

Senior Warden Report
October 8, 2017
Submitted by Barbara Brecht

Don't grow weary in doing good.

Somewhere in one of Paul's letters:

- The Strategic Planning committee is running full throttle. Incredible thanks to Madeline and Derek for taking the lead and the amazing work of the committee. We will get update at the October meeting as well as meet with the committee in our roles as Vestry members. This will immediately follow our Vestry meeting this coming Sunday.
- Auction was a great success. Raised \$30,000 toward the roof fund with \$15,000 from the paddle raise at the auction and a generous match of \$15,000 given by several parish members. In addition raised between \$11,000 and \$12,000 from the auction itself. Karen will have specific numbers. Loretta Goodlordchild was amazing!!! And we are grateful for her donated auctioneer skills along with our Kieran. Thanks to all who contributed, helped, bid and bought!
- We will be discussing our approach to stewardship and our stewardship strategies for FY2018 at the October meeting. Please be thinking of ways we all can support each other and our parish as we look to increase our financial support for 2018. It is a responsibility and a privilege to consider how we can work to give legs to our emerging vision for this special place.
- We have submitted information to Portland Police and are waiting to hear back from them in regards to an agreement with them regarding access to the property. Will keep all informed as we receive information and meet with them.
- We now have a fence and gate on the East side of the building. Thanks Crystal for getting the fence company to respond in record time. We no longer have anyone sleeping in that portion of the property and have not had other related issues in that area.
- Our amazing gardeners, Sue and Laurie continue with amazing work on the grounds. Please be sure to notice and thank them when you see them. I spoke with several neighbors this week who expressed their appreciation about how much better the property looks and how much they enjoy talking with Sue and Laurie.
- Will truly work to get Kerlin's evaluation completed by November meeting. Asking Erin to set up time for Gary, Kieran, Karen and myself to meet with Kerlin for review.

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
October 6, 2017

Jr. Wardens report for October 8, 2017

We had quite a bit going on around the building and grounds since the last Vestry meeting.

Shortly after the last meeting , Crystal contacted "Diamond Fencing" about installing the fence and gate for the outside of the "Meditation Garden" per the Vestry vote at the last meeting. She apparently had quite a sense of urgency in her voice, because just a few days later, the work was completed!

Crystal was able to do a walk through with the inspector for the sprinkler system. The inspector found a few short comings and per his report, we'll be working with an electrician to get things in order.

Also, Crystal was able to go through the playground structure to tighten all of the nuts and bolts. Jennifer from "Hands On" let us know that it made quite a bit of difference and she was very appreciative.

On September 29, I was able to talk to Kevin Taylor (Taylors Flooring), about repairing the upstairs ladies room floor. Kevin's estimate to replace the appropriate amount of subfloor and install a single sheet of vinyl was \$690. If he used 12x12 tile, the cost would be approximately \$100 more. They are about 2 weeks out to have the work done. Doug Keiper referred Kevin to us, so thanks to Doug!

As always, if there any Vestry questions or concerns, please let me know....

Sept. 2017 Treasurer's Report

Fall is here for sure! We have a successful auction behind us and are ready to talk about the 2018 budget and our plans for growth in the future.

Auction: First, some **preliminary** auction numbers from the auction software. We still have money collected separately to be counted.

Gala Tickets: \$2350

Silent Auction: \$2739

Sign Ups: \$1985

Live Auction: \$3050

Raffle: \$450 (pretty sure we sold all 100 tickets for a total of \$1000)

Total: \$10,574

Paddle Raise: \$15,467

Paddle Raise Match: \$15,000

Total: \$30,467

Sept. Reports:

We had an increase in Pledge & Plate in Sept., a welcome relief from the leaner summer months. Sept. Statements of Activity are attached, but I've been out of town, so there is still some input still to be done for Sept. I will include updated Sept. Statements of Activity in addition to Oct.'s next Vestry Meeting.

2018 Budget: Attached is a draft of the 2018 budget. Please take some time to look it over before the Vestry Meeting. Notice that 2016 and 2017 are included for comparison. The last page lists the Pledge & Plate Totals for the last few years – that upward trend isn't typical in these times; we hold something very precious in our hands. A fair amount of thought and prayer went into this budget. As we celebrate the growing numbers in our pews each Sunday (enough to warrant a second Sunday service) and the growing number of children attending Godly Play, it is time to acknowledge that we need additional human resources to accommodate and serve this growth. This will mean increased stewardship needs. We'll spend some time talking about stewardship, leadership, and how to include our newest members into full partnership in this amazing journey.

