

Cathedral of St. Andrew
Treasurer's Report to Chapter
February 26, 2019

Financial Statements: Because of the work involved in closing the books at the end of the fiscal year and the need to prepare the annual Parochial Report in time to have Chapter approve it and submit it to the Diocese by March 1, the January 2019 financial statements are not yet ready. By the March meeting on March 26, I expect that both January and February financial statements will be ready for your review.

Fiscal Year End 2018: The December 31, 2018 year end financial statements were presented and discussed at the Chapter retreat on February 9. To recap, the Cathedral ended 2018 with a \$173,368 surplus. Because a surplus was anticipated, the adopted 2019 budget includes using \$94,023 of surplus funds. That leaves \$79,345 of the surplus as excess funds that are available for use. As there are also other unanticipated 2019 revenues expected (see below), at the March Chapter meeting the Chapter will receive updated revenue information and a recommendation for a budget amendment to use these funds. I expect there will be a good discussion at that time as we consider increasing deposits to our reserve accounts, funding urgent repairs, and other critical operational needs.

Additional 2019 Revenue: (1) The Cathedral has received word that it will receive an unexpected distribution of funds in March from the James Bernard Ramstead Trust. This will be a one-time payment of \$90,989.91, representing the Cathedral's share of the distribution of the proceeds from the sale of some real property. The Cathedral is one of a long list of beneficiaries who will be receiving funds in this distribution. They are, as far as we know, not restricted by the donor for any specific purpose so can be used as needed. (2) The Cathedral has also received word that the 2019 distribution from the Hawaii Community Foundation in March on behalf of the George Bartlett Trust will be \$102,000. The budgeted revenue expected from this trust in 2019 was \$48,000, so there is an additional \$54,000 of unrestricted funds coming to us from this source.

Resolutions: There are four resolutions presented for Chapter approval. These are necessary to change the people authorized to sign Cathedral checks as there are new officers. The normal signatories are the four officers (Senior Warden, Junior Warden, Clerk, and Treasurer) as well as Elaine "Tiny" Chang and Theone Vredenberg. Both Tiny and Theone have been active at the Cathedral for years in a number of responsible positions and are familiar with its finances and operations. They both volunteer significant time in the Cathedral office and are available when necessary to provide a second signature on checks when two officers are not available. All Cathedral checks require two signatures, including the Pastoral Alms fund. The office policy is to have checks signed by two officers, but to have the option of having Tiny and Theone sign when it is impossible to obtain the signatures of two officers. Other points for information: (1) if a person who can sign checks makes a purchase on behalf of the Cathedral and is being reimbursed, that person cannot sign his/her own reimbursement; and (2) neither Fr. Moki nor Fr. Keleawe are authorized to sign checks.

Parochial Report: The 2018 Parochial Report is being presented for your approval this month. Please review and submit any questions early so it can be approved at the Chapter meeting and submitted to the Diocese by the March 1 due date.

Submitted by
Dixie Kaetsu, Treasurer