

Senior Warden Report

September 10, 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. I will ask either Madeline or Derek to provide an update at the meeting. Good work that will help us move forward in a proactive manner.
- Auction is coming soon. Hopefully all vestry members are planning to attend. And hopefully all of us are coming up with an auction item or two to contribute. I encourage you to think creatively, offer something at your home as a sign up (Happy Hour, Brunch, Super Bowl Party, Hiking Outing, Bike Outing, Dance lessons (Randy?) lots of possibilities) or anything you would enjoy offering. It is fun and helps build the community. Carolynn and I and one of our goddaughters are going to offer a sign up for an end of school Pancake Breakfast in the Parish Hall next June for families (\$25.00) and friends (\$10.00) And we hope to add a sign up for a champagne brunch for 6 – 8 people. It all helps build the community as well as financial help.
- We have had a number of safety issues over the past month. There was some damage done throughout the interior of the building on Saturday, August 26. Some stuff throughout the building as well as some damage done in the upstairs women's bathroom. We will pursue an insurance claim for the damage. Will discuss in more detail at our meeting. In addition, we had another person who had parked a boat on the property. He was working on the boat in the parking lot, which resulted in a verbal altercation with some neighbors as well as involvement of participants in the Wednesday night Bible Study. We will be discussing ways to ensure safety, being a parish for all people while recognizing we are not a parish for all purposes.
- We will revisit the issue of a fence and gate on the East side of the building. It turns out what we thought would be a solution actually created a need for yet another fence. In addition, there was some concern about ensuring the fence and gate were useable by the people who actually maintain the grounds and have cleaned out the East Garden. Will bring recommendations from the folks who maintain the grounds regarding a good and timely option. Continue to have an overnight camper who consistently leaves a lot of mess.
- 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
September 8, 2017

September, 2017: Jr. Warden's report

We've had our usual mix of minor crisis and general housekeeping tasks around the building this last month.

On August 22, a homeless person got into the building and trashed all four bathrooms. This included dumping all the trash on the floor; stuffing towels and rags in the toilets and apparently trying to pull the upstairs ladies room sink off the wall. I caught the person in the shower downstairs and had him put things back in some type of order before I got him out of the building. I got Happy's Plumbing to help us out the next day. They repaired the long-time leak in the bathroom sink and unplugged the toilets and reattached the sink to the wall. The overflowed toilets in that particular restroom have caused the subfloor to buckle and it is now in need of repair. I have initiated an insurance claim and will try to have the floor fixed as quickly as possible. We do have a \$1,000 deductible on our policy, so after I get estimates we'll see what things look like.

In the early evening of August 29, I had a call from Michael with Dances of Universal Peace. They use the parking lot stage door to bring in their things and he noticed the door wouldn't stay latched. I was able to barricade the door for the evening and was able to get East Portland Locksmith to fix the door the next day by modifying the strike plate.

Crystal was able to get some light bulbs replaced and also tighten down and secure the play structure, which gets lots of use.

September, 2017: Treasurer's report

Income:

- Pledge and Plate: \$11,000
- Building Use: \$4720

Expenses:

- Expenses were typical.

(Full Statement of Activity attached)

We ended the month of August with a deficit of \$-2215 on a Cash Basis and \$-3329 on an Accrual Basis. We are behind \$-216 on an Accrual Basis for the year.

Both July and August are typically slow months so this slight downturn was expected. We hope and expect to be back up to regular giving patterns in the fall. We run a little bit shallow on a monthly basis. For the first half of the year we had the Non-Event fundraiser to bring us even. For the second half of the year we have 7K budgeted from the auction to fill the gap. I expect that to be a good estimate. It should be noted that last year we needed the entire 13K from the general auction to fill the gap, so we are making progress each year.

Mary Anne Erickson and Cindy Marvin conducted the audit this month. Everything looked good. There were a few small suggestions about updating paperwork regarding passwords, account numbers, people who have access to accounts. I'll share the actual report next month.

The most important message for this month is that the auction is our biggest fundraiser of the year. A successful auction will give us the opportunity to grow programs and/or staff. All the enthusiasm and energy we can give during the next few weeks to enhance the auction's success is important.

