

Saint Mary's Anglican Church

July 12, 2012 Vestry Meeting Agenda

Opening Prayer/Devotional

Call to Order and Verify a Quorum

Minutes of May 10, 2012 Vestry Meeting (there was no meeting in June).

Treasurer's Financial Report(s)

Property Report(s)

- Jr. Warden's Report.
- Other Property Related Reports.
 - Broken Hospitality Room French Door glass was replaced (end of May).
 - June wind storms broke and killed three trees on the church campus.
 - Ron Hunt is working on repairing a few broken sprinkler heads and drip lines.
 - Annual Fire Inspection was done on 7/10. Fire extinguishers need recertification, need occupancy limit signs in Bp. Rivera, may need to have old fire alarm in Bp. Rivera building made operational.
- Property Issues that need to be addressed?

Other Reports

- Deacon's Report.
- Youth Ministry Report:
 - Joint VBS (St. Marys & Southgate Church) takes place at St. Mary's on Saturday July 21 from 10am to 2:30pm.
- TEC vs. DSJ Lawsuit Update: *Tentative Trial Date: March 25, 2013.*
 - Bp. Eric Menees is asking that each unincorporated parish consider contributing an amount equal to 1% of their operating budget towards the Legal Defense Fund. For St. Mary's that amount would be approximately \$1,400 (see New Business).
- Stewardship Report: *David Duffy.*
- Diocesan/Deanery, Ecumenical, and Area Church News.
 - The Grove has moved from Fancher Creek Elementary to Fresno Pacific.
 - The Southgate Church has moved from John Walsh Elementary to the old red schoolhouse on Kings Canyon just east of Temperance.
 - Fr. Michael has been appointed by Bp. Eric to serve as one of two Standing Committee representatives on the Diocesan Budget Committee.

Old Business

- Status of Signature Cards on our Bank Accounts.
- Status of Building Fund transfer from a Savings Account to a Money Market Account.
- Other Old Business?

New Business

- Bp. Eric Menees is asking that each unincorporated parish consider contributing an amount equal to 1% of their operating budget towards the Legal Defense Fund. For St. Mary's that amount would be approximately \$1,400.
- Fr. Michael requests we purchase a Depository Safe for the office. Cost = \$129.99
- Other New Business?

Announcements/Reminders

- VBS Saturday 7/14 10am to 2:30pm.

Next Vestry Meeting

- August 9 or September 13?

Closing Prayer & Adjourn

Saint Mary's Anglican Church

May 10, 2012 Vestry Meeting Minutes

Members Present:

Fr. Michael Sclafani, Rector
Dcn. Jane Williams, Clergy
Judy Wilson, Treasurer
David Duffy, Sr. Warden
Debbie Bates, Member
Ginny Engel, Member
Ron Hunt, Member

Members Absent:

Gerry Hatler, Jr. Warden
Kyle Campbell, Clerk
Le Roy Falk, Member
Roberta Johnson, Member
Jack Van Patten, Member

- I. **Opening Prayer/Devotional:** Led by Deacon Jane at 6:40/ "Jesus Calling"
- II. **Call to Order**
 - a. The meeting was called to order by Fr. Michael at 6:45pm.
 - b. Kyle Campbell tendered his resignation as clerk for necessity; V. Engel volunteered to serve as acting clerk.
- III. **Minutes of April 12, 2012 Vestry Meeting**
 - a. Ron Hunt motioned that the minutes from the April 12th Vestry meeting be accepted. Seconded by Virginia Engel.
 - b. Minutes were accepted with three abstentions (David Duffy, Debbie Bates, Virginia Engel).
- IV. **Treasurer's Financial Report(s)**
 - a. Profit and Loss Budget Performance (Fr. Michael asked treasurer to focus on expenses that have exceeded Y.T.D. budget).
 - i. #2005- \$95.93 over/ paid May bill ahead/ extra copies @ 0.014 apiece/ Praise booklets printed (O.K. for yearly budget).
 - ii. #2009- \$29.18 over/ resupplied (O.K. for yearly budget).
 - iii. #3005-propane \$83.00 over (one delivery per year).
 - iv. #6040-conference, convention / Fr. Michael and Dcn. Jane attended the Diocesan Spring Clergy Conference. (O.K. for yearly budget).
 - v. #7002-Altar Guild/ \$88.87 over/Holy Week expenses-(O.K. for yearly budget).
*D. Duffy questioned #5003 re. nursery.
 - b. Balance Sheet Operating Account
 - i. April 30th, 2012, we had \$1,672.27 in checking account.
 - ii. 8000 items have been paid for the Quarter/ J. and F. Short are no longer missionaries.
 - c. Balance Sheet Money Market
April 30th - \$28,152.08
 - d. Balance Sheet Building Fund

