

Saint Mary's Anglican Church
February 9, 2012 Vestry Meeting Agenda

Opening Prayer/Devotional

Call to Order and Verify a Quorum

Welcome New Vestry Members

- Ron Hunt (Member thru 2014).
- LeRoy Falk (Member thru 2014).
- Roberta Johnson (Member thru 2014).
- Debbie Bates (Member thru 2013).
- Judy Wilson non-member Treasurer (voice but no vote).

Minutes of January 12, 2012 Vestry Meeting

Minutes of January 22, 2012 Vestry Meeting

Treasurer's Financial Report(s)

Property Report(s)

- Jr. Warden's Report.
- Other Property Related Reports.
 - Storage Shed.
- Property Issues that need to be addressed?

Other Reports

- Deacon's Report.
- Youth Ministry Report: *No New Information.*
- TEC vs. DSJ Lawsuit Update: *Tentative Trial Date: March 25, 2013.*
- Stewardship Report: *David Duffy.*
- Diocesan/Deanery, Ecumenical, and Area Church News.

Old Business

- Praise Music Booklets.
- Other Old Business?

New Business

- Any New Business?

Announcements/Reminders

- Valentines Luncheon Fundraiser this Sunday at 12:30pm. Proceeds will be divided between the St. Mary's DHC Chapter and the Alpha Marriage Course.
- Ash Wednesday Services at noon and 6:30pm.
- Fr. Martin Bunsy (missionary) will be visiting as a guest preacher on Sunday Feb. 26.
- Parish Retreat formally scheduled for May 4-6 has been rescheduled for Sept 28-29.

Next Vestry Meeting

- February 8, 2012 at 6:30pm.

Closing Prayer & Adjourn

St. Mary's Anglican Church

January 12, 2012 Vestry Meeting Minutes

Members Present:

Fr. Michael Sclafani, Rector
Dcn Jane Williams, Clergy

David Duffy, Sr. Warden
Kyle Campbell, Clerk
Judy Wilson, Treasurer

Ginny Engel, Member
Tom Metry, Member
Jack Van Patten, Member

Members Absent:

Gerald Hatler Jr., Jr. Warden

- I. Opening Prayer/Devotional
 - a. Deacon Jane led the open prayer/devotional.
- II. Call to Order and Verify a Quorum
 - a. The meeting was called to order at 6:30pm. A quorum was verified.
 - b. Gerry Hatler is excused from meeting as he is out of town on business.
- III. Minutes of the December 15, 2011 Meeting.
 - a. Ginny stated that she was unable to open the minutes from the last meeting. Kyle mentioned that he sends them out in both a docx and pdf format.
 - b. Judy Wilson made a motion to accept the minutes.
 - c. David Duffy seconded the motion.
 - d. No discussion and the motion passed with two abstentions (Kyle Campbell, and Ginny Engel).
- IV. Treasurer's Financial Reports
 - a. Profit and Loss Budget Performance
 - i. #1006 Flower Offerings. \$530.05 collected for the poinsettias.
 - ii. #1023 Transfer from Reserve Funds \$6,000 that the Vestry decided to transfer to cover expenses, and the \$5,000 needed for the diocesan assessment to pay on the \$40,000 that had been transferred over.
 - iii. #2006 Diocesan Assessment \$5871.46 includes the assessment we paid on the \$40,000. \$5,000 was on transfer, \$871.46 was assessment for November for contributions, and donations.
 - iv. #3007 FCD Assessment. That is the amount we pay for the Flood Assessment for 2011 and 2012. Over budget as it goes through Diocesan Office. Nothing had been mailed to the churches, and assessment was received after deadline.
 1. Exceeded budget due to penalty fees
 - v. #5001 Parish Administrator \$540 vacation pay for 2011 agreed upon by Vestry to Maryann
 1. Sexton amount included two paychecks, and \$50 as Christmas donation/bonus.
 - vi. #5003 \$50.00 for Nursery Worker for Christmas bonus/donation

- vii. #5004 Music Ministry Team Leader includes \$50.00 donation for Christmas as well
 - viii. #7003 Altar Flowers amount includes Altar Flowers for November \$120, and the purchase Christmas Flowers \$193.71.
 - ix. #7006 \$87.75 was paid for the Stewardship newsletters – covers 3 months.
 - x. Ginny asked about the 10 weeks that MaryAnn had asked about, and Father Michael mentioned that the Vestry, in an executive session, agreed to pay vacation for current year.
- b. Balance Sheet
- i. As of December 31st we had \$1323.81 after we transferred in \$6000.
 - ii. #8120, 30, 40 were donations to specific mission teams. Checks were written first part of January. ‘
 - iii. #8800 series . . . also pass through accounts.
 - iv. Tom Metry asked for clarification on remaining balance, transfer of funds, and the income from December. Father Michael and Judy both clarified.
- c. Profit and Loss Youth Programs
- i. Shows \$0. No expenses in December.
- d. Balance for Youth Programs shows balance of account . . . no activity what so ever.
- e. Month By Month Giving Analysis.
- i. 2010 in Portrait, 2011 in Landscape
 - ii. Focusing on December in 2010 the giving for December was \$8810, and of that, there were no special gifts. Income for December 2011 was \$9359. Showed an increase from previous year.
 - iii. Tom Metry asked for clarification on the transfer through funds, and whether or not there were assessments on them. Father Michael stated there was not. Tom asked if the amounts could be separated out so that it is not counted as income. Father Michael clarified that on the Month by Month it counts as income, but on the budget/profit loss it does not.
 - iv. Jack asked as to why the flowers amount was zeroed out. Judy stated that Altar Flowers is where the monies were allocated. Two separate line items.
- V. Property Reports:
- a. Jr. Warden’s Report: non
 - b. Father Michael mentioned that the gardener is working on cleaning up the property, and is placing waste in dumpster, week by week. Over the next couple of weeks, will be eliminated.
 - i. Tom Metry mentioned that he could take half a dumpster full every other week or so if needed.
 - c. Ginny mentioned that the key for the pantry closet in the Hospitality Room is missing.
- VI. Other Reports
- a. Deacon’s Report: none
 - b. Youth Ministry Report: none
 - c. TEC vs. DSJ Lawsuit Update: there is no new information

