

# **St. Tikhon's Orthodox Monastery**

Financial Statements and  
Supplementary Information

December 31, 2018 and 2017

**St. Tikhon's Orthodox Monastery**

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## **Independent Accountants' Review Report**

To the Board of Directors of  
St. Tikhon's Orthodox Monastery

We have reviewed the accompanying financial statements of St. Tikhon's Orthodox Monastery, which comprise the statements of financial position as of December 31, 2018 and 2017, and the related statements of activities and cash flows for the years then ended, and the related notes to the financial statements. A review includes primarily applying analytical procedures to management's financial data and making inquiries of company management. A review is substantially less in scope than an audit, the objective of which is the expression of an opinion regarding the financial statements as a whole. Accordingly, we do not express such an opinion.

### **Management's Responsibility for the Financial Statements**

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement whether due to fraud or error.

### **Accountants' Responsibility**

Our responsibility is to conduct the review engagements in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. Those standards require us to perform procedures to obtain limited assurance as a basis for reporting whether we are aware of any material modifications that should be made to the financial statements for them to be in accordance with accounting principles generally accepted in the United States of America. We believe that the results of our procedures provide a reasonable basis for our conclusion.

### **Accountants' Conclusion**

Based on our reviews, except for the issue noted in the Known Departure From Accounting Principles Generally Accepted in the United States of America paragraph, we are not aware of any material modifications that should be made to the accompanying financial statements in order for them to be in accordance with accounting principles generally accepted in the United States of America.

### **Known Departure from Accounting Principles Generally Accepted in the United States of America**

As disclosed in Note 1 to the financial statements, accounting principles generally accepted in the United States of America require that a portion of the revenue from the sale of cemetery property be deferred until the internment services are performed, and that a portion of these revenues be deferred to recognize a liability for the perpetual care. Management has informed us that revenue from the sale of cemetery property is recognized when received. The effects of this departure from accounting principles generally accepted in the United States of America on financial position, changes in net assets, and cash flows have not been determined.

**Other Matter**

The departmental schedules of financial position, activities and operating, personnel and administrative expenses are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information is the responsibility of management and was derived from, and relates directly to, the underlying accounting and other records used to prepare the financial statements. The supplementary information has been subjected to the review procedures applied in our review of the basic financial statements. Except for the effects of the matter described in the Known Departure From Accounting Principles Generally Accepted in the United States of America paragraph, if any, we are not aware of any material modifications that should be made to the supplementary information. We have not audited the supplementary information and do not express an opinion on such information.

Wilkes-Barre, Pennsylvania

**Date of Report**

**St. Tikhon's Orthodox Monastery**

Statements of Financial Position  
December 31, 2018 and 2017

	<u>2018</u>	<u>2017</u>
<b>Assets</b>		
<b>Current Assets</b>		
Cash and cash equivalents	\$ 378,929	\$ 374,663
Accounts receivable	73,911	63,188
Inventories	<u>327,068</u>	<u>333,376</u>
Total current assets	779,908	771,227
<b>Property and Equipment, Net</b>	1,631,538	1,671,082
<b>Deferred Financing Costs, Net</b>	<u>10,882</u>	<u>11,720</u>
Total assets	<u>\$ 2,422,328</u>	<u>\$ 2,454,029</u>
<b>Liabilities and Net Assets</b>		
<b>Current Liabilities</b>		
Current portion of long-term debt	\$ 26,932	\$ 22,274
Accounts payable	54,096	24,559
Payroll taxes payable	3,818	2,861
Deferred revenue	788	979
Accrued interest	1,262	1,340
Sales tax payable	<u>798</u>	<u>748</u>
Total current liabilities	87,694	52,761
<b>Long-Term Debt</b>	<u>316,264</u>	<u>328,223</u>
Total liabilities	403,958	380,984
<b>Net Assets</b>		
Without donor restrictions	<u>2,018,370</u>	<u>2,073,045</u>
Total liabilities and net assets	<u>\$ 2,422,328</u>	<u>\$ 2,454,029</u>

