

Senior Warden Report

March 12, 2017

Submitted by Barbara Brecht

Don't grow weary in doing good.

Somewhere in one of Paul's letter:

- 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.
- In response to updating our price strategies for space usage, Kerlin, Erin and I will meet with staff person from Taborspace in mid March. They have developed a very efficient and more market driven approach in using space and making available to the community. We will work to upgrade guidelines.
- We met with Jerry to focus on what a \$500,000 Capital Campaign could look like at our day long Vestry retreat. This will be focus of our March 12th meeting. Please review the documents Kieran compiled as well as your own notes. Please look at agenda to look at specific areas and be prepared to discuss as we decide on our next steps.
- Have had phone contact with Chris Brown. He has his attorney looking at the contract we presented to him. We will continue to be in negotiations on the contract. However, we are on the schedule for work to begin in June.
- Kerlin, Randy and I met with the Board of Trustees in February to request funds toward the roof project. We asked for \$80,000 and were overall well received. We can anticipate they will make a decision in their 3/23 meeting. Please continue prayers. 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
- Please read letter from Derek Moyer. Derek will be taking a leave of absence from the Vestry and his letter provides more information. We will keep Derek and family in our prayers.
- 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
March 7, 2017

Jr. Warden's Report: March, 2017

It's been a beehive of activity around the building with projects big and small.

On Friday, March 3, I completed a retrofit of the choir loft area. This was a project that had been approved by the Vestry quite a while ago. Ben was able to help as well as Jennifer (his girlfriend). I removed the two-piece front bulkhead as well as the two-piece pew behind it. I found a small bookcase to use for storage in the area.

I may have mentioned last month, but after a scheduled PGE outage in the neighborhood, we had a furnace and fire alarm malfunction. We had to have Pyramid Heating out to get us back on line. I'm filing a reimbursement claim with PGE to recoup the expense of the service call.

On March 9 Pyramid Heating completed our first regular scheduled maintenance agreement with them. Barbara and I had agreed this needed to be done and we're confident this will head off potential breakdowns. There are 4 equally spaced visits by Pyramid during the year.

Also on March 9, I installed a really spiffy broom holder in the Sacristy closet. This was donated by Sara Haverly and will the Altar Guild keep things tidy. Earlier that day, I was able to help Crystal Parker move and install a large chalk board into the Narthex. Matthew David will keep the monthly calendar of events updated on the chalkboard.

On Saturday, March 11, Michael Welch (Amy Bilyeau's husband and I had scheduled time to rebuild the platform for the rain barrels in the courtyard. The Tool Library had built and donated the structure as part of a seminar they held when they were a building partner here. The platform supporting the 4 rain barrels is in danger of collapsing and needs to be replaced. With the appropriate repairs completed, we'll be able to water the courtyard rain garden this summer with the stored water. Unfortunately, Michael had a conflict, and we rescheduled the work for Friday, March 17...

If the Vestry has questions about any of these projects or anything else around the building and grounds, please ask me!

St David's Episcopal Church

STATEMENT OF FINANCIAL POSITION

As of February 28, 2017

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
10100 Rivermark Parish Checking	19,575.94
10200 Rivermark Parish Savings	24,144.10
10300 Rivermark Roof Savings	45,961.45
10400 Rector Rivermark Checking	0.00
10500 PayPal	347.82
10600 Kitchen Savings	25,001.44
10700 Capital Savings	5.00
Wells Fargo	0.00
Total Bank Accounts	\$115,035.75
Accounts Receivable	
11250 Building Use Fees	0.00
Total Accounts Receivable	\$0.00
Other Current Assets	
11575 Bank of America Computershare	0.00
12000 Undeposited Funds	150.00
Total Other Current Assets	\$150.00
Total Current Assets	\$115,185.75
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	\$6,368,387.74
LIABILITIES AND EQUITY	
Liabilities	
Long-Term Liabilities	
20000 Furnace Loan from Diocese	0.00
Total Long-Term Liabilities	\$0.00
Total Liabilities	\$0.00
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	76,686.85
Net Revenue	9,966.90