- d. Steward/Pledge Report: David Duffy
 - i. Everyone was encouraged to get pledge cards in.
 - ii. David mentioned needing to meet with Father Michael, and possibly giving a monthly address to the congregation. Also a possible fundraiser.
 - iii. Diocesan/Ecumenical News: Deanery meeting coming up on the 28th at St. Columbas from 9am-12pm.
- e. Diocesan/Deanery/Ecumenical/Church Area News
 - i. Deanery Meeting coming up.
 - ii. Churches continue to struggle financially and spiritually. One Pastor is going to have a meeting with His equivalent of their Vestry and will give his resignation. Another church is struggling financially.
 - iii. Jack Van Patten asked about how the Bishop is doing. Father Michael mentioned that he is overwhelmed in the sense that there is a lot to get done and taken care of within the diocese and there are a lot of things to look at. He is focused on growth, education and building of faith.
- f. Outgoing Vestry nomination reports.
 - i. Have a total of four seats to fill
 - 1. Have a full slate of nominations
 - a. Ron Hunt (3-year)
 - b. LeRoy Falk (3-year)
 - c. Roberta Johnson (3-year)
 - d. Debbie Bates (2-year)
 - ii. Delegates
 - 1. David Duffy
 - 2. Mike Engel
 - 3. Peppy Sclafani (alternate)
 - 4. Tom Metry mentioned possibly asking Ron Hunt to serve as an additional alternate

VII. OLD BUSINESS

- a. 2012 Parish Budget
 - i. Expenses 2000 Line Items (Office and Administration Expenses)
 - 1. #2001 – no change \$0.00
 - 2. #2002 increased, based on actual numbers
 - 3. #2003 – Increased and reflects what was paid for our last audit.
 - 4. #2005 – Increased, based on actual
 - 5. #2006 – Decreased, based on going to a flat 10% tithe to the diocese.
 - 6. #2007 – Decreased. Father Michael mentioned at this point that it was not about reducing cost, but about plugging in actual numbers based on what was paid the previous year.
 - 7. #2008 Decreased
 - 8. #2009 Increased slightly

9. #2010 Decreased. This is the program used to manage the church and track giving. Father Michael mentioned that this cost is \$150 less due to paying for a three year license, rather than just a single year.
 10. #2011 Increased by \$5.
 11. #2012 Fee remained the same. This is the cost to host our church website.
 12. #2013 – Cost went down, based on actual use.
 13. DISCUSSION on 2000 line items:
 - a. Ginny Engel asked about #2009, and asked if most of the postage is in the form of stamps, and asked if we could use the Forever stamps to save on cost. Father Michael stated that the church does utilize the forever stamps.
- ii. 3000 Line Items (Facilities Expenses)
1. #3001 – Decreased
 2. #3002 – Internet service increased \$120.00. Father Michael explained that this is due to the change in provider. Mid-year, the church switched from companies that separately provided internet and phone, to a company that provided both. While there is an increase in internet, a decrease will be shown in the phone line item. Overall the savings is about \$420.00
 3. #3003 – Increase of \$1,200. Father Michael is asking the Vestry to approve this change. Originally the lawn company simply cut the grass, didn't take care of sprinklers, trees, or other landscape. Father Michael was able to increase what was done in terms of lawn maintenance. With the new company, with correct paperwork to be contracted to St. Mary's lawn care. By the increase, the company will now take care of everything on the church campus, even trimming most of the trees. We no longer pay the additional fees, separately, everything is inclusive. Once a year, we would have to purchase chemical for weed abatement.
 4. #3004 – flat contracted fee
 5. #3005 – Increased by \$150.00 and was based on actual cost
 6. #3006 – Reduced by \$200.
 - a. Tom Metry asked how it was reduced when insurance increased. Father Michael mentioned that it was due to the fact that the insurance is separated into two separate line items. So while the insurance overall increased, the property portion decreased. (Split with line item #4012)
 7. #3007 – Flood Assessment has a standard fee.
 8. #3008 – Actual budgeted amount based on previous year.
 9. #3009 – Security system reduced by \$5.00
 10. #3010 – reduced by \$540.00 due to changing of companies and combining internet and phone services with Comcast.

