



KNOLLWOOD BAPTIST CHURCH
Approved 2017 Ministry Plan

ACCOUNT NAME	Approved Ministry Plan 2016		Approved Ministry Plan 2017	
INCOME				
Receipts	1,394,050.00		1,456,908.68	
Other Revenue and Interest Earned	4,200.00		4,200.00	
TTWS Preschool - Shared Maintenance	10,000.00		10,000.00	
TOTAL INCOME	<u>1,408,250.00</u>		<u>1,471,108.68</u>	
EXPENDITURES SUMMARY				
External Missions	139,405.00	10%	145,680.00	10%
Internal Missions				
A. Personnel Expenses	790,454.00	56%	790,769.68	54%
B. Organizational Expenses	123,859.00	9%	146,877.00	10%
C. Administrative Office Expenses	65,300.00	5%	64,450.00	4%
D. Facilities Expenses	247,132.00	18%	271,332.00	18%
E. Major Maintenance Reserve	36,000.00	3%	48,000.00	3%
F. Debt Retirement/Interest	0.00	0%	0.00	0%
G. Audit Expense	4,000.00	0%	4,000.00	0%
TOTAL EXPENDITURES	<u>1,406,150.00</u>		<u>1,471,108.68</u>	

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EXTERNAL MISSIONS - Mission Payments		
Baptist Affiliation Partners		
Alliance of Baptists	4,000.00	4,000.00
American Baptist Churches (\$4,600 for Project Amos)	9,200.00	9,200.00
Baptist News Global		1,000.00
Baptist World Alliance	4,500.00	4,500.00
Baptist Joint Committee	5,000.00	5,000.00
Cooperative Baptist Fellowship	9,200.00	9,200.00
CBF of North Carolina	4,000.00	4,000.00
NC Baptist Women in Ministry	2,500.00	2,500.00
NC Baptist Men Disaster Relief	2,500.00	2,500.00
Counseling		
CareNet of the Triad	3,500.00	3,500.00
Missionary Counseling service	3,500.00	3,500.00
Trinity Center	3,500.00	3,500.00
Education and Empowerment		
iCan House	2,500.00	2,500.00
Imprints	2,000.00	2,000.00
NC Council of Churches	1,500.00	1,500.00
W-S Enrichment Center	1,000.00	1,000.00
Emergency Assistance, Food, Housing		
Battered Women's Shelter	2,750.00	2,750.00
Bethesda Center	1,000.00	1,000.00
Crisis Control Ministry	9,200.00	9,200.00
Habitat for Humanity	2,500.00	2,500.00
Samaritan Ministries	3,500.00	3,500.00
Second Harvest Food Bank	5,000.00	5,000.00
Rehabilitation		
Forsyth Jail & Prison Ministries	5,500.00	5,500.00
Theological Education		
Wake Forest Divinity School	9,200.00	9,200.00
Other		
Aids Care Service	4,100.00	4,100.00
Mission Trips & Projects	16,800.00	16,800.00
Discretionary Funds	18,455.00	25,730.00
Shepherd's Center of Greater Winston Salem	1,000.00	1,000.00
Subtotal Mission Payments	137,405.00	145,680.00
TOTAL EXTERNAL MISSIONS	139,405.00	145,680.00

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PERSONNEL EXPENSES		
Administrative Salaries/Housing Allowance & Bonuses	638,122.29	635,833.68
TOTAL PERSONNEL SALARIES	<u>638,122.29</u>	<u>635,833.68</u>
PROFESSIONAL ENRICHMENT		
Senior Minister	1,000.00	1,000.00
Christian Formation & Education Minister	500.00	500.00
Minister with Youth & Community	1,000.00	1,000.00
Minister of Music	1,000.00	1,000.00
Minister with Senior Adults	500.00	500.00
Organist & Director of Handbells	500.00	500.00
Church Administrator	500.00	500.00
TOTAL PROFESSIONAL ENRICHMENT	<u>5,000.00</u>	<u>5,000.00</u>
OTHER PERSONNEL EXPENSES		
Pastoral Ministry Expenses (Travel, Hospitality, etc.)	5,500.00	4,500.00
Reserve for Future Bonuses	2,500.00	2,500.00
Music/Organist Substitutes	2,725.00	2,000.00
Social Security	18,286.49	23,904.00
Retirement	35,334.00	35,334.00
Christmas Bonuses	750.00	1,050.00
Group Insurances	70,236.22	68,248.00
Workers' Compensation	5,500.00	5,900.00
Contingency Personnel	2,000.00	2,000.00
Staff Development	1,500.00	1,500.00
Contingency Custodial	3,000.00	3,000.00
TOTAL OTHER PERSONNEL	<u>147,331.71</u>	<u>149,936.00</u>
A. TOTAL PERSONNEL EXPENSES	790,454.00	790,769.68

