

Saint Mary's Anglican Church

May 12, 2014 Vestry Meeting Agenda

Opening Prayer/Devotional

Call to Order and Verify a Quorum

Minutes of the April 7, 2014 Vestry Meeting

Treasurer's Financial Report(s)

Property Report(s)

- Jr. Warden:
 - Driveway Reflectors.
 - Office Building Foundation/Skirting.
 - Church Beam(s).
- Sr. Warden:
 - Bp. Rivera Bld. Ramp/Deck Rebuild Project.
 - Office Bld. Ramp/Deck Refinish Project.
- Fr. Michael:
 - Church, Hospitality Room, and Office Bld. have been pressure washed.
 - As a gift to the parish Fr. Michael has painted the entrance on the exterior of church and the north and east sides of the Hospitality Room. He still needs to paint the south and west sides of the Hospitality Room.
 - The Fencing has been installed and paid for. No cost to the parish. Further discussion under Old Business.
- Property Issues that need to be addressed:
 - There are some dips and large cracks in the parking lot that are becoming potential walking hazards.

Other Reports

- Deacon's Report:
- Stewardship Committee Report: Cruise Fundraiser.
- TEC vs. DSJ Lawsuit Update: Tentative and Proposed Statement of Decision.
- Diocesan/Deanery, Ecumenical, and Area Church News:
 - Bp. Eric Menees will be meeting with the Standing Committee and Diocesan Council on Saturday May 17 to discuss the Tentative and Proposed Statement of Decision and seeking advice regarding decisions he must make as to the next steps we will or will not take in the property lawsuit.
 - Bp. Eric is inviting all interested members of the diocese to an informational meeting at Saint James on Sunday May 16 to discuss the Tentative and Proposed Statement of Decision and seeking advice regarding decisions he must make as to the next steps we will or will not take in the property lawsuit.

Old Business:

- Fr. Michael has confirmed that Sunnyside Marketplace has paid Sanger Fence. Discussion regarding this project.

New Business

- Discussion on a Garbage Dumpster “two sided pen”. Cost would be \$600.

Announcements/Reminders

- Holy Week Attendance: Maundy Thursday = 32.
- Good Friday = 18.
- Easter Sunday = 74.

Next Vestry Meeting: Thursday June 12, 2014 at 6:30pm.

(Meeting will continue on the 2nd Thursday of the Month).

Closing Prayer & Adjourn

Saint Mary's Anglican Church
April 7, 2014 Vestry Meeting Minutes

Present:

Fr. Michael Sclafani, Rector
Bob Levinson, Senior Warden
Ron Hunt, Junior Warden
Judy Wilson, Treasurer
Debbie Bates, Member
Barrie Burnham, Member
LeRoy Falk, Member
David Katzakian, Member
Sharon McPherson, Member

Dcn. Jane Williams (voice no vote)

Absent:

Adrienne Cantrell, Secretary/Clerk (excused)

I. Opening Prayer/Devotional

- a. Dcn. Jane Williams opened the meeting with a devotional from *Jesus Calling*

II. Call to Order:

- a. The meeting was called to order by Fr. Michael at approximately 6:33m and a quorum was verified.

III. Minutes of the March 10, 2014 Vestry Meeting:

- a. **LeRoy Falk** moved and **David Katzakian** seconded that the minutes from the March 10, 2014 Vestry Meeting be approved. The motion passed, with Debbie Bates abstaining.

IV. Treasurer's Financial Report(s) as of March 31, 2014:

a. Year to date Income:	\$36,110.43
Year to date Expenses:	\$29,970.93
b. Balance Sheets	
i. Operating Account	\$5,107.23
ii. Building Fund	\$582.23*
iii. Youth Programs Account	\$724.19
iv. Legal Defense Fund Account	\$656.11*
v. DHC Checking Account	\$237.46
vi. Fundraisers Account	\$1,262.00
c. Month by Month Giving Analysis	
i. February 2013	\$11,468.50
ii. February 2014	\$11,785.00

The Treasurer's Reports were received.