11. #3011 – Water was reduced due to over budgeting previous year, in addition to the way it is now billed. Waste is now by a private company, and so we are billed separately for water.
 12. #3012 Water and waste separated. This is a new line item to accommodate split.
 13. #3013 – HCD Housing Dept. (For Bishop Rivera modular): The registration/tax fees were added to the account. Judy stated that she just received a bill and that the cost reduced from \$55 to \$33 tag. Father Michael verified that the cost in the 2012 budget could be reduced to \$66.00
- iii. 4000 Line Items – Administration Expenses
1. #4010 – came down \$1000, as the secretary position is not being filled.
 2. #4011 – remains flat
 3. #4012 – added line item as a result of billing. The church is billed insurance, and in order to budget, this item was separated out to show actual figures. (#4012 and #3006 had been under just #3006).
 4. DISCUSSION:
 - a. It was asked by Dave Duffy as to why the 2011 actual figure for line item #3008 Repairs and Maintenance. Judy explained that there were major repairs for air conditioning unit.
 - b. Jack mentioned that with increases in taxes and such that #3013 should probably remain the same. It was agreed.
- iv. 5000 Line Items – Staff Expenses
1. #5001 – Parish Administrator Cost is zeroed out from \$12,960.
 2. #5002 – Sexton pay is based on actual hours. Reduced by \$500.00.
 3. #5003 – nursery worker is still in budget whether or not there are expenses.
 4. #5004 – line item added to the budget based on stipend for Music Ministry Team Leader
 5. DISCUSSION:
 - a. David Duffy asked if Father Michael thought that there would be a need for a parish administrator, even for a temp. Father Michael said he did not. Judy has agreed to stay on as Treasurer and assist with the finances and volunteers regularly. He also stated that the Parish Administrator really did only three things: entering in contributions each week (which Judy now does), preparation of the bulletin each week, and the schedules. There was no reason to fill the position this year. Ginny Engel asked if even a couple thousand be set aside. Father Michael replied it wasn't necessary.
- v. 6000 Line Items – Clergy Expenses

1. #6001 – salary and housing, amount stays the same and is the minimum amount set by the diocese.
2. #6002 – zeroed out for this year’s budget. According to church canon, 17% is to be contributed into pension fund. Father Michael stated that he voluntarily would like to zero this out for this year. He stated that the budget can’t handle the amount, and that he is not planning on retiring for a while, and he’s okay with it. Father Michael asked that comments be held until the end of the section.
3. #6003 – Church received a notice that insurance is going up. Based on actual.
4. #6004 – Mileage zeroed out. Father Michael stated that this amount was budgeted based on the letter of agreement from the Vestry when Father Michael was hired. He stated that he never submits for reimbursement.
5. #6005 – Discretionary Fund remains the same.
6. #6006 – Deacon’s discretionary fund was added to the budget. Amount came from Deacon’s mileage. Deacon Jane asked that the mileage be zeroed out and that \$25/month be added to her discretionary fund as it would greater benefit her ministry.
7. #6024 – Zeroed out Deacon’s mileage
8. #6031 & #6034 Supply Clergy Expenses remain the same for the budget. Last year it wasn’t utilized completely, but this amount needs to be available if Father Michael is sick or takes his complete vacation.
9. #6040 is based on actual amount. It covers mandatory clergy retreats, the clergy wives retreat, and covers the clergy cost for the annual parish retreat.
10. DISCUSSION on 6000 Line Items:
 - a. Ginny Engel stated that she is opposed to Father Michael zeroing out her Pension Fund. Her concern was that once it is taken out it won’t be put back in. He asked if it could even just be reduced rather than eliminated. Father Michael asked if we could return to this issue at the end of going over the budget as a whole. Jack said that it was worth discussion. Father Michael restated that it can be discussed at the end.
 - b. Ginny Engel was also concerned about the zeroing out of Deacon Jane’s mileage. Ginny asked if it could be left at \$500. Deacon Jane said no. Father Michael stated that Deacon Jane had only asked for \$15/month, not the \$25 she has been budgeted for. Deacon Jane stated that there are a lot of volunteer hours on her car now, but they can be deducted on taxes.