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ORGANIZATIONAL EXPENSES		
Adult Formation & Education	25,900.00	25,900.00
Arts Festival	2,200.00	2,200.00
Agape	400.00	400.00
All God's Children	4,000.00	4,000.00
Audio Visual	640.00	650.00
Background Checks	300.00	300.00
Baptism Ministry Team	500.00	500.00
Child Care/Sitter Service	4,000.00	4,000.00
Children's Ministry & Cub Scouts	11,900.00	16,000.00
Church with a Difference	1,675.00	1,675.00
Communion	600.00	600.00
Diaconate	200.00	200.00
Flowers/Decorating	600.00	600.00
Health & Wellness	600.00	600.00
History and Archives	140.00	140.00
Kitchen Expenses	4,200.00	4,200.00
Knollwood Cares	500.00	500.00
Library/Media Center	1,099.00	1,102.00
New Member & Visitor Team		2,500.00
Organ Maintenance Reserve		2,100.00
Senior Adult Ministry	1,500.00	1,500.00
Seed Money for Ministry Teams & Interest Groups	300.00	300.00
So & Sew's Interest Group	600.00	600.00
Special Events	2,250.00	2,250.00
Stewardship Development	1,500.00	2,500.00
Wednesday Night Fellowship	15,000.00	16,000.00
Website/Marketing/Publicity	9,510.00	19,510.00
Wellness & Recreation Ministry		1,600.00
Women's Retreat	1,280.00	2,000.00
Worship and Music	22,440.00	22,400.00
Youth Ministry (includes Sunday school materials)	8,825.00	8,850.00
Youth Food Budget	1,200.00	1,200.00
B. TOTAL ORGANIZATIONAL EXPENSES	123,859.00	146,877.00
 ADMINISTRATIVE OFFICE EXPENSES		
Computer Replacement	6,500.00	4,500.00
Payroll Processing	3,800.00	3,950.00
Office Operating Expenses	55,000.00	56,000.00
C. TOTAL ADMINISTRATIVE OFFICE EXPENSES	65,300.00	64,450.00

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FACILITIES EXPENSES		
Electricity	48,250.00	52,250.00
Water/Storm Water	6,500.00	6,500.00
Fuel Oil, Gas	20,500.00	24,500.00
Cleaning Supplies	5,500.00	5,500.00
Lawn Maintenance	19,200.00	19,200.00
Memorial Garden Maintenance	2,000.00	2,000.00
Telephone	11,500.00	11,500.00
Repairs & Maintenance	58,000.00	58,000.00
Insurance - All Property	11,800.00	20,000.00
Transportation	2,500.00	2,500.00
Janitorial	40,282.00	48,282.00
Contract Maintenance	20,000.00	20,000.00
Pest Control	1,100.00	1,100.00
D. TOTAL FACILITIES EXPENSES	<u>247,132.00</u>	<u>271,332.00</u>
Major Maintenance Reserve		
Major Maintenance Reserve	36,000.00	48,000.00
E. TOTAL MAJOR MAINTENANCE RESERVE	<u>36,000.00</u>	<u>48,000.00</u>
DEBT RETIREMENT		
Debt Retirement/Interest	-	0.00
F. TOTAL DEBT RETIREMENT	<u>-</u>	<u>0.00</u>
AUDIT EXPENSE		
Audit Expense Reserve	4,000.00	4,000.00
G. TOTAL AUDIT EXPENSE	<u>4,000.00</u>	<u>4,000.00</u>
TOTAL EXPENDITURES	<u>1,406,150.00</u>	<u>1,471,108.68</u>
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TTWS PRESCHOOL INCOME		
Tuition	326,305.00	326,305.00
Registration / Activity Fee	21,550.00	21,550.00
Lunch Bunch	20,000.00	20,000.00
Summer Program	14,000.00	14,000.00
TOTAL TTWS PRESCHOOL INCOME	<u>381,855.00</u>	<u>381,855.00</u>
TTWS PRESCHOOL EXPENSES		
Equipment and Supplies	21,000.00	21,000.00
Activities	3,600.00	3,600.00
Administrative Expenses	29,957.00	29,957.00
Shared Maintenance	10,000.00	10,000.00
Salaries	270,010.00	270,010.00
Lunch Bunch Expense	10,000.00	10,000.00
Social Security	27,828.00	27,828.00
Substitute Teachers	9,460.00	9,460.00
TOTAL TTWS PRESCHOOL EXPENSES	<u>381,855.00</u>	<u>381,855.00</u>

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