

Senior Warden Report

November 10, 2018

Submitted by Barbara Brecht, Senior Warden

The Steadfast Love of the Lord never ceases. His mercies never end.

Some updates Since October

- Two of our current members on the Vestry have resigned. Maddy identified some other areas in her life she is focusing on. In addition, she would like to serve in the parish in other capacities. She is identifying and pursuing other areas in our parish where she would rather serve, and we are so glad for her moving forward in ways that are of more meaning to her. Sue Davidson also has resigned as she is making some adjustments in her life and will likely be creating more space for she and her husband to travel. She continues to love St David's and looks forward to continued involvement in our community in other venues. We are so grateful for them and for their service.
- Karen and I have met and initiated an expense budget for 2019. This includes some raises for staff, funding for positions not currently filled, and other adjustments based on this past year. We will review in the meeting and I hope you will take time to review carefully before we meet. We did not create an income budget as we wanted to see what it would take to fully fund areas identified. We will review the latest pledge numbers and amounts at the meeting. These are initial discussions and are likely to change.
- Our Gala was a wonderful event and we are so grateful to Madeline and Karen, Kate and Michael for making it such a success. We will have the most current numbers at the meeting. However, it was a joy to sign two checks for over \$8,000 each to our friends serving and supporting immigrant communities.
- We may want to consider a 3-month position to support our houseless neighbors. We have designated funds for Betty Jo and David. We may want to consider a December 2018 – February 2019 position called: Houseless Neighbor Outreach. Focus of the job would be to help our houseless neighbors with identified food and clothing needs and get these items to folks who may not be accessing other resources. A job description will be attached. It would be a stipend of \$300.00 per month for Betty and David as our liaisons. We have \$900.00 in designated funds. Also, looking at having an “Epiphany gifting and regifting dinner.” David would be our chef. We would invite folks in the parish to bring gifts, (most already identified as needed) as well as cash to support helping our houseless neighbors.

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

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November 2018 Jr. Warden's report

As we move into the fall season, we look towards the cooler weather and rain.

We've noticed our reoccurring leaks in the windowed hallway, greeted by buckets and towels to catch and absorb the water. In response to parishioners' questions, I've mentioned the new roof could possibly be installed this summer.

The emergency service and repair that the furnace needed went as expected. We have heat and I'm keeping an eye on things. After reading the Vestry notes from the Retreat, I have some clarification on the "furnace update" portion. I suppose that technology-wise, our natural gas furnace could be deemed "old". However, the approximately \$50,000 we spent for the furnace and installation approximately 15 years ago, pales to the age of the oil burning furnace it replaced. The maintenance on the old furnace was high as well as the cost of the oil. As I've pointed out over the years, when the new furnace was installed, all of the duct work and pumps were left in place to be utilized. As with all things mechanical, stuff wears out. Since we've had the maintenance agreement with Pyramid Heating (approximately 2 years), the furnace has been properly maintained- which includes filters, belts and oiling.

It turned out the timing wasn't particularly good, but on Sept. 18, I met with Andrew from Pyramid Heating to get an estimate for A/C for the church. As he and I did our walk thru, he noted how it may be possible to cool the Sanctuary and the Parish Hall with a conventional A/C unit, while the offices could be cooled with ductless style units. I'll be meeting with Andrew soon to get the details. I wanted to get the estimate for A/C so we could add the possibility to our "wish list".....

Erin has applied to St. David's account with "Bottle Drop". This is a redemption program for all deposit containers. When we get our special bags and tags, I will be monitoring the 2 blue, plastic trash cans in the kitchen and turning in the bags appropriately.

This Saturday, Nov. 9, is our first of two "Leaf Days". Many thanks to our volunteers who have already put most of the leaves in the street! I'll check on the leaves on Friday, the 9th, to push any stragglers out.

On Wednesday, Nov. 7th, the low, driveway portion of the parking lot entrance retaining wall was repaired. Jeri Chaitin helped me get 2 estimates to reinforce and repair the wall-it looks great! The cost of the repair was paid by an anonymous donor, so bless them! We'll get a group together to re-do the mosaic tile in the spring.

If there are questions or concerns from the Vestry about the Building and Grounds, please let me know!

