

# Annual budget process

## EXHIBIT #1

# Diocesan Council – Budget Committee

**ROLE:** Work with Council and the Bishop's staff to develop an operating budget that aligns resources with our mission statement.

## **Council Members:**

- Rev. Sara D'Angio White, NEPM, Lyons/Newark/Sodus
- Dr. Carolyn Mok, Task Force Chair, St. Thomas', Rochester
- Rev. Lance Robbins, Church of the Good Shepherd, Webster
- Mr. Scott Seabridge, Church of the Incarnation, Penfield
- Ms. Gwen Van Laeken, Chair, St. Peter's, Geneva

Diocesan Staff: Todd Rubiano, CFO

## **FOCUS:**

- **Diocesan Staff** – Functional Resource Assessment
- **Health Benefits** – joint Task Force with HR Committee

# 2016 Diocesan Budget: **Process**

**JAN** - Review 2016 budget process & establish committees

**FEB** - Review '14 results, '15 changes, & '16 spending targets

**FEB thru SEP** - Committees develop proposed budgets (CDPC, MPC, Budget, Health Insurance Task Force, & Others)

**MAR** - Analyze baseline income & expense projections '16-' 18. Trustees approve 2016 draw (3/21/15).

**APR** - Review Q1 '15 performance & '16 apportionment

**MAY** - Council reviews 1st DRAFT 2016 budget, apportionment, & communications plan

**JUN** - Publish & communicate 1<sup>st</sup> DRAFT budget

# 2016 Diocesan Budget: **Process**

**JUL** - Review & approve 2<sup>nd</sup> DRAFT budget changes

**JUN thru AUG** – District meetings, review and gather feedback

**SEP** – Review 3<sup>rd</sup> DRAFT budget & approve PROPOSED 2016 Budget

**SEP & OCT** - Review PROPOSED budget at District Meetings

**NOV** - Review & approve budget at Convention