

## Senior Warden Report: November 2023

Whenever I'm in the building during the day it is NOISY. And I love it. The office is open, the halls (upstairs and down!) are filled with kids, and the parking lot is packed. I'm so grateful that our building is filled with life, once again. Many, many thanks to Ned and Crystal, in particular, for the work they've done, as well as to our many building partners.

What's happened, what's happening, and what's about to happen:

- I've again sent reminders to all vestry and team members who need to complete Safe Church training. Please plan to get training done by the time of the bishop's visit (December 3).
- Speaking of Bishop Akiyama's visit, she'll meet with vestry after the service. (And after she has some time to visit with people at our coffee hour, where I am confident we'll serve donuts.) If you are at all able to be at church that Sunday, please show up. If you're on vestry and cannot attend the meeting, please let me know asap, if you haven't already. (As a reminder, Dennis will be on vacation.)
- Two of the four scheduled facilitated discussions about Kerlin+'s departure from St. David's have taken place, and Dennis and I have attended both. These conversations have been difficult and helpful, in my opinion. Many of the perspectives shared were unexpected, as were many of the feelings that resurfaced during and after the meetings. If you haven't yet had the opportunity to sign up for a discussion, I encourage you to do so.
- I have been connecting with a few folks regarding the open vestry positions. Rather than a slate of recommended members and a yea/nay vote by raised hands, this year we'll vote on individuals and by ballot at our annual meeting. Please encourage anyone you know who is interested in joining vestry to speak to me or Dennis to get on the ballot. (We'll also, of course, take nominations on the floor.)
- Continued thanks to AI for updating the bylaws. This can't be a terribly fun job, and I am confident the going isn't easy. Bylaws are *boring*, but I'm so grateful ours are firming up.
- I believe all vestry members have, at this point, returned their pledges for 2024. If any of you haven't yet, please do so asap; we like to boast 100% of vestry as having pledged. (If you're reading this and are not on vestry and have not yet pledge for 2024, [you can do so here](#).)
- Finally, many thanks to Finn for the work he's doing to get our choir program up and running. He will hold a followup to his November 12 meeting on Sunday, November 26 shortly after the 10am service.

As always, let me know if you have questions, comments, or concerns.

Submitted by Kieran Cannistra, Senior Warden

Vestry and St. David's Community –

### **BUILDING CURATION**

- **Interim Curator / Facilities:** Crystal Maass has done a great job over the last month as she has stepped up to cover both the Facilities and the Building Curator roles for the time being. We are re-considering the idea of having a full time or half-time building curator, as our building is being almost entirely utilized at this time. More discussion to clarify these roles.
- **Music Room / Godly Play:** In consultation with Finn, our Music Director and other members of our church community, we are in the process of changing the Music Room into a room that is fully used by the church. It will be allocated to the use of Finn for Music, and we will set up our Godly Play materials for use in this room, so that we can once again begin to have younger children nurtured during the church service in a dedicated space. This also means moving some building partners around, but that is all to the good for the use of this room.

### **BUILDING PARTNERS**

- **Forest School:** The Portland Forest School moved into the building in early September. PFS has been a great building partner. They have installed their own Wi-Fi system and are working closely with us to ensure the building is fully up to code and maintained in a good state of affairs. We have requested that the Forest School extend their contract (on favorable terms) to next year or the next few years. They cannot extend the contract until they know what their enrollment looks like for 2024-2025, so we must wait until spring to get a renewal.
- **Bridging Voices:** We've run into various conflicts with the Bridging Voices group and our own church activities (such as Taize and use of the Music Room). We want to support their good work, but their schedule conflicts with our needs as a church community. So I'm happy to report that Bridging Voices has found another space and will be moving out this month in a positive way to their new location, alleviating these conflicts that have emerged.

### **FAMILY PROMISE**

- **Family Promise:** Once again, we successfully hosted Family Promise Nov 12-19.
  - Note that the Forest School volunteered use of their rooms for use by our chaperones and this act of generous sharing further solidified their partnership with our church community. They also indicated some interest in being chaperones in the future when the church hosts Family Promise. We will follow up on this possibility.