Treasurer's Report for October 2018

Income:

- Pledge: \$10,477, 78% budget (2017: \$7598)
- Plate: \$1,949, 117% budget (2017: \$1446)
- Pledge & Plate: \$12,426, 83% budget (2017: \$9044)
- Building: \$5091, 111% budget (2017: \$7833)

YTD:

- Pledge: \$111,596, 83% budget (2017:\$110,972)
- Plate: \$17,765, 106% budget (2017: \$15,542)
- Pledge & Plate: \$129,361, 86% budget (2017: \$126,514)
- Building: \$54,120, 118% budget (2017: \$52,118)

Expenses

Expenses were typical except for the furnace fix, which cost \$3957. This cost was within budget for the building as our prior YTD had been low.

YTD

We are -\$18,353 for the year on an accrual basis when backing out the amounts for capital contributions and kitchen remodel contributions. We've been coming in a little shallow. The auction held its own and November and December tend to be good months, so I expect we will end the year a little behind, but better than where we are now. We are using the savings we built into the budget (not our emergency fund).

Speaking of kitchens: We received our final \$25K this month from the Diocese for the Kitchen Remodel. Thank you to Derek Moyer for writing the grant and the updates required for the disbursements.

Auction: The final numbers are in for the auction. The general auction garnered \$9907 for operating expenses. It will be reflected in the November Statement of Activity. The paddle raise garnered close to \$20K with the additional \$15K matching. We have already sent checks to the local IMIRJ and to We Are One Family (\$8613 each). \$17,227 will go to our building fund. Huge thanks to Madeline Moore, Kari Stanley for chairing and to Mike DiBlasi and Kate Marvin for party planning and Kieran Cannistra for coordinating the technology piece. Thank you to Erin for her availability and long hours on that weekend. The auction has been an important part of our funding, both for operations and building fund. Yet, it is important to remember that it is a huge effort and can be difficult to find chairpeople each year. Going forward we should consider how to make this easier on ourselves and more accessible.

Stewardship: We had our Stewardship Sunday on Nov. 4th with a lovely brunch during coffee hour that was well attended. We have 46 pledges for far, included in that number is 11 new pledgers. The total amount so far is \$95,125 (\$9440 is from the new pledgers). We had 61 pledgers in 2018. Frankly, the current amount is less than we had at the same time last year.

Budget: I am including an expenses only budget for 2019, as we work out where we are with income. These numbers reflect where we'd like to be. I am concerned that the stewardship numbers won't support this budget, but it is early in the process. Barbara will discuss.

Treasurer's Report for October 2018

Attendance:

2018

Sept. 2: 48, 100 (148 total)

Sept. 9: 48, 54 (102 total)

Sept. 16: 61, 51 (112 total)

Sept. 23: 41, 48 (89 total)

Sept. 30: 50, 48 (98 total)

Oct. 7: 44, 75 (119 total)

Oct. 14: 43, 76 (119 total)

Oct. 21: 48, 66 (114 total)

Total: 901

2017

Sept. 3: 105

Sept. 10: 126

Sept. 17: 124

Sept. 24: 105

Oct. 1: 121

Oct. 8: 117

Oct. 15: 102

Oct. 22: 90

Total: 890

Saint David of Wales Episcopal Church

STATEMENT OF ACTIVITY

January - October, 2018

	TOTAL
Revenue	
40000 Pledges, Loose Plate and Gifts	
40100 Pledges	111,596.63
40300 Gifts/Open Plate	17,765.01
Total 40000 Pledges, Loose Plate and Gifts	129,361.64
41000 Other Income	266.37
41100 Building Use Fees{25}	53,970.99
41110 Building Use Security Deposits	150.00
Total 41100 Building Use Fees{25}	54,120.99
41200 Fundraising Events	
41220 Fall Harvest Auction & Dinner	
41221 Fall Auction/Dinner Income	1,668.27
41222 Fall Dinner & Auction Expense	-566.04
Total 41220 Fall Harvest Auction & Dinner	1,102.23
41240 Non-Event Fundraiser	5,751.51
Total 41200 Fundraising Events	6,853.74
41800 Interest Income Banking	960.29
Total 41000 Other Income	62,201.39
42000 Restricted Funds	7,802.00
42100 Outreach	63.32
42101 Outreach Pass Through	-484.10
Total 42100 Outreach	-420.78
42200 History Room Donations	-39.97
42203 Kitchen Remodel Funds	25,000.00
42204 Flower Fund	65.00
42212 Roof Fund	233.00
42235 Rector's Discretionary	271.96
42240 Designated Gift	
42241 Pass Through Designated Gift	185.00
Total 42240 Designated Gift	185.00
Total 42000 Restricted Funds	33,096.21
45000 Investments	
45020 Dividend, Interest (Securities)	10.06
Total 45000 Investments	10.06
49900 Uncategorized Income	820.00
69100 Square Fees	-435.29
Sales	-18.45
Sales of Product Revenue	108.63
Unapplied Cash Payment Revenue	1,405.00
Uncategorized Revenue	130.00
Total Revenue	226,679.19
Cost of Goods Sold	193,583

