

**Camp Washington- Cathedral Planning Retreat
Annual Meeting of the Cathedral Chapter
January 09, 2016**

I. Opening of the meeting

- a. Opening Prayer
- b. Call to order
- c. Additions to the Agenda
- d. October Minutes

II. Election of Officers

- a. Secretary
- b. Treasurer
- c. Assistant Secretary
- d. Assistant Treasurer

III. Financial Report

- a. **Y-T-D Report**

IV. General Updates

- i. Installation service (Dean & Canon from Arbedeen)
- ii. Staff reconfiguration- Interim period

V. 2016 Budget

VI. Other Business

VII. Adjournment

VIII. Holy Communion & Benediction

Next Chapter Meeting Day: April 26- 6:00 p.m. - Christ Church Cathedral

Christ Church Cathedral, Hartford
Quarterly Meeting of the Cathedral Chapter
October 13, 2015

In attendance: Joanne A. Ames, June Aziz, the Rev. Michel Belt, the Rev. Canon Jerry Carroon, the Rev. Canon Barbara Cheney, Robert Coykendall, the Rev. Harlon Dalton, the Right Rev. Ian Douglas, Janice Faulkner, the Rev. Jack Gilpin, the Rev. Sharon Gracen, Lucy Groening, Courtney Hanson, the Rev. Canon Tim Hodapp, the Rev. Canon Ellendale Hoffman, the Rev. Miguelina Howell, Cindy Hursty, the Rev. J. Enrique Irizarry, Heather Jordan-Greaves, Daniel Kingman, Peggy Ornell, Bernard Senior, the Rev. Linda Spiers, Carlene Taylor, the Rev. Heidi Truax, the Rev. Elsa Worth.

I. Opening of the meeting

- a. The meeting was opened at 6:00pm with a prayer by Bishop Douglas, followed by dinner.
- b. At 6:35 the meeting was called to order by Bishop Douglas, followed by an opening prayer by Michel Belt.
- c. There were no additions to the agenda.
- d. There being no additions or corrections to July minutes, Michel Belt moved that they be received, seconded by Robert Coykendall. Passed unanimously.

II. Decision on Cathedral Discernment Task Force Recommendations

Bishop Douglas outlined the history over the past few years of the decision facing the Chapter. The Discernment Task Force was created to investigate the following questions:

1. What is a cathedral?
2. What kind of a cathedral might the ECCT need or want?
3. Should Christ Church Cathedral be that cathedral?
4. What might this particular body of Christ on the corner of Church and Main have to do with what God is up to in the city of Hartford?

Bishop Douglas spoke highly of the exemplary and thorough work of the task force in researching these questions, the end result of which is the report with recommendations being considered tonight. After prayerful consideration over the summer, the Bishop has identified Camp Washington and Christ Church Cathedral as two potential resources to help members of the ECCT to live into their vocation as disciples and apostles. The vision of the Discernment Task Force actually simply renews (and expands) the original vision of Bishop Brewster for a cathedral, which heretofore has not been fully realized, impeded by Connecticut parochialism and the sense that Christ Church remained a parish, complete with Diocesan Pledge. The Bishop suggested that the report be seen as an invitation to the ECCT as a whole to live into a new, less parochial vision.

Harlon Dalton, the Task Force Convenor, outlined a few changes to the text of the report as submitted to chapter in July (See attached Chapter packet, pp. 14-24). Most importantly there were a few additions to emphasize that this vision of a cathedral is an attempt to articulate

how all might be better followers of Christ Jesus. Another change clarified that the function of a cathedral is to “Assist the bishops in their role as the public face and voice of the Episcopal Church.” A few other changes were made to clarify the text. This slightly revised version will be presented to convention, should it be recommended by chapter.

Lucy Groening summarized the Parish Committee Report to Chapter (see attached Chapter packet, pp. 5-10). Page 5, the summary page, concludes “the Cathedral Congregation has expressed consent to live its vocation as a Cathedral in the 21st century, serving God’s mission and God’s people in the Episcopal Church in Connecticut as outlined in the Discernment Task Force Report.” Appendix I outlines the extensive process undertaken from July to September 2015 to obtain feedback from all members of the cathedral congregation through a number of different media, including parish forums, questionnaires, and one on one conversations. Appendix II outlines ways in which members of the congregation feel that Christ Church Cathedral is presently living into its vocation as cathedral, and ways in which it hopes to grow. Appendix III outlines concerns that were expressed about implementation of this new vision, and how it might effect the worship experience of the congregation.

Bishop Douglas pointed out that the Discernment Task Force vision will in fact represent a breaking with recent Connecticut tradition of a cathedral functioning as a parish church, and a returning to an older tradition of a cathedral which truly embodies the aspirations of the entire ECCT.

Bishop Douglas presented the Task Force’s resolution to the chapter for consideration:

RESOLVED, the 231st Convention of the Episcopal Diocese of Connecticut expresses its appreciation to the members of the Cathedral Discernment Task Force for its faithfulness in assisting the Episcopal Church in Connecticut to consider the role and function of a cathedral in our diocese in the 21st century;

AND BE IT FURTHER RESOLVED that this Convention affirm that Christ Church Cathedral in Hartford, Connecticut shall continue to serve as the diocesan cathedral as outlined in the July 14, 2015 Cathedral Discernment Task Force Report;

AND BE IT FURTHER RESOLVED that the Bishops, Chapter and Dean of Christ Church Cathedral collaborate with the Executive Council/Board of the Missionary Society (or its successor) to assist the Cathedral to realize the vision presented in the Cathedral Discernment Task Force Report and to become an even more vital resource for all Episcopalians in Connecticut to participate in God’s mission.

At this point chapter members divided into groups of two to discuss this resolution.

Discussion followed this break. Several points were clarified:

- The recommendations outlined in the report are just that, a commendatory resolution that suggests a vision of a cathedral for the ECCT. Negotiating the particularities of that vision will involve all voices within the ECCT, which the cathedral congregation will now be committing to serve.
- It was agreed that the wording of the Mission Statement (p. 13 of Chapter packet) would be revised, either by omitting the first sentence, or recasting it as a positive rather than negative statement.
- While there will clearly be change for the cathedral congregation, a benefit will be renewed energy coming from the entire ECCT supporting cathedral programs.
- There will very likely be a need for revision of the makeup and/or bylaws of the cathedral chapter.

Jack Gilpin moved that the chapter move the above resolution, seconded by June Aziz.

After brief discussion, the floor was closed by unanimous consent.

Vote was taken by raising hands. The motion was approved unanimously by all voting members present.

Bishop Douglas took this opportunity to personally thank Harlon Dalton for his tireless and exemplary work in shepherding the Discernment Task Force through months of hard and far ranging work, capably assisted by other members of the Task Force and Leslie Jones. The entire chapter joined Bishop Douglas in applauding the work of the Task Force.

At this point staff members were excused from the meeting for the ensuing discussion.

III. Transition Committee Report

Bishop Douglas outlined the history of the present transition process. The Letter of Agreement with the present Vicar, Miguelina Howell, states that she can be a candidate for Dean of the cathedral. Bishop Douglas has stated that, subject to the recommendation of the Transition Committee, he is prepared to nominate Miguelina Howell for the position of Dean of Christ Church Cathedral. He then called on Tim Hodapp, priest-in-charge consultant, to report on the work of the committee.

Tim Hodapp outlined the work of the committee, consisting of three Parish Committee members and three Chapter members. Their charge was to interview Miguelina Howell and evaluate her suitability as a candidate for Dean, and take measure of the response of the cathedral congregation to her work as Vicar. Rev. Hodapp then turned the floor over to Michel Belt and Bernard Senior, members of the committee.