### **UPDATES ON BUILDING**

- **Clean-Up:** Forest School has undertaken a great number of small building improvements, all of which help our building to be maintained for the long-term & will help our building to last.
  - **Additional Building Use:** Forest School has extended their contract to include Room 13 in the basement. We are charging them an additional amount for use of this room, and they have also agreed to fix up and retrofit this room for long-term usage.
- **Kitchen:** Please see attached report from the BII team for updates on the kitchen!

# Saint David of Wales Episcopal Church

## Budget vs. Actuals: St. David's 2023 Budget (WIP) - FY23 P&L

January - October, 2023

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
<b>Revenue</b>				
40000 Pledges, Loose Plate and Gifts				
40100 Pledges	165,404.24	150,000.00	15,404.24	110.27 %
40300 Gifts/Open Plate	10,334.01	8,333.30	2,000.71	124.01 %
<b>Total 40000 Pledges, Loose Plate and Gifts</b>	<b>175,738.25</b>	<b>158,333.30</b>	<b>17,404.95</b>	<b>110.99 %</b>
41000 Other Income				
41100 Building Use Fees{25}	60,639.26	58,333.30	2,305.96	103.95 %
41110 Building Use Security Deposits	190.74		190.74	
<b>Total 41100 Building Use Fees{25}</b>	<b>60,830.00</b>	<b>58,333.30</b>	<b>2,496.70</b>	<b>104.28 %</b>
41200 Fundraising Events		0.00	0.00	
41250 Fundraising Income Other	380.36		380.36	
<b>Total 41200 Fundraising Events</b>	<b>380.36</b>	<b>0.00</b>	<b>380.36</b>	
41300 Other Grants	16,022.90	12,000.00	4,022.90	133.52 %
41400 Refunds	0.00		0.00	
41800 Interest Income Banking	319.38	350.00	-30.62	91.25 %
<b>Total 41000 Other Income</b>	<b>77,552.64</b>	<b>70,683.30</b>	<b>6,869.34</b>	<b>109.72 %</b>
<b>Total Revenue</b>	<b>\$253,290.89</b>	<b>\$229,016.60</b>	<b>\$24,274.29</b>	<b>110.60 %</b>
<b>GROSS PROFIT</b>	<b>\$253,290.89</b>	<b>\$229,016.60</b>	<b>\$24,274.29</b>	<b>110.60 %</b>
<b>Expenditures</b>				
60000 Compensation				
60100 Rector Stipend/Regular Hours	16,281.00	17,854.00	-1,573.00	91.19 %
60110 Rector Housing	24,822.00	24,822.00	0.00	100.00 %
60115 Interim Rector Housing	30,947.22	30,605.00	342.22	101.12 %
60120 Rector Life Insurance	187.60	189.00	-1.40	99.26 %
60130 Rector Pension	8,385.99	6,831.00	1,554.99	122.76 %
60145 Rector Vacation Payout	5,435.63	5,491.00	-55.37	98.99 %
60160 Rector Professional Expenses		2,000.00	-2,000.00	
60200 Building Curator	2,847.34	5,000.00	-2,152.66	56.95 %
60300 Children's Ministry Coordinator	3,340.00	4,676.00	-1,336.00	71.43 %
60400 Music Director	18,037.79	17,500.00	537.79	103.07 %
60500 Nursery Care	2,306.16	2,330.00	-23.84	98.98 %
60600 Parish Administrator	9,321.68	13,200.00	-3,878.32	70.62 %
60620 Administrator Health Insurance	3,487.40		3,487.40	
60630 Administrator Life Insurance	6.70		6.70	
60640 Bookkeeper/financial services	1,765.00	5,000.00	-3,235.00	35.30 %
60800 Payroll Expenses				
60820 Social Sec/Medicare	1,242.88	4,080.00	-2,837.12	30.46 %
60830 Workers Comp/WBF/PFML	987.50	2,000.00	-1,012.50	49.38 %
<b>Total 60800 Payroll Expenses</b>	<b>2,230.38</b>	<b>6,080.00</b>	<b>-3,849.62</b>	<b>36.68 %</b>
<b>Total 60000 Compensation</b>	<b>129,401.89</b>	<b>141,578.00</b>	<b>-12,176.11</b>	<b>91.40 %</b>
60900 Business Expenses				
60920 Business Registration Fees		100.00	-100.00	

