

TREASURER & DIRECTOR OF ADMINISTRATION

Report to Diocesan Convention 2023

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

I am especially grateful to Bishop Ketlen, Canon Kim, and the entire staff of the diocese for providing guidance and support as I continue to learn the intricacies of the job.

Updates in 2023 through August 31:

- The 2022 audit was completed, and an unqualified opinion rendered by Maher Duessel. (See Appendix section of this Preconvention Journal.)
- Based on the 2018 agreement with nine Anglican Church of North America (ACNA) parishes, annual payments totaling \$182k were received for 2022. All parishes except one, are also up to date on 2023 payments, with \$380k received for the first half of 2023. ACNA funds which remain undesignated from prior year payments include \$32k in 2020 payments, \$169k in 2021 payments and \$162k in 2022 payments.
- Assisted 1 parishes in obtaining \$3k in grants from The Advancement Society to defray costs (St. Francis of the Fields, Somerset for installation of gutters \$3k).
- Provided payroll processing through ADP Episcopal Payroll Services to 8 parishes at significantly reduced rates. (Contact Financial Administrator Marlene Rihn for information.)
- About 20% of the clergy/lay employees enrolled in Episcopal Church Medical Trust health plans for 2023 selected Consumer Directed Health Plans (CDHPs) with Health Savings Accounts (HSAs). Bishop Ketlen donated \$500 to each HSA. Annual enrollment period for 2024 health insurance runs from October 25 through November 15. Cost of medical insurance plans provided by CPG increased by average of 9% for 2024. (See 2024 Medical Benefits Guide in the Appendix section of this Preconvention Journal.)
- Approved Growth Fund grants of \$99k to 11 parishes with urgent building maintenance projects.

- 2023 Operating Budget provided \$135k in financial support to reopened parishes/parishes in need of financial assistance and \$10.5k in Community Outreach Grants to Coal Country Youth Hangout, Shepherd's Wellness, and Sheldon Calvary Camp.
- Trustee grants provided \$22k to Sheldon Calvary Camp for summer scholarships and \$134k to Trinity Cathedral for staffing.
- Creation of several policies and checklists for the Office of the Bishop.

It has been a blessing to have this job and I look forward to continuing to develop strong working relationships with everyone in the diocese.

Faithfully,



Elaine Zevkovich

Treasurer and Director of Administration