St David's Episcopal Church

STATEMENT OF FINANCIAL POSITION

As of September 30, 2017

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
10100 Rivermark Parish Checking	20,984.22
10200 Rivermark Parish Savings	24,162.38
10300 Rivermark Roof Savings	46,195.33
10400 Rector Rivermark Checking	0.00
10500 PayPal	185.42
10600 Kitchen Savings	25,023.24
10700 Capital Savings	6,151.00
10800 Petty Cash	200.00
Wells Fargo	0.00
Total Bank Accounts	\$122,901.59
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	1,218.57
Total Other Current Assets	\$1,218.57
Total Current Assets	\$124,120.16
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	\$6,377,322.15
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

	TOTAL
Net Revenue	18,901.31
Total Equity	\$6,377,322.15
TOTAL LIABILITIES AND EQUITY	\$6,377,322.15

St David's Episcopal Church

STATEMENT OF ACTIVITY

September 2017

	TOTAL
REVENUE	
40000 Pledges, Loose Plate and Gifts	
40100 Pledges	13,122.50
40300 Gifts/Open Plate	1,020.60
Total 40000 Pledges, Loose Plate and Gifts	14,143.10
41000 Other Income	
41100 Building Use Fees{25}	4,289.57
41110 Building Use Security Deposits	50.00
Total 41100 Building Use Fees{25}	4,339.57
41200 Fundraising Events	
41220 Fall Harvest Auction & Dinner	
41221 Fall Auction/Dinner Income	3,224.80
41222 Fall Dinner & Auction Expense	-60.00
Total 41220 Fall Harvest Auction & Dinner	3,164.80
Total 41200 Fundraising Events	3,164.80
Total 41000 Other Income	7,504.37
42000 Restricted Funds	
42100 Outreach	
42101 Outreach Pass Through	-195.00
Total 42100 Outreach	-195.00
42202 Hot Meals	145.75
42235 Rector's Discretionary	-100.00
Total 42000 Restricted Funds	-149.25
49900 Uncategorized Income	340.00
69100 Square Fees	-57.72
Sales of Product Revenue	95.19
Total Revenue	\$21,875.69
GROSS PROFIT	\$21,875.69
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
60400 Music Director	1,408.00
60500 Nursery Care	37.50
60600 Parish Administrator	1,646.80
60700 Youth Ministry	693.44
60800 Payroll Expenses	
60820 Social Sec/Medicare	313.77
60830 Workers Comp/WBF	18.13

	TOTAL
Total 60800 Payroll Expenses	331.90
Total 60000 Compensation	11,954.56
62000 Building & Grounds Expenses	173.65
62300 Building & Janitorial Supplies	47.99
62400 Janitorial Service Contractor	285.00
62550 Grounds/Landscaping Maintenance	96.00
62560 Repairs and Maintenance	85.00
Total 62000 Building & Grounds Expenses	687.64
62600 DPA	1,518.00
63000 Church & Office Expenses	
63100 Altar Guild	166.50
63175 Children's Ministry Expense	13.25
63250 Copier Expenses	221.24
63450 Ministry Expenses	28.00
63550 Office Supplies & Expenses	19.08
63600 Parish Hospitality	107.90
63650 Postage and Delivery	39.20
63750 Telephone/Fax/Internet Expense	215.73
Total 63000 Church & Office Expenses	810.90
68300 Travel and Meetings	
68310 Conference, Convention, Me{257}	70.00
Total 68300 Travel and Meetings	70.00
68600 Utilities	
68630 Gas	15.79
68640 Water	541.65
68800 Electricity	574.24
68850 Garbage	161.25
Total 68600 Utilities	1,292.93
69000 PayPal Fees	11.89
Uncategorized Expense	40.00
Total Expenditures	\$16,385.92
NET OPERATING REVENUE	\$5,489.77
NET REVENUE	\$5,489.77