V. Property Reports:

- a. Jr. Warden:
 - i. Office Restroom Toilet has been repaired.
 - ii. Driveway Reflectors – no action taken, as yet.
 - iii. Lighted Sign at Kings Canyon & Burgan has been repaired. Broken fluorescent bulbs have been replaced as well as a transformer.
 - iv. Ron reported that the driveway sign on Burgan is deteriorating and that we may need to consider replacing it.
 - v. Other Issues:
- b. Sr. Warden:
 - i. No Loitering/Trespassing Signs: Bob Levinson reported that the signs have all been posted.
 - ii. Bp. Rivera Bld. Ramp & Deck Project: Bob reported that he has drafted a letter to be sent to Home Depot and Loew's soliciting donated materials needed for the project.
 - iii. Office Bld. Ramp & Deck: Bob reported that he will be staining and sealing the ramp and decking in the coming weeks.
- c. Fr. Michael:
 - i. There was some graffiti on our Mural. Fr. Michael was able to clean most of it.
 - ii. Fr. Michael reported continued issues with trash, spit on the sidewalks, cigarette butts, etc..
 - iii. Fr. Michael briefly reminded the vestry of the details of the agreement he previously negotiated with Sunnyside Marketplace and will lead a more in-depth discussion on this under New Business.
- d. Property Issues That Need to Be Addressed:
 - i. Fr. Michael reported that there are depressions around the Office Building foundation that need to be filled in with dirt. Ron will take care of this.
 - ii. Fr. Michael and Ron recently noticed that a second ceiling beam has also split at the bracket bolts. This beam is the beam on the Epistle side of the church closest to the main entrance and the split is by the outer wall. Ron will have an engineer look at it.

VI. Other Reports:

- a. Deacon's Report:
 - i. Dcn. Jane reported that Lisa Hunt had been helping with getting the donated food for HOPE Sanger to their facilities while she recovered from her knee surgery.
 - ii. Anglican 4th Day is open to all. There will be an Altrea hosted by Saint Mary's this coming month.
- b. TEC vs. DSJ Lawsuit Update: We are awaiting a decision from Judge Black.
- c. Stewardship Committee Report:
 - i. Cruise Fundraiser: Ron will make color copies of the cruise flyer.
- d. Diocesan/Deanery, Ecumenical, and Area Church News:
 - i. Fr. Michael and Dcn. Jane will be attending the Diocesan Mass of Chrism this Thursday.

VII. Old Business:

- a. Status of the new Fundraiser Bank Account: The new Fundraiser Bank Account has been opened at Union Bank.

VIII. New Business:

- a. Fr. Michael gave a presentation to the vestry that focused on the meetings he has had with Sunnyside Marketplace from February to the present. Using diagram handouts Fr. Michael detailed the current foot traffic flow on and through our church property. Fr. Michael reported that after giving the issue much thought and prayer he made a proposal to Sunnyside

Marketplace that he believes will greatly reduce, if not eliminate, the vast majority of ongoing problems we have been experiencing on the church grounds. The proposal is for fencing to be installed that would enclose approximately 1 acre of land while at the same time keeping the church campus open and inviting. The cost of the fencing project is approximately \$8,000. Sunnyside Marketplace would pay for 100% of the cost of the fence project. The installer (Sanger Fence) could install the fence and gates during Holy Week. After discussion Fr. Michael asked if there was any objection from the vestry with going forward with this project. No objection was voiced with complete support from the vestry. Fr. Michel will authorize Sanger Fence to begin the fencing as soon as possible.

IX. Announcements/Reminders

- a. Maundy Thursday: April 17 at 7:00pm. Holy Eucharist with Foot Washing and Stripping of the Altar, followed by a one-hour Vigil Watch.
- b. Good Friday: April 18 at 7:00pm. Mass of the Pre-Sanctified (Veneration of the Cross and Holy Communion from the Reserve Sacrament) followed by a very contemplative recorded Stations of the Cross.
- c. Easter Morning: April 20. Single Holy Eucharist (“High Mass”) at 9:30am followed by fellowship. Bring someone with you to church this Easter!

