

St. James Episcopal Church
Vestry Agenda
December 12, 2023; 7pm
Via Zoom

7:00 pm Check-In
 Prayer

Consent Agenda and Attachments

Minutes from November

Treasurer Report—sent in separate email

Calendar—

- Advent Fridays—December 15 at 5pm
- Christmas Eucharists December 24; Advent 4 9am no music;
 - Christmas Eve 4:30pm with Pageant and choir;
 - December 25 Christmas Day 9am hymns only, no choir

Discussion

- Treasurer's Report—Dennis
- 2024 Budget—we need to either reduce spending or increase income or both—Dennis
- Family Promise--Mary
- Junior Warden items—Sharon
- Start recruitment for Vestry

Decisions—

- 2024 Budget—if ready

9:00 pm Compline and Adjourn

Next Vestry Meeting—January 9, 2024 7pm via Zoom

St. James Episcopal Church Vestry Minutes, Nov. 14, 2023

Zoom

Present: Rev. Linda Young, Jr. Warden Sharon Nitz, Helen Smith, Barbara Johnson, Rex Burns, Becky Kramer, Judy Croskey.

Absent: Sr. Warden Mary Flores.

Meeting began at 7 pm

Check-in with Vestry members

Prayer: 1 John 4:7-11

We discussed love for family, church, and community.

Consent Agenda and Attachments

Minutes from October meeting

Treasurer's report

Calendar

- November 19—Ingathering Sunday. Brunch after both services. Sharon, Ted, and Mary are cooking. Becky will help with cleanup.
- November 23—Thanksgiving dinner at 2 pm.
- Advent Fridays—Dec. 1, 8, and 15 at 5 pm.
- Tapestry concert—Dec. 2 7:30 pm
- Christmas Eucharists—Dec. 24; Advent 4th Sunday 9 am no music. Christmas Eve at 4:30 pm with pageant and choir. Dec. 25 Christmas Day 9 am hymns only; no choir.

Treasurer's report

Dennis noted that we are behind in our pledged giving for the year by about \$14,000. He will check if Janice has sent out the third quarter giving statements. **Follow-up info from email:** Third quarter statements have not gone out, but Janice will get them out soon. Pre-paid pledges have not been transferred over for the fourth quarter yet. They will help with some of the difference, but it looks like we will still have a \$10,000 shortfall in pledged amounts. Dennis looked at who has pledged but not given. They are individuals who have passed away, moved away, or are in poor health.

Discussion

- Ackerman's has submitted a bid of \$5,442.09 to replace the furnace for the offices and east bathrooms.
- Sharon gave an update on junior warden items. Hilliard's has sent a plumber to fix the leaking urinal in the men's restroom. We will hold off on discussions about replacing the junipers along the sidewalk until spring. Rex will contact the contractor who was willing to fix the Sheetrock that was damaged by the roof leaking.

- Renewal Works follow-up. The congregation will read the Gospel of Mark during Lent. Wednesday Lenten soup/suppers will feature presentations from Ted Nitz on Mark. Becky suggested that youth/older Sunday School kids might also enjoy reading Mark.
- We need to start recruiting new members for the Vestry. (Three new members needed.)

Decision: *MSP = Moved, Seconded, Passed (unanimously unless otherwise noted).*

- Move ahead with purchase of new furnace from Ackerman. Funds will come from an account to be determined. *MSP*

Next Vestry meeting: Dec. 12, 2023, by Zoom.