See notes to financial statements

**St. Tikhon's Orthodox Monastery**

## Statements of Activities

Years Ended December 31, 2018 and 2017

	<u>2018</u>	<u>2017</u>
<b>Changes in Net Assets Without Donor Restrictions</b>		
<b>Support and Revenue</b>		
Bookstore	\$ 770,510	\$ 729,436
Contributions	590,384	484,815
Bequests	99,445	77,572
Cemetery plots	72,400	56,924
Iconography projects	50,750	104,000
Activities	45,753	46,850
Assessment and dues	11,805	10,530
Investment income	406	2,446
	<u>1,641,453</u>	<u>1,512,573</u>
<b>Expenses</b>		
Operating	708,719	627,313
Cost of goods sold	398,464	428,067
Personnel	363,347	332,082
Administrative	153,599	126,281
Fundraising, special events	46,583	55,007
Interest	17,866	14,811
Royalties expense	7,550	-
	<u>1,696,128</u>	<u>1,583,561</u>
Total expenses	<u>1,696,128</u>	<u>1,583,561</u>
Decrease in net assets	(54,675)	(70,988)
<b>Net Assets, Beginning</b>	<u>2,073,045</u>	<u>2,144,033</u>
<b>Net Assets, Ending</b>	<u>\$ 2,018,370</u>	<u>\$ 2,073,045</u>

See notes to financial statements

**St. Tikhon's Orthodox Monastery**

## Statement of Cash Flows

Years Ended December 31, 2018 and 2017

	<u>2018</u>	<u>2017</u>
<b>Cash Flows from Operating Activities</b>		
Decrease in net assets	\$ (54,675)	\$ (70,988)
Adjustments to reconcile decrease in net assets to net cash provided by operating activities:		
Depreciation and amortization	121,646	116,752
Changes in assets and liabilities:		
Accounts receivable	(10,723)	(8,043)
Inventories	6,308	35,973
Accounts payable	29,537	(10,717)
Payroll taxes payable	957	692
Deferred revenue	(191)	(45)
Accrued interest	(78)	(255)
Sales tax payable	50	18
	<u>92,831</u>	<u>63,387</u>
Net cash provided by operating activities		
<b>Cash Flows from Investing Activities</b>		
Purchases of property and equipment	(63,120)	(95,473)
Advance to related party	-	25,000
	<u>(63,120)</u>	<u>(70,473)</u>
Cash used in investing activities		
<b>Cash Flows Used in Financing Activities</b>		
Repayments of long-term debt	(25,445)	(32,353)
	<u>(25,445)</u>	<u>(32,353)</u>
Increase (decrease) in cash and cash equivalents	4,266	(39,439)
<b>Cash and Cash Equivalents, Beginning</b>	<u>374,663</u>	<u>414,102</u>
<b>Cash and Cash Equivalents, Ending</b>	<u>\$ 378,929</u>	<u>\$ 374,663</u>
<b>Supplemental Disclosure of Cash Flow Information</b>		
Interest paid	<u>\$ 17,944</u>	<u>\$ 15,066</u>
<b>Supplemental Disclosure of Noncash Investing Activities and Financing Activities</b>		
Vehicle acquisition financed with manufacturer	<u>\$ 18,144</u>	<u>\$ 19,480</u>

See notes to financial statements

## St. Tikhon's Orthodox Monastery

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Notes to Financial Statements  
December 31, 2018 and 2017

### 1. Nature of Operations and Summary of Significant Accounting Policies

#### Nature of Operations

St. Tikhon's Orthodox Theological Monastery (the "Monastery") was founded in 1905 by St. Tikhon, Patriarch of Moscow.

The Monastery is a brotherhood of Orthodox Christian monks leading a life of prayer and repentance. The primary mission of the Monastery lies in providing the necessary theological, liturgical, spiritual, and moral foundations for its members.