X. Next Vestry Meeting: Monday May 12, 2014

(We will return to meeting the 2nd Thursday of the month starting in June)

XI. Closing & Adjournment

The meeting was adjourned with prayer at approximately 8:20 p.m.

Respectfully submitted,
Fr. Michael P. Sclafani, Rector

ST. MARYS CHURCH

Profit & Loss Budget Performance

April 2014

	Apr 14	Budget	Jan - Apr 14	YTD Budget	Annual Budget
Income					
1000 · Offerings					
1001 · Pledge Offerings	5,602.00	8,228.33	36,354.00	32,913.36	98,740.00
1002 · Plate Offerings	163.00	66.66	427.63	266.72	800.00
1003 · Member Offerings	2,650.00	1,130.00	5,030.00	4,520.00	13,560.00
1004 · Special Services	0.00	83.33	0.00	333.36	1,000.00
1005 · Votive Candle Offerings	25.50	33.33	55.30	133.36	400.00
1006 · Flower Offerings	330.00	183.33	835.00	733.36	2,200.00
1007 · Gifts & Other Income	0.00	108.33	274.00	433.36	1,300.00
1010 · AA Group	100.00	100.00	400.00	400.00	1,200.00
1015 · SHARES Card Income	0.00	66.66	105.00	266.72	800.00
1016 · Fundraiser Income	0.00	0.00	0.00	0.00	0.00
1022 · Transfer from Building Fund Acc	0.00	0.00	1,500.00	1,500.00	1,500.00
Total 1000 · Offerings	8,870.50	9,999.97	44,980.93	41,500.24	121,500.00
Total Income	8,870.50	9,999.97	44,980.93	41,500.24	121,500.00
Expense					
2000 · Office and Admin Expenses					
2001 · Advertising	0.00	16.66	60.12	66.72	200.00
2002 · Bank Fees/Charges	0.00	0.00	0.00	0.00	0.00
2003 · Bookkeeping/Audit	0.00	41.66	0.00	166.72	500.00
2005 · Copy Machine	70.58	77.50	282.32	310.00	930.00
2006 · Diocesan Tithe (10%)	1,109.00	1,012.50	4,438.57	4,050.00	12,150.00
2007 · Miscellaneous Office Exp.	0.00	4.16	0.00	16.72	50.00
2008 · Office Supplies	49.04	54.16	203.07	216.72	650.00
2009 · Postage	0.00	20.83	0.00	83.36	250.00
2010 · Subscriptions Church Trac	0.00	5.83	0.00	23.36	70.00
2011 · Subscription Quickbooks	0.00	42.08	0.00	168.36	505.00
2012 · Subscription Website	0.00	8.33	71.40	33.36	100.00
2014 · Legal Defense Fund 1% Tithe	0.00	0.00	96.39	0.00	0.00
Total 2000 · Office and Admin Expenses	1,228.62	1,283.71	5,151.87	5,135.32	15,405.00
3000 · Facilities Expenses					
3001 · Electricity	211.84	333.33	1,031.42	1,333.36	4,000.00
3002 · Internet Service	59.95	60.00	239.80	240.00	720.00
3003 · Lawn & Gardening Service	425.00	400.00	1,625.00	1,600.00	4,800.00
3004 · Pest Control Service	70.00	70.00	280.00	280.00	840.00
3005 · Propane (Heat)	0.00	58.33	50.00	233.36	700.00
3006 · Insurance - Property	0.00	266.66	803.50	1,066.72	3,200.00
3007 · FMFCD Assessment	0.00	13.75	0.00	55.00	165.00
3008 · Repairs and Maintenance	-48.07	125.00	501.58	500.00	1,500.00
3009 · Security Alarm	26.50	26.66	106.00	106.72	320.00
3010 · Telephone	52.49	51.66	214.44	206.72	620.00
3011 · Water	172.73	166.66	420.06	666.72	2,000.00
3012 · Solid Waste Disposal	69.42	70.83	277.68	283.36	850.00
3013 · HCD - State Housing Dept.-Tags	0.00	5.50	0.00	22.00	66.00
Total 3000 · Facilities Expenses	1,039.86	1,648.38	5,549.48	6,593.96	19,781.00
4000 · Administration Expenses					

