

Senior Warden Report

February 12, 2017

Submitted by Barbara Brecht

Don't grow weary in doing good.

Somewhere in one of Paul's letter:

Not a lot to add to last months report:

- Will continue to discuss a way to better view “restricted fund” data. This will become particularly important as we obtain funds for roof, kitchen and other areas where donors have restricted the use of their donations. In addition, we will need to develop a process to authorize any restricted fund accounts in order to ensure we can accept and use funds as a donor may wish. This is still in process and Karen will help in development.
- We will continue discussions and thoughts regarding a \$500,000 Capital Campaign and look to more fully present at the beginning of 2017. We will be looking to create some kind of a theme, (“Getting our house in order”, as an example) that will allow us to raise funds to address roof, kitchen update, accessibility issues and sound systems in the parish hall and sanctuary as well as some ongoing funds for upgrades and maintenance. Please identify some folks who you think may have interest, gifts and skills in this kind of effort. Please keep mulling and praying. Also, vestry retreat will focus on how to conduct an effective Capital Campaign.
- We received a revised contract from Chris Brown which resulted in an additional almost \$10,000 cost for replacing the cupola. Ouch. Wayne Lansvord's law firm has accepted us as a pro bono basis and is reviewing the revised contract. Kerlin and I met with an attorney in the firm and they will have a proposed revised contract by early February. Have passed this information onto Chris Brown. Kerlin and I are meeting with Chris and hopefully will have contract for Chris so that work can commence when makes sense.
- We also scheduled to meet with the Board of Trustees in February to request funds toward the roof project. Current overall projection for all of roof is between \$160,000 and \$185,00. My suggestion is to ask for \$80,000, half cost at the lower end. Our building is a parish asset and my hope is the diocese would like to join us in making a significant contribution in maintaining this valuable asset. Pray. Pray. Pray
- Still in process in procuring a vendor for grounds. Will be on hold until Spring

Thanks to all of you for your good work in supporting our parish. We are blessed to serve here.

Submitted by Barbara Brecht, Senior Warden
January 4, 2017

Jr. Warden report: February, 2017

As usual, there's a lot going on around the building and grounds.

The dishwasher in the kitchen was not working, and the repair company ended up having to order two different parts - it is now working correctly. Just after the dishwasher was repaired, the adjacent sink plugged up. A separate (plumbing) company came out and cleared a major clog.

Also in January, we had the carpets cleaned in the Sanctuary, Narthex, and Chapel. On the same day, we had the Parish Hall floor cleaned by the same company. On the 28th, the Altar Guild had a "cleaning and organizing" party in the Sacristy. The same day, Jean Baker gathered a group of volunteers to clean the Sanctuary. This included cleaning all the pews; dusting the windows and sills; and mopping the tile area under the pews. It was a very rewarding day for the interior of the building and the fellowship was very enjoyable, also!

During the several snow days, we were able to keep the sidewalks relatively clear. Matthew David donated two bags of environmentally safe deicer that was used after shoveling - that was very helpful! Several people wondered about the possibility of having the snow cleared from the parking lot during weather like we just experienced. After talking to several companies, it seems that without a long term contract, getting a "one time" clearing is difficult. If any of the Vestry members has an idea about snow removal or a relative with a snow plow, let me know.

We also had the new "push bar" installed on the parking lot door. The old hardware had been troublesome for years. The locksmith also modified the lock on the Harrison Street door, so the key for the parking lot door works there. If you have a door key and it doesn't work smoothly, please let me know and I'll take care of it....

If any Vestry members have noticed a possible area of maintenance or has a question about anything around the building and grounds, please let me know!

Deacon Report for February 12, 2017

Despite snow, ice, and a bit of illness, I continue to focus on several projects for the next few months:

1. Getting enough people used to going out with the Little Red Wagon that it can continue on a lay-led basis without my involvement in each trip. People are very interested and positive about it, but we do need some coordinating hand on the process; I'm working on it!
2. Expanding pastoral care and, again, moving toward a more lay-led, less clergy-centered style. I've started to contact people who I think might be interested on the practical side (bringing food / other support to folks with new babies, or illness, or other temporary needs). In addition, I'm suggesting and reaching out to folks who could be good at regularly calling parishioners in the phone directory simply to ask for ways we can support them in prayer. This, too, will need coordination and requires folks with gifts of sensitivity and dedication. Other, less intense, outreach could include regular notes to parishioners and/or a parish cycle of prayer printed in the bulletin. Your thoughts are always welcome!!
3. I also plan on having a retrain/refresh of altar servers, lectors, and ushers in the next couple of months.
4. And I hope to continue the "Prayer to Action" feature in the E-Notes – unless someone would like to take that on!!