Michel Belt explained how the committee started from studying the rubric dealing with determining the suitability of calling a priest-in-charge. This was followed by a time of prayer and brainstorming how best to approach this issue. After far-reaching and in depth discussions with Miguelina Howell, soliciting recommendations from others who have worked with her, and considering positive response from the congregation, the committee, as reported to chapter by Bernard Senior, voted unanimously to recommend to Bishop Douglas that he nominate the Rev. Miguelina Howell for the position of Dean of Christ Church Cathedral.

A period of discussion clarified some details of this process. Bishop Douglas then placed the name of the Rev. Miguelina Howell in nomination as Dean of Christ Church Cathedral.

Further discussion was entirely affirmative of Lina Howell's work as Vicar, and her potential to be an outstanding Dean. The only concern raised was that, particularly in light of the retirement of Harlon Dalton at year's end, a new Dean not be presented with an impossible work load. Bishop Douglas responded that he and Lina Howell and Harlon Dalton have been considering this very issue, and that the chapter will be called upon to approve appropriate assistance for the new Dean early in 2016.

Bishop Douglas then called for a vote on his nomination of the Rev. Miguelina Howell for the position of Dean of Christ Church Cathedral, Hartford. The eighteen voting Chapter members present unanimously approved this nomination.

Upon return of the staff members, Lina Howell was greeted as Dean-elect with great applause. She responded that she was humbled, excited, and looking forward to collaborative ministry not only with the Chapter and congregation, but the ECCT as a whole.

IV. Financial Report

- a.** Robert Coykendall summarized the financial report (see attached Treasurer's Report to Chapter). Allowing for withdrawals, market value of endowment funds were down about 2% as of the end of September, compared to Jan. 1. This is a better performance than the S & P 500. Spending continued slightly below budget. The takeout rate from endowment presently is about 6.6%, compared to over 7% in recent years. Overall, finances are presently sound. Michel Belt moved that the Treasurer's Report, pending audit, be received, seconded by Sharon Gracen. Passed unanimously.
- b.** Resolutions
 - i.** Mansfield Youth Education Committee- (See Chapter packet, pp. 25-26). Two amendments were offered to the wording of the resolution
 - 1. Adding words "Cultural Center and the Rawson School" after "Charter Oak"
Moved by Michel Belt and seconded, passed unanimously
 - 2. In the same paragraph, adding "academic" before "year 2015".

Moved by Michel Belt, seconded and passed unanimously.

Resolution #1- Chapter receives the Mansfield Education Committee Report and recommits to its vision of supporting children and youth in the city and in the Cathedral Congregation

BE IT RESOLVED, that the Cathedral Chapter endorses the end of the scholarship program moratorium.

AND BE IT FURTHER RESOLVED that the Cathedral Chapter authorizes the reestablishment of the Scholarship Fund line item in the 2016 budget.

AND BE IT FURTHER RESOLVED that the Cathedral Chapter endorses Christ Church Cathedral's partnership with Charter Oak Cultural Center and the Rawson School for the academic year 2015 in response to the final report of the Mansfield Education Committee, allocating \$20,000 from the Scholarship Fund to support this effort.

The Resolution passed by unanimous vote.

ii. Clergy Housing Allowance- In the fourth paragraph "2015" was corrected to "2016"

Resolution #2- Clergy Housing Allowance

WHEREAS the Rev. Miguelina Howell is employed as a minister of the Gospel by Christ Church Cathedral, Hartford, CT; and

WHEREAS said Cathedral does not provide a residence for her; and

WHEREAS Section 107 of the Internal Revenue Code provides that the amount of a minister's compensation designated in advance by his or her employer as a "parsonage allowance" may be excluded from income for federal income tax purposes to the extent that said amount does not exceed the actual expenses incurred in owning or renting a home, and does not exceed (in the case of home ownership) the fair rental value plus maintenance costs of the home;

THEREFORE the Chapter of Christ Church Cathedral, at a duly noticed meeting, hereby RESOLVES, effective January 1, 2016, that \$44,750.00 of the total compensation paid to the Reverend Miguelina Howell during the 2016 calendar year shall be designated as a parsonage allowance within the meaning of Section 107 of the Internal Revenue Code.

The Chapter of Christ Church Cathedral FURTHER RESOLVES that this designation shall apply to all future years unless it is superseded by a new resolution or the Reverend Howell ceases to be employed by the Cathedral.

The resolution was moved by Robert Coykendall, seconded by Enrique Irizarry, and passed unanimously.

- c. Lina Howell commended the Vicar's Report (see attached Chapter packet, pp. 28-33) to the attention of Chapter members, and mentioned ongoing work on the Cathedral's web site, under the leadership and services of Bernard Senior.
- d. Harlon Dalton drew attention to matters covered in the Grapevine (newsletter) and suggested that the Grapevine be made available to Chapter members on an ongoing basis.

V. Bishop's Remarks

Bishop Douglas reminded all that with the ending of terms, and retirement, Heather Jordan-Greaves, June Aziz, Tom Smith, Linda Spiers, and Michel Belt were attending their last chapter meeting. He voiced his grateful thanks for their service, endorsed by a round of applause from the assembled group.

Finally, Bishop Douglas spoke of the extraordinary job Harlon Dalton has done at Christ Church Cathedral, and how he has, in countless quiet and selfless ways, at great cost to himself, brought the Cathedral through a very difficult time, to where it is now poised to enter a new and exciting era of service. Bishop Douglas articulated the deep appreciation and love felt for Harlon by the entire Cathedral community, and wished him and Jill all the best going forward, this being the last chapter meeting for Harlon. All joined in a hearty round of applause in his honor.

VI. Other business- None

VII. Next meeting date- To be announced

VIII. Benediction and adjournment- At 8:55 pm Michel Belt moved that the meeting be adjourned, seconded by Robert Coykendall. Passed unanimously.

The meeting ended with a heartfelt prayer by Harlon Dalton.