St James Episcopal
Budget Comparison for General Fund

version 9 updated: 12/8/23 3:43 PM

Account	2022 actual	2023 YTD thru OCT	2023		2023 budget	2024 budget	2024 bud -		Budget notes
			est actual	actual %d 2023- 22			2023 act	diff %	
Revenues									
Brewer Fund	2,780.00				2,780.00				
Directed Giving	0.00	0.00	0.00	#DIV/0!	1,500.00	0.00	#DIV/0!		
Investment Income Keller Fund	2,698.13		2,500.00	-7.3%	2,698.00	2,500.00	0.0%		
Misc. Income	1,335.58	1,047.90	1,257.48	-5.8%	2,000.00	1,200.00	-4.6%		
Parking Income	10,830.45	8,071.25	10,526.25	-2.8%	7,200.00	10,500.00	-0.2%	using current year value	
Plate Offerings	0.00	0.00	0.00	#DIV/0!	0.00	0.00	#DIV/0!		
Givers of record	1,820.00	2,588.10	3,105.72	70.6%	1,000.00	1,700.00	-45.3%	2 households converted to Pledges	
Unidentified Plate	1,230.00	830.76	996.91	-19.0%	1,000.00	900.00	-9.7%		
Pledge income	0.00	0.00	0.00	#DIV/0!	0.00		#DIV/0!		
Pledges	189,297.18	141,829.69	160,809.69	-15.0%	182,300.00	168,312.00	4.7%	total from pledge cards + \$6000 additional est	
Rent CCCC	15,045.10	13,415.18	16,098.24	7.0%	16,098.00	16,581.17	3.0%	3% increase per contract	
Total Revenues	225,036.44	167,782.88	195,294.29	-13.2%	216,576.00	201,693.17	3.3%		
Expenditures									
Administration Expenses	0.00	0.00	0.00	#DIV/0!	0.00	0.00	#DIV/0!		
Advertising	732.00	827.90	943.80	28.9%	750.00	975.00	3.3%		
Bookkeeping Services	1,583.56	1,371.46	1,645.75	3.9%	1,919.00	1,700.00	3.3%		
Computer Expenses	3,715.58	3,076.13	3,691.36	-0.7%	4,000.00	3,825.00	3.6%		
Convention Travel	792.40	0.00	529.00	-33.2%	1,500.00	600.00	13.4%		
Copier	1,940.53	1,801.35	2,161.62	11.4%	1,800.00	2,250.00	4.1%	look at what charges have been	
Forward Movement	654.00	154.00	184.80	-71.7%	190.00	195.00	5.5%		
Misc & Contingencies	0.00	424.13	508.96	#DIV/0!	250.00	510.00	0.2%		
Office Supplies	1,541.77	1,188.54	1,426.25	-7.5%	2,900.00	1,475.00	3.4%		
Paper	206.66	179.43	215.32	4.2%	300.00	235.00	9.1%		
Postage	542.94	485.53	582.64	7.3%	600.00	610.00	4.7%		
Building and Grounds Expenses	0.00	0.00	0.00	#DIV/0!	0.00	0.00	#DIV/0!		
Carpet Cleaning	0.00	-500.00	0.00	#DIV/0!	500.00	0.00	#DIV/0!	CCC will fund this, make zero	
Property Insurance	7,448.00	6,171.75	7,406.10	-0.6%	7,500.00	9,199.00	24.2%	using new current year value, may increase	
Property Upkeep	29,136.60	22,592.37	27,110.84	-7.0%	26,480.00	28,500.00	5.1%		

Utilities and Telephone	17,702.10	16,676.78	19,387.82	9.5%	16,000.00	20,000.00	3.2%	
Diocesan Assessment	44,636.16	39,682.90	47,619.48	6.7%	47,620.00	49,038.66	3.0%	from Diocesan Assessment letter
Ministry Expenses	0.00	0.00	0.00	#DIV/0!	0.00	0.00	#DIV/0!	
12th Night Party	295.92				0.00			
Camperships/Leaders in Training	0.00	0.00	0.00	#DIV/0!	200.00	0.00	#DIV/0!	not using
Christian Education/Formation	694.38	816.96	816.96	17.7%	1,500.00	0.00	-100.0%	use Christian Formation fund
Youth Ministry						0.00		will use Jaekel funds for this year
College Ministry Support	200.00	166.18	166.18	-16.9%	1,000.00	0.00	-100.0%	use College Ministry fund
Nursery	304.16	358.90	358.90	18.0%	500.00	450.00	25.4%	
Parish Activities	57.22	667.57	667.57	1066.7%	1,500.00	1,000.00	49.8%	
Supplies/Coffee etc.	212.51	784.86	941.83	343.2%	500.00	975.00	3.5%	
Outreach Expenses	0.00	0.00	0.00	#DIV/0!	3,720.00	3,100.00	#DIV/0!	
Miscellaneous Outreach	6,498.00				0.00			
Rectors Discretionary Fund	0.00	0.00	0.00	#DIV/0!	600.00	600.00	#DIV/0!	
Rector Expenses	0.00	0.00	0.00	#DIV/0!	0.00	0.00	#DIV/0!	
Continuing Education	190.11	309.08	309.08	62.6%	250.00	500.00	61.8%	
Health Insurance	9,393.00	8,560.00	10,272.00	9.4%	10,272.00	11,000.00	7.1%	do we have a new figure for next year?
Pension Fund	10,371.36	8,642.80	10,371.36	0.0%	10,000.00	11,000.00	6.1%	do we have a new figure for next year?
Professional Expenses	0.00	0.00	0.00	#DIV/0!	700.00	500.00	#DIV/0!	is this needed in 2024, handled elsewhere?
Rectory Utilities	2,922.27	2,832.38	3,746.16	28.2%	3,500.00	3,900.00	4.1%	
Sabbatical plan	0.00	0.00	0.00	#DIV/0!	1,000.00	0.00	#DIV/0!	We have over \$6000 in fund, zero for next 5 yrs
Salary	43,495.92	39,508.80	47,410.56	9.0%	47,411.00	49,070.39	3.5%	vestry needs to decide on increase
Stipend Part 2	5,009.04	4,549.80	5,459.76	9.0%	5,460.00	5,651.10	3.5%	vestry needs to decide on increase
Travel	0.00	368.61	368.61	#DIV/0!	500.00	500.00	35.6%	is this needed in 2024?
Staff expenses	0.00	0.00	0.00	#DIV/0!	0.00	0.00	#DIV/0!	
Adjunct Clergy & Deacon Expenses	0.00	0.00	0.00	#DIV/0!	250.00	210.00	#DIV/0!	
Christian Ed Director	3,515.46	2,933.76	3,520.51	0.1%	3,851.00	3,643.73	3.5%	vestry needs to decide on increase
Office Manager	11,572.28	10,834.05	13,000.86	12.3%	13,072.00	13,455.89	3.5%	vestry needs to decide on increase
Organist Choir Director	7,680.12	6,976.10	8,371.32	9.0%	8,371.00	8,664.32	3.5%	vestry needs to decide on increase
Payroll Taxes	2,655.37	2,548.95	3,058.74	15.2%	3,122.00	3,165.80	3.5%	adjust based on salary increases
Supply Clergy	285.00	758.00	758.00	166.0%	500.00	800.00	5.5%	
Stewardship Expenses	0.00	0.00	0.00	#DIV/0!	0.00	0.00	#DIV/0!	
Congregational Development	0.00	0.00	0.00	#DIV/0!	400.00	0.00	#DIV/0!	new Diocesan grant will pay for this
Worship Expenses	0.00	0.00	0.00	#DIV/0!	0.00	0.00	#DIV/0!	
Altar Supplies	751.42	594.82	713.78	-5.0%	1,000.00	0.00	-100.0%	use Alter Guild fund
Music Expenses	176.00	200.00	200.00	13.6%	200.00	210.00	5.0%	