	TOTAL
Total Equity	\$6,368,387.74
TOTAL LIABILITIES AND EQUITY	\$6,368,387.74

St David's Episcopal Church

STATEMENT OF FINANCIAL POSITION

As of February 28, 2017

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
10100 Rivermark Parish Checking	19,575.94
10200 Rivermark Parish Savings	24,144.10
10300 Rivermark Roof Savings	45,961.45
10400 Rector Rivermark Checking	0.00
10500 PayPal	347.82
10600 Kitchen Savings	25,001.44
10700 Capital Savings	5.00
Wells Fargo	0.00
Total Bank Accounts	\$115,035.75
Accounts Receivable	
11250 Building Use Fees	0.00
Total Accounts Receivable	\$0.00
Other Current Assets	
11575 Bank of America Computershare	0.00
12000 Undeposited Funds	150.00
Total Other Current Assets	\$150.00
Total Current Assets	\$115,185.75
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	\$6,368,387.74
LIABILITIES AND EQUITY	
Liabilities	
Long-Term Liabilities	
20000 Furnace Loan from Diocese	0.00
Total Long-Term Liabilities	\$0.00
Total Liabilities	\$0.00
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	76,686.85
Net Revenue	9,966.90

	TOTAL
Total Equity	\$6,368,387.74
TOTAL LIABILITIES AND EQUITY	\$6,368,387.74

St David's Episcopal Church

STATEMENT OF ACTIVITY

February 2017

	TOTAL
REVENUE	
40000 Pledges, Loose Plate and Gifts	503.00
40100 Pledges	9,165.44
40300 Gifts/Open Plate	2,288.00
Total 40000 Pledges, Loose Plate and Gifts	11,956.44
41000 Other Income	
41100 Building Use Fees{25}	4,462.00
41110 Building Use Security Deposits	-50.00
Total 41100 Building Use Fees{25}	4,412.00
41200 Fundraising Events	
41250 Fundraising Income Other	16.02
Total 41200 Fundraising Events	16.02
41400 Refunds	272.55
41800 Interest Income Banking	9.26
Total 41000 Other Income	4,709.83
42000 Restricted Funds	
42100 Outreach	198.64
42101 Outreach Pass Through	245.00
Total 42100 Outreach	443.64
42202 Hot Meals	205.00
42212 Roof Fund	107.00
42235 Rector's Discretionary	-35.94
42240 Designated Gift	100.00
Total 42000 Restricted Funds	819.70
49900 Uncategorized Income	175.00
Unapplied Cash Payment Revenue	-884.00
Total Revenue	\$16,776.97
GROSS PROFIT	\$16,776.97
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
60150 Rector Continuing Ed	319.38
60160 Rector Professional Expenses	
60161 Meals & Entertainment	51.88
Total 60160 Rector Professional Expenses	51.88
60300 Children's Ministry Coordinator	204.75
60400 Music Director	1,408.00
60600 Parish Administrator	1,646.80

	TOTAL
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	10,940.59
62000 Building & Grounds Expenses	
62300 Building & Janitorial Supplies	500.06
62400 Janitorial Service Contractor	600.00
62550 Grounds/Landscaping Maintenance	-200.00
62560 Repairs and Maintenance	4,553.25
Total 62000 Building & Grounds Expenses	5,453.31
62600 DPA	3,036.00
63000 Church & Office Expenses	17.99
63100 Altar Guild	120.00
63175 Children's Ministry Expense	20.00
63250 Copier Expenses	187.00
63550 Office Supplies & Expenses	36.41
63600 Parish Hospitality	107.90
63650 Postage and Delivery	79.78
Total 63000 Church & Office Expenses	569.08
64000 Insurance Expense	
64100 Property & Liability Ins.	1,460.50
Total 64000 Insurance Expense	1,460.50
68600 Utilities	
68630 Gas	1,795.41
68640 Water	542.60
68800 Electricity	794.40
68850 Garbage	144.99
Total 68600 Utilities	3,277.40
69000 PayPal Fees	8.18
Total Expenditures	\$24,745.06
NET OPERATING REVENUE	\$ -7,968.09
NET REVENUE	\$ -7,968.09

