



**The Kingston Diocesan Council of
The Catholic Women's League of Canada**

Treasurer

Inspired by the Spirit, Women Respond to God's Call

Directive #3

Pages: 1

Date: October 20, 2018

To: Parish Council Treasurers

From: Jean Mulvihill, Diocesan Treasurer

CC: Diocesan Executive, Provincial Treasurer

Attachments: #1: Financial Report: 1 May to 7 Oct 2018
#2: Budget for 2019
#3: 2018 Diocesan Convention Expenses
#4: Parish Treasurer's Annual Summary Report

***"It is through gratitude for the present moment
that the spiritual dimension of life opens up."***

Eckhart Tolle

I am in my second year as your Diocesan Treasurer and am enjoying the experience very much as my work during my last 13 years in the military included finances and budgets.

I would ask Parish Council Presidents to have their treasurer's email me (jean.mulvihill@bell.net) or call (613-545-9777) so I could have their contact information for collecting and following up with the annual reports needed.

Attached you will find the following documents. Please print these reports and bring them with you to the meeting on Saturday October 20th.

- 1) Financial Report: 1 May to 7 October 2018
- 2) Budget for 2019
- 3) 2018 Diocesan Convention Expenses

I have also attached the Parish Treasurer's Annual Summary Report, if you could please complete this at the same time as you complete the online Annual report for National. This information is provided on the online report but what I receive does not always have this information.

Respectfully submitted.

**Kingston Diocesan Council of
The Catholic Women's League of Canada**

Financial Report: May 1, 2018 to Oct 7, 2018

Bank Balance:May 1, 2018		\$	23,739.60
Revenue			
Per Capita Fees	\$	8,028.00	
Resource Material	\$	118.95	
Diocesan Convention	\$	7,428.00	
Diocesan Convention Mass	\$	1,271.00	
Provincial Convention			
National Convention			
Catch the Fire			
Development Day			
Retreat			
Bishop Bernard F. Pappin Bursary Fund			
Birthright Kingston	\$	100.00	
Birthright Belleville			
Hope Fund	\$	316.95	
Kenya Help	\$	100.00	
Miscellaneous(archbishop 50th)	\$	1,370.00	
Total	\$	18,732.90	\$ 42,472.50
Expenses			
Diocesan Convention	\$	10,313.82	
Diocesan Convention Mass	\$	1,321.00	
Provincial Convention	\$	2,575.17	
National Convention	\$	1,105.80	
Resource Material	\$	306.00	
Development Day			
Retreat			
Bishop Bernard F. Pappin Bursary Fund	\$	900.00	
Birthright	\$	1,940.00	
Hope Fund	\$	3,300.00	
Kenya Help	\$	1,450.00	
Meals and Travel	\$	661.16	
Photocopy			
Postage	\$	62.72	
Office Supplies/ Stationery			
Gifts cards/ masses	\$	120.00	
Professional Fees			
Insurance			
Hotel deposit 2019 Diocesan convention	\$	1,000.00	
Hosting 2019 Provincial Convention			
Miscellaneous(archbishop 50th)	\$	1,370.00	
Bank Charges	\$	68.86	
Total	\$	26,494.53	\$ 15,977.97

Kingston Diocesan Executive Council						
2019 Budget Worksheet						
	2017	2017	2018	2018	2019	2019
Item	Budget	Actual	Budget	Actual	Budget	Actual
Revenue						
Per Capita Fees	\$ 13,000.00	\$ 11,572.00	\$ 13,000.00	\$ 11,648.00	\$ 13,000.00	
Conv. Registration	\$ 6,800.00	\$ 6,725.00	\$ 6,800.00	\$ 6,650.00	\$ 6,700.00	
Mis. Revenue	\$ 1,000.00	\$ 1,141.91	\$ 1,000.00	\$ 1,006.20	\$ 1,000.00	
Retreat	\$ 800.00	\$ 240.00	\$ 800.00		\$ 400.00	
Interest						
Development Day/CtF	\$ 1,000.00		\$ 1,000.00		\$ 500.00	
Total Revenue	\$ 22,600.00	\$ 19,678.91	\$ 22,600.00	\$ 19,304.20	\$ 21,600.00	
Expenses						
Diocesan Convention	\$ 13,500.00	\$ 14,814.12	\$ 14,000.00	\$ 13,459.07	\$ 13,000.00	
Provincial Convention	\$ 3,000.00	\$ 3,341.57	\$ 3,000.00	\$ 2,712.02	\$ 3,000.00	
National Convention	\$ 2,000.00	\$ 1,222.18	\$ 2,000.00	\$ 1,105.80	\$ 1,200.00	
Executive Operating	\$ 2,000.00	\$ 1,762.66	\$ 1,500.00	\$ 1,452.09	\$ 1,500.00	
Development Day/CtF	\$ 500.00		\$ 500.00		\$ 500.00	
Misc. Expenses	\$ 500.00	\$ 1,264.00	\$ 500.00	\$ 2,606.00	\$ 1,500.00	
Retreat	\$ 800.00	\$ 352.81	\$ 800.00		\$ 400.00	
Bank Fees	\$ 80.00	\$ 92.13	\$ 100.00	\$ 100.31	\$ 100.00	
Officers insurance					\$ 230.00	
Total Expenses	\$ 22,380.00	\$ 22,849.47	\$ 22,400.00	\$ 21,435.29	\$ 21,430.00	
Surplus/(Deficit)	220.00	(3,170.56)	200.00	\$ (2,131.09)	\$ 170.00	
Misc. Revenue:						
475.50 resource material, \$8.00 postcards, 558.41 reimbursement from provincial						
100.00 reimbursement CGL						
2018-reimbursement national and provincial and resource material						
Misc. Expense:						
Consists of \$1000. deposit to hold the hotel for 2018 Diocesan Convention,						
2018- provincial 2019 seed money, room use, professional fees, honorarium						
deposit for hotel 2019 diocesan convention, resource material						