Submitted by Karen Dollar, Treasurer

St David's Episcopal Church

STATEMENT OF ACTIVITY

August 2017

	TOTAL
REVENUE	
40000 Pledges, Loose Plate and Gifts	
40100 Pledges	9,615.50
40300 Gifts/Open Plate	1,384.00
Total 40000 Pledges, Loose Plate and Gifts	10,999.50
41000 Other Income	104.23
41100 Building Use Fees{25}	3,806.00
41110 Building Use Security Deposits	50.00
Total 41100 Building Use Fees{25}	3,856.00
41200 Fundraising Events	
41220 Fall Harvest Auction & Dinner	-385.13
Total 41200 Fundraising Events	-385.13
41800 Interest Income Banking	19.31
Total 41000 Other Income	3,594.41
42000 Restricted Funds	
42100 Outreach	
42101 Outreach Pass Through	-750.00
Total 42100 Outreach	-750.00
42202 Hot Meals	35.00
42204 Flower Fund	101.00
42212 Roof Fund	100.00
42235 Rector's Discretionary	-4.19
Total 42000 Restricted Funds	-518.19
49900 Uncategorized Income	750.00
Sales	1,224.00
Sales of Product Revenue	6.39
Unapplied Cash Payment Revenue	585.00
Uncategorized Revenue	0.78
Total Revenue	\$16,641.89
GROSS PROFIT	\$16,641.89
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	172.50
60600 Parish Administrator	1,646.80
60700 Youth Ministry	693.44
60800 Payroll Expenses	122.64
60805 Rector Payroll Taxes	100.00

	TOTAL
60820 Social Sec/Medicare	324.10
60830 Workers Comp/WBF	18.82
Total 60800 Payroll Expenses	565.56
Total 60000 Compensation	11,531.42
62000 Building & Grounds Expenses	
62200 Building and Property Security	125.00
62300 Building & Janitorial Supplies	22.29
62400 Janitorial Service Contractor	285.00
62560 Repairs and Maintenance	1,023.47
Total 62000 Building & Grounds Expenses	1,455.76
62600 DPA	1,518.00
63000 Church & Office Expenses	
63100 Altar Guild	135.00
63175 Children's Ministry Expense	58.24
63250 Copier Expenses	224.87
63550 Office Supplies & Expenses	49.97
63600 Parish Hospitality	126.68
63750 Telephone/Fax/Internet Expense	420.32
Total 63000 Church & Office Expenses	1,015.08
64000 Insurance Expense	
64100 Property & Liability Ins.	1,460.50
Total 64000 Insurance Expense	1,460.50
68600 Utilities	
68630 Gas	15.79
68640 Water	1,007.34
68800 Electricity	574.24
68850 Garbage	196.25
Total 68600 Utilities	1,793.62
69000 PayPal Fees	24.41
Uncategorized Expenditure	58.28
Total Expenditures	\$18,857.07
NET OPERATING REVENUE	\$ -2,215.18
NET REVENUE	\$ -2,215.18

St David's Episcopal Church

STATEMENT OF ACTIVITY

August 2017

	TOTAL
REVENUE	
40000 Pledges, Loose Plate and Gifts	
40100 Pledges	9,615.50
40300 Gifts/Open Plate	1,384.00
Total 40000 Pledges, Loose Plate and Gifts	10,999.50
41000 Other Income	104.23
41100 Building Use Fees{25}	3,446.00
41110 Building Use Security Deposits	50.00
Total 41100 Building Use Fees{25}	3,496.00
41200 Fundraising Events	
41220 Fall Harvest Auction & Dinner	-385.13
Total 41200 Fundraising Events	-385.13
41800 Interest Income Banking	19.31
Total 41000 Other Income	3,234.41
42000 Restricted Funds	
42100 Outreach	
42101 Outreach Pass Through	-750.00
Total 42100 Outreach	-750.00
42202 Hot Meals	35.00
42204 Flower Fund	101.00
42212 Roof Fund	100.00
42235 Rector's Discretionary	-4.19
Total 42000 Restricted Funds	-518.19
49900 Uncategorized Income	750.00
Sales of Product Revenue	6.39
Uncategorized Revenue	0.78
Total Revenue	\$14,472.89
GROSS PROFIT	\$14,472.89
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	172.50
60600 Parish Administrator	1,646.80
60700 Youth Ministry	693.44
60800 Payroll Expenses	
60805 Rector Payroll Taxes	100.00
60820 Social Sec/Medicare	324.11
60830 Workers Comp/WBF	18.81

	TOTAL
Total 60800 Payroll Expenses	442.92
Total 60000 Compensation	11,408.78
62000 Building & Grounds Expenses	
62200 Building and Property Security	125.00
62300 Building & Janitorial Supplies	22.29
62400 Janitorial Service Contractor	285.00
62560 Repairs and Maintenance	1,023.47
Total 62000 Building & Grounds Expenses	1,455.76
62600 DPA	1,518.00
63000 Church & Office Expenses	
63175 Children's Ministry Expense	21.96
63250 Copier Expenses	188.55
63550 Office Supplies & Expenses	49.97
63600 Parish Hospitality	110.71
63750 Telephone/Fax/Internet Expense	215.73
Total 63000 Church & Office Expenses	586.92
64000 Insurance Expense	
64100 Property & Liability Ins.	1,460.50
Total 64000 Insurance Expense	1,460.50
68600 Utilities	
68630 Gas	15.79
68640 Water	503.66
68800 Electricity	574.24
68850 Garbage	196.25
Total 68600 Utilities	1,289.94
69000 PayPal Fees	24.41
Uncategorized Expenditure	58.28
Total Expenditures	\$17,802.59
NET OPERATING REVENUE	\$ -3,329.70
NET REVENUE	\$ -3,329.70