The Monastery also owns and operates a cemetery. The Monastery sells the right to be buried on its land and this service is restricted to the Monastery's members and their relatives.

In addition, the Monastery operates a bookstore selling religious books and icons to customers throughout the world.

#### Subsequent Events

The Monastery evaluated subsequent events for recognition or disclosure through **Date of Report**, the date the financial statements were available to be issued.

#### Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from those estimates.

#### Cash and Cash Equivalents

Cash and cash equivalents include certain investments in highly liquid debt instruments with a maturity of three months or less when purchased.

#### Accounts Receivable

Accounts receivable are reported at net realizable value. There is no provision for doubtful accounts as management believes all amounts are collectible.

#### Inventories

Inventories consist primarily of religious books and icons available for sale. Inventories are valued at the lower of cost (first-in, first-out method) or net realizable value.

#### Property and Equipment

Property and equipment acquisitions are recorded at cost. Depreciation is computed using the straight-line method based on the estimated useful life of each classification of depreciable asset.

Gifts of long-lived assets such as land, buildings, or equipment are reported as without donor restrictions unless explicit donor stipulations specify how the donated assets must be used. Gifts of long-lived assets with explicit restrictions that specify how the assets are to be used and gifts of cash or other assets that must be used to acquire long-lived assets are reported as with donor restrictions. Absent explicit donor stipulations about how long those long-lived assets must be maintained, expirations of donor restrictions are reported when the donated or acquired long-lived assets are placed in service.

## St. Tikhon's Orthodox Monastery

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Notes to Financial Statements  
December 31, 2018 and 2017

### Revenue Recognition

Revenue from the sale of burial plots is recognized when funds are received. Accounting principles generally accepted in the United States of America require that a portion of the revenue received from the sale of cemetery property be deferred until interment services are performed, and that a portion of these revenues be deferred to recognize a liability for the perpetual care. The effect of these departures on the financial position, changes in net assets and cash flows of the Monastery have not been determined. Funds set aside for perpetual care are required to be held in a separate trust. Management has not established a separate trust account for these funds.

Bookstore revenue is recognized when the sale of merchandise occurs.

Revenue from Iconography projects is recognized when funds are received.

### Sales and Similar Taxes

The Monastery collects sales and similar taxes imposed on nonexempt customers by various states. The Monastery's policy is to exclude the tax collected and remitted from sales and cost of sales.

### Shipping and Handling Fees and Costs

Inbound and outbound freight costs are included in cost of sales.

### Functional Expenses

The costs of operating the Monastery have been summarized on the statements of activities. Employee salaries and benefits have been allocated based upon the estimated time and effort of Monastery employees.

### Donor-Restricted Gifts

Unconditional promises to give cash and other assets are reported at fair value at the date the promise is received. The gifts are reported as either temporarily or permanently restricted support if they are received with donor stipulations that limit the use of the donated assets. When a donor restriction expires, that is, when a stipulated time restriction ends or purpose restriction is accomplished, temporarily restricted net assets are reclassified as unrestricted net assets and reported in the statement of activities as net assets released from restrictions.

### Collections of Religious Artifacts

The Monastery has elected not to capitalize its collection of religious artifacts. These items include religious clothing, books, statues and related jewels. The Monastery protects and preserves these items. These items have lasting historical significance and, as such, appreciate with age. No appreciation has been provided for these items.

## St. Tikhon's Orthodox Monastery

Notes to Financial Statements  
December 31, 2018 and 2017

### Deferred Financing Costs, Net

Deferred financing costs are amortized using the straight-line method over the term of the related debt. Amortization expense was \$838 in 2018 and 2017. This amount is reported net of accumulated amortization of \$5,861 in 2018 and \$5,023 in 2017.

### Income Taxes

The Monastery is a not-for-profit corporation as described in Section 501(c)(3) of the Internal Revenue Code and is exempt from federal income taxes on its exempt income under Section 501(a) of the Internal Revenue Code.