\$9,952.99 (rec'd. these monies, as a separate account, be put into a money market)

- e. Balance Sheet Youth Fund
\$805.86
- f. Month by Month Giving Analysis
April 2012-\$9,775.00/ April 2011- \$9,777.54
- g. Overall financial picture is positive.
- h. Reports were received.

V. Property Reports

- a. Jr. Warden's Report: none excused absence.
- b. Father Michael replaced the handle on the men's toilet.
- c. Ron Hunt reported a rusty urinal handle.
- d. The propane tank was replaced with a new one at no cost to St. Mary's.
- e. The north facing left side French Door of the Hospitality Room was broken, but nothing was stolen. Carroll David Co. was called to repair the broken glass. Estimate to repair is \$300.00.
- f. Property Issues that need to be addressed.
 - i. Trash is an ongoing battle, especially with the added shopping center next door and the high usage of the basketball court and playground. The lawn maintenance man generally picks up much of the trash in the areas he takes care of, although that is outside the scope of his responsibility.
 - ii. Parking and handicap signs are being damaged about one time a month.

VI. Other Reports

- a. Deacon's Report
 - i. Deacon Jane reported that Bible Class has had a good turnout.
 - ii. Deacon Jane is pleased with the response for Hope Sanger. They will be the recipients of the Post Office's canned food drive.
 - iii. Prayers are requested for an angiogram that Dcn. Jane will undergo.
- b. Youth Ministry Report
 - i. Peppy will head the committee for fliers and distribution inviting youth to Sunday School and Youth Programs.
 - ii. VBS will be one day this year on July 21st. Southgate Church will host it with St. Mary's on our church campus.
- c. TEC vs. DSJ Lawsuit – Nothing new to report.
- d. Stewardship Report
 - i. David Duffy is looking at ideas for a Fall Fundraiser. He will ask a colleague about having a firework stand, and Ron Hunt will check with a friend, also.
 - ii. Fr. Michael asked all on vestry to pursue any ideas, sharing them with D. Duffy.
 - iii. D. Duffy asked all to give it one month's thought.
- e. Diocesan/Deanery, Ecumenical and Area Church News
 - i. The Grove church is on the downswing. They will be moving to the F.P.U. campus to meet. Prayers for them are requested.
 - ii. Southgate church is experiencing some difficult transition. Prayer for them are requested.
 - iii. Lifespring Church has dissolved.
 - iv. Butler Church is doing well and growing.

VII. Old Business

- a. Diocesan Clergy Conference Focus
 - i. Spiritual and numerical growth.

- ii. Butler Church offered free dinners one time a month to the community to promote growth. Would this work for us? Fr. Michael asked all to pray on it, as St. Mary's must reach out to the community.

VIII. New Business

- a. Judy Wilson proposed that we transfer the Building Fund from savings to a money market account, as it would earn more interest money. We would use the same bank, Union.
 - i. Ron made a motion to accept, Ginny Engel seconded. There was discussion, and the motion passed.
- b. We need to check on all of our accounts to determine who the current signers are for all accounts, and update authorized signers.
 - i. Fr. Michael and David Duffy suggested there be three signers on the new cards; Judy Wilson, Ron Hunt, and Sr. Warden, David Duffy.
 - ii. A motion was made to accept the above by David Duffy, seconded by Debbie Bates.
 - iii. The motion passed.
- c. A new clerk is needed to replace Kyle Campbell.
 - i. Fill the seat by appointment, not imperative.
 - ii. Ginny Engel will do it, David Duffy will provide back-up.
- d. A motion was made by Ron Hunt to appoint Judy Wilson to fill the vacant seat left by Kyle's resignation. The seat term is until the end of the current year. David Duffy seconded. The motion passed.