St David's Episcopal Church

STATEMENT OF ACTIVITY

February 2017

	TOTAL
REVENUE	
40000 Pledges, Loose Plate and Gifts	503.00
40100 Pledges	9,165.44
40300 Gifts/Open Plate	2,288.00
Total 40000 Pledges, Loose Plate and Gifts	11,956.44
41000 Other Income	
41100 Building Use Fees{25}	3,917.00
41110 Building Use Security Deposits	-50.00
Total 41100 Building Use Fees{25}	3,867.00
41200 Fundraising Events	
41250 Fundraising Income Other	16.02
Total 41200 Fundraising Events	16.02
41400 Refunds	272.55
41800 Interest Income Banking	9.26
Total 41000 Other Income	4,164.83
42000 Restricted Funds	
42100 Outreach	198.64
42101 Outreach Pass Through	30.40
Total 42100 Outreach	229.04
42202 Hot Meals	205.00
42212 Roof Fund	107.00
42235 Rector's Discretionary	-35.94
42240 Designated Gift	100.00
Total 42000 Restricted Funds	605.10
49900 Uncategorized Income	175.00
Total Revenue	\$16,901.37
GROSS PROFIT	\$16,901.37
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
60150 Rector Continuing Ed	319.38
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	1,646.80
60700 Youth Ministry	693.44
60800 Payroll Expenses	

	TOTAL
60820 Social Sec/Medicare	310.90
60830 Workers Comp/WBF	17.94
Total 60800 Payroll Expenses	328.84
Total 60000 Compensation	12,285.26
62000 Building & Grounds Expenses	
62300 Building & Janitorial Supplies	500.06
62400 Janitorial Service Contractor	600.00
62550 Grounds/Landscaping Maintenance	-200.00
62560 Repairs and Maintenance	2,391.25
Total 62000 Building & Grounds Expenses	3,291.31
62600 DPA	1,518.00
63000 Church & Office Expenses	17.99
63100 Altar Guild	120.00
63175 Children's Ministry Expense	20.00
63250 Copier Expenses	522.55
63550 Office Supplies & Expenses	36.41
63600 Parish Hospitality	107.90
63650 Postage and Delivery	79.78
63750 Telephone/Fax/Internet Expense	204.53
Total 63000 Church & Office Expenses	1,109.16
64000 Insurance Expense	
64100 Property & Liability Ins.	1,460.50
Total 64000 Insurance Expense	1,460.50
68600 Utilities	
68630 Gas	1,795.41
68640 Water	542.60
68800 Electricity	794.40
Total 68600 Utilities	3,132.41
69000 PayPal Fees	8.18
Total Expenditures	\$22,804.82
NET OPERATING REVENUE	\$ -5,903.45
NET REVENUE	\$ -5,903.45

