

**ITEM 238**

**INFORMATION**

**Monthly Financial Reports - Per Capita**

Financial reports are prepared, analyzed and provided to management for utilization in the decision-making process. The reporting function is essential to make planning and controls effective.

The attached Per Capita operation report reflects the results of operation as of December 31, 2008.



**Per Capita**  
**Budget compared to Actual**  
**As of December 31, 2008**

**GENERAL ASSEMBLY COUNCIL**  
**March 26, 2009**  
**Shared Services**  
**ITEM 238**

The following are highlights of activities through December 31, 2008

---

---

**RECEIPTS**

Apportionment revenue for 2008 represents 99.68% of the total budget and is based on membership data for all 173 presbyteries. Apportionment revenue was recognized in full at the beginning of 2008. The actual revenue is less than the budgeted amount by \$41,989 due to net changes in membership. At period end, 2008 apportionment receipts collected total \$10,978,715 or 84% of total invoiced amount. 2007 apportionment receipts collected at this time last year totaled \$11,981,464 or 89% of the total invoiced amount. The collected amount is calculated by taking the total actual apportionment billed less the outstanding receivable at period end.

Income on investments (includes Manley) was \$256,391 and \$295,044 at December 31, 2008 and 2007, respectively. Realized/Unrealized amounts on investments for 2008 there is a loss of \$1,088,277, where for the same period in 2007 we had a gain of \$86,728.

On the Designated side the revenue amounted to 1,382,408 and 1,839,535 for 2008 and 2007 respectively as of December 31. The change in revenue is mainly due to National Pastors, and National Elders events in 2007; moreover there was a decrease in sale of resources in 2008.

---

---

**EXPENDITURES**

**I- Unrestricted**

**General Assembly Session** – The expenses are higher this year compared to last year because of the General Assembly held expenses.

**GA Committees & Commissions** - Expenses are higher in 2008 mainly due to shifting the GAC special committees, and GA Task Forces from GAC to OGA.

**Office of the General Assembly** – Expenses are lower in 2008 as compared to 2007 due to budget reductions.

**Other GAC Supervised Areas** – The expenses are lower this year compared to last year mainly due to reclassifying the Communication budget to the Mission Budget, so expenses for Communication are not reflected in 2008.

**Shared Expenses** – Expenses are higher in 2008 as compared to 2007 due to higher level of reserves for 2008, and an increase in the level of uncollectible for 2007 as compared to the amount reserved for 2007.

**II- Designated**

Expenses are lower in 2008 as compared to 2007 due to National Pastors, and National Elders events that occurred in 2007.

**Presbyterian Church (U.S.A.)**  
**Per Capita**  
**PER CAPITA OF FINANCIAL POSITION**  
**As of December 31, 2008 and 2007**  
**(Subject to Audit)**

**GENERAL ASSEMBLY COUNCIL**  
**March 26, 2009**  
**Shared Services**  
**ITEM 238**

<b>Assets</b>	<b>12/31/2008</b>	<b>12/31/2007</b>
Cash and cash equivalents	\$ 638,809	\$ 1,873,728
Short term investments	1,269,712	1,209,587
Long term investments	2,810,829	3,834,758
Endowment investments	317,787	398,151
Investments PILP	334,844	323,212
Apportionment receivable--current year	2,105,909	1,413,157
Allowance for Uncollectible Apportionments	(700,000)	(350,000)
Other receivables	216,153	450,739
Receivable-GAC	1,168,000	1,168,000
Prepaid-Other	9,538	20,580
<b>Total Assets</b>	<b>\$ 8,171,581</b>	<b>\$ 10,341,912</b>
<b>Liabilities and Net Assets</b>		
<u>Liabilities:</u>		
Accounts payable-GAC	\$ 743,840	\$ -
Accounts payable	51,902	22,305
Receipts in Process/ Other	284,198	
<b>Total liabilities</b>	<b>\$ 1,079,940</b>	<b>\$ 22,305</b>
Net assets:		
Unrestricted:		
Undesignated	\$ 5,417,805	\$ 7,147,281
Designated	1,322,897	2,821,387
Temporarily Restricted	261,370	261,370
Permanently Restricted	89,569	89,569
<b>Total net assets</b>	<b>\$ 7,091,641</b>	<b>\$ 10,319,607</b>
<b>Total Liabilities and Net Assets</b>	<b>\$ 8,171,581</b>	<b>\$ 10,341,912</b>

Presbyterian Church (U.S.A.)

