

***THE CHRISTIAN SCIENCE COMMITTEE  
FOR INSTITUTIONAL WORK IN TEXAS RECORDS***

***P. O. BOX 630941  
HOUSTON, TEXAS 77263-0941***

July 21, 2003

Dear Executive Committee Members,

During the second quarter of this year I have:

- Mailed 3 copies of English Science and Health to prisoners,
- Mailed 1 copy of Prose Works to a prisoner,
- Mailed 23 copies of citation and full text Bible lessons to prisoners,
- Mailed 10 applications for the Monitor, Sentinel, and full text Bible Lessons to prisoners,
- Responded to 12 referrals from The Mother Church, churches, and relatives of prisoners, offering textbooks, literature and/or individual contacts,
- Mailed 1 Bible to a prisoner,
- Contacted Christian Science workers regarding 5 prisoners who wish to know more about Christian Science.

We have received a very generous gift of \$2,000 from the Christian Science Students' Association of the Pupils of Harry B. MacRAE, C.S.B. I sent a thank you letter acknowledging the gift.

I have attached financial statements for the quarter and the six months ended June 30, 2003 that show revenue and expenditures for the individual areas, and our position regarding our revised budget.

Our present cash position is positive with a balance on hand as of June 30, 2003 of \$5,664.42.

We are proceeding close to the budget with the exception of a couple of items. A couple of comments regarding the budget may be helpful to you.

Revenue received is very close to that budgeted. We have received \$332 more than budgeted.

Expenditures made are also very close in total. However there are a couple of variances that offset each other. We have not received the audit or the auditor's bill. The telephone long distance expense is considerably above what I had anticipated. The booked expense for long distance includes the accrued our outgoing charges that I had paid on my personal bill because it was cheaper than using our Call Home America service. Requests for reimbursement for travel to the Annual Meeting was much greater than in the past. The bill of \$500 for development of the website has only been received recently and was paid in July.

***HOUSTON 713-781-4947***

***FAX 713-781-3166***

***TOLL FREE 1-877-643-8080 (4830)***

***EMAIL [ACKRAMER@SWBELL.NET](mailto:ACKRAMER@SWBELL.NET)***

Based on the expenditures incurred during the first six months and those anticipated for the rest of the year, I feel that we will complete our year in a positive position. That is, we will be able to pay all of our bills and that our cash balance at the end of the year will be a projected \$2,025. I have attached a statement of proposed receipts and expenses.

However, 2004 is a different story. We will not be able to pay our anticipated expenses for 2004 without increasing the per capita request from participating churches. The per capita must be increased to no less than 46 cents per church member. At this 46 cent amount we will be forced to use the cash of \$2,025 with which we will start the year and we will end the year with a zero bank balance. Not a comforting balance.

At this time I recommend a per capita request of a minimum of 55 cents. With this amount, and with no increases in expenses over those of 2003, we should end 2004 with almost \$2,000 in the bank. A figure of which I am not totally comfortable.

Since many of our churches have their annual meeting in October at which they approve their budgets for the following year, I will update these estimates early in September so that you can decide at that time on the amount. We can then notify them before their annual meeting.

Please let me know if you have any questions.

Sincerely,

Archie C. Kramer  
Executive Treasurer