IX. Announcements and Reminders

- a. On Pentecost, May 27, there will be a joint service at 9:30, with a potluck after.
 - i. Debbie Bates and Ginny Engel will coordinate the potluck.
 - ii. Ron Hunt and David Duffy will coordinate the set up and clean up.

X. Next Vestry Meeting:

June 14, 2012, 2012 at 6:30pm

XI. Closing and Adjournment

The meeting was adjourned with prayer at 8:40 P.M..

Respectfully submitted by Virginia Engel, Acting Clerk

ST. MARYS CHURCH
Profit & Loss Budget vs. Actual
January through June 2012

	Jan - Jun 12	Budget	\$ Over Budget	% of Budget
Income				
1000 · Income				
1001 · Pledge Income	40,874.20	39,499.98	1,374.22	103.48%
1002 · Plate Income	748.00	1,279.98	-531.98	58.44%
1003 · Member Offerings	9,279.10	11,367.48	-2,088.38	81.63%
1004 · Special Services	0.00	24.96	-24.96	0.0%
1005 · Votive Candle Offerings	242.40	150.00	92.40	161.6%
1006 · Flower Offerings	1,290.00	600.00	690.00	215.0%
1007 · Gifts & Other Income	50.00	249.96	-199.96	20.0%
1010 · AA Group	600.00	600.00	0.00	100.0%
1013 · Hmong Church	400.00	600.00	-200.00	66.67%
1015 · SHARES Card Income	0.00	399.96	-399.96	0.0%
1023 · Transfer of Reserve Funds	14,208.00	14,208.00	0.00	100.0%
Total 1000 · Income	67,691.70	68,980.32	-1,288.62	98.13%
Total Income	67,691.70	68,980.32	-1,288.62	98.13%
Expense				
2000 · Office and Admin Expenses				
2001 · Public Relations/Advertising	0.00	0.00	0.00	0.0%
2002 · Bank Fees/Charges	15.00	13.98	1.02	107.3%
2003 · Bookkeeping/Audit	0.00	199.98	-199.98	0.0%
2005 · Copier Maintenance	544.42	439.98	104.44	123.74%
2006 · Diocesan Assessment	7,141.60	6,900.00	241.60	103.5%
2007 · Miscellaneous Office Exp.	0.00	24.96	-24.96	0.0%
2008 · Office Supplies	327.58	600.00	-272.42	54.6%
2009 · Postage	212.50	274.98	-62.48	77.28%
2010 · Subscriptions Church Trac	0.00	24.96	-24.96	0.0%
2011 · Subscription Quickbooks	0.00	202.50	-202.50	0.0%
2012 · Subscription Web Site	0.00	49.98	-49.98	0.0%
2013 · Subscription Misc.	0.00	24.96	-24.96	0.0%
Total 2000 · Office and Admin Expenses	8,241.10	8,756.28	-515.18	94.12%
3000 · Facilities Expenses				
3001 · Electricity	1,649.59	2,250.00	-600.41	73.32%
3002 · Internet Service	359.70	360.00	-0.30	99.92%
3003 · Lawn & Gardening Service	2,397.95	2,400.00	-2.05	99.92%
3004 · Pest Control Services	420.00	420.00	0.00	100.0%
3005 · Propane (Heat)	1,033.43	474.96	558.47	217.58%
3006 · Insurance - Property	798.75	1,599.96	-801.21	49.92%
3007 · FMFCD Assessment	0.00	84.00	-84.00	0.0%
3008 · Repairs and Maintenance	156.16	999.96	-843.80	15.62%
3009 · Security Services	159.00	159.96	-0.96	99.4%
3010 · Telephone	294.80	279.96	14.84	105.3%