# Saint David of Wales Episcopal Church

## Budget vs. Actuals: St. David's 2023 Budget (WIP) - FY23 P&L

January - October, 2023

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
<b>Total 60900 Business Expenses</b>		<b>100.00</b>	<b>-100.00</b>	
62000 Building & Grounds Expenses				
62200 Building and Property Security	1,276.60	2,000.00	-723.40	63.83 %
62300 Building & Janitorial Supplies	1,073.74	1,250.00	-176.26	85.90 %
62400 Janitorial Service Contractor	3,060.17	3,333.30	-273.13	91.81 %
62550 Grounds/Landscaping Maintenance	0.00	833.30	-833.30	0.00 %
62560 Repairs and Maintenance	10,650.27	12,500.00	-1,849.73	85.20 %
<b>Total 62000 Building &amp; Grounds Expenses</b>	<b>16,060.78</b>	<b>19,916.60</b>	<b>-3,855.82</b>	<b>80.64 %</b>
62600 DPA	19,170.00	19,583.30	-413.30	97.89 %
63000 Church & Office Expenses				
63100 Altar Guild	687.74	840.00	-152.26	81.87 %
63150 Bank Charges	48.47	940.00	-891.53	5.16 %
63175 Children's Ministry Expense	13.99	420.00	-406.01	3.33 %
63200 Church & Misc Supplies	32.99	500.00	-467.01	6.60 %
63225 Conferences and Meetings		830.00	-830.00	
63250 Copier Expenses	1,536.47	1,550.00	-13.53	99.13 %
63350 Dues and Subscriptions	192.00	225.00	-33.00	85.33 %
63400 Licenses and Fees	374.90	300.00	74.90	124.97 %
63450 Ministry Expenses	1,130.09	1,670.00	-539.91	67.67 %
63500 Music Expenses/ Non Personnel	500.00	600.00	-100.00	83.33 %
63550 Office Supplies & Expenses	608.01	840.00	-231.99	72.38 %
63600 Parish Hospitality	2,173.64	2,000.00	173.64	108.68 %
63650 Postage and Delivery	193.40	500.00	-306.60	38.68 %
63750 Telephone/Fax/Internet Expense	2,757.23	3,750.00	-992.77	73.53 %
63800 Youth Ministry Expense Not Compensation		420.00	-420.00	
<b>Total 63000 Church &amp; Office Expenses</b>	<b>10,248.93</b>	<b>15,385.00</b>	<b>-5,136.07</b>	<b>66.62 %</b>
63620 Taize Service				
63623 Taize Service - Expenses	229.64		229.64	
63627 Taize Service - Donations	-473.14		-473.14	
<b>Total 63620 Taize Service</b>	<b>-243.50</b>		<b>-243.50</b>	
64000 Insurance Expense				
64100 Property & Liability Ins.	6,375.75	7,083.30	-707.55	90.01 %
<b>Total 64000 Insurance Expense</b>	<b>6,375.75</b>	<b>7,083.30</b>	<b>-707.55</b>	<b>90.01 %</b>
66700 Professional Services				
66720 Supply Musicians	450.00	1,000.00	-550.00	45.00 %
66730 Supply Clergy	5,610.00	5,800.00	-190.00	96.72 %
66740 Other Professional Services	1,524.00	1,500.00	24.00	101.60 %
<b>Total 66700 Professional Services</b>	<b>7,584.00</b>	<b>8,300.00</b>	<b>-716.00</b>	<b>91.37 %</b>
68300 Travel and Meetings				
68310 Conference, Convention, Me{257}	494.54	840.00	-345.46	58.87 %
<b>Total 68300 Travel and Meetings</b>	<b>494.54</b>	<b>840.00</b>	<b>-345.46</b>	<b>58.87 %</b>
68600 Utilities				

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## Budget vs. Actuals: St. David's 2023 Budget (WIP) - FY23 P&L

