



Bishop's Committee Meeting

September 22, 2018

MINUTES

A meeting of the Bishop's Committee was called to order at 9:17 a.m.

Members present: Lorelei Auld, Marsha Bardwell, Ralph Behrsin, Jeanne Dmytriw, Deborah Gannon, Barbara Kimler, Bryan Price, Anne Wilke (quorum)

Members absent: none

Ex Officio Members: Vicar Rev. Dawn Vukich, Treasurer Janet Chisholm, Scribe Kathleen Costello

The meeting was called to order by Rev. Dawn Vukich, who offered the opening prayer and devotional. During the planning retreat, the committee completed a spiritual gifts assessment; and explored the vision of the church and plotted the activities of the church according to the three segments of the missions statement.

- 1) **Consent agenda.** It was moved, seconded and carried to approve the minutes of the August 26, 2018 meeting.
- 2) **Treasurer's Report.** It was moved and seconded to approve the Treasurer's Report for August 2018. In response to a question about pledge payments received year to date, Janet Chisholm explained that she expects the numbers to change once the Q3 pledge statements are sent in October. The motion was approved. Anne Wilke added that she estimates weekly service attendance over the summer increased by 40 percent over the same period last year.
- 3) **Stewardship Campaign for 2019.** Anne Wilke explained the plan for the upcoming campaign and asked for volunteers to host small group gatherings; several members offered their homes. The campaign will run from October 27 through November 18.
- 4) **Closing prayer and adjournment.**

The meeting adjourned at 1:28 p.m.

Respectfully submitted by Kathleen Costello

Approved October 28, 2018

9:11 AM

09/21/18

Accrual Basis

Faith Episcopal Church
Profit & Loss Budget Performance
August 2018

	Aug 18	Budget	\$ Over Budget	Jan - Aug 18
Ordinary Income/Expense				
Income				
Shepherd's Fund				
AA	300.00	333.33	-33.33	2,665.00
Outreach				
Hands of Grace	0.00			310.00
Outreach - Other	0.00	83.33	-83.33	0.00
Total Outreach	0.00	83.33	-83.33	310.00
Fellowship	0.00			-27.69
Shepherd's Fund - Other	2,249.54	666.66	1,582.88	3,629.40
Total Shepherd's Fund	2,549.54	1,083.32	1,466.22	6,576.71
Plate	124.00	166.66	-42.66	1,048.00
Pledges and Regular Giving	7,120.00	7,786.66	-666.66	58,930.00
Special Unrestricted Offerings	0.00	58.33	-58.33	0.00
Investments and Interest	277.19			1,279.29
Designated gifts	0.00			350.00
Total Income	10,070.73	9,094.97	975.76	68,184.00
Expense				
Mission Outreach				
Outreach				
Hands of Grace	0.00			-137.00
Outreach - Other	0.00	83.33	-83.33	0.00
Total Outreach	0.00	83.33	-83.33	-137.00
Mission Share Fund	795.33	795.33	0.00	6,362.64
Discretionary Fund	0.00	100.00	-100.00	0.00
Total Mission Outreach	795.33	978.66	-183.33	6,225.64
Clergy Related Expenses				
Stipend	1,362.50			9,787.50
Housing Allowance	700.00			4,500.00
Life/Health Insurance	-1,075.00	189.00	-1,264.00	2,333.00
Supply Clergy	0.00	2,000.00	-2,000.00	2,145.71
Other Clergy Related Expenses	0.00	0.00	0.00	350.42
Total Clergy Related Expenses	987.50	2,189.00	-1,201.50	19,116.63
Staff Related Expense				
Parish Administrator	501.25	1,300.00	-798.75	6,704.75
Sexton	200.00	216.66	-16.66	1,700.00
Musician	1,000.00	1,000.00	0.00	8,000.00
Workers Comp	0.00	66.66	-66.66	0.00
Total Staff Related Expense	1,701.25	2,583.32	-882.07	16,404.75
Worship & Program				
Worship Supplies				
Altar	66.00	16.66	49.34	66.00
Music	375.00	166.66	208.34	1,333.00
Flowers	-30.00			-173.34
Worship Supplies - Other	0.00			83.40
Total Worship Supplies	411.00	183.32	227.68	1,309.06
Adult Christian Formation	0.00	8.33	-8.33	75.00
Children and Youth Formation	0.00	83.33	-83.33	42.83
Total Worship & Program	411.00	274.98	136.02	1,426.89

9:11 AM

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Accrual Basis

Faith Episcopal Church Profit & Loss Budget Performance August 2018

	<u>Aug 18</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>Jan - Aug 18</u>
Administration & Overhead				
Fellowship	-12.00	8.33	-20.33	20.43
Printing & Reproduction	326.72	250.00	76.72	2,109.99
Communications	362.36	83.33	279.03	1,381.02
Office Expense	94.03	83.33	10.70	2,537.93
Telephone and Internet	111.88	150.00	-38.12	1,055.20
Utilities	354.04	208.33	145.71	2,152.74
Insurance	1,817.00	666.66	1,150.34	5,323.13
Total Administration & Overhead	3,054.03	1,449.98	1,604.05	14,580.44
Property Related Expense				
Property Taxes & Fees	0.00	40.50	-40.50	468.00
Repairs & Maintenance	0.00	250.00	-250.00	1,100.94
Grounds Maintenance	1,010.65	995.16	15.49	8,991.15
Capital Repairs/Rainy Day Fund	0.00	333.33	-333.33	0.00
Total Property Related Expense	1,010.65	1,618.99	-608.34	10,560.09
Total Expense	7,959.76	9,094.93	-1,135.17	68,314.44
Net Ordinary Income	2,110.97	0.04	2,110.93	-130.44
Net Income	2,110.97	0.04	2,110.93	-130.44