The Monastery accounts for uncertainty in income taxes by prescribing a recognition threshold of more-likely-than-not to be sustained upon examination by the appropriate taxing authority. Measurement of the tax uncertainty occurs if the recognition threshold has been met. Management determined that there were no tax uncertainties that met the recognition threshold in 2018 and 2017.

### New Accounting Standard

During May 2014, the Financial Accounting Standards Board ("FASB") issued Accounting Standards Update ("ASU") No. 2014-09, *Revenue from Contracts with Customers (Topic 606)*. ASU No. 2014-09 establishes principles for recognizing revenue upon the transfer of promised goods or services to customers, in an amount that reflects the expected consideration received in exchange for those goods or services. During 2015 and 2016, the FASB also issued ASU No. 2015-14, which defers the effective date of ASU No. 2014-09; ASU No. 2016-08, *Principal versus Agent Considerations (Reporting Revenue Gross versus Net)*, which clarifies the implementation guidance on principal versus agent considerations in Topic 606; ASU No. 2016-10, *Identifying Performance Obligations and Licensing*, which clarifies the identification of performance obligations and the licensing implementation guidance; ASU No. 2016-12, *Narrow-Scope Improvements and Practical Expedients* and ASU No. 2016-20, *Technical Corrections and Improvements to Topic 606*, which both affect narrow aspects of Topic 606. Topic 606 (as amended) is effective for fiscal years beginning after December 15, 2018, and interim periods within annual periods beginning after December 15, 2019. The amendments may be applied retrospectively to each prior period presented or retrospectively with the cumulative effect recognized as of the date of initial application. The Monastery is currently assessing the effect that Topic 606 (as amended) will have on its results of operations, financial position and cash flows.

During June 2018, the FASB issued ASU No. 2018-08, *Not-for-Profit Entities (Topic 958): Clarifying the Scope and the Accounting Guidance for Contributions Received and Contributions Made*. The new guidance is intended to clarify and improve accounting guidance for contributions received and contributions made. The amendments in this ASU should assist entities in (1) evaluating whether transactions should be accounted for as contributions (nonreciprocal transactions) or as exchange (reciprocal transactions) subject to other guidance and (2) determining whether a contribution is conditional. ASU No. 2018-08 is effective for fiscal years beginning after December 15, 2018. The Monastery is currently assessing the impact that ASU No. 2018-08 will have on its results of operations, financial position and cash flows.

### New Accounting Standards Adopted

In 2018, the Monastery adopted FASB ASU No. 2016-14, *Not-for-Profit Entities (Topic 928): Presentation of Financial Statements of Not-for-Profit Entities*. ASU No. 2016-14 addresses the complexity and understandability of net asset classification, deficiencies in information about liquidity and availability of resources, and the lack of consistency in the type of information provided about expenses and investment return. The Monastery has adjusted the presentation of these financial statements accordingly. ASU No. 2016-14 has been applied retrospectively to all periods presented, except for the disclosures relating to the liquidity and availability of resources. This disclosure has been presented for 2018 only, as allowed under ASU No. 2016-14.

## St. Tikhon's Orthodox Monastery

Notes to Financial Statements  
December 31, 2018 and 2017

The three classes of net assets used in financial statements of nonprofit organizations (unrestricted, temporarily restricted, and permanently restricted) were replaced with two classes of net assets - net asset with donor restrictions and net assets without donor restrictions. Because the definition of donor-imposed restriction is essentially unchanged, the effect of the change is that temporarily restricted net assets and permanently restricted net assets are combined and became a single class called with donor restrictions. Unrestricted net asset are now referred to as net assets without donor restrictions.

