, titles, etc.
2. Indicate the appropriate status for hours worked per week: PT (20+), PT (less 20) or FT (37.5+)
3. If part-time, record the average weekly hours worked.
4. Record the Gross Annual Income.
5. For new employees, list the appropriate data on the blank form for 1993.

BANK ACCOUNTS

(The Corporation Sole and the Welfare Corporation provide the umbrella of tax exemption to the parish, school, parents' groups, Altar Society, Bingo Committee, Festival, etc. Tax law defines these groups as controlled by the Diocese and part of it. Therefore, please list the bank accounts of the parish, school, and all societies, groups, or association which are part of the parish.)

NAME of ACCOUNT	ACCOUNT #	CHECKING or SAVINGS	BANK and BRANCH	BALANCE AS OF DECEMBER 31, 1993
St. Leo's Church	05604-00203	Checking	Bank of America/Rockridge	19,319.78
St. Leo's Church	059-8076612	Checking	Great Western Bank/Rockridge	878.77

PARISH SCHOOL (To be taken from the school financial report for the fiscal year ending June 30th.)

Total Receipts	770,853.66
Total Ordinary Expenditures	759,447.36
Total Capital Expenditures	58,299.06

CATECHETICAL MINISTRY

Total Receipts	0.00
Total Expenditures	0.00
Amount transferred from Parish	0.00