Minutes submitted by Daniel Kingman, Chapter secretary

Christ Church Cathedral					
Income and Expense Statement (UNAUDITED)					
January 1, 2015 - December 31, 2015					
				Current	
		Current Period	Current Budget	Budget Difference	Annual Budget
INCOME	4000				
CONTRIBUTIONS & DONATIONS	4100				
UNRESTRICTED CONTRIBUTION	4101				
Pledges-Current Year	4102	\$133,659.25	\$150,000.00	(\$16,340.75)	150,000.00
Pledges-Prior Year	4103	0.00	300.00	(300.00)	300.00
CSE - CCC Collection	4104 - 100	8,984.95	5,000.00	3,984.95	5,000.00
CSE - Individuals	4104 - 101	4,853.23	9,500.00	(4,646.77)	9,500.00
CSE - Grants	4104 - 102	0.00	8,000.00	(8,000.00)	8,000.00
CSE - Corporations	4104 - 103	3,088.00	3,000.00	88.00	3,000.00
CSE - CCC Allocation	4104 - 104	0.00	2,500.00	(2,500.00)	2,500.00
Hispanic Ministry Grant	4106	23,000.00	20,000.00	3,000.00	20,000.00
Discernment Task Force	4106-001	18,000.00	18,000.00	0.00	18,000.00
General Fundraising	4107	0.00	5,000.00	(5,000.00)	5,000.00
Discretionary Receipts	4108	95.00	0.00	95.00	0.00
Open Offerings	4112	5,480.33	5,500.00	(19.67)	5,500.00
Altar Flowers	4114	2,174.07	2,000.00	174.07	2,000.00
Holy Day Offerings	4115	3,489.57	3,500.00	(10.43)	3,500.00
Non-Pledged Donations	4116	16,006.35	30,000.00	(13,993.65)	30,000.00
Gifts	4117	3,822.10	3,000.00	822.10	3,000.00
Canon Jones Society	4118	1,320.00	2,000.00	(680.00)	2,000.00
Subtotal Unrestricted Contribution	4101	223,972.85	267,300.00	(43,327.15)	267,300.00
ENDOWMENT RECEIPTS	4130				
Fisher Fund	4129	2,500.00	7,500.00	(5,000.00)	7,500.00
Endowment Spending Plan	4131	265,012.03	265,012.24	(0.21)	265,012.24
To Balance Budget Deficit	4132	256,580.76	256,580.76	0.00	256,580.76
St. James Legacy	4135	44,571.54	41,197.15	3,374.39	41,197.15
Loan Principal	4137	64,437.63	64,437.62	0.01	64,437.62
Loan Interest	4138	54,777.21	54,777.22	(0.01)	54,777.22
Scholarship- Youth	4139	20,000.00	0.00	20,000.00	0.00
Mansfield Continuing Ed.	4141	5,491.18	15,000.00	(9,508.82)	15,000.00
Clergy Discretionary	4142	18,828.12	20,000.00	(1,171.88)	20,000.00
General - St. James	4143	2,720.00	2,720.04	(0.04)	2,720.04
Canon Jones	4144	1,500.00	1,500.00	0.00	1,500.00
Subtotal Endowment Receipts	4130	736,418.47	728,725.03	7,693.44	728,725.03
Subtotal Contributions & Donations	4100	960,391.32	996,025.03	(35,633.71)	996,025.03
INCOME TR-BENE PAYMENT	4150				
UNRESTRICTED TRUST INCOME	4151				
Franz Liesche	4152	1,065.84	1,947.00	(881.16)	1,947.00
Georgia Stone	4153	123,275.00	94,734.00	28,541.00	94,734.00
Josephine Goodwin	4154	52,631.76	44,031.00	8,600.76	44,031.00
Leonora Polacek	4155	5,727.53	5,890.00	(162.47)	5,890.00
Brown Memorial	4156	39,283.25	32,503.00	6,780.25	32,503.00
Keney/Whitmore/Goodwin	4157	13,202.52	11,480.00	1,722.52	11,480.00
Subtotal Unrestricted Trust Income	4151	235,185.90	190,585.00	44,600.90	190,585.00
TEMP RSTRCTD TRUST INCOME	4158				
Faith Collins	4159	16,987.42	14,916.00	2,071.42	14,916.00
Subtotal Income Tr-bene Payment	4150	252,173.32	205,501.00	46,672.32	205,501.00
OTHER REVENUE	4180				
Gift Shop	4181	1,536.96	1,000.00	536.96	1,000.00
Diocesan House Events	4182	5,000.00	5,000.00	0.00	5,000.00
Rent - Apartment	4183	12,600.00	12,600.00	0.00	12,600.00
Facility Usage	4188	10,230.00	4,400.00	5,830.00	4,400.00
Merrill Lynch Investments	4190	0.00	(149.00)	149.00	(149.00)
Insurance Claim	4191	60,320.56	0.00	60,320.56	0.00
Subtotal Other Revenue	4180	89,687.52	22,851.00	66,836.52	22,851.00
TOTAL CASH INFLOWS		1,302,252.16	1,224,377.03	77,875.13	1,224,377.03

Christ Church Cathedral					
Income and Expense Statement (UNAUDITED)					
January 1, 2015 - December 31, 2015					
				Current	
		Current Period	Current Budget	Budget Difference	Annual Budget
EXPENSES	5000				
PARISH & CATHEDRAL PROGRA	5100				
INREACH	5110				
Christian Formation	5110-112	\$873.16	\$1,000.00	(\$126.84)	1,000.00
Parish Forum Expenses	5110-113	14.07	500.00	(485.93)	500.00
Children and Youth	5110-116	222.41	2,000.00	(1,777.59)	2,000.00
Leadership & Development	5110-117	1,207.21	1,500.00	(292.79)	1,500.00
Parish Consulting	5110-118	1,895.00	2,000.00	(105.00)	2,000.00
Parish Comm/Lead Team Sup	5110-122	151.90	1,000.00	(848.10)	1,000.00
Parish Ministry Team Supp	5110-123	464.22	1,000.00	(535.78)	1,000.00
Pastoral Care	5110-124	185.13	800.00	(614.87)	800.00
New Member Incorporation	5110-125	0.00	500.00	(500.00)	500.00
Preservation / Archives	5110-126	1,449.76	1,500.00	(50.24)	1,500.00
Subtotal Inreach	5110	6,462.86	11,800.00	(5,337.14)	11,800.00
TARGETED EVANGELISM	5120				
Downtown Hartford	5120-001	500.00	500.00	0.00	500.00
Young Adults (20's & 30's	5120-002	946.15	750.00	196.15	750.00
Capital Community College	5120-003	0.00	500.00	(500.00)	500.00
Hartford Latino Communiti	5120-005	500.00	500.00	0.00	500.00
Subtotal Targeted Evangelism	5120	1,946.15	2,250.00	(303.85)	2,250.00
MUSIC	5130				
Music Program Development	5130-001	2,170.47	750.00	1,420.47	750.00
Local Music Schools	5130-002	0.00	800.00	(800.00)	800.00
Festival Music	5130-003	918.96	750.00	168.96	750.00
Music Permissions / Library	5130-004	1,975.25	2,500.00	(524.75)	2,500.00
Music Supplies	5130-005	735.65	750.00	(14.35)	750.00
Cathedral-Wide Music Event	5130-006	2,750.00	1,420.00	1,330.00	1,420.00
Subtotal Music		8,550.33	6,970.00	1,580.33	6,970.00
WORSHIP SUPPORT	5150				
Altar Flowers	5150-151	8,249.00	6,500.00	1,749.00	6,500.00
Vestments/Altar Apptments	5150-152	1,753.02	2,000.00	(246.98)	2,000.00
Worship Supplies	5150-153	3,475.22	4,500.00	(1,024.78)	4,500.00
Church by Pond Min Dev	5150-156	2,286.68	2,500.00	(213.32)	2,500.00
Acolyte Support	5150-158	433.51	500.00	(66.49)	500.00
La Catedral Ministry Dev	5150-160	2,630.37	3,500.00	(869.63)	3,500.00
Subtotal Worship Support	5150	18,827.80	19,500.00	(672.20)	19,500.00
HOSPITALITY	5160				
Parking	5160-161	8,202.80	9,000.00	(797.20)	9,000.00
Fellowship Hour Expenses	5160-162	896.00	2,500.00	(1,604.00)	2,500.00
Parish Mtg/ Event Expense	5160-163	5,592.79	3,500.00	2,092.79	3,500.00
Misc. Hospitality	5160-164	1,629.89	1,000.00	629.89	1,000.00
Cathedral Mtgs/Events	5160-166	4,634.18	5,000.00	(365.82)	5,000.00
Visitor Welcome Expenses	5160-167	154.21	500.00	(345.79)	500.00
Subtotal Hospitality	5160	21,109.87	21,500.00	(390.13)	21,500.00
COMMUNICATION	5170				
Newsletters/Web/SocMedia	5170-001	479.50	1,500.00	(1,020.50)	1,500.00
Spanish Translations	5170-002	4,137.76	4,000.00	137.76	4,000.00
Print Materials	5170-003	2,332.11	2,500.00	(167.89)	2,500.00
Subtotal Communication	5170	6,949.37	8,000.00	(1,050.63)	8,000.00
DIOCESAN ENGAGEMENT	5180				
Diocesan Pledge	5180-181	94,608.00	94,608.00	0.00	94,608.00
Facilitating Collaboratio	5180-182	300.00	300.00	0.00	300.00
Engaging the Arts	5180-183	500.00	2,500.00	(2,000.00)	2,500.00
Subtotal Diocesan Engagement	5180	95,408.00	97,408.00	(2,000.00)	97,408.00