ST. MARYS CHURCH

Profit & Loss Budget vs. Actual

January through June 2012

	Jan - Jun 12	Budget	\$ Over Budget	% of Budget
3011 · Water	539.21	900.00	-360.79	59.91%
3012 · Solid Waste Disposal	479.71	450.00	29.71	106.6%
3013 · HCD - State Housing Dept.-Tags	0.00	57.48	-57.48	0.0%
Total 3000 · Facilities Expenses	8,288.30	10,436.28	-2,147.98	79.42%
4000 · Administration Expenses				
4010 · Payroll Taxes	2,283.87	2,250.00	33.87	101.51%
4011 · Insurance - Workers Comp	381.00	249.96	131.04	152.42%
4012 · Insurance -Employment Liability	521.44	515.46	5.98	101.16%
Total 4000 · Administration Expenses	3,186.31	3,015.42	170.89	105.67%
5000 · Staff Expenses				
5001 · Parish Administrator	0.00	0.00	0.00	0.0%
5002 · Sexton	1,122.00	1,249.98	-127.98	89.76%
5003 · Nursery Worker	0.00	780.00	-780.00	0.0%
5004 · Music Ministry Team Leader	1,200.00	1,074.96	125.04	111.63%
Total 5000 · Staff Expenses	2,322.00	3,104.94	-782.94	74.78%
6000 · Clergy Expenses				
6001 · Rector Stipend	28,732.56	28,732.50	0.06	100.0%
6002 · Rector Pension Fund	0.00	0.00	0.00	0.0%
6003 · Rector's Insurance	9,954.90	10,080.00	-125.10	98.76%
6004 · Rector's Mileage	0.00	0.00	0.00	0.0%
6005 · Rector's Discretionary Fund	600.00	600.00	0.00	100.0%
6006 · Deacon's Discretionary Fund	150.00	150.00	0.00	100.0%
6024 · Deacon Mileage	0.00	0.00	0.00	0.0%
6031 · Supply Clergy Stipends	0.00	900.00	-900.00	0.0%
6034 · Supply Clergy Mileage	0.00	150.00	-150.00	0.0%
6040 · Conferences & Convention	312.00	549.96	-237.96	56.73%
Total 6000 · Clergy Expenses	39,749.46	41,162.46	-1,413.00	96.57%
7000 · Ministry Programs				
7001 · Adult Christian Education	119.94	124.98	-5.04	95.97%
7002 · Altar Guild Supplies	498.02	375.00	123.02	132.81%
7003 · Altar Flowers	1,007.53	999.96	7.57	100.76%
7004 · Hospitality	256.64	249.96	6.68	102.67%
7005 · Music - CCLI License	109.00	54.48	54.52	200.07%
7006 · Stewardship	177.00	249.96	-72.96	70.81%
7007 · Sunday School	97.59	150.00	-52.41	65.06%
7008 · Sunshine Program	33.91	49.98	-16.07	67.85%
7009 · Vacation Bible School	500.00	249.96	250.04	200.03%
Total 7000 · Ministry Programs	2,799.63	2,504.28	295.35	111.79%
Total Expense	64,586.80	68,979.66	-4,392.86	93.63%

9:29 AM
06/27/12
Cash Basis

ST. MARYS CHURCH
Profit & Loss Budget vs. Actual
January through June 2012

	<u>Jan - Jun 12</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Net Income	<u>3,104.90</u>	<u>0.66</u>	<u>3,104.24</u>	<u>470,439.39%</u>