ST. MARYS CHURCH Profit & Loss Budget Performance April 2014

	Apr 14	Budget	Jan - Apr 14	YTD Budget	Annual Budget
4010 · Payroll Taxes	376.03	375.00	1,514.96	1,500.00	4,500.00
4011 · Insurance - Workers Comp	0.00	41.66	304.59	166.72	500.00
4012 · Insurance -Employment Liability	277.60	92.50	555.20	370.00	1,110.00
Total 4000 · Administration Expenses	653.63	509.16	2,374.75	2,036.72	6,110.00
5000 · Staff Expenses					
5002 · Sexton	126.50	150.00	478.50	600.00	1,800.00
5004 · Music Ministry Team Leader	200.00	233.33	850.00	933.36	2,800.00
Total 5000 · Staff Expenses	326.50	383.33	1,328.50	1,533.36	4,600.00
6000 · Clergy Expenses					
6001 · Rector's Stipend (Sal& Hsg)	4,788.76	4,788.75	19,155.04	19,155.00	57,465.00
6002 · Rector's Pension Fund (18%)	0.00	0.00	0.00	0.00	0.00
6003 · Rector's Health Savings	833.33	833.33	3,333.36	3,333.36	10,000.00
6004 · Rector's Insurance - Dental	169.14	157.91	654.14	631.72	1,895.00
6005 · Rector's Insurance - Life	59.03	59.00	236.12	236.00	708.00
6006 · Rector's Mileage	0.00	0.00	0.00	0.00	0.00
6007 · Rector's Discretionary Fund	0.00	0.00	0.00	0.00	0.00
6023 · Deacon's Discretionary Fund	25.00	25.00	100.00	100.00	300.00
6030 · Supply Clergy Stipends	0.00	41.66	0.00	166.72	500.00
6031 · Supply Clergy Mileage	0.00	0.00	0.00	0.00	0.00
6040 · Conferences & Convention	288.00	83.33	288.00	333.36	1,000.00
Total 6000 · Clergy Expenses	6,163.26	5,988.98	23,766.66	23,956.16	71,868.00
66900 · Reconciliation Discrepancies	0.00		0.02		
7000 · Ministry Programs					
7001 · Adult Christian Education	0.00	12.50	0.00	50.00	150.00
7002 · Liturgical Supplies	53.06	58.33	279.68	233.36	700.00
7003 · Altar Flowers	0.00	204.16	703.14	816.72	2,450.00
7004 · Hospitality	103.85	33.33	185.15	133.36	400.00
7005 · Music - CCLI License	0.00	9.66	0.00	38.72	116.00
7006 · Stewardship	0.00	41.66	94.50	166.72	500.00
7007 · Sunday School	0.00	16.66	105.96	66.72	200.00
7009 · Vacation Bible School	0.00	0.00	0.00	0.00	0.00
Total 7000 · Ministry Programs	156.91	376.30	1,368.43	1,505.60	4,516.00
Total Expense	9,568.78	10,189.86	39,539.71	40,761.12	122,280.00
Net Income	-698.28	-189.89	5,441.22	739.12	-780.00