Per Capita

Actual Compared to Budget, December 31, 2008

(Preliminary & Subject to Audit)

Revenue, gains and other support	UNRESTRICTED			DESIGNATED			GRAND TOTAL		
	Ann Bgt	2008 Act	2007 Actual	Ann Bgt	2008 Act	2007 Act	Ann Bgt	2008 Actual	2007 Actual
Apportionment 2008	13,126,613	13,084,624	13,394,621	-	-	-	13,126,613	13,084,624	13,394,621
Income on investments	250,000	233,675	277,351	-	-	-	250,000	233,675	277,351
Realized/Unreal. gain on investments	-	(1,088,277)	86,728	-	-	-	-	(1,088,277)	86,728
F.A. Manley fund	15,000	22,716	17,693	-	-	-	15,000	22,716	17,693
Sale of resources and services	-	-	-	1,703,100	1,382,408	1,839,535	1,703,100	1,382,408	1,839,535
Miscellaneous	2,000	7,629	1,524	-	-	-	2,000	7,629	1,524
<b>Total revenue, gains and other support</b>	<b>13,393,613</b>	<b>12,260,367</b>	<b>13,777,917</b>	<b>1,703,100</b>	<b>1,382,408</b>	<b>1,839,535</b>	<b>15,096,713</b>	<b>13,642,775</b>	<b>15,617,452</b>
<b>Expenses</b>									
<b>Programs:</b>									
General Assembly session	2,387,454	2,896,001	20,549	-	-	-	2,387,454	2,896,001	20,549
GA committee & commission	906,616	767,753	400,835	-	-	-	906,616	767,753	400,835
Ecumenical	1,096,733	1,076,133	1,096,971	-	-	-	1,096,733	1,076,133	1,096,971
Office of the General Assembly	6,555,921	6,328,022	6,692,765	1,688,100	1,625,856	1,984,214	8,244,021	7,953,878	8,676,979
OGA/GAC Shared Expenses	232,260	238,045	232,942	-	-	-	232,260	238,045	232,942
General Assembly Council	1,632,262	1,593,956	1,650,455	100,000	41,065	68,133	1,732,262	1,635,021	1,718,588
Other GAC supervised areas	742,640	723,410	899,155	-	-	-	742,640	723,410	899,155
	13,553,886	13,623,320	10,993,672	1,788,100	1,666,921	2,052,347	15,341,986	15,290,241	13,046,019
<b>Shared:</b>									
Support Services	566,000	566,000	558,000	-	-	-	566,000	566,000	558,000
Other shared	123,000	102,384	75,000	-	-	-	123,000	102,384	75,000
Uncollectible Apportionment	700,000	912,116	528,753	-	-	-	700,000	912,116	528,753
	1,389,000	1,580,500	1,161,753	-	-	-	1,389,000	1,580,500	1,161,753
<b>Total expenses</b>	<b>14,942,886</b>	<b>15,203,820</b>	<b>12,155,425</b>	<b>1,788,100</b>	<b>1,666,921</b>	<b>2,052,347</b>	<b>16,730,986</b>	<b>16,870,741</b>	<b>14,207,772</b>
Designated for GA	(1,213,977)	(1,213,977)	1,213,977	1,213,977	1,213,977	(1,213,977)	0	0	0
<b>Change in Net Assets</b>	<b>(335,296)</b>	<b>(1,729,476)</b>	<b>408,515</b>	<b>(1,298,977)</b>	<b>(1,498,490)</b>	<b>1,001,165</b>	<b>(1,634,273)</b>	<b>(3,227,966)</b>	<b>1,409,680</b>