Christ Church Cathedral Income and Expense Statement (UNAUDITED) January 1, 2015 - December 31, 2015					
				Current	
		Current Period	Current Budget	Budget Difference	Annual Budget
OUTREACH	5190				
BFC/Camp Washington	5190-191	1,000.00	1,000.00	0.00	1,000.00
Hands on Hartford	5190-193	862.20	900.00	(37.80)	900.00
Canon Jones Society Award	5190-194	4,455.20	3,500.00	955.20	3,500.00
Gift Shop	5190-195	132.30	500.00	(367.70)	500.00
Priest-in-Charge Discreti	5190-200	1,922.00	5,000.00	(3,078.00)	5,000.00
Vicar Discretionary	5190-201	7,638.92	10,000.00	(2,361.08)	10,000.00
Deacon Discretionary	5190-202	1,715.86	5,000.00	(3,284.14)	5,000.00
Assistance-Faith Collins	5190-203	18,278.97	19,000.00	(721.03)	19,000.00
Latino Initiative	5190-205	0.00	4,000.00	(4,000.00)	4,000.00
New Ventures	5190-206	23,631.17	15,000.00	8,631.17	15,000.00
CSE-Food	5192-002	14,249.85	14,000.00	249.85	14,000.00
CSE-Supplies	5192-003	3,316.18	1,750.00	1,566.18	1,750.00
CSE-Facilities	5192-004	0.00	2,000.00	(2,000.00)	2,000.00
CSE-Licensing/Certification	5192-005	0.00	1,300.00	(1,300.00)	1,300.00
CSE-Personnel-Janitorial	5192-006	0.00	900.00	(900.00)	900.00
CSE-Personnel-Security	5192-007	0.00	900.00	(900.00)	900.00
CSE-Assistance	5192-008	0.00	1,000.00	(1,000.00)	1,000.00
CSE-Reserve	5192-009	0.00	8,150.00	(8,150.00)	8,150.00
CSE-Administrative Support	5192-010	100.00	0.00	100.00	0.00
Mission Trip/Clergy Pilgr	5199	7,043.54	8,500.00	(1,456.46)	8,500.00
Subtotal Outreach	5190	84,346.19	102,400.00	(18,053.81)	102,400.00
Subtotal Parish & Cathedral Progra	5100	243,600.57	269,828.00	(26,227.43)	269,828.00
SALARIES, WAGES & BENEFITS	5200				
SALARIES AND WAGES	5210				
Salary/Housing/SECA PIC	5210-001	64,507.92	64,508.00	(0.08)	64,508.00
Salary/Housing/SECA Vicar	5210-002	105,474.00	105,474.00	0.00	105,474.00
Salary Music Director PT	5210-003	31,425.00	30,000.00	1,425.00	30,000.00
Salary Organist (PT)	5210-004	10,000.00	15,000.00	(5,000.00)	15,000.00
Salary Choir Section Lead	5210-005	19,070.00	25,520.00	(6,450.00)	25,520.00
Salary Asst Music Directo	5210-006	18,850.00	16,000.00	2,850.00	16,000.00
Salary Cathedral Administ	5210-007	45,077.85	45,813.00	(735.15)	45,813.00
Salary Accountant	5210-008	44,124.96	44,125.00	(0.04)	44,125.00
Salary Assoc for Parish L	5210-009	19,430.40	19,429.00	1.40	19,429.00
Wages Sacristan (PT)	5210-010	10,090.00	8,500.00	1,590.00	8,500.00
Wages Facilities Manager	5210-011	12,851.50	11,960.00	891.50	11,960.00
Wages Cleaning Services	5210-012	35,600.00	34,560.00	1,040.00	34,560.00
Wages Security Services	5210-013	12,249.15	14,642.00	(2,392.85)	14,642.00
Wages Guest Musicians	5210-014	4,780.00	5,500.00	(720.00)	5,500.00
Wages Substitute Organist	5210-015	6,375.00	1,000.00	5,375.00	1,000.00
Wages Clergy Associates	5210-016	7,646.12	5,000.00	2,646.12	5,000.00
Wages Supply Security/Cle	5210-017	0.00	500.00	(500.00)	500.00
Wages Section Leader	5210-018	4,600.00	520.00	4,080.00	520.00
Salary Executive Asst to PIC	5210-019	26,265.12	26,265.00	0.12	26,265.00
Subtotal Salaries And Wages	5210	478,417.02	474,316.00	4,101.02	474,316.00
BENEFITS	5250				
Priest in Charge Cont Edu	5250-001	750.00	750.00	0.00	750.00
Vicar Continuing Educatio	5250-002	189.69	1,500.00	(1,310.31)	1,500.00
Deacon Continuing Educati	5250-003	0.00	1,500.00	(1,500.00)	1,500.00
Music Dir Continuing Educ	5250-004	644.74	750.00	(105.26)	750.00
Admin Staff Continuing Ed	5250-005	435.02	1,500.00	(1,064.98)	1,500.00
Organist Continuing Education	5250-006	0.00	350.00	(350.00)	350.00
Priest in Charge Professi	5250-021	1,418.06	3,000.00	(1,581.94)	3,000.00
Vicar Professional	5250-022	2,723.98	3,000.00	(276.02)	3,000.00
Deacon Professional	5250-023	0.00	1,500.00	(1,500.00)	1,500.00
Music Director Profession	5250-024	571.16	750.00	(178.84)	750.00
Admin Staff Professional	5250-025	3,179.95	3,000.00	179.95	3,000.00
Priest in Charge Pension	5250-041	11,611.44	11,612.00	(0.56)	11,612.00
Vicar Pension	5250-042	18,985.32	18,985.00	0.32	18,985.00
Admin Staff Pension (Comb	5250-043	9,415.56	10,346.00	(930.44)	10,346.00
Music Director Pension	5250-044	2,828.25	2,700.00	128.25	2,700.00
Vicar GLMD	5250-061	22,116.00	21,888.00	228.00	21,888.00
Staff GLMD (Combined)	5250-062	31,509.00	32,727.00	(1,218.00)	32,727.00
Retirees GLMD	5250-063	10,331.25	10,620.00	(288.75)	10,620.00
Employer FICA Match (Comb	5250-100	17,294.41	17,806.00	(511.59)	17,806.00
Workers Comp. Insurance	5250-200	2,724.00	2,717.00	7.00	2,717.00
Subtotal Benefits	5250	136,727.83	147,001.00	(10,273.17)	147,001.00
Subtotal Salaries,wages & Benefits	5200	615,144.85	621,317.00	(6,172.15)	621,317.00