ST. MARYS CHURCH
Balance Sheet
 As of April 30, 2014

Apr 30, 14

ASSETS	
Current Assets	
Checking/Savings	
0001 · Checking Account-Union Bank	4,662.77
Total Checking/Savings	4,662.77
Total Current Assets	4,662.77
TOTAL ASSETS	4,662.77
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
8000 · LIABILITIES	
8010 · Payroll Tax Liabilities	79.44
8200 · Discretionary Funds	
8213 · Rector's Retirement Donations	50.00
Total 8200 · Discretionary Funds	50.00
Total 8000 · LIABILITIES	129.44
8009 · IRS Penalty	-808.41
8100 · Missions	
8130 · Global Teams (Bunsy)	50.00
Total 8100 · Missions	50.00
8700 · Youth Programs	
8701 · Youth--Camp Scholarships	1,487.74
Total 8700 · Youth Programs	1,487.74
8800 · Social Ministeries	
8804 · Alpha Marriage Course	336.23
8808 · Church/Property "Fix-up" Fund	340.00
Total 8800 · Social Ministeries	676.23
Total Other Current Liabilities	1,535.00
Total Current Liabilities	1,535.00
Total Liabilities	1,535.00
Equity	
1999 · Opening Balance Equity	148,712.44
3900 · Retained Earnings	-151,025.89
Net Income	5,441.22
Total Equity	3,127.77
TOTAL LIABILITIES & EQUITY	4,662.77

12:45 PM
05/05/14
Accrual Basis

St. Mary's Savings Acct. (Bldg. Fund)
Balance Sheet
As of April 30, 2014

	<u>Apr 30, 14</u>
ASSETS	
Current Assets	
Checking/Savings	
Savings Acct.- Union Bank	582.23
Total Checking/Savings	<u>582.23</u>
Total Current Assets	<u>582.23</u>
TOTAL ASSETS	<u>582.23</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
TRANS. to Gen. Fund Acct.	-12,771.75
Total Other Current Liabilities	<u>-12,771.75</u>
Total Current Liabilities	<u>-12,771.75</u>
Total Liabilities	-12,771.75
Equity	
Opening Balance Equity	6,268.83
Retained Earnings	6,985.12
Net Income	<u>100.03</u>
Total Equity	<u>13,353.98</u>
TOTAL LIABILITIES & EQUITY	<u>582.23</u>

12:36 PM
05/05/14
Accrual Basis

St. Mary's Youth Programs
Balance Sheet
As of April 30, 2014

	<u>Apr 30, 14</u>
ASSETS	
Current Assets	
Checking/Savings	
St. Mary's youth Programs	724.19
Total Checking/Savings	<u>724.19</u>
Total Current Assets	<u>724.19</u>
TOTAL ASSETS	<u>724.19</u>
LIABILITIES & EQUITY	
Equity	
Unrestricted Net Assets	805.85
Net Income	<u>-81.66</u>
Total Equity	<u>724.19</u>
TOTAL LIABILITIES & EQUITY	<u>724.19</u>

12:35 PM
05/05/14
Accrual Basis

Legal Defense Fund for St. Mary's Church
Balance Sheet
As of April 30, 2014

	<u>Apr 30, 14</u>
ASSETS	
Current Assets	
Checking/Savings	
St. Mary's Legal Defense Fund	648.11
Total Checking/Savings	<u>648.11</u>
Total Current Assets	<u>648.11</u>
TOTAL ASSETS	<u>648.11</u>
LIABILITIES & EQUITY	
Equity	
Opening Balance Equity	2,750.00
Unrestricted Net Assets	-2,085.89
Net Income	-16.00
Total Equity	<u>648.11</u>
TOTAL LIABILITIES & EQUITY	<u>648.11</u>

12:40 PM
05/05/14
Accrual Basis

St. Mary's Church (Fundraisers Acct.)
Balance Sheet
As of April 30, 2014

	<u>Apr 30, 14</u>
ASSETS	
Current Assets	
Checking/Savings	
1001 St. Mary's Church Fundrais	1,537.00
Total Checking/Savings	<u>1,537.00</u>
Total Current Assets	<u>1,537.00</u>
TOTAL ASSETS	<u>1,537.00</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
8000 Fundraisers Income	
8001 Candle Sales Funds	312.00
8002 Alaska Cruise Ticket Sales	1,225.00
Total 8000 Fundraisers Income	<u>1,537.00</u>
Total Other Current Liabilities	<u>1,537.00</u>
Total Current Liabilities	<u>1,537.00</u>
Total Liabilities	1,537.00
Equity	
Opening Balance Equity	995.00
Net Income	-995.00
Total Equity	<u>0.00</u>
TOTAL LIABILITIES & EQUITY	<u>1,537.00</u>

