

## TREASURER & DIRECTOR OF ADMINISTRATION

Responsibilities include overseeing the diocesan accounting system, serving as financial liaison to the Trustees, Council, Property Committee, Growth Fund Committee, Audit Committee, Budget and Assessments Working Group, and Compensation Committee, providing financial and employee benefit assistance to parishes and diocesan staff, handling of administrative matters and employee benefits for the diocese, and overseeing the returned properties with assistance from the Trustee Property Committee.

Updates since the 2018 Convention include:

- The 2018 audit was completed and an unqualified opinion rendered by Maher Duessel (see Appendix section of this Preconvention Journal).
- Based on the agreement with nine ACNA parishes (approved Dec., 2018), 2018 annual payments totaling \$160,572 were received in early 2019. The parishes are also up-to-date on 2019 payments, with \$118,781 received through September, 2019.
- Assisted three parishes in obtaining \$24,278 in grants from The Advancement Society to defray costs for various building maintenance projects (St. Paul's-Kittanning roof repairs \$10k, St. Matthew's-Homestead projects \$10k, and Trinity Cathedral AED's \$4k).
- Provided payroll processing through ADP to seven parishes at reduced rates (annual cost ranges from \$150 to \$225). Contact Marlene Rihn for information.
- Organized "volunteer audit teams" to assist numerous parishes with their annual audits.
- Of 37 clergy/lay employees enrolled in ECMT health plans for 2019, 15 (41%) selected Consumer Directed Health Plans (CDHP) with Health Savings Accounts (HSA). Bishop McConnell donated \$500 to the HSA of every employee enrolled in a CDHP plan. Annual enrollment period for 2020 health insurance runs from October 28 – November 15. Cost of medical insurance plans provided by CPG increased by average of 8% for 2020 (see 2020 Compensation Guide in the Appendix section of this Preconvention Journal).
- Donegal property (160 acres including clergy cottage/barn) sold in February, 2019 for \$730k. Net proceeds totaled \$687k; \$240k designated for funding of Trinity Cathedral staffing through 2021; remaining \$447k deposited to Morgan Stanley Pool 1 in separate Board of Trustee unrestricted fund.
- Received third (and final) installment of \$50k from Campbell Foundation (total grant \$150k over 3-year period).
- Received \$60k grant (\$30k/year over 2-year period) from Widow's Corp to fund The Rev. Canon Jay Geisler's Recovery Chaplaincy to the five dioceses in PA.
- Received \$1 million distribution from Francis William Swem Trust (50% deposited to Growth Fund/50% deposited to Diocesan Endowment Fund – BOT Unrestricted Fund).
- Received principal prepayment of \$162.5k from Genesis Church for balance of mortgage from 2017 sale of the former Prince of Peace Church, Hopewell.
- Approved Growth Fund grants of \$83k to 8 parishes with urgent building maintenance projects. Approved Growth Fund loan totaling \$5.8k to St. Francis, Somerset.
- 2019 Operating Budget provided \$155k in financial support to reopened parishes/parishes in need of financial assistance and \$27k in Community Outreach Grants to Coal Country Youth Hangout, NYOP, Shepherd's Wellness, and Sheldon Calvary Camp.

- Funding of \$41k for Parish Mission Grants and \$9k for Formation for Mission Grants remains available for grants to parishes. Both applications are available on the diocesan website.
- 2019 Trustee grants provided \$19.7k to Sheldon Calvary Camp for scholarships, and \$114.5k to Trinity Cathedral for additional staffing.

Respectfully Submitted,

Kathi Workman

Treasurer & Director of Administration