ST. MARYS CHURCH
Balance Sheet
 As of June 30, 2012
 Jun 30, 12

ASSETS

Current Assets

Checking/Savings

0001 · Checking Account-Union Bank 2,317.41

Total Checking/Savings 2,317.41

Total Current Assets 2,317.41

TOTAL ASSETS 2,317.41

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Other Current Liabilities

8000 · LIABILITIES

8010 · Payroll Tax Liabilities -574.41

8200 · Discretionary Funds

8211 · Rector's Discretionary Gifts 80.00

8212 · Deacon's Discretionary Gifts 270.00

8213 · Rector's Retirement Fund 350.00

Total 8200 · Discretionary Funds 700.00

Total 8000 · LIABILITIES 125.59

8100 · Missions

8120 · Frontiers (Frank/Anne Bernardi) 50.00

8130 · Global Teams (Martin Bunsy) 325.00

Total 8100 · Missions 375.00

8400 · Building Fund Contributions 235.00

8700 · Youth Programs

8701 · Youth--Camp Scholarships 1,487.74

Total 8700 · Youth Programs 1,487.74

8800 · Social Ministeries

8802 · Food Pantry 130.00

8804 · Alpha Marriage Course 336.23

8806 · Camp San Joaquin Donations 100.00

Total 8800 · Social Ministeries 566.23

Total Other Current Liabilities 2,789.56

Total Current Liabilities 2,789.56

Total Liabilities 2,789.56

ST. MARYS CHURCH
Balance Sheet
As of June 30, 2012
Jun 30, 12

Equity

1999 · Opening Balance Equity	148,712.44
3900 · Retained Earnings	-152,289.49
Net Income	<u>3,104.90</u>
Total Equity	<u><u>-472.15</u></u>

TOTAL LIABILITIES & EQUITY 2,317.41

St. Mary's Church Money Market Acct.
Balance Sheet
As of June 30, 2012

	<u>Jun 30, 12</u>
ASSETS	
Current Assets	
Checking/Savings	
Central Valley M/M Acct	23,420.92
Total Checking/Savings	<u>23,420.92</u>
Total Current Assets	<u>23,420.92</u>
TOTAL ASSETS	<u>23,420.92</u>
LIABILITIES & EQUITY	
Equity	
Opening Balance Equity	37,616.10
Net Income	<u>-14,195.18</u>
Total Equity	<u>23,420.92</u>
TOTAL LIABILITIES & EQUITY	<u>23,420.92</u>

10:40 AM
6/27/12
accrual Basis

St. Mary's Savings Acct. (Bldg. Fund)
Balance Sheet
As of June 30, 2012

	<u>Jun 30, 12</u>
ASSETS	
Current Assets	
Checking/Savings	
Savings Acct.- Union Bank	9,592.99
Total Checking/Savings	<u>9,592.99</u>
Total Current Assets	<u>9,592.99</u>
TOTAL ASSETS	<u>9,592.99</u>
LIABILITIES & EQUITY	
Equity	
Opening Balance Equity	6,268.83
Net Income	3,324.16
Total Equity	<u>9,592.99</u>
TOTAL LIABILITIES & EQUITY	<u>9,592.99</u>

10:37 AM
6/27/12
accrual Basis

St. Mary's Youth Programs
Balance Sheet
As of June 30, 2012

	<u>Jun 30, 12</u>
ASSETS	
Current Assets	
Checking/Savings	
St. Mary's youth Programs	1,295.06
Total Checking/Savings	<u>1,295.06</u>
Total Current Assets	<u>1,295.06</u>
TOTAL ASSETS	<u>1,295.06</u>
LIABILITIES & EQUITY	
Equity	
Unrestricted Net Assets	805.86
Net Income	489.20
Total Equity	<u>1,295.06</u>
TOTAL LIABILITIES & EQUITY	<u>1,295.06</u>