**PER CAPITA**  
**Statement of Activities**  
**As of December 31, 2008**  
**(Preliminary Subject to Audit)**

**GENERAL ASSEMBLY COUNCIL**  
**March 26, 2009**  
**Shared Services**  
**ITEM 238**

	<b>2008 Actual</b>	<b>2008 Bud Rev'd App</b>	<b>Under/ Over(-)</b>
<b>SOURCES OF FUNDING</b>			
1 Apportionments	\$13,084,624	13,126,613	41,989
2 Income Formula	233,675	250,000	16,325
3 Manley Fund	22,716	15,000	(7,716)
4 Miscellaneous/ Prior yrs	7,629	2,000	(5,629)
5 Unrealized/Realized Gain (Loss)	(1,088,277)		1,088,277
<b>TOTAL SOURCES OF FUNDING</b>	<b>\$12,260,367</b>	<b>13,393,613</b>	<b>1,133,246</b>
<b>EXPENDITURES</b>			
1 General Assembly Session	2,896,001	2,387,454	(508,547)
2 Committee/Commission Expenses	767,753	906,616	138,863
3 Ecumenical Expenses	1,076,133	1,096,733	20,600
4 Office of the General Assembly	6,328,022	6,555,921	227,899
5 OGA/GAC Shared Expenses	238,045	232,260	(5,785)
6 General Assembly Council	1,593,956	1,632,262	38,306
7 Other GAC Supervised Work	723,410	742,640	19,230
8 Support Services	566,000	566,000	-
9 Other Expenses	102,384	123,000	20,616
10 Uncollectable Apportionments	912,116	700,000	(212,116)
Required Underexpenditures			
<b>TOTAL EXPENSES</b>	<b>15,203,820</b>	<b>14,942,886</b>	<b>(260,934)</b>
Committed for Subsequent Assemblies	(1,213,977)	(1,213,977)	-
<b>TOTAL EXPENSES &amp; COMMITM</b>	<b>13,989,843</b>	<b>13,728,909</b>	<b>(260,934)</b>
Net to or (from) Reserve	-	(1,729,476)	1,394,180

**Schedule 1 - GENERAL ASSEMBLY SESSION**

1 Mileage & Per Diem	\$1,422,859	\$1,261,609	(161,250)
2 Place of Meeting	816,214	450,000	(366,214)
3 Official Personnel	459,227	385,620	(73,607)
4 Printing	77,837	55,500	(22,337)
5 Local Committee	110,952	88,725	(22,227)
6 Accident Ins - Commissioners		4,000	4,000
7 Minutes		39,000	39,000
8 GA Programs	8,912	-	(8,912)
9 Newsroom Costs		-	-
10 Worship		103,000	103,000
<b>TOTAL</b>	<b>2,896,001</b>	<b>2,387,454</b>	<b>(508,547)</b>

**PER CAPITA**  
**Statement of Activities**  
**As of December 31, 2008**  
**(Preliminary Subject to Audit)**

**GENERAL ASSEMBLY COUNCIL**  
**March 26, 2009**  
**Shared Services**  
**ITEM**

	2008 Actual	2008 Bud Rev'd App	Under/ Over(-)
--	----------------	-----------------------	-------------------

**Schedule 2 - COMMITTEE AND COMMISSION EXPENSES**

1	Permanent Judicial Commission	\$79,604	\$78,925	(679)
2	Permanent Nominating Comm	64,861	94,540	29,679
3	Comm on Ecumenical Relations	18,223	39,990	21,767
4	Comm of PHS	20,043	27,600	7,557
5	GA Comm on Representation	56,376	87,205	30,829
6	Adv Comm on Constitution	37,790	39,059	1,269
7	Adv Comm on Litigation	12,097	12,085	(12)
8	Committee on Ofc of GA	75,505	81,370	5,865
9	Comm for Review of GA	27,178	35,970	8,792
10	Theological Diversity Comm		-	-
11	Presbyterian Cooperative Committee	56,076	48,700	(7,376)
12	Stated Clerk Rev/Nomination	36,317	46,990	10,673
13	Racial Ethnic	59,389	54,900	(4,489)
14	Women's Concerns	56,734	54,900	(1,834)
15	Comm of Social Witness Policy	50,433	52,200	1,767
16	GA Task Forces	117,127	98,852	(18,275)
	Financial Implications GA 218th		53,330	53,330
<b>TOTAL</b>		<b>\$767,753</b>	<b>\$906,616</b>	<b>138,863</b>

**Schedule 3 - ECUMENICAL EXPENSES**

1	Natl Council of Churches	\$300,000	\$300,000	-
2	World Council of Churches	458,402	458,402	-
3	Church Union Conversations	10,000	30,600	20,600
4	World Alliance Ref Churches	232,731	232,731	-
5	Ecumenical Assembly Allocation	75,000	75,000	-
<b>TOTAL</b>		<b>1,076,133</b>	<b>1,096,733</b>	<b>20,600</b>

**Schedule 4 - OFFICE OF GENERAL ASSEMBLY**

<b>4A OFFICE EXPENSES</b>				
1	Salaries-Temporaries		\$9,500	9,500
2	Supplies	18,423	19,500	1,077
3	Office Equip & Accessories	1,219	8,000	6,781
4	Telephone	61,685	56,000	(5,685)
5	Professional Fees	10,000	10,000	-
6	Insurance	43,364	57,750	14,386
7	Equip Maintenance & Repair	80	3,000	2,920
8	Emerging Developments	38,995	40,000	1,005
9	Miscellaneous	3,694	5,000	1,306
10	Replacement Reserve	10,000	10,000	-
Sub-Total, 4A		187,460	218,750	31,290