2018 Diocesan Convention Expenses			
	2018	2017	2016
Registration (Executive) including Provincial & National Reps, Guest	\$ 750.00	\$ 875.00	\$ 525.00
Meals (Executive) including Provincial & National Reps and guests	\$ 2,667.25	\$ 2,335.00	\$ 2,397.50
Restaurant Meal (Friday Executive)	\$ 365.58	\$ 409.55	\$ 466.42
Accommodation (Executive)	\$ 3,601.02	\$ 3,739.50	\$ 2,746.80
Travel, supplies for display, gift cards	\$ 221.96	\$ 589.58	\$ 410.58
Sound Equipment Rental	\$ 1,593.31	\$ 1,833.99	\$ 1,952.65
Sound Equipment Co-ordinator	\$ 500.00	\$ 500.00	\$ 500.00
Printing of Convention Annual Books	\$ 1,373.13	\$ 1,247.52	\$ 1,073.32
Honourariums	\$ 250.00	\$ 450.00	\$ 475.00
Photographer	\$ 100.00	\$ 100.00	\$ 100.00
Ballroom rental, wine etc.	\$ 2,335.48	\$ 2,308.54	\$ 2,583.17
Photocopy	\$ 376.34		
Priest Coverage	\$ 325.00		
Cost for Diocesan Election (need every 2 yrs)		\$ 405.48	
Total Expenses:	\$ 14,459.07	\$ 14,794.16	\$ 13,230.44
Reimbursement from Provincial for their Representative's expense	\$ (384.25)	\$ (558.41)	-\$ 428.68
Reimbursement from National (2018 only)	\$ (513.00)		
Total Expenses:	\$ 13,561.82	\$ 14,235.75	\$ 12,801.76
Sunday Mass Collection	\$ 1,271.00	\$ 1,009.30	\$ 1,694.00
Registration money received:	\$ 6,650.00	\$ 6,725.00	\$ 6,875.00
Total cost after registration received	\$ 6,911.82	\$ 7,510.75	\$ 5,926.76



THE CATHOLIC WOMEN'S LEAGUE OF CANADA

PARISH TREASURER'S ANNUAL SUMMARY REPORT

FOR THE PERIOD JANUARY 1, 2018 TO DECEMBER 31, 2018

COUNCIL: _____

LOCATION: _____

COUNCIL PRESIDENT: _____

TREASURER: _____

PHONE NO. _____

DONATIONS REPORTED FOR PAST CALENDAR YEAR

\$ Totals (omit cents)

National Voluntary Fund	
Coady International Institute	
Canadian Catholic Organization for Development and Peace	
Catholic Missions in Canada	
Catholic Near East Welfare Association	
Euthanasia Prevention Coalition (until August 18, 2020)	
National Voluntary Fund Sub-total	
Standing Committees	
Spiritual Development	
Organization	
Christian Family Life	
Community Life	
Education and Health	
Communications	
Standing Committees Sub-total	
All Donations	
National Voluntary Fund Sub-total	
Standing Committees Sub-total	
Parish Donations	
TOTAL	

Please submit the completed report to: Jean Mulvihill by email jean.mulvihill@bell.net by phone at 613-545-9777 or by mail at 394 Emerald St, Kingston On. K7P 3E2

Please submit by: 1 Feb, 2019