- c. Tom Metry mentioned that he was very glad that Father Michael left in #6031, even though a minute portion was utilized last year, Father Michael stated that it needed to be.
- vi. 7000 Line Items – ministry programs
 - 1. #7001 – decreased. There are a lot of supplies left over that can be utilized before more are purchased
 - 2. #7002 – Decreased based on real numbers
 - 3. #7003 – Altar Flowers decreased
 - 4. #7004 – Hospitality stayed the same
 - 5. #7005 – Decreased. The original amount was based on two things. One being the copyright license fee allowing us to utilize the music for worship. The second being the ability to print out music and additional features. The extra features weren't needed, and we were able to lower the copyright fee because of our congregation size.
 - 6. #7006 – Stewardship stayed the same
 - 7. #7007 – Sunday School decreased as there are only 3 students.
 - 8. #7008 – Sunshine program cost decreased as there are still a lot of cards that can be utilized before more are purchased.
 - 9. #7009 – VBS remained the same.
 - 10. #7010 – Miscellaneous outreach was a line item that was left over from previous years when VBS wasn't held. This line item was zeroed out.
 - 11. Overall reduction \$1,541.
- vii. TOTAL Expenses was a reduction of \$26,639.00
- viii. 1000 Line Items - Income
 - 1. #1001 Pledge Offerings: based on the budget form, pledge were listed as \$80,000 for 2011, and for this upcoming year \$79,000 showing a reduction of \$1000. Father Michael stated that that was not correct. It was discovered that the figure that should be there 2011 was about \$72,000. For 2010, Maryanne entered in pledge cards, as well as 2009. For 2011 she had not done it. She was the only one who had seen the pledge cards, due to confidentiality, and stated that there was \$80,000. The pledges had been inflated \$7200. We also lost a couple of parishioners who were pledgers. Pledges, based on actual pledges are up this year.
 - 2. #1002 Plate Offerings – utilize an actual number.
 - 3. #1003 Member Offerings – reflection has to do with donations by those who died. Ginny Engel asked how an amount can be put in for 2012. Father Michael stated that it can only be based on actual numbers.
 - 4. #1004 Special Services: Reality is that special services are affected. Part of that is because Christmas is on a Sunday so it is included with regular Sunday offering. IN addition, Father Michael stated he doesn't always put out the collection plate.

5. #1005 Votive Candle Offerings: based on real numbers.
6. #1006 Flower Offerings: reduced by \$300.00
7. #1007 Gifts and Other Income: stays the same
8. #1010 AA Group: flat amount, may change, depending on their Friday Group. If they no longer meet twice a week, that amount may be reduced to \$75 from \$100/month.
9. #1011 Corvair Club – zeroed out, no longer meet on church campus.
10. #1012 Girl Scouts – still meets twice a month, but does not donate.
11. #1013 Hmong Church Rent – same amount. \$100/month. They meet on Saturday mornings.
12. #1014 Filipino Church Rent – line item zeroed out. They no longer meet on church campus, and are not congregating at Trinity Lutheran
13. #1015 SHARES Card Income: Based on real quarterly earnings.
14. #1023 Money Market Transfer: reduction in amount needed for 2012 based on difference of expenses and income.
15. NOTE: Father Michael mentioned that this past year, \$46,000 was transferred, rather than the \$40,000. We have about \$37,000 in reserves

ix. Other Discussion:

1. Father Michael also mentioned that there is another congregation that may be interested in renting space at St. Mary's. They would utilize the entire campus on Sunday evenings. They would set up at 5pm, and be out by 8:30pm. They would use hospitality room, but own supplies. Would utilize their own sound equipment, wouldn't use the altar. They are comfortable at the possibility of paying \$1500 per month. It would begin in April.
2. We need to know that the discrepancy is \$28,416, but with this church coming on campus, it would extend our reserve funds to two years to get stabilized instead of one. If we chose to allow church to come on campus, it would be a long-term.
3. Father Michael mentioned that he prayed about suspending his pension, and that he is comfortable with it.
4. Jack van Patten was in favor of having the other church join us, because as Christians we are called to bear one another's burdens.
5. Ginny Engel restated her disapproval of suspension of Father Michael's pension. She also stated that Father Michael hasn't had a raise in the time he is here.
6. Dave Duffy acknowledged what Father Michael is doing, but he thinks that it should be strongly noted in the minutes that Father Michael's pension is the priority for extra funds.

7. Tom Metry stated that he cannot vote for the budget as it is due to the pension. He says he can live with the vote of the vestry, but he won't vote.
 - x. Jack Van Patten made a motion to adopt the budget.
 - xi. Kyle Campbell seconded the motion.
 - xii. Discussion:
 1. Dave asked that the motion be amended that if there be an emphasis that if there are additional funds that the pension line item be first priority
 2. Jack accepted the amendment with his motion.
 3. Ginny asked if she can make an amendment it to be 12% instead of 17%. There was no second to the motion. Motion failed.
 4. If there are additional funds in the following year, that it be increased above the 17% to make up for the current year. The purpose being to make it a priority. No further discussion.
 5. Motion passed. (4 in favor, 2 in opposition).
 - b. Other Old Business?
 - i. Judy Wilson asked that in regard to the transfer of funds, what that amount would be, and when it should happen. IN regards to dispersment of transfer funds, it was agreed upon that it be done on a quarterly basis.
- VIII. New Business
- a. No new business.
- IX. Announcements/Reminders
- a. We hope to have Praise Booklets completed an in use by the end of February. Once the booklets are completed we will no longer need to use music inserts each week. St. Pauls' in Visalia donated a hymn board.
 - b. Annual Parish Meeting: Sunday, January 22.
 - i. Following a single combined service at 9:30am
 - ii. Deadline for Vestry & Delegate/Alternates nominations is Sunday January 15.
- X. Next Vestry Meeting
- a. January 22, 2012 immediately following the Annual Meeting
- XI. Closing Prayer and Adjournment
- a. The meeting was adjourned at 8:35pm.