<b>4B-DEPARTMENT OF THE STATED CLERK</b>				
1	Salaries & Benefits	\$761,928	\$767,257	5,329
2	Administrative	27,791	53,000	25,209
3	Travel & Meetings	58,910	66,000	7,090
4	Presbyterian Service Commission	4,000	4,000	-
Sub-Total, 4B		852,629	890,257	37,628

<b>4C-DEPARTMENT OF ECUMENICAL AGENCY RELATIONS</b>				
1	Salaries & Benefits	\$487,591	\$481,764	(5,827)
2	Administrative	4,469	10,000	5,531
3	Travel & Meetings	30,145	42,000	11,855
4	Ecumenical Expenses	97,129	141,405	44,276
5	Moderator: Jan - June	37,471	46,500	9,029
6	Moderator: July - Dec	44,034	46,500	2,466
7	Moderator's Gathering	5,905	6,000	95
Sub-Total, 4C		706,744	774,169	67,425

**PER CAPITA**  
**Statement of Activities**  
**As of December 31, 2008**  
**(Preliminary Subject to Audit)**

**GENERAL ASSEMBLY COUNCIL**  
**March 26, 2009**  
**Shared Services**  
**ITEM**

	2008 Actual	2008 Bud Rev'd App	Under/ Over(-)
<b>4D-CONSTITUTIONAL SERVICES</b>			
1 Salaries & Benefits	\$554,908	\$546,131	(8,777)
2 Administrative	9,136	13,100	3,964
3 Travel & Meetings	53,888	57,000	3,112
4 COM Consultations	-	-	-
5 Church Property and Legal	48,919	50,000	1,081
6 Ordination Exams	-	-	-
Sub-Total, 4D	666,851	666,231	(620)
<b>4E-ASSEMBLY ARRANGEMENTS</b>			
1 Salaries & Benefits	\$386,996	\$366,499	(20,497)
2 Administrative	4,265	7,500	3,235
3 Travel & Meetings	34,535	27,000	(7,535)
4 Stated Clerks Training	19,836	65,000	45,164
Sub-Total, 4E	445,632	465,999	20,367
<b>4F-COMMUNICATION &amp; TECHNOLOGY</b>			
1 Salaries & Benefits	\$565,342	\$534,172	(31,170)
2 Administrative	9,867	14,500	4,633
3 Travel & Meetings	23,610	21,000	(2,610)
4 Technology-Equipment & Maintenance	63,670	83,000	19,330
Sub-Total,4F	662,489	652,672	(9,817)
<b>4G- VOCATION</b>			
1 Salaries & Benefits	\$932,902	953,500	20,598
2 Administrative	17,278	32,450	15,172
3 Travel & Meetings	44,418	57,500	13,082
4 Program	41,760	89,296	47,536
<b>TOTAL</b>	1,036,358	1,132,746	96,388
<b>4H-HISTORICAL SERVICES</b>			
1 Salaries and Benefits	\$1,302,070	\$1,301,447	(623)
3 Temporaries	-	4,000	4,000
4 Postage	15,079	13,000	(2,079)
5 Insurance	80,999	89,850	8,851
7 Telephone	15,748	21,000	5,252
8 Contract Services-Fire	1,134	1,100	(34)
9 Contract Services-Security	10,673	13,800	3,127
10 Contract Services-A/C	23,425	12,600	(10,825)
11 Contract Services-Elevator	6,881	7,500	619
12 Travel & Meetings	35,050	45,000	9,950
13 Supplies-Building	13,807	10,600	(3,207)
14 Supplies-Office	17,129	13,000	(4,129)
15 Utilities-Water	9,919	8,000	(1,919)
16 Utilities-Electric & Gas	156,845	115,000	(41,845)
17 Utilities-Trash Collection	5,202	5,700	498
18 Repairs and Services	6,050	9,600	3,550
19 Miscellaneous	269	500	231
20 Replacement Reserve	60,000	60,000	-
21 Staff Development	4,554	10,400	5,846
22 Library Computer Service	5,025	13,000	7,975
Sub-Total, 5G	1,769,859	1,755,097	(14,762)
<b>TOTAL SCH4'S</b>	6,328,022	6,555,921	227,899
<b>5-GOVERNING BODY RELATIONS (OGA/GAC SHARED)</b>			
1 Salaries & Benefits	\$182,338	\$179,060	(3,278)
2 Administrative	4,572	4,000	(572)
3 Travel & Meetings	34,060	30,000	(4,060)
4 Clerks/Execs/Moderators Gathering	17,075	19,200	2,125
<b>TOTAL</b>	238,045	232,260	(5,785)