Sorry I can't be with you this afternoon; have a great meeting!

St David's Episcopal Church

STATEMENT OF FINANCIAL POSITION

As of February 10, 2017

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
10100 Rivermark Parish Checking	10,430.14
10200 Rivermark Parish Savings	24,141.32
10300 Rivermark Roof Savings	45,954.97
10400 Rector Rivermark Checking	0.00
10500 PayPal	146.40
10600 Kitchen Savings	25,001.44
10700 Capital Savings	5.00
Wells Fargo	0.00
Total Bank Accounts	\$105,679.27
Accounts Receivable	
11100 Allowance for Doubtful Accounts	10,099.00
11200 Pledges Receivable	0.00
11250 Building Use Fees	-157.00
Total Accounts Receivable	\$9,942.00
Other Current Assets	
11575 Bank of America Computershare	0.00
12000 Undeposited Funds	3,373.00
Total Other Current Assets	\$3,373.00
Total Current Assets	\$118,994.27
Fixed Assets	
15000 Furniture and Equipment	2,003.99
15100 Buildings	5,526,710.00
15200 Land	670,700.00
15800 Upgrade Furnace 2010	53,788.00
Total Fixed Assets	\$6,253,201.99
Other Assets	
18400 Pre-paid Insurance	0.00
Total Other Assets	\$0.00
TOTAL ASSETS	\$6,372,196.26
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20100 Accounts Payable	32,810.54
Total Accounts Payable	\$32,810.54
Total Current Liabilities	\$32,810.54
Long-Term Liabilities	
20000 Furnace Loan from Diocese	0.00
Total Long-Term Liabilities	\$0.00

	TOTAL
Total Liabilities	\$32,810.54
Equity	
30000 Opening Balance Equity	1,572,480.00
30000.1 Opening Balance Equity {4}	4,782,570.84
31000 Funds Transfer	-73,316.85
32000 Retained Earnings	59,487.75
Net Revenue	-1,836.02
Total Equity	\$6,339,385.72
TOTAL LIABILITIES AND EQUITY	\$6,372,196.26

St David's Episcopal Church

STATEMENT OF ACTIVITY

January 1 - February 10, 2017

	TOTAL
REVENUE	
40000 Pledges, Loose Plate and Gifts	503.00
40100 Pledges	15,275.46
40300 Gifts/Open Plate	999.00
Total 40000 Pledges, Loose Plate and Gifts	16,777.46
41000 Other Income	160.59
41100 Building Use Fees{25}	7,660.00
41800 Interest Income Banking	67.53
Total 41000 Other Income	7,888.12
42000 Restricted Funds	
42100 Outreach	-49.92
42202 Hot Meals	40.00
42212 Roof Fund	100.00
Total 42000 Restricted Funds	90.08
69100 Square Fees	-0.55
Sales	158.00
Uncategorized Revenue	1.44
Total Revenue	\$24,914.55
GROSS PROFIT	\$24,914.55
EXPENDITURES	
60000 Compensation	
60100 Rector Stipend/Regular Hours	3,449.42
60110 Rector Housing	1,850.00
60120 Rector Life Insurance	53.60
60130 Rector Pension	953.90
60140 Rector Health Benefit	1,530.00
60160 Rector Professional Expenses	
60161 Meals & Entertainment	51.88
Total 60160 Rector Professional Expenses	51.88
60400 Music Director	1,408.00
60600 Parish Administrator	3,293.60
60700 Youth Ministry	693.44
60800 Payroll Expenses	
60820 Social Sec/Medicare	446.48
60830 Workers Comp/WBF	34.54
Total 60800 Payroll Expenses	481.02
Total 60000 Compensation	13,764.86
62000 Building & Grounds Expenses	
62200 Building and Property Security	131.85
62300 Building & Janitorial Supplies	159.73
62400 Janitorial Service Contractor	480.00
62550 Grounds/Landscaping Maintenance	-200.00
62560 Repairs and Maintenance	2,797.84