St David's Episcopal Church

STATEMENT OF ACTIVITY

September 2017

	TOTAL
REVENUE	
40000 Pledges, Loose Plate and Gifts	
40100 Pledges	13,122.50
40300 Gifts/Open Plate	1,020.60
Total 40000 Pledges, Loose Plate and Gifts	14,143.10
41000 Other Income	
41100 Building Use Fees{25}	5,075.57
41200 Fundraising Events	
41220 Fall Harvest Auction & Dinner	
41221 Fall Auction/Dinner Income	3,224.80
41222 Fall Dinner & Auction Expense	-60.00
Total 41220 Fall Harvest Auction & Dinner	3,164.80
Total 41200 Fundraising Events	3,164.80
Total 41000 Other Income	8,240.37
42000 Restricted Funds	
42100 Outreach	
42101 Outreach Pass Through	-95.00
Total 42100 Outreach	-95.00
42202 Hot Meals	145.75
42235 Rector's Discretionary	-100.00
Total 42000 Restricted Funds	-49.25
49900 Uncategorized Income	340.00
69100 Square Fees	-57.72
Sales of Product Revenue	95.19
Unapplied Cash Payment Revenue	650.00
Total Revenue	\$23,361.69
GROSS PROFIT	\$23,361.69
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	765.00
60400 Music Director	1,408.00
60500 Nursery Care	142.50
60600 Parish Administrator	1,646.80
60700 Youth Ministry	693.44
60800 Payroll Expenses	
60820 Social Sec/Medicare	321.82
60830 Workers Comp/WBF	18.66
Total 60800 Payroll Expenses	340.48

	TOTAL
Total 60000 Compensation	11,276.34
62000 Building & Grounds Expenses	173.65
62300 Building & Janitorial Supplies	47.99
62400 Janitorial Service Contractor	285.00
62550 Grounds/Landscaping Maintenance	96.00
62560 Repairs and Maintenance	85.00
Total 62000 Building & Grounds Expenses	687.64
62600 DPA	1,518.00
63000 Church & Office Expenses	
63100 Altar Guild	166.50
63175 Children's Ministry Expense	13.25
63250 Copier Expenses	221.24
63450 Ministry Expenses	28.00
63550 Office Supplies & Expenses	19.08
63600 Parish Hospitality	107.90
63650 Postage and Delivery	39.20
63750 Telephone/Fax/Internet Expense	215.73
Total 63000 Church & Office Expenses	810.90
68300 Travel and Meetings	
68310 Conference, Convention, Me{257}	70.00
Total 68300 Travel and Meetings	70.00
68600 Utilities	
68630 Gas	15.79
68800 Electricity	574.24
68850 Garbage	246.25
Total 68600 Utilities	836.28
69000 PayPal Fees	11.89
Uncategorized Expense	40.00
Total Expenditures	\$15,251.05
NET OPERATING REVENUE	\$8,110.64
NET REVENUE	\$8,110.64