2011

Month-by-Month Giving Analysis

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

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

MONTH-BY-MONTH ANALYSIS

	January	February	March	April	May	June
Pledge Offerings	8,135.00	6,535.00	5,792.00	6,074.00	7,029.00	4,025.00
Plate Offerings	293.00	151.00	69.35	181.54	103.00	44.00
Member Offerings	1,520.33	1,406.00	2,078.33	2,170.00	2,681.00	937.50
Special Services			495.00			
Votive Candle Offeri	18.00		27.25		36.00	18.50
Flower Offerings				550.00		
Gifts & Other Income	204.00		700.00	22.00		
AA Group Rent	100.00	100.00	100.00	100.00	100.00	100.00
Hmong Church Rent	100.00	100.00	100.00	100.00	100.00	100.00
IBBC Filipino Church		200.00		200.00	200.00	
Miscellaneous Office			400.00			
Music Ministry Team			20.00	110.00	100.00	
Rector's Discretionar				110.00		
Deacon's Discretion				110.00		
Adult Christian Educ		27.50	105.50			
Altar Guild	25.00	30.00	100.00			
Altar Flowers		65.00	100.00			
Hospitality						
Frontiers (Frank/Ann						
Global Teams (Marti	180.00	40.00	90.00	140.00	110.00	30.00
Uganda (Jim Short)	50.00		50.00		50.00	
Building Fund Contri			150.00	20.00	300.00	
Youth Camp Scholar	100.00		100.00		100.00	
Youth Group Donati		20.00				
Youth Group Fundrai			420.00			
Food Pantry			100.00			
Annual Parish Retre	921.00	145.00	403.00			
Alpha Marriage Cour	900.00	180.00			40.00	
Donations to Special						
Monthly Total:	12,546.33	8,999.50	11,400.43	9,777.54	10,949.00	5,255.00

2012

Month-by-Month Giving Analysis

For the dates between 01/01/2012 and 6/30/2012

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

MONTH-BY-MONTH ANALYSIS

	January	February	March	April	May	June
Pledge Offerings	7,324.00	7,682.20	7,810.00	7,022.00	5,296.00	5,740.00
Plate Offerings	81.00	92.00	99.00	218.00	84.00	174.00
Member Offerings	1,485.00	1,490.00	1,125.00	1,625.00	1,599.10	1,955.00
Votive Candle Offeri	52.70		60.70	57.00	35.00	37.00
Flower Offerings	170.00	230.00	365.00	200.00	130.00	195.00
AA Group Rent	100.00	100.00	100.00	100.00	100.00	100.00
Hmong Church Rent	100.00	100.00	100.00	100.00		
Office Supplies		185.00				
Repairs & Maintenan					279.00	
Music Ministry Team	50.00					
Rector's Discretionar	5.00		50.00	80.00		200.00
Deacon's Discretion	20.00		50.00	70.00		50.00
Frontiers (Frank/Ann	50.00		50.00			
Global Teams (Marti	75.00	200.00	195.00	115.00	120.00	90.00
Uganda (Jim Short)	50.00		50.00			
Clergy Gifts		100.00				
Rector's Retirement	50.00	100.00	100.00	150.00	100.00	100.00
Building Fund Contri	100.00	85.00	115.00	28.00	107.00	100.00
Food Pantry		10.00	60.00	10.00	10.00	110.00
Donations to Special	30.00	245.00				
Camp San Joaquin	100.00		100.00			100.00
Anglican 4th Day Co		15.00				
Monthly Total:	9,842.70	10,634.20	10,429.70	9,775.00	7,860.10	8,951.00

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(Not rector?)

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0

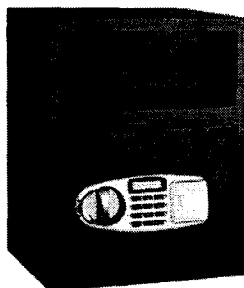
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DTS1012: Features: -Digital entry eliminates the need for making multiple key copies.-An easy access deposit slot makes it simple to leave deposits at the end of the day.-Simple programmable Electronic Lock with buzzer and LED. 3 to 8 numbers.-2 Safes in 1--no need to purchase two separate safes for the office or workplace.-Slot is 8.75" x 6" on top of safe. Includes: -Easy to operate and program Includes 2 separate safes for added security.-Safe can be bolted to the floor and includes hardware to do so.. Dimensions: -External Total Dimensions: 17 3/4"H x 13 3/4"W x 11 3/4"D.-Internal Dimensions: 16.5"H x 10W x 10D.-Weight: 50 lbs..

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