Restricted Funds

	TOTAL
Cost of Goods Sold	118.32
Total Cost of Goods Sold	\$118.32
GROSS PROFIT	\$226,560.87
Expenditures	193,464
60000 Compensation	
60100 Rector Stipend/Regular Hours	38,473.40
60110 Rector Housing	22,422.01
60120 Rector Life Insurance	294.80
60130 Rector Pension	11,311.28
60140 Rector Health Benefit	8,915.00
60150 Rector Continuing Ed	710.13
60300 Children's Ministry Coordinator	693.44
60400 Music Director	16,769.67
60500 Nursery Care	3,728.28
60600 Parish Administrator	26,385.51
60610 Administrator Pension	2,421.65
60620 Administrator Health Insurance	6,777.00
60630 Administrator Life Insurance	60.30
60700 Youth Ministry	693.44
60800 Payroll Expenses	979.39
60820 Social Sec/Medicare	2,728.02
60830 Workers Comp/WBF	67.95
Total 60800 Payroll Expenses	3,775.36
Total 60000 Compensation	143,431.27
60900 Business Expenses	
60920 Business Registration Fees	50.00
Total 60900 Business Expenses	50.00
62000 Building & Grounds Expenses	747.23
62200 Building and Property Security	887.40
62300 Building & Janitorial Supplies	1,282.36
62400 Janitorial Service Contractor	2,411.75
62550 Grounds/Landscaping Maintenance	69.08
62560 Repairs and Maintenance	5,745.12
Total 62000 Building & Grounds Expenses	11,142.94
62600 DPA	15,740.00
63000 Church & Office Expenses	110.14
63050 Advertising	274.78
63100 Altar Guild	651.67
63175 Children's Ministry Expense	86.90
63200 Church & Misc Supplies	251.90
63225 Conferences and Meetings	319.38
63250 Copier Expenses	1,994.07
63350 Dues and Subscriptions	169.00
63375 Flower Fund	283.31
63400 Licenses and Fees	139.60
63450 Ministry Expenses	848.02
63500 Music Expenses/ Non Personnel	320.00
63550 Office Supplies & Expenses	409.95
63600 Parish Hospitality	2,058.08

	TOTAL
63650 Postage and Delivery	281.76
63750 Telephone/Fax/Internet Expense	2,506.95
63800 Youth Ministry Expense	125.09
Total 63000 Church & Office Expenses	10,830.60
63737 Retreats	
63739 Retreats - Expenses	8,300.00
63741 Retreats - Donations	-6,125.00
Total 63737 Retreats	2,175.00
64000 Insurance Expense	
64100 Property & Liability Ins.	4,466.25
Total 64000 Insurance Expense	4,466.25
66700 Professional Services	
66720 Supply Musicians	2,550.00
Total 66700 Professional Services	2,550.00
68300 Travel and Meetings	
68310 Conference, Convention, Me{257}	319.38
Total 68300 Travel and Meetings	319.38
68600 Utilities	
68630 Gas	5,556.51
68640 Water	6,504.15
68800 Electricity	6,533.86
68850 Garbage	1,687.75
Total 68600 Utilities	20,282.27
69000 PayPal Fees	522.65
Unapplied Cash Bill Payment Expenditure	0.00
Uncategorized Expenditure	257.70
Uncategorized Expense	50.00
Total Expenditures	\$211,818.06
NET OPERATING REVENUE	\$14,742.81
NET REVENUE	\$14,742.81