Christ Church Cathedral					
Income and Expense Statement (UNAUDITED)					
January 1, 2015 - December 31, 2015					
				Current	
		Current Period	Current Budget	Budget Difference	Annual Budget
FACILITIES & ADMIN.	5300				
UTILITIES	5310				
Electricity	5310-001	26,758.74	25,000.00	1,758.74	25,000.00
Gas/Oil	5310-002	47,625.14	35,000.00	12,625.14	35,000.00
Water	5310-003	3,366.12	3,400.00	(33.88)	3,400.00
Subtotal Utilities	5310	77,750.00	63,400.00	14,350.00	63,400.00
MAINTENANCE	5320				
Elevator Maintenance	5320-001	3,307.33	2,590.00	717.33	2,590.00
Fire Protection /Security	5320-002	9,239.00	8,000.00	1,239.00	8,000.00
HVAC	5320-003	4,605.46	13,000.00	(8,394.54)	13,000.00
Laundry	5320-004	1,800.35	1,150.00	650.35	1,150.00
Supplies-Maint/Papergoods	5320-005	3,519.55	5,500.00	(1,980.45)	5,500.00
Pest Control	5320-006	1,164.00	1,500.00	(336.00)	1,500.00
Snow Plowing	5320-008	26,662.50	25,000.00	1,662.50	25,000.00
Plumbing	5320-009	2,592.04	6,000.00	(3,407.96)	6,000.00
Electrical	5320-010	5,728.43	4,500.00	1,228.43	4,500.00
Repair & Maintenance	5320-011	25,742.84	21,000.00	4,742.84	21,000.00
Musical Instruments	5320-012	6,850.00	7,750.00	(900.00)	7,750.00
Subtotal Maintenance	5320	91,211.50	95,990.00	(4,778.50)	95,990.00
DEAN'S RESIDENCE	5340				
Telephone	5340-003	(72.50)	0.00	(72.50)	0.00
Subtotal Dean's Residence	5340	(72.50)	0.00	(72.50)	0.00
OTHER FACILITY EXPENSES	5360				
Gen'l Liability Insurance	5361	16,555.21	40,901.00	(24,345.79)	40,901.00
Subtotal Other Facility Expenses	5360	16,555.21	40,901.00	(24,345.79)	40,901.00
OFFICE EXPENSES	5370				
Postage	5370-002	1,806.37	1,600.00	206.37	1,600.00
Office Supplies	5370-004	6,634.34	5,500.00	1,134.34	5,500.00
Telephone	5370-005	4,770.07	4,200.00	570.07	4,200.00
Payroll Processing	5370-006	1,064.20	1,000.00	64.20	1,000.00
Bank Charges & Other Exp.	5370-007	1,855.58	1,750.00	105.58	1,750.00
Subtotal Office Expenses	5370	16,130.56	14,050.00	2,080.56	14,050.00
OFFICE EQUIP/SUPPORT	5380				
Computers	5380-001	4,868.72	5,000.00	(131.28)	5,000.00
Copier Lease & Supplies	5380-002	13,701.71	6,914.00	6,787.71	6,914.00
Mailing System	5380-003	975.60	1,000.00	(24.40)	1,000.00
Office Furniture	5380-004	2,998.76	2,000.00	998.76	2,000.00
IT Support	5380-005	10,909.78	9,000.00	1,909.78	9,000.00
Subtotal Office Equip/support	5380	33,454.57	23,914.00	9,540.57	23,914.00
BUSINESS MANAGEMENT	5390				
Audit	5390-001	17,000.00	17,500.00	(500.00)	17,500.00
Loan Interest Expense	5390-101	54,777.20	54,777.00	0.20	54,777.00
Loan Principal	5390-102	64,437.64	64,437.62	0.02	64,437.62
Subtotal Business Management	5390	136,214.84	136,714.62	(499.78)	136,714.62
Subtotal Facilities & Admin.	5300	371,244.18	374,969.62	(3,725.44)	374,969.62
TOTAL CASH OUTFLOWS		1,229,989.60	1,266,114.62	(36,125.02)	1,266,114.62
CARRY FORWARD FUNDS		\$72,262.56	(\$41,737.59)	\$114,000.15	(\$41,737.59)

Christ Church Cathedral			
Balance Sheet (UNAUDITED)			
Consolidated - December 2015			
			Current Year
ASSETS		1000	
CURRENT ASSETS		1100	
CASH		1110	
	Webster Bank-Checking	1111	\$71,937.73
	Webster Bank-Emergency Ck	1112	60,320.56
	Merrill Lynch	1113	6,932.53
Subtotal Cash		1110	139,190.82
OTHER CURRENT ASSETS		1133	
	Prepaid Expenses	1137	6,420.00
	Miscellaneous Receivables	1138	491.36
Subtotal Other Current Assets		1133	6,911.36
D&B INVESTMENTS		1140	
	Canon Jones Award Fund	1141	19,606.80
	Clergy Discretionary	1142	323,434.50
	Fisher Fund	1143	247,577.01
	Mansfield Mem-Clergy Educ	1144	121,071.12
	Fichera Family Schlarship	1145	5,081.62
	Music Endowment Fund	1146	17,325.11
	Restricted Funds	1147	6,325,577.47
	Scholarship Fund	1148	654,734.28
	Special Purpose	1149	592,799.66
	Unrestricted Fund	1150	392,229.39
	Church Street Eats	1151	109,467.93
	St. James Legacy Fund	1152	838,821.21
	General Fund (SJ)	1153	61,453.76
	Clergy Housing Fund	1154	549,105.89
Subtotal D&b Investments		1140	10,258,285.75
BENEFICIAL INTEREST TRUST		1160	
	Keney/Whitmore/Goodwin	1161	304,995.81
	Josephine Goodwin	1162	1,189,700.37
	Georgia Stone	1163	2,493,003.74
	Karl Brown	1164	858,853.67
	Faith Collins	1165	402,329.01
	Leonora Polacek	1166	157,437.93
	Franz Liesche	1167	64,440.95
Subtotal Beneficial Interest Trust		1160	5,470,761.48
OTHER ASSETS		1190	
	Finance Acq. Costs	1193	36,126.84
	Accumulated Amortization	1196	(29,806.00)
Subtotal Other Assets		1190	6,320.84
Subtotal Current Assets		1100	15,881,470.25

Christ Church Cathedral		
Balance Sheet (UNAUDITED)		
Consolidated - December 2015		
		Current Year
FIXED ASSETS	1300	
BUILDINGS	1320	
	Cathedral	1321 3,847,304.00
	Parish House	1323 2,661,496.00
Subtotal Buildings	1320	6,508,800.00
IMPROVEMENTS	1330	
	Cathedral	1332 4,164,495.17
	Parish House	1333 522,758.95
Subtotal Improvements	1330	4,687,254.12
FURNITURE & EQUIPMENT	1340	
	Furniture and Equipment	1341 2,615,689.88
Subtotal Fixed Assets	1300	13,811,744.00
ACCUMULATED DEPRECIATION	1360	
	Accumulated Depreciation	1361 (11,242,932.49)
TOTAL ASSETS		\$18,450,281.76
LIABILITIES	2000	
CURRENT LIABILITIES	2100	
TAXES AND PENSION PAYABLE	2110	
	Severance Pkg Payable	2115 \$5,739.25
OTHER CURRENT LIABILITIES	2120	
	Miscellaneous In & Out	2124 250.00
	Security Deposits	2125 750.00
	Special Collections	2126 252.00
Subtotal Other Current Liabilities	2120	1,252.00
Subtotal Current Liabilities	2100	6,991.25
LONG-TERM LIABILITIES	2200	
	Webster Bank Loan LT	2211 1,346,554.93
	Capital Lease Liability	2212 9,563.55
Subtotal Long-term Liabilities	2200	1,356,118.48
TOTAL LIABILITIES		1,363,109.73
NET ASSETS	3000	
UNRESTRICTED NET ASSETS	3100	
	Unrestricted Net Assets	3111 (\$66,097.02)
	Investment (Gain)/Loss	3112 (507.87)
OUTREACH	3150	
	Church Street Eats	3151 100,484.57
	Clergy Discretionary D&B	3153 2,991.37