2017 St. David's Budget

Account	<u>2016</u>	<u>2017</u>	<u>2018</u>	Comment
	2016	2017	2018	
	Budget	Budget	Budget	
Income				
40000 Pledges, Loose Plate and Gifts				
49000 Pledges	\$120,000	\$135,000	\$171,979	
49200 Pre-Paid Pledge	\$2,000	\$2,000	\$0	
49500 Gifts/Open Plate	\$12,000	\$15,000	\$20,000	
Transfer from Investments	\$25,000		\$0	TBD
Total 40000 Pledges, Loose Plate and Gifts	\$159,000	\$152,000	\$191,979	23% increase over 2017 projection
41000 Other Income				
42300 Building Use Fees	\$67,500	\$55,000	\$55,000	Projects to impact - roof, kitchen
42500 Fundraising Events	\$11,500	\$10,000	\$21,500	\$6500 Non-Event, \$15,000 Auction General
42502 Jumble Sale Income	\$0	\$0	\$0	
Total 42501 Jumble Sale Fundraiser	\$0	\$0	\$0	
Total 42500 Fundraising Events	\$11,500	\$10,000	\$21,500	
42550 Grant from Diocese	na	na		
42800 Increase in investment acct	\$500	\$0	\$0	
49100	\$0	\$0	\$0	
49300 History Room Donations	\$0	\$0	\$0	
75000 Interest Income Banking	\$20	\$20	\$20	
Total 41000 Other Income	\$79,520	\$65,020	\$76,520	
42000 Restricted Funds				
47000 Outreach	\$0	\$0	\$0	\$0 since used to record outreach funds then distribut
47100 Hot Meals	\$0	\$0	\$0	no budget last year and none this year
47204 Flower Fund	\$750	\$0	\$300	from Advent donations
47205 Music Fund	\$750	\$0	\$200	from Advent donations
47211 Youth Ministry	\$0	\$0	\$0	no proposed budget
47220 Children's Ministry Fund	\$0	\$0	\$2,000	
47250 Lilly Endowment Transfer Saving				will be removed
47301 Nets for Life Advent	\$0	\$0	\$0	no proposed budget
47305 Rector's Discretionary	\$200	\$0	\$0	4 months \$50/month Sept-Dec
47308 Pass Thru Rector Discretionary	\$0	\$0	\$0	
Total 47305 Rector's Discretionary	\$200	\$0	\$0	
47309 James Joiner Discretionary	\$400	\$0	\$0	
47311 Bishop's Discretionary	\$0	\$0	\$0	no budget needed, for received then pass-thru
47312 Pass Thru Bishop Discretionary	\$0	\$0	\$0	no budget needed, for received then pass-thru
Total 47311 Bishop's Discretionary	\$0	\$0	\$0	
Total 42000 Restricted Funds	\$2,100	\$0	\$2,500	
45000 Investments				
45020 Dividend, Interest (Securities)	\$800	\$0	\$0	
Total 45000 Investments	\$800	\$0	\$0	
49900 Uncategorized Income	\$250	\$0	\$0	
Total Income	\$241,670	\$217,020	\$270,999	
Gross Profit	\$241,670	\$217,020	\$270,999	

Expenses

60000 Compensation					
60100 Rector SHU			\$63,593	\$63,593	\$66,773 5% increase
60150 Rector Life Insurance			\$324	\$324	\$324 \$27/month
60200 Rector Pension			\$11,447	\$11,447	\$12,020 18% of salary
60300 Rector Health Benefit			\$8,700	\$11,000	\$10,000 \$9504 for 2017
60400 Rector Continuing Ed			\$1,000	\$1,000	\$1,000 in Covenant of Ministry
60500 Rector Professional Expenses			\$2,400	\$2,400	\$2,400 \$200/month
ADDED: 60510 (planned) Cell Phone			\$1,080	\$1,080	\$0 \$90/month
60700 Sabbatical Accrual			\$0	\$0	\$2,000 \$920 plus former cell phone allowance \$90/mo.
65000 Nursery Care			\$3,120	\$3,120	\$6,240 10 hours/week @\$12
65300 Parish Administrator			\$17,043	\$19,760	\$31,200 30 hours/week @\$20/hr
65320 Admin. Health Ins.					\$8,700 \$725 per mo.
65400 Building Curator			\$6,656	\$0	\$0
68510 Payroll Taxes			\$3,787	\$3,787	\$4,350 Social Security/Medicare - hourly, not clergy
68530 Music Director			\$13,470	\$16,896	\$17,150 0.3 FTE 2018 1.5% COLA
68540 Children's Ministry Coordinator			\$5,824	\$5,824	\$8,320 7 hours/week \$16.00 -increase to 10 hrs/wk
68550 Youth Ministry Human Resources			\$5,824	\$5,824	\$5,200 \$100/wk
69000			\$0	\$0	\$0
69200			\$0	\$0	\$0
ADDED: Workers Comp/WBF			\$600	\$600	\$600
Total 60000 Compensation			\$144,867	\$146,655	\$176,277
60900* Business Expenses					
60910 Bad Debts			\$0	\$0	\$0
60920 Business Registration Fees			\$50	\$50	\$200
Total 60900* Business Expenses	\$0	\$0	\$50	\$50	\$200
62000 Building & Grounds Expenses					
ADDED: Capital Improvements			\$0	\$0	\$0 Newly added/conceptual
60800 Building and Property Security			\$665	\$665	\$1,620 \$135/qtr + \$125 annual permit
62850 Janitorial Service Contractor			\$7,440	\$4,200	\$4,200 \$350/month
63500 Building & Janitorial Supplies			\$1,800	\$1,800	\$2,375
63800 Landscaping Expenses					
63850 Grounds Maintenance			\$2,400	\$2,400	\$1,000 Costs offset with donations
Total 63800 Landscaping Expenses			\$2,400	\$2,400	\$1,000
67200 Repairs and Maintenance			\$9,000	\$9,000	\$15,000
Total 62000 Building & Grounds Expenses			\$23,705	\$20,465	\$25,195
62600 DPA			\$24,000	\$18,216	\$20,037 \$1,518/ month (2017). 10% increase \$1670/mo.
63000 Church & Office Expenses					
60900 Advertising			\$0	\$0	\$0 will fall under event expenses
61150 Altar Guild			\$1,200	\$1,200	\$1,000
61200 Bank Charges			\$250	\$250	\$50
61300 Church & Misc Supplies			\$800	\$800	\$500
61850 Copier Expenses			\$4,260	\$3,000	\$4,000
62500 Dues and Subscriptions			\$500	\$500	\$0
62800 Children's Ministry Expense			\$0	\$0	\$500
62810 Youth Ministry Expense			\$300	\$300	\$500 other than personnel
63001 Rector Discret. Fund Expense			\$0	\$0	\$0 will be zero
64000 Licenses and Fees			\$300	\$300	\$350
64600 Ministry Expenses			\$250	\$250	\$130 need accounting
64900 Office Supplies & Expenses			\$1,921	\$1,921	\$1,500
64950 Music Expenses/ Non Personnel			\$600	\$600	\$600 piano and organ tuning-in