St David's Episcopal Church

STATEMENT OF ACTIVITY

January - August, 2017

	TOTAL
REVENUE	
40000 Pledges, Loose Plate and Gifts	1,006.00
40100 Pledges	85,505.48
40300 Gifts/Open Plate	13,078.47
Total 40000 Pledges, Loose Plate and Gifts	99,589.95
41000 Other Income	593.93
41100 Building Use Fees{25}	31,975.00
41110 Building Use Security Deposits	200.00
Total 41100 Building Use Fees{25}	32,175.00
41200 Fundraising Events	-107.07
41220 Fall Harvest Auction & Dinner	-385.13
41240 Non-Event Fundraiser	6,460.18
41250 Fundraising Income Other	16.02
Total 41200 Fundraising Events	5,984.00
41400 Refunds	272.55
41800 Interest Income Banking	230.66
Total 41000 Other Income	39,256.14
42000 Restricted Funds	6,353.00
42100 Outreach	-275.13
42101 Outreach Pass Through	-614.60
Total 42100 Outreach	-889.73
42202 Hot Meals	510.00
42204 Flower Fund	251.00
42210 Music Fund	150.00
42212 Roof Fund	2,152.00
42225 Youth Ministry	300.00
42235 Rector's Discretionary	248.43
42240 Designated Gift	100.00
Total 42000 Restricted Funds	9,174.70
49900 Uncategorized Income	850.00
69100 Square Fees	-155.67
Sales	1,224.00
Sales of Product Revenue	68.60
Uncategorized Revenue	2.24
Total Revenue	\$150,009.96
GROSS PROFIT	\$150,009.96
EXPENDITURES	
60000 Compensation	
60100 Rector Stipend/Regular Hours	27,595.36
60110 Rector Housing	14,800.00
60120 Rector Life Insurance	214.40
60130 Rector Pension	7,631.20
60140 Rector Health Benefit	6,120.00

	TOTAL
60150 Rector Continuing Ed	319.38
60160 Rector Professional Expenses	
60161 Meals & Entertainment	74.37
Total 60160 Rector Professional Expenses	74.37
60400 Music Director	11,264.00
60500 Nursery Care	862.50
60600 Parish Administrator	14,821.20
60700 Youth Ministry	5,547.52
60800 Payroll Expenses	122.64
60805 Rector Payroll Taxes	100.00
60820 Social Sec/Medicare	2,687.79
60830 Workers Comp/WBF	164.49
Total 60800 Payroll Expenses	3,074.92
Total 60000 Compensation	92,324.85
60900 Business Expenses	
60910 Bad Debts	100.00
60920 Business Registration Fees	100.00
Total 60900 Business Expenses	200.00
62000 Building & Grounds Expenses	74.88
62200 Building and Property Security	1,078.55
62300 Building & Janitorial Supplies	1,581.45
62400 Janitorial Service Contractor	2,527.50
62550 Grounds/Landscaping Maintenance	-2,600.00
62560 Repairs and Maintenance	8,074.80
Total 62000 Building & Grounds Expenses	10,737.18
62600 DPA	12,144.00
63000 Church & Office Expenses	17.99
63050 Advertising	66.30
63100 Altar Guild	338.75
63150 Bank Charges	30.00
63175 Children's Ministry Expense	420.07
63200 Church & Misc Supplies	243.54
63225 Conferences and Meetings	10.00
63250 Copier Expenses	3,654.52
63400 Licenses and Fees	231.00
63450 Ministry Expenses	59.50
63500 Music Expenses/ Non Personnel	100.00
63550 Office Supplies & Expenses	545.00
63600 Parish Hospitality	1,292.75
63650 Postage and Delivery	212.87
63750 Telephone/Fax/Internet Expense	1,894.88
63800 Youth Ministry Expense	46.22
Total 63000 Church & Office Expenses	9,163.39
64000 Insurance Expense	
64100 Property & Liability Ins.	4,381.50
Total 64000 Insurance Expense	4,381.50
66700 Professional Services	
64750 Deacon Expenses & Mileage	9.00
66720 Supply Musicians	1,500.00

	TOTAL
66730 Supply Clergy	200.00
Total 66700 Professional Services	1,709.00
68300 Travel and Meetings	
68310 Conference, Convention, Me{257}	230.00
Total 68300 Travel and Meetings	230.00
68600 Utilities	
68630 Gas	7,028.49
68640 Water	4,739.66
68800 Electricity	5,254.40
68850 Garbage	1,515.92
Total 68600 Utilities	18,538.47
69000 PayPal Fees	120.71
Uncategorized Expenditure	78.28
Uncategorized Expense	599.11
Total Expenditures	\$150,226.49
NET OPERATING REVENUE	\$ -216.53
NET REVENUE	\$ -216.53