St. Mary's Church DHC Checking Acct.
Balance Sheet
As of April 30, 2014

	Apr 30, 14
ASSETS	
Current Assets	
Checking/Savings	
Union Bank DHC Checking Acct.	168.83
Total Checking/Savings	168.83
Total Current Assets	168.83
TOTAL ASSETS	<u>168.83</u>
LIABILITIES & EQUITY	
Equity	
Opening Balance Equity	12.31
Unrestricted Net Assets	129.15
Net Income	27.37
Total Equity	168.83
TOTAL LIABILITIES & EQUITY	<u>168.83</u>

Month-by-Month Giving Analysis

For the dates between 1/1/2013 and 4/30/2013

Saint Mary's Anglican Church--559-255-4883

2013

MONTH-BY-MONTH ANALYSIS

	January	February	March	April	May	June
Pledge Offerings	8,729.00	4,620.00	8,768.00	4,750.00		
Plate Offerings	44.00	25.00	24.00	44.00		
Member Offerings	1,460.00	3,335.00	1,275.00	1,095.00		
Votive Candle Offeri	20.00	46.25	61.50	39.00		
Flower Offerings	150.00		475.00	305.00		
Gifts & Other Income		730.00	95.00			
AA Group Rent	100.00	100.00	100.00	100.00		
Rector's Discretionar	50.00					
Deacon's Discretion	50.00					
Frontiers (Bernardi)	50.00					
Global Teams (Buns	100.00	70.00	190.00	50.00		
Rector's Retirement	50.00	50.00	50.00	50.00		
Building Fund Contri	110.00	50.00	300.00			
Food Pantry/Hope S	10.00	10.00	10.00	10.00		
Donations to Special			20.00			
Camp San Joaquin	100.00		100.00			
Monthly Total:	11,023.00	9,036.25	11,468.50	6,443.00		
	July	August	September	October	November	December
Pledge Offerings						
Plate Offerings						
Member Offerings						
Votive Candle Offeri						
Flower Offerings						
Gifts & Other Incom						
AA Group Rent						
Rector's Discretion						
Deacon's Discretion						
Frontiers (Bernardi)						
Global Teams (Buns						
Rector's Retirement						
Building Fund Contri						
Food Pantry/Hope S						
Donations to Specia						
Camp San Joaquin						
Monthly Total:						

Month-by-Month Giving Analysis

For the dates between 01/01/2014 and 4/30/2014
 Saint Mary's Anglican Church--559-255-4883

2014

MONTH-BY-MONTH ANALYSIS

	January	February	March	April	May	June
Pledge Offerings	7,262.00	13,585.00	9,905.00	5,602.00		
Plate Offerings	33.96	115.67	115.00	163.00		
Member Offerings	640.00	500.00	1,240.00	2,650.00		
Votive Candle Offeri		29.80		25.50		
Flower Offerings	140.00	290.00		330.00		
Gifts & Other Income	49.00		225.00			
AA Group Rent	100.00	100.00	100.00	100.00		
Repairs & Maintenan				220.00		
Rector's Discretionar		30.00				
Deacon's Discretionona		30.00				
Altar Flowers			75.00			
Frontiers (Bernardi)		50.00				
Global Teams (Buns	50.00	75.00	75.00	50.00		
Rector's Retirement	50.00	50.00	50.00	50.00		
Building Fund Contri		100.00				
Food Pantry/Hope S	10.00	50.00				
Camp San Joaquin		50.00				
Monthly Total:	8,334.96	15,055.47	11,785.00	9,190.50		
	July	August	September	October	November	December
Pledge Offerings						
Plate Offerings						
Member Offerings						
Votive Candle Offeri						
Flower Offerings						
Gifts & Other Incom						
AA Group Rent						
Repairs & Maintena						
Rector's Discretionona						
Deacon's Discretion						
Altar Flowers						
Frontiers (Bernardi)						
Global Teams (Buns						
Rector's Retirement						
Building Fund Contri						
Food Pantry/Hope S						
Camp San Joaquin						
Monthly Total:						