**PER CAPITA  
Statement of Activities  
As of December 31, 2008  
(Preliminary Subject to Audit)**

**GENERAL ASSEMBLY COUNCIL  
March 26, 2009  
Shared Services  
ITEM**

	2008 Actual	2008 Bud Rev'd App	Under/ Over(-)
<b>Schedule 6 - GENERAL ASSEMBLY COUNCIL</b>			
<b>6A - MEETING COSTS</b>			
1 Council Meetings	\$317,616	\$282,673	(34,943)
2 GA Presentation		2,000	2,000
3 Special Communications		4,000	4,000
4 Member Related Expenses		2,000	2,000
5 Staff Teams/Cabinet		1,500	1,500
6 GA Orientation		1,000	1,000
Sub-Total, Lines 1-6	317,616	293,173	(24,443)
<b>- COMMITTEE MEETINGS</b>			
7 Executive Committee	\$45,086	\$42,000	(3,086)
8 Nominating Committee	2,864	6,000	3,136
Sub-Total, Lines 7-12	47,950	48,000	50
<b>-OTHER MEETINGS</b>			
12 GAC Task Forces	\$34,973	\$78,334	43,361
13 Mission Part Fund Consult		40,000	40,000
14 Executive Training		10,000	10,000
Sub-Total, Lines 13-16	34,973	128,334	93,361
<b>6B - OFFICE EXPENSES</b>			
1 Supplies	\$3,411	\$5,500	2,089
2 Printing & Duplicating	12,490	10,000	(2,490)
3 Postage	3,335	3,000	(335)
4 Telephone	17,056	9,500	(7,556)
5 Equip & Software	9,084	10,000	916
6 Insurance	11,612	15,000	3,388
7 Resource Materials	516	1,500	984
8 Outside Legal Costs	10,000	10,000	-
9 Executive Director Expenses	3,430	5,000	1,570
10 Miscellaneous	5,241	4,347	(894)
Sub-Total, 6B	76,175	73,847	(2,328)
<b>6C - PERSONNEL COSTS</b>			
1 Salaries & Benefits	1,011,406	992,908	(18,498)
4 Travel - Exempt Staff	88,799	70,000	(18,799)
5 Travel - Non-Exempt Staff	6,090	7,000	910
6 Consultant Fees	6,581	10,000	3,419
7 Staff Development	499	4,000	3,501
8 Cultural Proficiency Programs	3,867	5,000	1,133
Sub-Total, 6C	\$1,117,242	\$1,088,908	(28,334)
<b>TOTAL</b>	1,593,956	1,632,262	38,306

**Schedule 7 - OTHER GAC SUPERVISED WORK**

1 Office of Communication			-
2 Office of Legal Services	529,719	530,481	762
3 Internal Auditor	193,691	212,159	18,468
<b>TOTAL</b>	723,410	742,640	19,230

**PER CAPITA  
Statement of Activities  
As of December 31, 2008  
(Preliminary Subject to Audit)**

**GENERAL ASSEMBLY COUNCIL  
March 26, 2009  
Shared Services  
ITEM**

	2008 Actual	2008 Bud Rev'd App	Under/ Over(-)
--	----------------	-----------------------	-------------------

**Schedule 8 - SUPPORT SERVICES**

1 Building Operation	\$279,000	\$279,000	-
2 Finance & Accounting Services	241,000	241,000	-
3 Office of Information Services	46,000	46,000	-
4 Human Resources			-
<b>TOTAL</b>	566,000	566,000	-

**Schedule 9 - OTHER EXPENSES**

1 Contingency		45,000	45,000
2 Audit Expenses	102,384	78,000	(24,384)
<b>TOTAL</b>	102,384	123,000	20,616

**Schedule 10 - UNCOLLECTIBLE APPORTIONMENTS**

1 Reserve for Uncollectable Appor	912,116	700,000	(212,116)
2 Increased Allowance for Uncollectible		-	-
<b>TOTAL</b>	912,116	700,000	(212,116)