As a result of the adoption of ASU No. 2016, the net assets of the Monastery as of January 1, 2018 were reclassified as follows:

	<b>After Adoption of ASU 2016-14</b>	<b>As Originally Presented</b>
Net assets without donor restrictions	\$ 2,073,045	\$ -
Net assets, unrestricted	-	2,073,045
Total	<u>\$ 2,073,045</u>	<u>\$ 2,073,045</u>

## 2. Property and Equipment, Net

Property and equipment, net as of December 31 are as follows:

	<b>2018</b>	<b>2017</b>
Land	\$ 5,300	\$ 5,300
Land improvements	10,199	7,699
Buildings and improvements	3,355,225	3,307,104
Furniture	37,306	37,306
Equipment	66,754	56,255
Vehicles	102,130	94,408
Total	<u>3,576,914</u>	<u>3,508,072</u>
Less accumulated depreciation	<u>1,945,376</u>	<u>1,836,990</u>
Property and equipment, net	<u>\$ 1,631,538</u>	<u>\$ 1,671,082</u>

Depreciation expense was \$120,808 in 2018 and \$115,914 in 2017.

## St. Tikhon's Orthodox Monastery

Notes to Financial Statements  
December 31, 2018 and 2017

### 3. Long-Term Debt

Long-term debt consists of the following at December 31:

	<u>2018</u>	<u>2017</u>
<b>Bookstore</b>		
<u>Honesdale National Bank</u>		
Mortgage loan, monthly payment of \$2,887 including interest at 4.70% for 84 months then adjusting to the prime rate plus 1.45%, maturing January 2032; secured by real estate	\$ 310,565	\$ 331,464
<u>Kia Finance</u>		
Note payable in monthly installments of \$326, including interest at 6.29% for 72 months, maturing October 2023; secured by personal property	16,215	19,033
<u>Volkswagen Credit</u>		
Note payable in monthly installments of \$325, including interest at 2.90% for 60 months, maturing July 2023, secured by personal property	16,416	-
Total	<u>343,196</u>	<u>350,497</u>
Less current portion	<u>26,932</u>	<u>22,274</u>
Long-term debt	<u>\$ 316,264</u>	<u>\$ 328,223</u>

Scheduled principal repayments for periods subsequent to December 31, 2018 are as follows:

Years ending December 31:	
2019	\$ 26,932
2020	28,127
2021	29,465
2022	30,868
2023	29,710
Thereafter	<u>198,094</u>
Total	<u>\$ 343,196</u>

## St. Tikhon's Orthodox Monastery

Notes to Financial Statements  
December 31, 2018 and 2017

### 4. Functional Expenses

The Monastery provides theological teachings and services to individuals within its geographic area. Expenses related to providing these services are as follows:

	<b>2018</b>		
	<b>Monastery</b>	<b>Bookstore</b>	<b>Total</b>
Cost of goods sold	\$ -	\$ 398,464	\$ 398,464
Other operating	227,219	148,596	375,815
Repairs and maintenance	211,146	16,218	227,364
Salary and wages	-	197,202	197,202
Depreciation and amortization	74,945	46,701	121,646
Insurance	67,000	38,400	105,400
Supplies	76,689	19,152	95,841
Other administrative	66,087	19,501	85,588
Fundraising, special events	22,567	24,016	46,583
Interest	1,312	16,544	17,856
Payroll taxes	-	14,389	14,389
Royalties expense	-	7,550	7,550
Other personnel	-	2,430	2,430
	<u>\$ 746,965</u>	<u>\$ 949,163</u>	<u>\$ 1,696,128</u>
	<b>2017</b>		
Cost of goods sold	\$ -	\$ 428,067	\$ 428,067
Other operating	175,702	135,330	311,032
Repairs and maintenance	214,846	11,183	226,029
Salary and wages	-	152,124	152,124
Insurance	82,941	38,400	121,341
Depreciation and amortization	70,123	46,629	116,752
Other administrative	56,598	15,172	71,770
Supplies	50,863	19,851	70,714
Fundraising, special events	16,391	38,616	55,007
Interest	203	14,608	14,811
Payroll taxes	-	11,211	11,211
Other personnel	-	4,703	4,703
	<u>\$ 667,667</u>	<u>\$ 915,894</u>	<u>\$ 1,583,561</u>