St David's Episcopal Church

ACCOUNT QUICKREPORT

Since December 1, 2016

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	ACCOUNT	CLR	AMOUNT	BALANCE
62000 Building & Grounds Expenses								
62560 Repairs and Maintenance								
12/20/2016	Bill	54625	Pyramid	Boiler service 12/19/16	62560 Building & Grounds Expenses:Repairs and Maintenance		753.00	753.00
01/03/2017	Expense		Amazon	POS 0103 1845 314835 AMAZON.COM WITHDRAWAL Eff. Date: 01-03-2017	62560 Building & Grounds Expenses:Repairs and Maintenance		42.09	795.09
01/03/2017	Bill	36395	Action Technology Systems	Sprinkler Alarm System Repair - unable to locate 2 smoke detectors	62560 Building & Grounds Expenses:Repairs and Maintenance		177.00	972.09
01/05/2017	Expense		Amazon	POS 0105 1142 432487 AMAZON.COM WITHDRAWAL Eff. Date: 01-05-2017 - Deadbolt	62560 Building & Grounds Expenses:Repairs and Maintenance		14.03	986.12
01/18/2017	Expense		GEORGE MORLAND PLUMBING	GEORGE MORLAN PLUMB PORTLAND OR 01-17-2017 DEBIT CARD DEBIT Eff. Date: 01-17-2017	62560 Building & Grounds Expenses:Repairs and Maintenance		88.00	1,074.12
01/23/2017	Bill	201430	American Backflow Services	Backflow Test	62560 Building & Grounds Expenses:Repairs and Maintenance		45.00	1,119.12
01/26/2017	Bill	228578	Pioneer Pest Management	Pest Control Qrtly Service	62560 Building & Grounds Expenses:Repairs and Maintenance		170.00	1,289.12
01/29/2017	Bill	17860	Ken Catchpole	labor for front and back doors	62560 Building & Grounds Expenses:Repairs and Maintenance		290.00	1,579.12
01/29/2017	Bill	41238	Prodrain and Rooter Service	Kitchen drain clearing	62560 Building & Grounds Expenses:Repairs and Maintenance		99.00	1,678.12
01/29/2017	Bill	17859	East Portland Locksmith	new panic bar for parking lot door	62560 Building & Grounds Expenses:Repairs and Maintenance		1,062.00	2,740.12
01/31/2017	Bill	0126170830	Bates Rugmasters, Inc.	Carpet and Floor cleaning - Sanctuary, Hall, Narthex, Parish Hall	62560 Building & Grounds Expenses:Repairs and Maintenance		750.00	3,490.12
01/31/2017	Expense		HARBOR FREIGHT TOOL	HARBOR FREIGHT TOOL PORTLAND OR 01-29-2017 DEBIT CARD DEBIT Eff. Date: 01-29-2017	62560 Building & Grounds Expenses:Repairs and Maintenance		15.96	3,506.08
02/03/2017	Expense		GEORGE MORLAND PLUMBING	GEORGE MORLAN PLUMB PORTLAND OR 02-01-2017 DEBIT CARD DEBIT Eff. Date: 02-01-2017 kitchen mesh strainers	62560 Building & Grounds Expenses:Repairs and Maintenance		6.58	3,512.66
02/03/2017	Expense		Do It Best	DIVISION DO IT BES PORTLAND OR 02-02-2017 DEBIT CARD DEBIT Eff. Date: 02-02-2017	62560 Building & Grounds Expenses:Repairs and Maintenance		38.18	3,550.84
02/10/2017	Expense		General Parts	GENERAL PARTS, LLC 952-9445800 M 02-09-2017 DEBIT CARD DEBIT Eff. Date: 02-09-2017 Dishwasher	62560 Building & Grounds Expenses:Repairs and Maintenance		280.00	3,830.84
02/21/2017	Bill	56654	Pyramid		62560 Building & Grounds Expenses:Repairs and Maintenance		209.00	4,039.84
02/22/2017	Expense		General Parts	GENERAL PARTS, LLC 952-9445800 M 02-19-2017 DEBIT CARD DEBIT Eff. Date: 02-19-2017 Dishwasher repair	62560 Building & Grounds Expenses:Repairs and Maintenance		1,857.49	5,897.33
Total for 62560 Repairs and Maintenance							\$5,897.33	
Total for 62000 Building & Grounds Expenses							\$5,897.33	

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	ACCOUNT	CLR	AMOUNT	BALANCE
TOTAL							\$5,897.33	

St David's Episcopal Church

A/R AGING SUMMARY

As of February 28, 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
Grout Elementary		-250.00				\$ -250.00
Hands On Preschool			-1,224.00	-1,026.00	9,594.00	\$7,344.00
Kitchen Share SE		30.00			90.00	\$120.00
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
Southeast Uplift Neighborhood Program		-90.00				\$ -90.00
Taborgrass		75.00				\$75.00
TOTAL	\$0.00	\$ -235.00	\$ -1,312.00	\$ -1,026.00	\$11,019.00	\$8,446.00

St David's Episcopal Church

A/P AGING SUMMARY

As of March 2, 2017

	CURRENT	1 - 30	31 - 60	61 - 90	91 AND OVER	TOTAL
Diocese of Oregon	11,848.40	11,929.24	10,387.51	1,783.74		\$35,948.89
St. Mary's Episcopal Church	214.60					\$214.60
TOTAL	\$12,063.00	\$11,929.24	\$10,387.51	\$1,783.74	\$0.00	\$36,163.49