

**To: All Committee Chairs and Mission Community Conveners,
Presbytery of Shenandoah**

CC: Sally Hinchman, Lucille Gohdes, Heather Carter

From: Carl Howard, Chair of the Committee on Budget and Finance

Date: April 26, 2010

Re: Preparing Our Budget for 2011

Please note: Action Requested by June 9

Colleagues and friends in Christ:

It happens every year—while we are still grappling with the opportunities and challenges of our current year, we have to start looking ahead. So, as happens each year, the Budget & Finance Committee will be presenting a 2011 budget's "First Reading" at the August 21 meeting of the Presbytery.

To accomplish this, we are announcing annual budget hearings, at the Presbytery offices, for 10 a.m. to noon on Wednesday, June 9. Please use the attached form for your responses to revcarlhoward@comcast.net, with a copy to treasurer@shenpres.org, or mailed to me at: Rev. Carl Howard, 564 Peace Pipe Lane, Hedgesville, WV 25427. ***Please aim to get these to me (mail or e-mail) by Friday, June 8.***

Any committee or mission community that foresees no need to change its budget requirements from 2010 may simply e-mail me with that information.

If you wish to have a representative appear before the Budget & Finance Committee on behalf of your 2011 plans, please e-mail me or have your mailed request to me by Thursday, June 3, so I can plan our schedule of hearings.

Some things to think about:

- While Presbyterians are conscientious givers, it is likely that we will continue to face budgetary restraints because of the economy's slow recovery.
- *A special note to mission communities.* In your annual budget allocations, \$1,000 of the total has been provided by the Blue Fund, which is specifically to benefit youth. Perhaps this has not been made explicit before. In your budget presentation for 2011, the Budget and Finance Committee will be looking for an explanation as to how that \$1,000 in your budget will be used for youth.

If you have any questions, please contact me at 304-754-3814 or at the e-mail address given above..

In Christ,
Carl Howard, Chair, Budget & Finance Committee

Committee Name: _____

2011 Projected Spending

Indicate the detail relevant to your committee. Use extra pages as necessary.

- *For mission communities.* Please remember to make your submission in two main sections: (1) Mission and ministry (2) Youth activities/events, budgeting up to \$1,000, because the practice (not explicitly explained in the past) has been to give mission communities \$1,000 from the Blue Fund, which must be used for youth.

Discussion of 2011 Budget Request items (rationale, special notes, etc.): Use as much space as you need to explain your committee's work, rationale, and relationship to the mission and ministry of the Presbytery.

Discussion of 2011-2013 projections, if applicable to your work (new projects to be done, alternating year funding requirements, etc.)

Who may we contact regarding questions on the above?

Contact info:

Will you be appearing at June 9 Budget and Finance committee meeting? _____

Time preference: _____