### 5. Related Party Transactions

The Monastery made payments to St. Tikhon's Orthodox Theological Seminary ("Seminary"), an entity related through church affiliation. Payments were expensed as follows:

	<b>2018</b>	<b>2017</b>
General insurance reimbursement	\$ 39,400	\$ 38,400
Contributions	4,270	12,582
Health insurance reimbursement	17,880	19,550
	<u>\$ 61,550</u>	<u>\$ 70,532</u>

## St. Tikhon's Orthodox Monastery

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Notes to Financial Statements  
December 31, 2018 and 2017

### 6. Contingencies

As a not-for-profit corporation in the Commonwealth of Pennsylvania, the Monastery qualifies for an exemption from real property taxes; however, a number of cities, municipalities, and school districts in the Commonwealth of Pennsylvania have started and continue to challenge the real estate tax exemption of not-for-profit corporations. The possible future effects of this matter, if any, are not presently determinable.

### 7. Concentrations

Amounts on deposit with any one financial institution are insured up to the Federal Deposit Insurance Corporation limits. The Monastery periodically has cash and cash equivalents on deposit in excess of insured amounts.

### 8. Liquidity and Availability of Resources

The following table reflects the Monastery's financial assets available for general expenditure within one year at December 31, 2018. Financial assets are considered unavailable when illiquid or not convertible to cash within one year.

Financial assets:	
Cash and cash equivalents	\$ 378,929
Accounts receivable	<u>73,911</u>
Total financial assets	<u>\$ 452,840</u>

**St. Tikhon's Orthodox Monastery**

Schedule of Financial Position by Department  
December 31, 2018

	<u>Monastery</u>	<u>Bookstore</u>	<u>Totals</u>
<b>Assets</b>			
<b>Current Assets</b>			
Cash and cash equivalents	\$ 368,123	\$ 10,806	\$ 378,929
Accounts receivable	-	73,911	73,911
Inventories	-	327,068	327,068
	<hr/>	<hr/>	<hr/>
Total current assets	368,123	411,785	779,908
<b>Property and Equipment, Net</b>	995,490	636,048	1,631,538
<b>Deferred Financing Costs, Net</b>	-	10,882	10,882
	<hr/>	<hr/>	<hr/>
Total assets	<u>\$ 1,363,613</u>	<u>\$ 1,058,715</u>	<u>\$ 2,422,328</u>
<b>Liabilities and Net Assets</b>			
<b>Current Liabilities</b>			
Current portion of long-term debt	\$ 6,432	\$ 20,500	\$ 26,932
Accounts payable	14,202	39,894	54,096
Due (from) to related party	(987,444)	987,444	-
Payroll taxes payable	-	3,818	3,818
Deferred revenue	-	788	788
Accrued interest	-	1,262	1,262
Sales tax payable	-	798	798
	<hr/>	<hr/>	<hr/>
Total current liabilities	(966,810)	1,054,504	87,694
<b>Long-Term Debt</b>	26,199	290,065	316,264
	<hr/>	<hr/>	<hr/>
Total liabilities	(940,611)	1,344,569	403,958
<b>Net Assets</b>			
Without donor restrictions	2,304,224	(285,854)	2,018,370
	<hr/>	<hr/>	<hr/>
Total liabilities and net assets	<u>\$ 1,363,613</u>	<u>\$ 1,058,715</u>	<u>\$ 2,422,328</u>