-18,353.40

2019 St. David's Budget

<u>Account</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>Comment</u>
	2016 Budget	2017 Budget	2018 Budget	2019 Budget	
Income					
40000 Pledges, Loose Plate and Gifts					
49000 Pledges	\$120,000	\$135,000	\$160,000		
49500 Gifts/Open Plate	\$12,000	\$15,000	\$20,000		
Transfer from Investments	\$25,000	\$22,866	\$19,500		
Total 40000 Pledges, Loose Plate and Gifts	\$157,000	\$172,866	\$199,500	\$0	
41000 Other Income					
42300 Building Use Fees	\$67,500	\$55,000	\$55,000		
42500 Fundraising Events	\$11,500	\$10,000	\$17,000	\$0	
42502 Jumble Sale Income	\$0	\$0	\$0		
Total 42501 Jumble Sale Fundraiser	\$0	\$0	\$0		
Total 42500 Fundraising Events	\$11,500	\$10,000	\$17,000		
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	\$72,020	\$0	
42000 Restricted Funds					
47100 Hot Meals	\$0	\$0	\$0	\$0	no budget last year and none this year
47204 Flower Fund	\$750	\$0	\$300	\$0	from Advent donations
47205 Music Fund	\$750	\$0	\$200	\$0	from Advent donations
47211 Youth Ministry	\$0	\$0	\$0	\$0	no proposed budget
47220 Children's Ministry Fund	\$0	\$0	\$2,000	\$0	
47305 Rector's Discretionary	\$200	\$0	\$0	\$0	4 months \$50/month Sept-Dec
47308 Pass Thru Rector Discretionary	\$0	\$0	\$0	\$0	
Total 47305 Rector's Discretionary	\$200	\$0	\$0	\$0	
47312 Pass Thru Bishop Discretionary	\$0	\$0	\$0	\$0	no budget needed, for received then pass-
Total 47311 Bishop's Discretionary	\$0	\$0	\$0	\$0	
Total 42000 Restricted Funds	\$1,700	\$0	\$2,500	\$0	
45000 Investments					
45020 Dividend, Interest (Securities)	\$800	\$0	\$0		
Total 45000 Investments	\$800	\$0	\$0		
49900 Uncategorized Income	\$250	\$0	\$0		
Total Income	\$239,270	\$237,886	\$274,020	\$0	
Gross Profit	\$239,270	\$237,886	\$274,020	\$0	
Expenses					
60000 Compensation					
60100 Rector SHU	\$63,593	\$63,593	\$66,773	\$69,978	4.8% increase (2.8% COLA, 2% step/Dioc
60150 Rector Life Insurance	\$324	\$324	\$324	\$324	\$27/month
60200 Rector Pension	\$11,447	\$11,447	\$12,020	\$12,596	18% of salary
60300 Rector Health Benefit	\$8,700	\$11,000	\$10,092	\$10,600	5% increase
60400 Rector Continuing Ed	\$1,000	\$1,000	\$1,000	\$1,000	in Covenant of Ministry
60500 Rector Professional Expenses	\$2,400	\$2,400	\$2,400	\$2,400	\$200/month