St. Mary's Anglican Church

January 22nd, 2012 Vestry Meeting Minutes
(Meeting following Annual Meeting)

Members Present:

Fr. Michael Sclafani, Rector
Dcn Jane Williams, Clergy

David Duffy, Sr. Warden
Gerald Hatler, Jr. Warden
Kyle Campbell, Clerk
Judy Wilson, Treasurer

Ginny Engel, Member
LeRoy Falk, Member
Ron Hunt, Member
Roberta Johnson, Member
Jack Van Patten, Member

Members Absent:

None

- I. **Call to Order**
 - a. The meeting was called to order at 2:50pm.
- II. **Establish Vestry Meeting Times**
 - a. Vestry meetings will continue to be on the 2nd Tuesdays of the month at 6:30pm in the Bishop Rivera Education Center.
 - b. Father Michael mentioned that the goal is to be done by 8pm, but depending on what there is to talk about time may vary.
- III. **Election/Appointment of Officers**
 - a. It was moved by Jack VanPatten that Judy Wilson continue serving as Treasurer. The motion was seconded by LeRoy Falk. Motion Passed. Unanimous.
 - b. Gerald Hatler agreed to continue serving as Jr. Warden.
 - c. Kyle Campbell will continue serving as the Clerk.
 - i. Jack Van Patten asked "Point of Question" as to if the Clerk position is similar to that of the Treasurer, where it can be a non-vestry filled position. Father Michael confirmed this.
 - d. Father Michael reappointed David Duffy as the Sr. Warden.
- IV. **Any Other Business**
 - a. A Vestry binder will be created for each new member consisting of important information (Bylaws, Constitution, etc.).
 - b. David Duffy thanked Fr. Michael for being our Priest.
- V. **Adjournment**
 - a. The Vestry meeting was adjourned at 2:55pm.
 - b. The next Vestry meeting will be February 9, 2012 at 6:30pm.

ST. MARYS CHURCH
Profit & Loss Budget Performance
January 2012

	<u>Jan 12</u>	<u>Budget</u>	<u>Jan 12</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
Income					
1000 - Income					
1001 - Pledge Income	7,324.00	6,583.33	7,324.00	6,583.33	79,000.00
1002 - Plate Income	81.00	213.33	81.00	213.33	2,560.00
1003 - Member Offerings	1,485.00	1,894.58	1,485.00	1,894.58	22,735.00
1004 - Special Services	0.00	4.16	0.00	4.16	50.00
1005 - Votive Candle Offerings	52.70	25.00	52.70	25.00	300.00
1006 - Flower Offerings	170.00	100.00	170.00	100.00	1,200.00
1007 - Gifts & Other Income	50.00	41.66	50.00	41.66	500.00
1010 - AA Group	100.00	100.00	100.00	100.00	1,200.00
1013 - Hmong Church	100.00	100.00	100.00	100.00	1,200.00
1015 - SHARES Card Income	0.00	66.66	0.00	66.66	800.00
1023 - Transfer of Reserve Funds	7,104.00	2,368.00	7,104.00	2,368.00	28,416.00
Total 1000 - Income	<u>16,466.70</u>	<u>11,496.72</u>	<u>16,466.70</u>	<u>11,496.72</u>	<u>137,961.00</u>
Total Income	16,466.70	11,496.72	16,466.70	11,496.72	137,961.00
Expense					
2000 - Office and Admin Expenses					
2001 - Public Relations/Advertising	0.00	0.00	0.00	0.00	0.00
2002 - Bank Fees/Charges	0.00	2.33	0.00	2.33	28.00
2003 - Bookkeeping/Audit	0.00	33.33	0.00	33.33	400.00
2005 - Copier Maintenance	0.00	73.33	0.00	73.33	880.00
2006 - Diocesan Assessment	1,644.37	1,150.00	1,644.37	1,150.00	13,800.00
2007 - Miscellaneous Office Exp.	0.00	4.16	0.00	4.16	50.00
2008 - Office Supplies	151.66	100.00	151.66	100.00	1,200.00
2009 - Postage	44.00	45.83	44.00	45.83	550.00
2010 - Subscriptions Church Trac	0.00	4.16	0.00	4.16	50.00
2011 - Subscription Quickbooks	0.00	33.75	0.00	33.75	405.00
2012 - Subscription Web Site	0.00	8.33	0.00	8.33	100.00
2013 - Subscription Misc.	0.00	4.16	0.00	4.16	50.00
Total 2000 - Office and Admin Expenses	<u>1,840.03</u>	<u>1,459.38</u>	<u>1,840.03</u>	<u>1,459.38</u>	<u>17,513.00</u>
3000 - Facilities Expenses					
3001 - Electricity	330.09	375.00	330.09	375.00	4,500.00
3002 - Internet Service	59.95	60.00	59.95	60.00	720.00
3003 - Lawn & Gardening Service	300.00	400.00	300.00	400.00	4,800.00
3004 - Pest Control Services	70.00	70.00	70.00	70.00	840.00
3005 - Propane (Heat)	0.00	79.16	0.00	79.16	950.00
3006 - Insurance - Property	0.00	266.66	0.00	266.66	3,200.00
3007 - FMFCD Assessment	0.00	14.00	0.00	14.00	168.00
3008 - Repairs and Maintenance	97.05	166.66	97.05	166.66	2,000.00
3009 - Security Services	26.50	26.66	26.50	26.66	320.00
3010 - Telephone	48.32	46.66	48.32	46.66	560.00
3011 - Water	135.95	150.00	135.95	150.00	1,800.00
3012 - Solid Waste Disposal	132.61	75.00	132.61	75.00	900.00
3013 - HCD - State Housing Dept.-Tags	0.00	9.58	0.00	9.58	115.00