64960 Parish Hospitality	\$2,200	\$2,200	\$2,000	
66500 Postage and Delivery	\$500	\$500	\$500	
68100 Telephone/Fax/Internet Expense	\$2,750	\$2,750	\$3,000	
61700 Computer and Internet Expenses	\$0	\$0	\$0	
Total 68100 Telephone/Fax/Internet Expense	\$2,750	\$2,750	\$3,000	resolve as single item
68300 Laity Travel and Meetings	\$0	\$0	\$0	
68310 Conference, Convention, Meeting	\$1,000	\$1,000	\$1,000	3x \$65 fee + hotels, meals
68320 Travel	\$0	\$0	\$0	
Total 68300 Laity Travel and Meetings	\$1,000	\$1,000	\$1,000	
Total 63000 Church & Office Expenses	\$16,831	\$16,000	\$16,000	
63300 Insurance Expense				
63350 Workers Comp Insurance	\$800	\$800	\$0	Added under compensation
63360 Property & Liability Ins.	\$6,500	\$7,200	\$5,900	
Total 63300 Insurance Expense	\$7,300	\$8,000	\$5,900	
63400 Interest Expense				
63410 Furnace Loan Interest	\$250		\$0	paid off
Total 63400 Interest Expense	\$250	\$0	\$0	
66700 Professional Services				
64650 Lay Staff Professional Expenses				
64700 Non Supply Musicians	\$0	\$0		
64800 Supply Musicians	\$2,000	\$2,000	\$2,500	
64850 Supply Clergy	\$800	\$1,200	\$1,200	8 weeks @\$150 w/ sermon
65200 Other Professional Services	\$0	\$0	\$0	
Total 66700 Professional Services	\$2,800	\$3,200	\$3,700	
68600 Utilities				
68710 Gas	\$8,300	\$8,300	\$8,225	
68750 Water	\$7,300	\$7,300	\$6,300	
68800 Electricity	\$8,000	\$8,000	\$6,900	
68850 Garbage	\$3,700	\$3,700	\$2,265	
Total 68600 Utilities	\$27,300	\$27,300	\$23,690	
70000 Outreach	\$0	\$0	\$0	
74204 Flower Fund	\$50	\$0	\$0	
Total Expenses	\$247,153	\$239,886	\$270,999	
Net Operating Income	(\$5,483)	(\$22,866)	\$0	
Net Income	(\$5,483)	(\$22,866)	\$0	

Glossary:

SHU: Salary, Housing, Utilities

WBF: Workers's Benefit Fund

DPA: Diocesan Program Assessment

Actual Pledge & Plate by year:

2012: \$84,606

2013: \$95,060 12% increase

2014: \$122,462 28.8% increase

2015: \$120,548 1.5% decrease (transition year)

2016: \$132,757 10% increase

2017: Projected: \$156,214. (Based on YTD \$104,142 through 8/31/17.) 17.6% increase