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	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
68630 Gas	9,439.55	12,500.00	-3,060.45	75.52 %
68640 Water	6,801.25	6,000.00	801.25	113.35 %
68800 Electricity	4,821.48	5,833.30	-1,011.82	82.65 %
68850 Garbage	2,033.75	1,670.00	363.75	121.78 %
<b>Total 68600 Utilities</b>	<b>23,096.03</b>	<b>26,003.30</b>	<b>-2,907.27</b>	<b>88.82 %</b>
69000 PayPal Fees	115.41		115.41	
69120 Vanco Fees	384.29		384.29	
<b>Total Expenditures</b>	<b>\$212,688.12</b>	<b>\$238,789.50</b>	<b>\$ -26,101.38</b>	<b>89.07 %</b>
NET OPERATING REVENUE	<b>\$40,602.77</b>	<b>\$ -9,772.90</b>	<b>\$50,375.67</b>	<b>-415.46 %</b>
NET REVENUE	<b>\$40,602.77</b>	<b>\$ -9,772.90</b>	<b>\$50,375.67</b>	<b>-415.46 %</b>

# Saint David of Wales Episcopal Church

## Statement of Activity

October 2023

	TOTAL
Revenue	
40000 Pledges, Loose Plate and Gifts	
40100 Pledges	8,002.96
40300 Gifts/Open Plate	616.00
<b>Total 40000 Pledges, Loose Plate and Gifts</b>	<b>8,618.96</b>
41000 Other Income	
41100 Building Use Fees{25}	7,825.00
41110 Building Use Security Deposits	50.00
<b>Total 41100 Building Use Fees{25}</b>	<b>7,875.00</b>
41800 Interest Income Banking	35.59
<b>Total 41000 Other Income</b>	<b>7,910.59</b>
<b>Total Revenue</b>	<b>\$16,529.55</b>
GROSS PROFIT	<b>\$16,529.55</b>
Expenditures	
60000 Compensation	
60115 Interim Rector Housing	5,951.39
60200 Building Curator	700.17
60400 Music Director	1,884.45
60500 Nursery Care	299.12
60600 Parish Administrator	1,544.22
60620 Administrator Health Insurance	3,487.40
60630 Administrator Life Insurance	6.70
60640 Bookkeeper/financial services	520.00
60800 Payroll Expenses	
60830 Workers Comp/WBF/PFML	85.19
<b>Total 60800 Payroll Expenses</b>	<b>85.19</b>
<b>Total 60000 Compensation</b>	<b>14,478.64</b>
62000 Building & Grounds Expenses	
62200 Building and Property Security	496.69
62300 Building & Janitorial Supplies	199.81
62400 Janitorial Service Contractor	430.82
<b>Total 62000 Building &amp; Grounds Expenses</b>	<b>1,127.32</b>
62600 DPA	1,917.00
63000 Church & Office Expenses	
63100 Altar Guild	9.99
63250 Copier Expenses	279.60
63350 Dues and Subscriptions	39.00
63550 Office Supplies & Expenses	186.90
63600 Parish Hospitality	77.78
63650 Postage and Delivery	193.40

# Saint David of Wales Episcopal Church

## Statement of Activity

October 2023

	TOTAL
63750 Telephone/Fax/Internet Expense	610.17
<b>Total 63000 Church &amp; Office Expenses</b>	<b>1,396.84</b>
63620 Taize Service	
63627 Taize Service - Donations	-72.00
<b>Total 63620 Taize Service</b>	<b>-72.00</b>
66700 Professional Services	
66740 Other Professional Services	24.00
<b>Total 66700 Professional Services</b>	<b>24.00</b>
68600 Utilities	
68630 Gas	16.59
68640 Water	1,588.19
68800 Electricity	522.00
68850 Garbage	539.00
<b>Total 68600 Utilities</b>	<b>2,665.78</b>
69120 Vanco Fees	43.72
<b>Total Expenditures</b>	<b>\$21,581.30</b>
NET OPERATING REVENUE	<b>\$ -5,051.75</b>
NET REVENUE	<b>\$ -5,051.75</b>