ST. MARYS CHURCH
Profit & Loss Budget Performance
January 2012

	<u>Jan 12</u>	<u>Budget</u>	<u>Jan 12</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
Total 3000 · Facilities Expenses	1,200.47	1,739.38	1,200.47	1,739.38	20,873.00
4000 · Administration Expenses					
4010 · Payroll Taxes	384.01	375.00	384.01	375.00	4,500.00
4011 · Insurance - Workers Comp	0.00	41.66	0.00	41.66	500.00
4012 · Insurance -Employment Liability	0.00	85.91	0.00	85.91	1,031.00
Total 4000 · Administration Expenses	<u>384.01</u>	<u>502.57</u>	<u>384.01</u>	<u>502.57</u>	<u>6,031.00</u>
5000 · Staff Expenses					
5001 · Parish Administrator	0.00	0.00	0.00	0.00	0.00
5002 · Sexton	231.00	208.33	231.00	208.33	2,500.00
5003 · Nursery Worker	0.00	130.00	0.00	130.00	1,560.00
5004 · Music Ministry Team Leader	200.00	179.16	200.00	179.16	2,150.00
Total 5000 · Staff Expenses	<u>431.00</u>	<u>517.49</u>	<u>431.00</u>	<u>517.49</u>	<u>6,210.00</u>
6000 · Clergy Expenses					
6001 · Rector Stipend	4,788.76	4,788.75	4,788.76	4,788.75	57,465.00
6002 · Rector Pension Fund	0.00	0.00	0.00	0.00	0.00
6003 · Rector's Insurance	500.00	1,680.00	500.00	1,680.00	20,160.00
6004 · Rector's Mileage	0.00	0.00	0.00	0.00	0.00
6005 · Rector's Discretionary Fund	100.00	100.00	100.00	100.00	1,200.00
6006 · Deacon's Discretionary Fund	25.00	25.00	25.00	25.00	300.00
6024 · Deacon Mileage	0.00	0.00	0.00	0.00	0.00
6031 · Supply Clergy Stipends	0.00	150.00	0.00	150.00	1,800.00
6034 · Supply Clergy Mileage	0.00	25.00	0.00	25.00	300.00
6040 · Conferences & Convention	0.00	91.66	0.00	91.66	1,100.00
Total 6000 · Clergy Expenses	<u>5,413.76</u>	<u>6,860.41</u>	<u>5,413.76</u>	<u>6,860.41</u>	<u>82,325.00</u>
7000 · Ministry Programs					
7001 · Adult Christian Education	32.00	20.83	32.00	20.83	250.00
7002 · Altar Guild Supplies	233.36	62.50	233.36	62.50	750.00
7003 · Altar Flowers	0.00	166.66	0.00	166.66	2,000.00
7004 · Hospitality	74.28	41.66	74.28	41.66	500.00
7005 · Music - CCLI License	109.00	9.08	109.00	9.08	109.00
7006 · Stewardship	0.00	41.66	0.00	41.66	500.00
7007 · Sunday School	23.95	25.00	23.95	25.00	300.00
7008 · Sunshine Program	0.00	8.33	0.00	8.33	100.00
7009 · Vacation Bible School	0.00	41.66	0.00	41.66	500.00
Total 7000 · Ministry Programs	<u>472.59</u>	<u>417.38</u>	<u>472.59</u>	<u>417.38</u>	<u>5,009.00</u>
Total Expense	<u>9,741.86</u>	<u>11,496.61</u>	<u>9,741.86</u>	<u>11,496.61</u>	<u>137,961.00</u>
Net Income	<u>6,724.84</u>	<u>0.11</u>	<u>6,724.84</u>	<u>0.11</u>	<u>0.00</u>

ST. MARYS CHURCH
Balance Sheet
As of January 31, 2012

	<u>Jan 31, 12</u>
ASSETS	
Current Assets	
Checking/Savings	
0001 · Checking Account-Union Bank	4,589.66
Total Checking/Savings	<u>4,589.66</u>
Total Current Assets	<u>4,589.66</u>
TOTAL ASSETS	<u><u>4,589.66</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
8000 · LIABILITIES	
8010 · Payroll Tax Liabilities	-730.41
8200 · Discretionary Funds	
8213 · Rector's Retirement Fund	50.00
Total 8200 · Discretionary Funds	<u>50.00</u>
Total 8000 · LIABILITIES	-680.41
8100 · Missions	
8120 · Frontiers (Frank/Anne Bernardi)	50.00
8130 · Global Teams (Martin Bunsy)	75.00
8140 · Uganda (Jim Short)	50.00
Total 8100 · Missions	<u>175.00</u>
8400 · Building Fund Contributions	100.00
8700 · Youth Programs	
8701 · Youth--Camp Scholarships	1,487.74
Total 8700 · Youth Programs	<u>1,487.74</u>
8800 · Social Ministeries	
8804 · Alpha Marriage Course	229.54
8805 · Donations to Special Ministeries	30.00
8806 · Camp San Joaquin Donations	100.00
Total 8800 · Social Ministeries	<u>359.54</u>
Total Other Current Liabilities	<u>1,441.87</u>
Total Current Liabilities	<u>1,441.87</u>
Total Liabilities	1,441.87
Equity	
1999 · Opening Balance Equity	148,712.44
3900 · Retained Earnings	-152,289.49
Net Income	6,724.84
Total Equity	<u>3,147.79</u>
TOTAL LIABILITIES & EQUITY	<u><u>4,589.66</u></u>