Christ Church Cathedral		
Balance Sheet (UNAUDITED)		
Consolidated - December 2015		
		Current Year
Gift Shop	3156	3,726.96
Subtotal Outreach	3150	107,202.90
Subtotal Unrestricted Net Assets	3100	40,598.01
TEMP.RESTRICTED NET ASSET	3200	
D&B INVESTMENT RELATED	3201	
D&B Investments	3202	7,099,704.83
EDUCATION	3220	
Fichera Family Scholrship	3221	4,000.00
Fisher Fd-Theological Edu	3222	(8,250.41)
R.Mansfield-Clergy Educ	3223	(6,545.98)
Subtotal Education	3220	(10,796.39)
MUSIC	3240	
General Music Fund	3241	275.00
Music Grants	3242	510.00
M. Joffray Fund	3246	1,000.00
Subtotal Music	3240	1,785.00
OUTREACH	3260	
Art Show	3261	674.31
Faith Collins	3267	19,421.96
Friends of the Cathedral	3268	
Undesignated Donations	3268-106	2,570.00
Subtotal Outreach	3260	22,666.27
MISCELLANEOUS	3280	
Cathedral Crafters	3281	997.90
Memorial Fund	3284	17,109.01
Subtotal Miscellaneous	3280	18,106.91
Subtotal Temp.restricted Net Asset	3200	7,131,466.62
PERM.RESTRICTED NET ASSET	3300	
Beneficial Trusts PRNA	3301	5,470,761.40
D&B Endowment Principal	3311	4,444,346.00
Subtotal Perm.restricted Net Asset	3300	9,915,107.40
TOTAL NET ASSETS		17,087,172.03
TOTAL LIABILITIES AND NET ASSETS		\$18,450,281.76

Christ Church Cathedral					
2016 BUDGET DRAFT					
		2015	2015	2016	2016 vs 2015
					Budget
Account	Description	Actual	Budget	Budget	Over / (Under)
4000	INCOME				
4100	CONTRIBUTIONS & DONATIONS				
4101	UNRESTRICTED CONTRIBUTION				
4102	Pledges-Current Year	133,659	150,000	135,000	(15,000)
4103	Pledges-Prior Year	0	300	4,000	3,700
4104-100	CSE-CCCCollection	8,985	5,000	7,000	2,000
4104-101	CSE-Individuals	4,853	9,500	6,750	(2,750)
4104-102	CSE-Grants	0	8,000	8,000	0
4104-103	CSE-Corporations	3,088	3,000	3,000	0
4104-104	CSE-CCC Allocation	0	2,500	0	(2,500)
4106	Hispanic Ministry Grant	23,000	20,000	20,000	0
4106-001	Discernment Task Force	18,000	18,000	0	(18,000)
4107	General Fundraising	0	5,000	0	(5,000)
4108	Discretionary Receipts	95	0	0	0
4112	Open Offerings	5,480	5,500	5,500	0
4114	Altar Flowers	2,174	2,000	2,000	0
4115	Holy Day Offerings	3,490	3,500	3,500	0
4116	Non-Pledged Donations	16,006	30,000	15,000	(15,000)
4117	Gifts	3,822	3,000	3,000	0
4118	Canon Jones Event	1,320	2,000	2,000	0
4129	Fisher Fund	2,500	7,500	7,500	0
4130	ENDOWMENT RECEIPTS				
4131	Endowment Spending Plan	265,012	265,012	302,864	37,852
4132	To Balance Budget Deficit	256,581	256,581	327,401	70,820
4135	St. James Legacy	44,572	41,197	42,810	1,613
4137	Loan Principal	64,438	64,438	49,848	(14,590)
4138	Loan Interest	54,777	54,777	39,563	(15,214)
4139	Scholarship - Youth	20,000	0	5,000	5,000
4141	Mansfield Cont. Education	5,491	15,000	4,500	(10,500)
4142	Clergy Discretionary	18,828	20,000	20,000	0
4143	General - St. James	2,720	2,720	3,094	374
4144	Canon Jones	1,500	1,500	1,500	0
4150	INCOME TR-BENE PAYMENT				
4151	UNRESTRICTED TRUST INCOME				
4152	Franz Liesche	1,066	1,947	1,900	(47)
4153	Georgia Stone	123,275	94,734	85,424	(9,310)
4154	Josephine Goodwin	52,632	44,031	41,643	(2,388)
4155	Leonora Polacek	5,728	5,890	5,240	(650)
4156	Brown Memorial	39,283	32,503	32,013	(490)
4157	Keney/Whitmore/Goodwin	13,203	11,480	11,384	(96)
4158	TEMP RSTRCTD TRUST INCOME				
4159	Faith Collins	16,987	14,916	13,392	(1,524)
4170	FACILITY USAGE REVENUE				
4180	OTHER REVENUE				
4181	Gift Shop	1,537	1,000	1,000	0
4182	Diocesan House Events	5,000	5,000	5,000	0
4183	Rent - Apartment	12,600	12,600	14,400	1,800
4188	Facility Usage	10,230	4,400	8,000	3,600
4190	Merrill Lynch Investments	0	(149)	0	149
4191	Insurance Claim	60,321	0	0	0
	TOTAL INCOME	1,302,251	1,224,377	1,238,226	13,849

Christ Church Cathedral					
2016 BUDGET DRAFT					
		2015	2015	2016	2016 vs 2015
					Budget
Account	Description	Actual	Budget	Budget	Over / (Under)
5000	EXPENSES				
5100	CATHEDRAL CONGREGATION				
5110	PROGRAMS				
5110-112	Christian Formation	873	1,000	1,000	0
5110-113	Parish Forum Expenses	14	500	0	(500)
5110-116	Children and Youth	222	2,000	1,000	(1,000)
5110-117	Leadership & Development	1,207	1,500	3,500	2,000
5110-118	Consulting Fees	1,895	2,000	14,000	12,000
5110-119	La Catedral Ministry Deve	2,630	3,500	3,000	(500)
5110-122	Parish Comm/Lead Team Sup	152	1,000	0	(1,000)
5110-123	Parish Ministry Team Supp	464	1,000	0	(1,000)
5110-124	Pastoral Care	185	800	800	0
5110-125	New Member Incorporation	0	500	500	0
5110-126	Preservation	1,450	1,500	3,500	2,000
5110-127	Archives	0	0	3,200	3,200
5110-128	Church by Pond Min Deve	2,287	2,500	1,500	(1,000)
5110-129	Gift Shop	132	500	560	60
5120	APOSTLESHIP				
5120-001	Engaging the City	500	500	3,500	3,000
5120-002	Engaging the Arts	946	750	3,500	2,750
5120-003	Engaging ECCT	0	500	5,000	4,500
5120-005	Engaging the World	500	500	3,500	3,000
5120-007	Youth Scholarship Fund	0	0	5,000	5,000
5120-008	New Ventures	23,631	15,000	8,000	(7,000)
5130	MUSIC				
5130-001	Music Program Development	2,170	750	750	0
5130-002	Local Music Schools	0	800	0	(800)
5130-003	Festival Music	919	750	750	0
5130-004	Music Permissions/Library	1,975	2,500	2,500	0
5130-005	Music Supplies	736	750	750	0
5130-006	Cathedral Wider-Music Eve	2,750	1,420	1,500	80
5130-007	Choir Hospitality	0	0	250	250
5130-008	Musical Instruments	6,850	7,750	7,200	(550)
5150	WORSHIP SUPPORT				
5150-151	Altar Flowers	8,249	6,500	6,500	0
5150-152	Vestments/Altar Apptments	1,753	2,000	2,000	0
5150-153	Worship Supplies	3,475	4,500	4,000	(500)
5150-158	Acolyte Support	434	500	500	0
5160	HOSPITALITY				
5160-161	Parking	8,203	9,000	8,500	(500)
5160-162	Fellowship Hour Expenses	896	2,500	1,500	(1,000)
5160-163	Meetings / Events Expense	5,593	3,500	5,000	1,500
5160-164	Misc. Hospitality	1,630	1,000	1,000	0
5160-166	Cathedral Mtgs/Events	4,634	5,000	0	(5,000)
5160-167	Visitor Welcome Expenses	154	500	500	0
5160-168	Dean's Installation	0	0	3,500	3,500
5170	COMMUNICATION				
5170-001	Newsletters/Web/SocMedia	480	1,500	4,500	3,000
5170-002	Spanish Translations	4,138	4,000	4,250	250
5170-003	Print Materials	2,332	2,500	2,000	(500)