**St. Tikhon's Orthodox Monastery**

Schedule of Financial Position by Department  
December 31, 2017

	<u>Monastery</u>	<u>Bookstore</u>	<u>Totals</u>
<b>Assets</b>			
<b>Current Assets</b>			
Cash and cash equivalents	\$ 354,306	\$ 20,357	\$ 374,663
Accounts receivable	-	63,188	63,188
Inventories	-	333,376	333,376
	<hr/>	<hr/>	<hr/>
Total current assets	354,306	416,921	771,227
<b>Property and Equipment, Net</b>	989,171	681,911	1,671,082
<b>Deferred Financing Costs, Net</b>	-	11,720	11,720
	<hr/>	<hr/>	<hr/>
Total assets	<u>\$ 1,343,477</u>	<u>\$ 1,110,552</u>	<u>\$ 2,454,029</u>
<b>Liabilities and Net Assets</b>			
<b>Current Liabilities</b>			
Current portion of long-term debt	\$ 2,789	\$ 19,485	\$ 22,274
Accounts payable	8,016	16,543	24,559
Due (from) to related party	(965,804)	965,804	-
Payroll taxes payable	-	2,861	2,861
Deferred revenue	-	979	979
Accrued interest	-	1,340	1,340
Sales tax payable	-	748	748
	<hr/>	<hr/>	<hr/>
Total current liabilities	(954,999)	1,007,760	52,761
<b>Long-Term Debt</b>	16,244	311,979	328,223
	<hr/>	<hr/>	<hr/>
Total liabilities	(938,755)	1,319,739	380,984
<b>Net Assets</b>			
Without donor restrictions	2,282,232	(209,187)	2,073,045
	<hr/>	<hr/>	<hr/>
Total liabilities and net assets	<u>\$ 1,343,477</u>	<u>\$ 1,110,552</u>	<u>\$ 2,454,029</u>

**St. Tikhon's Orthodox Monastery**

Schedule of Activities by Department  
Year Ended December 31, 2018

	<u>Monastery</u>	<u>Bookstore</u>	<u>Totals</u>
<b>Changes in Net Assets Without Donor Restrictions</b>			
<b>Support and Revenue</b>			
Bookstore	\$ -	\$ 770,510	\$ 770,510
Contributions	539,159	51,225	590,384
Bequests	99,445	-	99,445
Cemetery plots	72,400	-	72,400
Iconography projects	-	50,750	50,750
Activities	45,753	-	45,753
Assessment and dues	11,805	-	11,805
Investment income	395	11	406
	<u>768,957</u>	<u>872,496</u>	<u>1,641,453</u>
Total support and revenue			
<b>Expenses</b>			
Operating	456,027	252,692	708,719
Cost of goods sold	-	398,464	398,464
Personnel	167,196	196,151	363,347
Administrative	99,863	53,736	153,599
Fundraising, special events	22,567	24,016	46,583
Interest	1,312	16,554	17,866
Royalties expense	-	7,550	7,550
	<u>746,965</u>	<u>949,163</u>	<u>1,696,128</u>
Total expenses			
Decrease in net assets	<u>\$ 21,992</u>	<u>\$ (76,667)</u>	<u>\$ (54,675)</u>

**St. Tikhon's Orthodox Monastery**

Schedule of Activities by Department  
 Year Ended December 31, 2017

	<u>Monastery</u>	<u>Bookstore</u>	<u>Totals</u>
<b>Changes in Net Assets Without Donor Restrictions</b>			
<b>Support and Revenue</b>			
Bookstore	\$ -	\$ 729,436	\$ 729,436
Contributions	425,506	59,309	484,815
Iconography projects	-	104,000	104,000
Bequests	77,572	-	77,572
Cemetery plots	56,924	-	56,924
Activities	46,850	-	46,850
Assessment and dues	10,530	-	10,530
Investment income	2,433	13	2,446
	<u>619,815</u>	<u>892,758</u>	<u>1,512,573</u>
Total support and revenue			
<b>Expenses</b>			
Operating	391,059	236,254	627,313
Cost of goods sold	-	428,067	428,067
Personnel	179,546	152,536	332,082
Administrative	80,468	45,813	126,281
Fundraising, special events	16,391	38,616	55,007
Interest	203	14,608	14,811
	<u>667,667</u>	<u>915,894</u>	<u>1,583,561</u>
Total expenses			
Decrease in net assets	<u>\$ (47,852)</u>	<u>\$ (23,136)</u>	<u>\$ (70,988)</u>