**St. Mary's Church Money Market Acct.
 Profit & Loss Budget Performance
 January 2012**

	<u>Jan 12</u>	<u>Budget</u>	<u>Jan 12</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
Ordinary Income/Expense					
Income					
Interest - Money Market Acct.	2.96	0.00	2.96	0.00	0.00
Total Income	<u>2.96</u>	<u>0.00</u>	<u>2.96</u>	<u>0.00</u>	<u>0.00</u>
Expense					
TRANSFER of Funds to Gen. Fund	7,104.00	0.00	7,104.00	0.00	0.00
Total Expense	<u>7,104.00</u>	<u>0.00</u>	<u>7,104.00</u>	<u>0.00</u>	<u>0.00</u>
Net Ordinary Income	<u>-7,101.04</u>	<u>0.00</u>	<u>-7,101.04</u>	<u>0.00</u>	<u>0.00</u>
Net Income	<u><u>-7,101.04</u></u>	<u><u>0.00</u></u>	<u><u>-7,101.04</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>

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12/01/12
accrual Basis

St. Mary's Church Money Market Acct.
Balance Sheet
As of January 31, 2012

	<u>Jan 31, 12</u>
ASSETS	
Current Assets	
Checking/Savings	
Central Valley M/M Acct	30,515.06
Total Checking/Savings	<u>30,515.06</u>
Total Current Assets	<u>30,515.06</u>
TOTAL ASSETS	<u>30,515.06</u>
LIABILITIES & EQUITY	
Equity	
Opening Balance Equity	37,616.10
Net Income	<u>-7,101.04</u>
Total Equity	<u>30,515.06</u>
TOTAL LIABILITIES & EQUITY	<u>30,515.06</u>

St. Mary's Savings Acct. (Bldg. Fund)
Profit & Loss Budget Performance
 January 2012

	<u>Jan 12</u>	<u>Budget</u>	<u>Jan 12</u>	<u>YTD Budget</u>	<u>Annual Budget</u>
Ordinary Income/Expense					
Income					
INTEREST Earned - Sav. Acct.	0.00	0.00	0.00	0.00	0.00
TRANS. of Bldg. Fund Cont.	<u>3,024.00</u>		<u>3,024.00</u>		
Total Income	<u>3,024.00</u>	<u>0.00</u>	<u>3,024.00</u>	<u>0.00</u>	<u>0.00</u>
Net Ordinary Income	<u>3,024.00</u>	<u>0.00</u>	<u>3,024.00</u>	<u>0.00</u>	<u>0.00</u>
Net Income	<u><u>3,024.00</u></u>	<u><u>0.00</u></u>	<u><u>3,024.00</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>

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accrual Basis

St. Mary's Savings Acct. (Bldg. Fund)
Balance Sheet
As of January 31, 2012

	<u>Jan 31, 12</u>
ASSETS	
Current Assets	
Checking/Savings	
Savings Acct.- Union Bank	9,292.83
Total Checking/Savings	<u>9,292.83</u>
Total Current Assets	<u>9,292.83</u>
TOTAL ASSETS	<u>9,292.83</u>
LIABILITIES & EQUITY	
Equity	
Opening Balance Equity	6,268.83
Net Income	<u>3,024.00</u>
Total Equity	<u>9,292.83</u>
TOTAL LIABILITIES & EQUITY	<u>9,292.83</u>

St. Mary's Youth Programs
Profit & Loss Budget Performance
January 2012

	Jan 12	Budget	Jan 12	YTD Budget	Annual Budget
Income					
Donations to Youth Group	0.00	0.00	0.00	0.00	0.00
Transfer From Operating Account	0.00	0.00	0.00	0.00	0.00
Youth Program Fund Raisers	0.00	0.00	0.00	0.00	0.00
Total Income	0.00	0.00	0.00	0.00	0.00
Expense					
Payroll Expenses	0.00	0.00	0.00	0.00	0.00
VBS expenses	0.00	0.00	0.00	0.00	0.00
Youth Camp Scholarships	0.00	0.00	0.00	0.00	0.00
Youth Convention Expenses	0.00	0.00	0.00	0.00	0.00
Youth Mission Expenses	0.00	0.00	0.00	0.00	0.00
Youth Program Expenses	0.00	0.00	0.00	0.00	0.00
Total Expense	0.00	0.00	0.00	0.00	0.00
Net Income	0.00	0.00	0.00	0.00	0.00

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accrual Basis

St. Mary's Youth Programs
Balance Sheet
As of January 31, 2012

	<u>Jan 31, 12</u>
ASSETS	
Current Assets	
Checking/Savings	
St. Mary's youth Programs	<u>805.86</u>
Total Checking/Savings	<u>805.86</u>
Total Current Assets	<u>805.86</u>
TOTAL ASSETS	<u>805.86</u>
LIABILITIES & EQUITY	
Equity	
Unrestricted Net Assets	<u>805.86</u>
Total Equity	<u>805.86</u>
TOTAL LIABILITIES & EQUITY	<u>805.86</u>