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09/21/18

Accrual Basis

Faith Episcopal Church
Profit & Loss Budget Performance
August 2018

	YTD Budget	\$ Over Budget	Annual Budget
Ordinary Income/Expense			
Income			
Shepherd's Fund			
AA	2,666.64	-1.64	4,000.00
Outreach			
Hands of Grace			
Outreach - Other	666.64	-666.64	1,000.00
Total Outreach	666.64	-356.64	1,000.00
Fellowship			
Shepherd's Fund - Other	5,333.28	-1,703.88	8,000.00
Total Shepherd's Fund	8,666.56	-2,089.85	13,000.00
Plate	1,333.28	-285.28	2,000.00
Pledges and Regular Giving	62,293.28	-3,363.28	93,440.00
Special Unrestricted Offerings	466.64	-466.64	700.00
Investments and Interest			
Designated gifts			
Total Income	72,759.76	-4,575.76	109,140.00
Expense			
Mission Outreach			
Outreach			
Hands of Grace			
Outreach - Other	666.64	-666.64	1,000.00
Total Outreach	666.64	-803.64	1,000.00
Mission Share Fund	6,362.64	0.00	9,544.00
Discretionary Fund	800.00	-800.00	1,200.00
Total Mission Outreach	7,829.28	-1,603.64	11,744.00
Clergy Related Expenses			
Stipend			
Housing Allowance			
Life/Health Insurance	1,512.00	821.00	2,268.00
Supply Clergy	16,000.00	-13,854.29	24,000.00
Other Clergy Related Expenses	0.00	350.42	0.00
Total Clergy Related Expenses	17,512.00	1,604.63	26,268.00
Staff Related Expense			
Parish Administrator	10,400.00	-3,695.25	15,600.00
Sexton	1,733.28	-33.28	2,600.00
Musician	8,000.00	0.00	12,000.00
Workers Comp	533.28	-533.28	800.00
Total Staff Related Expense	20,666.56	-4,261.81	31,000.00
Worship & Program			
Worship Supplies			
Altar	133.28	-67.28	200.00
Music	1,333.28	-0.28	2,000.00
Flowers			
Worship Supplies - Other			
Total Worship Supplies	1,466.56	-157.50	2,200.00
Adult Christian Formation	66.64	8.36	100.00
Children and Youth Formation	666.64	-623.81	1,000.00
Total Worship & Program	2,199.84	-772.95	3,300.00

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Accrual Basis

Faith Episcopal Church
Profit & Loss Budget Performance
August 2018

	<u>YTD Budget</u>	<u>\$ Over Budget</u>	<u>Annual Budget</u>
Administration & Overhead			
Fellowship	66.64	-46.21	100.00
Printing & Reproduction	2,000.00	109.99	3,000.00
Communications	666.64	714.38	1,000.00
Office Expense	666.64	1,871.29	1,000.00
Telephone and Internet	1,200.00	-144.80	1,800.00
Utilities	1,666.64	486.10	2,500.00
Insurance	5,333.28	-10.15	8,000.00
Total Administration & Overhead	<u>11,599.84</u>	<u>2,980.60</u>	<u>17,400.00</u>
Property Related Expense			
Property Taxes & Fees	324.00	144.00	486.00
Repairs & Maintenance	2,000.00	-899.06	3,000.00
Grounds Maintenance	7,961.28	1,029.87	11,942.00
Capital Repairs/Rainy Day Fund	2,666.64	-2,666.64	4,000.00
Total Property Related Expense	<u>12,951.92</u>	<u>-2,391.83</u>	<u>19,428.00</u>
Total Expense	<u>72,759.44</u>	<u>-4,445.00</u>	<u>109,140.00</u>
Net Ordinary Income	<u>0.32</u>	<u>-130.76</u>	<u>0.00</u>
Net Income	<u>0.32</u>	<u>-130.76</u>	<u>0.00</u>

9:07 AM

09/21/18

Accrual Basis

Faith Episcopal Church
Balance Sheet
As of August 31, 2018

	<u>Aug 31, 18</u>
ASSETS	
Current Assets	
Checking/Savings	
Union Bank Checking	
Union Bank-Operating	16,911.52
Designated Funds	10,299.46
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Total Union Bank Checking	27,210.98
Union Bank-Rainy Day Account	10,583.65
Union Bank-Vicar Discretionary	431.87
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Total Checking/Savings	38,226.50
Total Current Assets	38,226.50
Other Assets	
Investments	
Morgan Stanley	26,583.26
Sutton Trust-Restricted	17,852.19
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Total Investments	44,435.45
Total Other Assets	44,435.45
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TOTAL ASSETS	82,661.95
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LIABILITIES & EQUITY	
Equity	
Opening Balance Equity	107,211.91
Unrestricted Net Assets	-24,419.52
Net Income	-130.44
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Total Equity	82,661.95
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TOTAL LIABILITIES & EQUITY	82,661.95
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