

## **2018 Yearend Announcements (Posted online [www.diohuron.org](http://www.diohuron.org).)**

Please note the following important instructions and requirements to help your parish and the diocese in planning for our financial yearend and the new coming fiscal year.

**2018 Year End Remittances** – PLEASE NOTE The final remittance date to the diocese for payroll and apportionment for 2018 is **January 18, 2019**.

### **2019 Clergy Compensation Sheets & Lay Staff Update** –

As an announcement and also posted on our diocesan website is the Clergy Compensation Sheet and Lay Staff salary update form for compensation updates for the 2019 payroll.

Also posted here is the 2019 Minimum Stipend Schedule for clergy which calls for a 2.0% increase as approved by Diocesan Council. This increase is also encouraged for clergy above the minimum stipend.

Please return these completed forms for payroll for 2019 to Hayley James, Payroll Coordinator, at Huron Church House (ext. 234). Hayley's email is **[payroll@huron.anglican.ca](mailto:payroll@huron.anglican.ca)**.

### **December 2018 Payroll** –

Please be advised that payroll for December as administered by central payroll for the Diocese will be automatically deposited to church employee's bank accounts on December 20th for the Christmas holiday! **Please ensure that your payroll invoice, if paid by cheque to the Diocese, is received here by this date** in order to sustain diocesan cash flows to cover this outlay.

### **Important payroll rates for 2019:**

**CPP Rates for 2019** – is increasing from 4.95 % of earnings to 5.1%; both an equal rate for employee and employer contributions.

**EI Rates for 2019** – the employee contribution rate is lowered by 4 cents to \$1.62 per \$100 of earnings. The employer rate remains at 1.4 times the employee rate.

**Payroll Admin. Fee** – currently remains at \$3.50/pay.

### **2018 Annual Financial Return** – (In Excel and manual version)

Starting for this 2018 fiscal yearend, we are requesting each congregation ***report in a google document on our website under Finance/Amin toolbox and 2018 Yearend forms the 4 key operating costs*** for apportionment purposes. This reporting process will improve our time and efficiency with the financial cost returns.

The complete annual financial return for 2018 is still required for submission for our files. Please submit this return by **February 28, 2019**. It can be submitted in excel electronically and emailed to [reception@huron.anglican.ca](mailto:reception@huron.anglican.ca) or mailed to reception (Meg Walmsley) at Church House. This return is very important for determining the allocation of our future year 2020 apportionment budget based on the 2018 apportionable, operating expenses your congregation incurs.

### **Promotion of Pre-Authorized Withdrawals/Credit Card Givings -**

Please be reminded that the Diocese can facilitate regular, automatic parishioner givings in support of your church's operation through preauthorized monthly bank withdrawals and credit card transactions. This can help to facilitate regularized cashflow for your church. Please be reminded that credit card transactions, due to the larger processing costs on our diocesan budget, will be charged back to churches. Please contact Hayley James at Church House (ext. 234) to initiate these services, or [payroll@huron.anglican.ca](mailto:payroll@huron.anglican.ca)

**Insurance Renewal for 2019 -** The diocese approved on December 7 the insurance policy renewal for 2019 for property and liability for the diocese and our congregations. There is a building inflationary increase of 1.5% and a rating increase on our policy of 5% due to our prior year claims and our rolling 3-year loss ratio of claims over premium. This increase should equate to a 6-8% increase in premium for most congregations.

**Parish Apportionment Budget for 2019 -** The apportionment to churches for 2019 of our diocesan budget was approved with our budget on December 7. There is an increase in the budget of only 0.7%. Over the last 2 years, the budget has decreased a combined 6.1%. The increase this year is due to our requirement to contribute at the normal level again to our Huron Pension Plan, after a brief contribution holiday for pension surplus reasons. ***The apportionment for your congregation for 2019 is available on our website under Resources in the Finance/Admin. toolbox under 2019 Forms and Documents.***

**Investment income payout return for 2019 -** The investment income payout for 2019 for parish trust funds will remain at 4%, as approved by Diocesan Council on December 7. The income distribution is a function of this rate at 4% rate on the units invested at the blended, quarterly market value unit rate for the year. During 2018, our investment returns for our total portfolio from our two fund managers has been sluggish at a 2.5% to 3.5% income yield.

### **2019 General Synod Pension Plan/L.T.D. Employer Contribution rates -**

**Gen. Synod Pension Plan Employer (Clergy) contribution rate -** remains at the current rate of 11.9% of stipend (grossed up 1.5X for housing) along with an admin. fee of 1.3% of stipend (grossed up 1.5X for housing.) The employer share is billed each month along with congregation's payroll costs.

**Gen. Synod Pension Plan Employee (Clergy) contribution rate -** remains at the current rate of 5.3% of stipend (grossed up 1.5X for housing.)

**Long-term disability Employer (Clergy) contribution rate -** remains at the current rate of 2.2% of stipend (grossed up 1.5X for housing.)

**Continuing Education Charge for 2019 -** Beginning in 2019, the church requirement for providing for their cleric the cost of continuing education will increase from the current annual \$450 cost to \$600. In 2020, it will increase to \$750 and in 2021 to \$900.

**Synod Delegate Fee Change -** The fee for Synod for 2019 will remain at the \$150/delegate rate.