Christ Church Cathedral					
2016 BUDGET DRAFT					
		2015	2015	2016	2016 vs 2015
					Budget
Account	Description	Actual	Budget	Budget	Over / (Under)
5180	DIOCESAN PLEDGE				
5180-181	Pledge to ECCT	94,608	94,608	102,622	8,014
5180-182	Facilitating Collaboratio	300	300	0	(300)
5180-183	Engaging the Arts	500	2,500	0	(2,500)
5190	MISSION SUPPORT				
5190-191	Camp Washington	1,000	1,000	1,000	0
5190-193	Hands on Hartford	862	900	900	0
5190-194	Canon Jones Award	4,455	3,500	3,500	0
5190-200	Dean Discretionary	1,922	5,000	10,000	5,000
5190-201	Priest for Pastoral Care Discretionary	7,639	10,000	6,000	(4,000)
5190-202	Deacon Discretionary	1,716	5,000	4,000	(1,000)
5190-203	Assistance-Faith Collins	18,279	19,000	18,392	(608)
5190-205	Latino Initiative	0	4,000	0	(4,000)
5192-001	Church Street Eats	0	0	0	0
5192-002	CSE-Food	14,250	14,000	14,000	0
5192-003	CSE-Supplies	3,316	1,750	1,750	0
5192-004	CSE-Facilities	0	2,000	0	(2,000)
5192-005	CSE-Licensing/Certificati	0	1,300	1,300	0
5192-006	CSE-Personnel-Janitorial	0	900	900	0
5192-007	CSE-Personnel-Security	0	900	900	0
5192-008	CSE-Assistance	0	1,000	1,000	0
5192-009	CSE-Reserve	0	8,150	0	(8,150)
5192-010	CSE-Administrative Suppor	100	0	1,000	1,000
5197-300	Scholarship-Fisher Fund	0	0	7,500	7,500
5199	Mission Trip/Clergy Pilgr	7,044	8,500	4,500	(4,000)
5200	SALARIES,WAGES & BENEFITS				
5210	SALARIES AND WAGES				
5210-001	Salary/Housing/SECA Dean	64,508	64,508	134,962	70,454
5210-002	Salary/Housing/SECA Priest Pastoral Care	105,474	105,474	52,212	(53,262)
5210-003	Salary Music Director PT	31,425	30,000	37,500	7,500
5210-004	Salary Organist (PT)	10,000	15,000	0	(15,000)
5210-005	Salary Choir Section Lead	19,070	25,520	25,520	0
5210-006	Salary Spanish Music Coor	18,850	16,000	17,000	1,000
5210-007	Salary Cathedral Administ	45,078	45,813	44,250	(1,563)
5210-008	Salary Accountant	44,125	44,125	45,008	883
5210-009	Salary Assist to Dean	19,430	19,429	25,000	5,571
5210-010	Wages Sacristan (PT)	10,090	8,500	9,500	1,000
5210-011	Wages Facilities Manager	12,852	11,960	12,199	239
5210-012	Wages Cleaning Services	35,600	34,560	34,560	0
5210-013	Wages Security Services	12,249	14,642	12,000	(2,642)
5210-014	Wages Guest Musicians	4,780	5,500	3,000	(2,500)
5210-015	Wages Substitute Organist	6,375	1,000	1,000	0
5210-016	Wages Clergy Associates	7,646	5,000	6,500	1,500
5210-017	Wages Supply Security/Cle	0	500	300	(200)
5210-018	Wages Substitute Section	4,600	520	520	0
5210-019	Salary Execut Asst to PIC	26,265	26,265	0	(26,265)

Christ Church Cathedral					
2016 BUDGET DRAFT					
		2015	2015	2016	2016 vs 2015
					Budget
Account	Description	Actual	Budget	Budget	Over / (Under)
5250	BENEFITS				
5250-001	Dean Cont Education	750	750	1,750	1,000
5250-002	Priest Pastoral Care Continuing Ed	190	1,500	1,750	250
5250-003	Deacon Continuing Educati	0	1,500	750	(750)
5250-004	Music Dir Continuing Educ	645	750	750	0
5250-005	Admin Staff Continuing Ed	435	1,500	1,500	0
5250-006	Organist Continuing Educa	0	350	0	(350)
5250-021	Dean Professional	1,418	3,000	3,000	0
5250-022	Priest Pastoral Care Professional	2,724	3,000	1,500	(1,500)
5250-023	Deacon Professional	0	1,500	1,500	0
5250-024	Music Director Profession	571	750	750	0
5250-025	Admin Staff Professional	3,180	3,000	2,500	(500)
5250-041	Dean Pension	11,611	11,612	24,293	12,681
5250-042	Priest Pastoral Care Pension	18,985	18,985	11,198	(7,787)
5250-043	Admin Staff Pension (Comb	9,416	10,346	8,034	(2,312)
5250-044	Music Director Pension	2,828	2,700	3,375	675
5250-061	Dean GLMD	22,116	21,888	22,406	518
5250-062	Cathedral Administrator GLMD	31,509	32,727	12,893	(19,834)
5250-063	Retirees GLMD	10,331	10,620	3,546	(7,074)
5250-064	Priest Pastoral Care GLMD	0	0	10,000	10,000
5250-065	Accountant GLMD	0	0	6,753	6,753
5250-066	Assistant to Dean GLMD	0	0	1,250	1,250
5250-100	Employer FICA Match (Comb	17,294	17,806	16,713	(1,093)
5250-200	Workers Comp. Insurance	2,724	2,717	2,887	170
5300	FACILITIES & ADMIN.				
5310	UTILITIES				
5310-001	Electricity	26,759	25,000	25,000	0
5310-002	Gas/Oil	47,625	35,000	40,000	5,000
5310-003	Water	3,366	3,400	3,400	0
5320	MAINTENANCE				
5320-001	Elevator Maintenance	3,307	2,590	3,000	410
5320-002	Fire Protection /Security	9,239	8,000	9,500	1,500
5320-003	HVAC	4,605	13,000	6,000	(7,000)
5320-004	Laundry	1,800	1,150	1,200	50
5320-005	Supplies-Maint/Papergoods	3,520	5,500	4,500	(1,000)
5320-006	Pest Control	1,164	1,500	1,200	(300)
5320-008	Snow Plowing	26,663	25,000	20,000	(5,000)
5320-009	Plumbing	2,592	6,000	4,000	(2,000)
5320-010	Electrical Repairs	5,728	4,500	4,500	0
5320-011	Repair & Maintenance	25,743	21,000	25,000	4,000
5320-013	Maintenance Equip (Broom)	0	0	1,000	1,000
5340	DEAN'S RESIDENCE				
5340-003	Telephone	(73)	0	0	0
5360	OTHER FACILITY EXPENSES				
5361	Gen'l Liability Insurance	16,555	40,901	43,362	2,461
5370	OFFICE EXPENSES				
5370-002	Postage	1,806	1,600	1,600	0
5370-004	Office Supplies	6,634	5,500	5,500	0
5370-005	Telephone	4,770	4,200	4,200	0
5370-006	Payroll Processing	1,064	1,000	1,200	200
5370-007	Bank Charges & Other Exp.	1,856	1,750	1,750	0