ADDED: 60510 (planned) Cell Phone			\$1,080	\$1,080	\$0	\$0	\$90/month
60700 Sabbatical Accrual			\$0	\$0	\$2,000	\$2,000	\$920 plus former cell phone allowance \$90
65000 Nursery Care			\$3,120	\$3,120	\$7,488	\$6,000	12 hours/week @\$12, formerly 5 hrs/wk+18
65300 Parish Administrator			\$17,043	\$19,760	\$31,200	\$32,074	2.8% COLA, Diocese rec.
65310 Admin. Pension					\$2,808	\$2,887	5% base, 4% matching
65320 Admin. Health Ins.					\$9,000	\$9,000	
65400 Building Curator			\$6,656	\$0	\$0	\$0	
68510 Payroll Taxes			\$3,787	\$3,787	\$4,670	\$4,700	Social Security/Medicare - hourly, not clerical
68530 Music Director			\$13,470	\$16,896	\$17,150	\$23,500	.4FTE
68540 Children's Ministry Coordinator			\$5,824	\$5,824	\$8,320	\$8,000	8 hrs/wk
68550 Youth Ministry			\$5,824	\$5,824	\$5,200	\$5,200	
69000			\$0	\$0	\$0		
69200			\$0	\$0	\$0		
ADDED: Workers Comp/WBF			\$600	\$600	\$600	\$300	
Total 60000 Compensation			\$144,867	\$146,655	\$181,045	\$190,559	
60900* Business Expenses							
60910 Bad Debts			\$0	\$0	\$0		
60920 Business Registration Fees			\$50	\$50	\$200	\$50	
Total 60900* Business Expenses	\$0	\$0	\$50	\$50	\$200	\$50	
62000 Building & Grounds Expenses							
ADDED: Capital Improvements			\$0	\$0	\$0	\$0	Newly added/conceptual
60800 Building and Property Security			\$665	\$665	\$965	\$1,006	\$135/qtr + \$125 annual permit, \$300 repair
62850 Janitorial Service Contractor			\$7,440	\$4,200	\$4,200	\$3,420	\$280/mo.
63500 Building & Janitorial Supplies			\$1,800	\$1,800	\$2,375	\$1,500	
63800 Landscaping Expenses							
63850 Grounds Maintenance			\$2,400	\$2,400	\$1,000	\$2,400	Includes lawn mowing
67200 Repairs and Maintenance			\$9,000	\$9,000	\$15,000	\$12,000	
Total 62000 Building & Grounds Expenses			\$21,305	\$18,065	\$23,540	\$20,326	
62600 DPA			\$24,000	\$18,216	\$18,885	\$25,300	\$2388/month
63000 Church & Office Expenses							
60900 Auction Expenses			\$0	\$0	\$0	\$1,000	
61150 Altar Guild			\$1,200	\$1,200	\$1,000	\$1,000	
61200 Electronic Giving, Bank Fees			\$250	\$250	\$50	\$850	Now properly includes PayPal, Square fees
61300 Church & Misc Supplies			\$800	\$800	\$500	\$500	
61850 Copier Expenses			\$4,260	\$3,000	\$2,800	\$2,800	
62500 Dues and Subscriptions			\$500	\$500	\$0	\$225	
62800 Children's Ministry Expense			\$0	\$0	\$500	\$500	
62810 Youth Ministry Expense			\$300	\$300	\$500	\$1,200	other than personnel
63001 Rector Discret. Fund Expense			\$0	\$0	\$0	\$0	will be zero
64000 Licenses and Fees			\$300	\$300	\$350	\$200	
64600 Ministry Expenses			\$250	\$250	\$250	\$650	
64900 Office Supplies & Expenses			\$1,921	\$1,921	\$1,500	\$500	
64950 Music Expenses/ Non Personnel			\$600	\$600	\$600	\$600	piano and organ tuning-in
64960 Parish Hospitality			\$2,200	\$2,200	\$2,000	\$2,200	
66500 Postage and Delivery			\$500	\$500	\$500	\$500	
68100 Telephone/Fax/Internet Expense			\$2,750	\$2,750	\$3,000	\$3,050	
61700 Computer and Internet Expenses			\$0	\$0	\$0	\$0	
Total 68100 Telephone/Fax/Internet Expense			\$2,750	\$2,750	\$3,000	\$0	listed above
68300 Laity Travel and Meetings			\$0	\$0	\$600	\$2,000	retreat
68310 Conference, Convention, Meeting			\$1,000	\$1,000	\$1,000	\$1,000	3x \$65 fee + hotels, meals
68320 Travel			\$0	\$0	\$0	\$0	

	\$1,000	\$1,000	\$1,000	\$0	
Total 63000 Church & Office Expenses	\$16,831	\$16,000	\$16,000	\$18,775	
63300 Insurance Expense					
63350 Workers Comp Insurance	\$800	\$800	\$0	\$0	Added under compensation
63360 Property & Liability Ins.	\$6,500	\$7,200	\$5,960	\$6,000	
Total 63300 Insurance Expense	\$7,300	\$8,000	\$5,960	\$6,000	
63400 Interest Expense					
63410 Furnace Loan Interest	\$250		\$0		paid off
Total 63400 Interest Expense	\$250	\$0	\$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	\$2,500	
64850 Supply Clergy	\$800	\$1,200	\$1,200	\$1,200	
65200 Other Professional Services	\$0	\$0	\$0	\$0	
Total 66700 Professional Services	\$2,800	\$3,200	\$3,700	\$3,700	
68600 Utilities					
68710 Gas	\$8,300	\$8,300	\$8,225	\$8,225	
68750 Water	\$7,300	\$7,300	\$6,300	\$7,000	
68800 Electricity	\$8,000	\$8,000	\$6,900	\$8,473	
68850 Garbage	\$3,700	\$3,700	\$2,265	\$2,300	
Total 68600 Utilities	\$27,300	\$27,300	\$23,690	\$25,998	
70000 Debt to Diocese	\$0	\$0	\$0	\$4,000	\$1000/qtr.
74204 Flower Fund	\$50	\$0	\$0	\$0	
Total Expenses	\$244,753	\$237,486	\$273,020	\$294,708	
Net Operating Income	(\$5,483)	\$400	\$1,000	(\$294,708)	
Net Income	(\$5,483)	\$400	\$1,000	(\$294,708)	

Glossary:

SHU: Salary, Housing, Utilities

WBF: Workers's Benefit Fund

DPA: Diocesan Program Assessment