Month-by-Month Giving Analysis

For the dates between 1/1/2011 and 12/31/2011

Saint Mary's Anglican Church--5592554883

MONTH-BY-MONTH ANALYSIS

	January	February	March	April	May	June
AA Group Rent	100.00	100.00	100.00	100.00	100.00	100.00
Adult Christian Educ		27.50	105.50			
Alpha Marriage Cour	900.00	180.00			40.00	
Altar Flowers		65.00	100.00			
Altar Guild	25.00	30.00	100.00			
Annual Parish Retre	921.00	145.00	403.00			
Building Fund Contri			150.00	20.00	300.00	
Deacon's Discretion				110.00		
Donations to Special						
Flower Offerings				550.00		
Frontiers (Frank/Ann						
Gifts & Other Income	204.00		100.00	22.00		
Global Teams (Marti	180.00	40.00	90.00	140.00	110.00	30.00
Himong Church Rent	100.00	100.00	100.00	100.00	100.00	100.00
Hospitality						
IBBC Filipino Church		200.00		200.00	200.00	
Member Offerings	1,520.33	1,406.00	2,678.33	2,170.00	2,681.00	937.50
Miscellaneous Office			400.00			
Music Ministry Team					100.00	
Plate Offerings	293.00	151.00	69.35	181.54	103.00	44.00
Pledge Offerings	8,135.00	6,535.00	5,792.00	6,074.00	7,029.00	4,025.00
Rector's Discretionar			20.00	110.00		
Special Services			495.00			
St. James Food Pant			100.00			
Uganda (Jim Short)	50.00		50.00		50.00	
Votive Candle Offeri	18.00		27.25		36.00	18.50
Youth Camp Scholar	100.00		100.00		100.00	
Youth Group Donati		20.00				
Youth Group Fundrai			420.00			
Monthly Total:	12,546.33	8,999.50	11,400.43	9,777.54	10,949.00	5,255.00

Month-by-Month Giving Analysis

For the dates between 1/1/2011 and 12/31/2011

Saint Mary's Anglican Church--5592554883

	July	August	September	October	November	December
AA Group Rent	100.00	100.00	100.00	100.00		200.00
Adult Christian Edu						
Alpha Marriage Cou			20.00			530.50
Altar Flowers						
Altar Guild						
Annual Parish Retre	100.00	105.00	100.00		150.00	175.00
Building Fund Contr						
Deacon's Discretion						
Donations to Specia		360.00	215.00	540.00	350.00	
Flower Offerings		40.00		190.00	20.00	
Frontiers (Frank/An					100.00	50.00
Gifts & Other Incom						
Global Teams (Marti	70.00	95.00	85.00	25.00	170.00	50.00
Himong Church Ren	100.00	100.00	100.00		100.00	200.00
Hospitality		20.00				
IBBC Filipino Churc	300.00					
Member Offerings	2,117.33	1,738.33	1,580.00	2,101.11	1,150.70	2,310.00
Miscellaneous Offic						
Music Ministry Tea			100.00		100.00	
Plate Offerings	32.00	99.00	114.00	79.00	121.00	105.00
Pledge Offerings	7,775.00	4,470.00	6,165.00	4,860.00	6,450.00	5,490.00
Rector's Discretion						50.00
Special Services						
St. James Food Pa		10.00		10.00	100.00	100.00
Uganda (Jim Short)	50.00		50.00		50.00	50.00
Votive Candle Offeri	20.00			58.00		48.50
Youth Camp Schola	100.00		100.00		100.00	
Youth Group Donati						
Youth Group Fundr						
Monthly Total:	10,764.33	7,137.33	8,729.00	7,963.11	8,961.70	9,359.00

Month-by-Month Giving Analysis

For the dates between 1/1/2012 and 1/31/2012

Saint Mary's Anglican Church--5592554883

MONTH-BY-MONTH ANALYSIS

	January	February	March	April	May	June
AA Group Rent	100.00					
Building Fund Contri	100.00					
Camp San Joaquin	100.00					
Deacon's Discretion	20.00					
Donations to Special	30.00					
Flower Offerings	170.00					
Frontiers (Frank/Ann	50.00					
Global Teams (Marti	75.00					
Hmong Church Rent	100.00					
Member Offerings	1,485.00					
Music Ministry Team	50.00					
Plate Offerings	81.00					
Pledge Offerings	7,324.00					
Rector's Discretionar	5.00					
Uganda (Jim Short)	50.00					
Votive Candle Offeri	52.70					
Rector's Retirement	50.00					
Monthly Total:	9,842.70					

	July	August	September	October	November	December
AA Group Rent						
Building Fund Contr						
Camp San Joaquin						
Deacon's Discretion						
Donations to Specia						
Flower Offerings						
Frontiers (Frank/An						
Global Teams (Marti						
Hmong Church Ren						
Member Offerings						
Music Ministry Tea						
Plate Offerings						
Pledge Offerings						
Rector's Discretiona						
Uganda (Jim Short)						
Votive Candle Offeri						
Rector's Retirement						
Monthly Total:						