**St. Tikhon's Orthodox Monastery**

Schedule of Operating, Personnel, and Administrative Expenses by Department  
 Year Ended December 31, 2018

	<u>Monastery</u>	<u>Bookstore</u>	<u>Totals</u>
<b>Operating</b>			
Repairs and maintenance	\$ 110,950	\$ 16,218	\$ 127,168
Depreciation and amortization	74,945	46,701	121,646
Utilities	63,034	14,006	77,040
Contributions and stipends	65,386	-	65,386
Chamber Choir	-	56,466	56,466
Supplies	42,913	2,787	45,700
Iconography projects	-	45,190	45,190
Insurance	-	38,400	38,400
Liturgical	30,121	-	30,121
Equipment	22,993	-	22,993
Cemetery costs	21,878	-	21,878
Credit card fees	16	19,237	19,253
Assessments and dues	13,665	2,640	16,305
Telephone	8,271	7,656	15,927
Bank fees	1,855	3,391	5,246
	<u>\$ 456,027</u>	<u>\$ 252,692</u>	<u>\$ 708,719</u>
<b>Personnel</b>			
Salary and wages	\$ -	\$ 180,602	\$ 180,602
Maintenance and support	100,196	-	100,196
Health insurance	67,000	2,430	69,430
Payroll taxes	-	13,119	13,119
	<u>\$ 167,196</u>	<u>\$ 196,151</u>	<u>\$ 363,347</u>
<b>Administrative</b>			
Office supplies	\$ 33,776	\$ 16,365	\$ 50,141
Automobile	28,500	-	28,500
Travel	18,761	7,988	26,749
Advertising	15,775	3,788	19,563
Salary and wages	-	16,600	16,600
Professional fees	3,051	7,725	10,776
Payroll taxes	-	1,270	1,270
	<u>\$ 99,863</u>	<u>\$ 53,736</u>	<u>\$ 153,599</u>

**St. Tikhon's Orthodox Monastery**

Schedule of Operating, Personnel, and Administrative Expenses by Department  
 Year Ended December 31, 2017

	<u>Monastery</u>	<u>Bookstore</u>	<u>Totals</u>
<b>Operating</b>			
Repairs and maintenance	\$ 118,241	\$ 11,183	\$ 129,424
Depreciation and amortization	70,123	46,629	116,752
Iconography projects	-	96,240	96,240
Utilities	55,739	9,434	65,173
Contributions and stipends	39,426	-	39,426
Insurance	-	38,400	38,400
Supplies	26,993	4,712	31,705
Equipment	24,765	-	24,765
Liturgical	23,177	-	23,177
Credit card fees	-	18,959	18,959
Assessments and dues	12,606	1,522	14,128
Telephone	6,524	7,205	13,729
Cemetery costs	10,717	-	10,717
Bank fees	2,748	1,970	4,718
	<u>\$ 391,059</u>	<u>\$ 236,254</u>	<u>\$ 627,313</u>
<b>Personnel</b>			
Salary and wages	\$ -	\$ 137,724	\$ 137,724
Maintenance and support	96,605	-	96,605
Health insurance	82,941	4,703	87,644
Payroll taxes	-	10,109	10,109
	<u>\$ 179,546</u>	<u>\$ 152,536</u>	<u>\$ 332,082</u>
<b>Administrative</b>			
Office supplies	\$ 23,870	\$ 15,139	\$ 39,009
Automobile	18,912	207	19,119
Other expenses	18,173	-	18,173
Salary and wages	-	14,400	14,400
Professional fees	7,963	6,347	14,310
Travel	10,935	-	10,935
Advertising	615	8,618	9,233
Payroll taxes	-	1,102	1,102
	<u>\$ 80,468</u>	<u>\$ 45,813</u>	<u>\$ 126,281</u>