	TOTAL
Total 62000 Building & Grounds Expenses	3,369.42
62600 DPA	3,036.00
63000 Church & Office Expenses	
63100 Altar Guild	120.00
63200 Church & Misc Supplies	110.40
63250 Copier Expenses	509.63
63400 Licenses and Fees	164.00
63550 Office Supplies & Expenses	87.54
63600 Parish Hospitality	107.90
63650 Postage and Delivery	12.99
63750 Telephone/Fax/Internet Expense	204.53
Total 63000 Church & Office Expenses	1,316.99
66700 Professional Services	
66730 Supply Clergy	100.00
Total 66700 Professional Services	100.00
68600 Utilities	1,529.88
68640 Water	1,085.18
68800 Electricity	1,588.80
68850 Garbage	477.92
Total 68600 Utilities	4,681.78
69000 PayPal Fees	12.41
Uncategorized Expense	469.11
Total Expenditures	\$26,750.57
NET OPERATING REVENUE	\$ -1,836.02
NET REVENUE	\$ -1,836.02

St David's Episcopal Church

STATEMENT OF ACTIVITY

January 1 - February 10, 2017

	TOTAL
REVENUE	
40000 Pledges, Loose Plate and Gifts	503.00
40100 Pledges	15,275.46
40300 Gifts/Open Plate	999.00
Total 40000 Pledges, Loose Plate and Gifts	16,777.46
41000 Other Income	160.59
41100 Building Use Fees{25}	9,225.00
41800 Interest Income Banking	67.53
Total 41000 Other Income	9,453.12
42000 Restricted Funds	
42100 Outreach	-74.09
42202 Hot Meals	40.00
42212 Roof Fund	100.00
Total 42000 Restricted Funds	65.91
69100 Square Fees	-0.55
Sales	158.00
Unapplied Cash Payment Revenue	-500.00
Uncategorized Revenue	1.44
Total Revenue	\$25,955.38
GROSS PROFIT	\$25,955.38
EXPENDITURES	
60000 Compensation	
60100 Rector Stipend/Regular Hours	3,449.42
60110 Rector Housing	1,850.00
60120 Rector Life Insurance	26.80
60130 Rector Pension	953.90
60140 Rector Health Benefit	725.00
60300 Children's Ministry Coordinator	204.75
60400 Music Director	1,408.00
60600 Parish Administrator	1,646.80
60800 Payroll Expenses	
60805 Rector Payroll Taxes	33.76
60820 Social Sec/Medicare	249.36
60830 Workers Comp/WBF	21.54
Total 60800 Payroll Expenses	304.66
Total 60000 Compensation	10,569.33
62000 Building & Grounds Expenses	
62200 Building and Property Security	131.85
62300 Building & Janitorial Supplies	159.73
62400 Janitorial Service Contractor	480.00
62550 Grounds/Landscaping Maintenance	-200.00
62560 Repairs and Maintenance	2,797.84
Total 62000 Building & Grounds Expenses	3,369.42

	TOTAL
62600 DPA	1,518.00
63000 Church & Office Expenses	
63200 Church & Misc Supplies	110.40
63250 Copier Expenses	536.55
63400 Licenses and Fees	164.00
63450 Ministry Expenses	28.00
63550 Office Supplies & Expenses	87.54
63600 Parish Hospitality	107.90
63650 Postage and Delivery	12.99
63750 Telephone/Fax/Internet Expense	204.53
Total 63000 Church & Office Expenses	1,251.91
66700 Professional Services	
66720 Supply Musicians	150.00
66730 Supply Clergy	100.00
Total 66700 Professional Services	250.00
68600 Utilities	1,529.88
68640 Water	1,085.18
68800 Electricity	1,588.80
68850 Garbage	477.92
Total 68600 Utilities	4,681.78
69000 PayPal Fees	12.41
Uncategorized Expense	469.11
Total Expenditures	\$22,121.96
NET OPERATING REVENUE	\$3,833.42
NET REVENUE	\$3,833.42

St David's Episcopal Church

A/R AGING SUMMARY

As of February 10, 2017

	CURRENT	1 - 30	31 - 60	61 - 90	91 AND OVER	TOTAL
Anna Fritz					200.00	\$200.00
Anne Weiss - Everyone Welcome Choir					720.00	\$720.00
Fermata Massage			-50.00			\$ -50.00
Hands On Preschool			-1,224.00	-1,026.00	9,594.00	\$7,344.00
Kitchen Share SE	30.00	30.00		30.00	120.00	\$210.00
O'Brien, Kate					970.00	\$970.00
People's Food Coop					-675.00	\$ -675.00
Pete's Organics		120.00				\$120.00
Portland Peace Choir	158.00					\$158.00
Portland Threshold Choir					120.00	\$120.00
Taborgrass	825.00					\$825.00
TOTAL	\$1,013.00	\$150.00	\$ -1,274.00	\$ -996.00	\$11,049.00	\$9,942.00