Christ Church Cathedral					
2016 BUDGET DRAFT					
		2015	2015	2016	2016 vs 2015
					Budget
Account	Description	Actual	Budget	Budget	Over / (Under)
5380	OFFICE EQUIP/SUPPORT				
5380-001	Computers	4,869	5,000	9,000	4,000
5380-002	Copier Lease & Supplies	13,702	6,914	7,000	86
5380-003	Mailing System	976	1,000	1,000	0
5380-004	Office Furniture	2,999	2,000	3,500	1,500
5380-005	IT Support	10,910	9,000	7,000	(2,000)
5390	BUSINESS MANAGEMENT				
5390-001	Audit	17,000	17,500	17,500	0
5390-101	Loan Interest Expense	54,777	54,777	39,563	(15,214)
5390-102	Loan Principal	64,438	64,438	49,848	(14,590)
	TOTAL EXPENSES	1,229,988	1,266,115	1,238,226	(27,889)
	TOTAL INCOME OVER / (UNDER) EXPENSES	72,263	(41,738)	0	

CHRIST CHURCH CATHEDRAL – EPISCOPAL CHURCH IN CONNECTICUT

Budget Narrative and Budget Notes for 2016

Prepared by the Very Rev. Miguelina Howell

NARRATIVE

This is a historic time in the life of Christ Church Cathedral. We are embarking on a new and exciting journey of new practices, experiments, and reshaping of our sense of identity as a Cathedral in the 21 Century. With the conclusion of the discernment process, the Cathedral Chapter, Cathedral congregation and clergy leadership are called and enthusiastically invited to work collaboratively living into a renewed vision as we participate in God's mission as disciples and apostles of Christ, serving as resource for apostleship for the Episcopal Church in Connecticut.

As our understanding of our renewed life evolves, so too will the ways in which we think about and frame the budget.

The 2016 budget is based on a number of factors and primarily to support the implementation of the vision presented in the 18 recommendations of the Cathedral Discernment Task Force Report.

The 2016 seeks to reflect our role and new reality as we intentionally and collaboratively engage with the Episcopal Church in Connecticut, the City of Hartford, and the arts and our active embodiment of our apostleship into the world.

In 2014, we started to reflect in the budget a differentiation between cathedral parish and our ongoing participation in God's mission as a Cathedral of the Episcopal Church in Connecticut. Subsequently, the 2015 budget refined such distinction. The 2016 budget conveys an even clearer sense of such distinction yet recognizes that there is not a parish rather a cathedral congregation who is called to live and embraced the nature of the cathedral as a hub for mission in CT. As we claim new terminology that is in line with our theological understanding of Misio-Dei and renewed role moving forward we encourage a change of culture among our members.

Finally, although there are a number of new expense lines, most of them do not represent additional spending or impact the overall budget negatively in comparison with the 2015 budget and previous years. On the contrary, we are pleased to inform that we are closing the 2015 books with a surplus of approximately \$ 70,000.00, which will positively impact the amount withdrawal from the endowment for the year 2016. This amount of \$ 70,000.00 does not include the sum of \$ 60,000.00 set aside in a savings account for emergencies as per Chapter vote in the second quarter of 2015. The Cathedral finance committee, accountant and clergy have been intentional in the past two years in reducing spending while we continue to serve God efficiently and actively.

The 2016 endowment withdraw is shown as larger than 2015 and it is due, in part, to the

available cash carried over in 2015 from the 2014 budget. This, we anticipate will be the case in 2016, which will result in a reduction of the endowment withdrawal.

The 2016 budget seeks to tell our renewed story and to support the ongoing and great signs of grace and blessings we are and will be experiencing in our midst.

NOTES

There are no relevant changes in the language or classification of the line items under Revenues. It is important to note the decrease in pledge income due to death in the cathedral congregation and clergy transitions. We currently have 64 pledge units.

The following are explanations of changes, consolidations or additions to the 2016 Expenses line items.

Line 5110-117: This line item for leadership development shows a consolidation of previous line items serving similar purposes (former line items 5110-113 “Parish Forum Expenses”, 5110-122 Parish Committee/Leadership Team support and 51010-123 Ministry Team Support).

5110-118: Consulting fee line item has been increased to fulfill need for vision training, consultants to the dean and staff as well as to provide space for funding for cathedral tour guide.

5110-126 - 5110-127: This new line item reflects expenditures for curator expenditures and preservation work that was recorded for years under “maintenance and repairs”. In 2015, these accounts were commingled, creating unnecessary operational challenges. Separating these accounts foster transparency and facilitates the day-to day operations of the Cathedral in this area of work. It also provides us space to assess and quantify our preservations/ archival needs in a effective manner.

5120: Apostleship is a new budget heading. The line items under this heading will support our ongoing participation in God’s mission as we become a resource for apostleship of the Episcopal Church in Connecticut, the City of Hartford and the world. The line items in this category replace previous line items (Targeted Evangelism, Downtown Hartford, 20s & 30s, Latino Initiative and Facilitating Collaboration)

5120-007: The Scholarship program was in moratorium for 3 years, which was lifted in October 2015 as per vote by Chapter. This line item restores the scholarship program support in its new form. This line item focuses on the support to children and youth members of the cathedral congregations. Additional offsite scholarship programs should be discussed and voted by Chapter.

5130-007: This line item provides for hospitality expenses for the choir. In the past the music department expenses were commingled with general programs. It is important to reflect real cost of Cathedral music program, therefore, this line item was created to transition such expenses from a general hospitality line item.

5160-163: This line item has been combined with former line item 5160-166 Cathedral events. All events are categorized within this line item. There is no longer separation of Cathedral/ parish events. The Cathedral does not have a parish. The life of the Cathedra congregation

supports the role and identity of the Cathedral as a whole.

5160-168: This line item was created to support the installation event.

5190: The terminology of this heading has changed from Outreach to Mission Support.

5190-191: The Cathedral has historically support the Bishop's Fund for Children hosted from Camp Washington. This fund is in a process of restructuring. At this historic time, the Cathedral and Camp Washington seek to work collaboratively in conveying a united message and serve as resources for discipleship and apostleship for ECCT. This line item is seeks to support this new efforts.

5192-010: This line item considers the necessary administrative support for CSE emerged as a result of Deacon Donald Richey's departure.

5197-300: The Fisher Fund is currently managed by the Parish Committee in consultation with the Dean. It seeks to support, as indicated in the fund bequest, man who are in the ordination process in The Episcopal Church in Connecticut.

: With the election of the new Dean and the departure of our former Priest-In-Charge, there is a palpable need to call a clergy support to assist the dean in the general life, ministry and worship of the cathedral congregation. This line item, and other related, reflects compensation for a Priest for Pastoral Care & Congregational Life.

: The Music Director position has been combined of that of the organist. Therefore previous line item 5210-004 and others related to the organist position has been eliminated from the budget. The Music Director compensation reflects 25 a salary hours a week for a combined position Music Director/Organist. The combination of these positions reflects a saving of approximately \$ 10,000.00.

5210-005: Spanish Music Coordinator was a position held by one individual. Currently, the Cathedral has a robust music team for the Spanish speaking congregation at a minimum increase. There are two music coordinators for the Spanish service.

5210-009: These Line Items reflects an increase of 5 hours a week and a recalibration of portfolio for the former Associate for Parish Life, who would be now serving as Assistant to the Dean. Please note that the former position Assistant to the Priest-In-Charge, with part time salary and full benefits, have been eliminated as of December 31, 2015.

5320-008: The decrease in this line item reflects a change of vendor and negotiation of new contract.

5380-001 & 5380-005: These line items reflect the new for new server equipment under "computers" and a reduction in "IT support "as a result of changing vendors and negotiation of new contract.

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