

TASK FORCE TO REVISE THE PAROCHIAL REPORT FINANCE PAGE

Members

The Rev. Kate Wesch, Chair	Connecticut, I	2024
Ms. Erika Brewer, Secretary	New York, II	2024
Ms. Elisabeth Brauza-Hughes	Western New York , II	2024
The Rev. Millard Cook	Bethlehem, III	2024
The Rev. Nathaniel Darville	Newark, II	2024
Mr. John Edgar, Vice Chair	Southwest Florida, IV	2024
The Rev. Jeremiah Griffin	Rio Grande, VII	2024
Mr. Adam Lees	Alaska, VIII	2024
The Rev. Carlos Rendon*	Colombia, IX	2024
Ms. Julia Ayala Harris, Ex Officio	Oklahoma, VII	2024

*During the work of the Task Force, The Rev. Carlos Rendon changed canonical residence from Colombia, IX, to Long Island, New York II.

Representation at General Convention

Alternate Deputies Elisabeth Brauza-Hughes, Adam Lees, and The Rev. Jeremiah Griffin are authorized to receive non-substantive amendments to this Report at the General Convention.

Mandate

2022 - A155 Revising the Parochial Report Finance Page

Resolved, That the 80th General Convention authorizes the creation of a task force of congregational treasurers and diocesan financial officers to revise the finance page of the parochial report; and be it further

Resolved, That the Presiding Bishop and President of the House of Deputies appoint between 12 and 18 people to serve as members of this task force, to include representatives from every province of The Episcopal Church, and include at least 6 congregational treasurers, one of whom should be from a congregation with an Average Sunday Attendance (ASA) less than 50; and be it further

Resolved, That the President of House Deputies is encouraged to include as an additional member one who has served on the most recent House of Deputies State of the Church Committee; and be it further

Resolved, That the task force consult with the General Convention Office; and be it further

Resolved, That the task force collect and utilize data on diocesan-level use of parochial reports to determine diocesan assessments and apportionment; consider issues of currency conversion for international dioceses; evaluate current requirements on calculating and reporting operating income and expenses, and be it further

Resolved, That the General Convention request the Joint Standing Committee on Program, Budget and Finance to consider a budget allocation of \$50,000 for the implementation of this resolution, and be it further

Resolved, That this task force will make a report to the 81st General Convention.

Summary of Work

The Task Force met monthly on Zoom between January and September 2023.

The Task Force used the Listening, Action, Reflection Change Process Model, infused with Benedictine spirituality (Stability, Obedience, Conversion of Life) from the College for Congregational Development to do this work.

The Task Force designed a survey sent to each of the 110 diocesan Canons for Finance on their use of the Parochial Report finance pages and their thoughts about its effectiveness for their use in planning and budgeting.

The Task Force reached out individually to each diocese to encourage their response to the survey. We also followed up to non-responding dioceses again requesting their participation.

The Task Force reached out individually to Province IX Dioceses to encourage their participation.

The Task Force hosted two Zoom sessions for Diocesan Canons during which members of the Task Force, using prepared questions, discussed with them their use of the current financial pages and received their feedback on possible changes.

Taylor Hartson of the University of Notre Dame analyzed and provided a summary of survey and listening session results.

The Task Force analyzed the impact of its recommendations on the calculation of amounts due from parishes to their dioceses using historical data provided by GCO.

The Task Force gathered from October 9-11 at the Joint Interim Bodies Meeting in Maryland to finalize its Blue Book report and the revised Financial Pages of the Parochial Report.

The Task Force submitted its proposed revised financial pages to the State of the Church Committee with the intention that they present them to the Executive Council at its January 26-29, 2024 meeting in Louisville, Kentucky.

Recommendations

Many responders noted that the current report due date does not allow sufficient time for their churches to complete accurate, final, Vestry-approved year-end financial numbers. Consequently the quality of data submitted will be improved if the due date is moved from its current March 1 for churches/May 1 for Dioceses to a later date in the calendar. We recommend the Standing Commission on Structure, Governance, Constitution and Canons examine this issue of financial reporting deadlines in the next triennium.

The Task Force recommends a future group study the implications of financial reporting and related interaction with international churches, especially those where banking regulations diverge from US and European customs.

Supplementary Materials

- Task Force A155 recommended revised financial pages of the Parochial Report
- Listening, Action, Reflection Change Process Model, The Diocese of Olympia and the College for Congregational Development

Task Force A155 recommended revised financial pages of the Parochial Report

*Please indicate reporting currency: _____

Stewardship	
1. Number of Confirmed Pledges to General/Operating Fund	
2. Monetary Amount of Confirmed Pledges	
Income	
3. Plate, Pledge, and other contributions for the general support of the church	
4. Contributions for specific purposes (designated contributions)	
5. All Other Income	
TOTAL INCOME:	
Expenses	
6. Administrative Expenses (personnel, utilities, office, etc.)	
7. Mission & Programming Expenses	
8. Church Capital Expenses	
9. All Other Expenses	
TOTAL EXPENSES:	
Year End (as of December 31)	
10. All Cash, Checking, & Savings balances	
11. Market Value of all Investments	

Supplemental Information:

If you check "Yes," please complete follow-up questions. If "No," continue to the next question.

12. Does your congregation have an endowment or other investment account?

___ Yes ___ No

- 12a: What was your percentage draw for 2023? _____

- 12b: How did the overall value of your endowment change from 2022 to 2023?

Increased _____ Stayed the Same _____ Decreased _____

13. Does your congregation have any outstanding debt, including credit card debt?

___ Yes ___ No

- 13a: How much? _____

- 13b: What is the debt for?

14. Does your congregation own buildings and/or land? ___ Yes ___ No

15. Does your congregation rent or lease all or a portion of your building(s) or land?

___ Yes ___ No

- 15a: How much income did your church earn from rentals or leasing? _____

- 15b: What expenses did your church incur from rentals or leasing? _____

**Note: We recommend retaining the current currency reporting method.*

**CHANGE PROCESS 2:
LISTENING – ACTION – REFLECTION CHANGE PROCESS**

Form a team to guide the process.

Pray for guidance.

Identify a focus area for learning or improvement in the congregation.



Plan a listening process/inquiry into the focus area.

Plan to include the Benedictine background and the idea of listening as a part of congregational discernment.



Conduct listening process/inquiry into the focus area.

Use Benedictine background as an introduction.

Assist everyone in listening for insights and themes.



Reflect with those who are a part of the inquiry:

What was discovered/what did we learn?

What are the alternatives for action?

What action do we have energy for?

How might we be turning to Christ through this action?



Plan, organize, and take the action.



Reflect with others on what taking the action taught us.

Can be about the focus area, the congregation, or ourselves.

Out of this, potentially choose a new area of focus and repeat all or part of the cycle.



FIGURE A-19: LISTENING -REFLECTION CHANGE PROCESS

With thanks to The Diocese of Olympia and the College for Congregational Development

<https://www.cdcollege.org/>