Total Expenditures	216,911.84	186,543.89	223,925.92	3.2%	231,688.00	237,508.88	6.1%
Other Expenditures							
Credit Card Charges	324.96	328.43	394.12	21.3%	0.00	410.00	4.0%
Total Other Expenditures	324.96	328.43	394.12	21.3%	0.00	410.00	4.0%
Other Financial Sources-Uses							
Transfers Out	0.00	-4,332.00	-4,332.00	#DIV/0!	0.00	-	-100.0%
Total Other Financial Sources-Uses	0.00	-4,332.00	-4,332.00	#DIV/0!	0.00	-	-100.0%
Total Revenues	225,036.44	167,782.88	195,294.29	-13.2%	216,576.00	201,693.17	3.3%
Total Expenditures	216,911.84	186,543.89	223,925.92	3.2%	231,688.00	237,508.88	6.1%
Total Other Expenditures	324.96	328.43	394.12	21.3%	0.00	410.00	4.0%
Total Other Financial Sources-Uses	0.00	-4,332.00	-4,332.00	#DIV/0!	0.00	-	-100.0%
Net Revenues	7,799.64	-23,421.44	-33,357.74		-15,112.00	-36,225.71	

COLOR KEY

no color: values from October financial budget report

yellow: 2022 actual values

blue: estimated actual values for 2023 - based on average of actual values for last 10 months, October value or other

green: 2024 proposed budget - based on 2023 value + estimated increase or other values

note that % diff is comparing 2023 estimated actual to 2024 budget; 2023 budget is only for reference and not used in calculation

orange: Budget notes -questions or comments for review

St James Episcopal
Budget Comparison for General Fund

version 9 updated: 12/8/23 3:43 PM

Account	2022 actual	2023 YTD thru OCT	2023		2023 budget	2024 bud -		Budget notes
			est actual	actual %d 2023- 22		2024 budget	2023 act diff %	
Revenues								
Brewer Fund	2,780.00				2,780.00			
Directed Giving	0.00	0.00	0.00	#DIV/0!	1,500.00	0.00	#DIV/0!	
Investment Income Keller Fund	2,698.13		2,500.00	-7.3%	2,698.00	2,500.00	0.0%	
Misc. Income	1,335.58	1,047.90	1,257.48	-5.8%	2,000.00	1,200.00	-4.6%	
Parking Income	10,830.45	8,071.25	10,526.25	-2.8%	7,200.00	10,500.00	-0.2%	using current year value
Plate Offerings	0.00	0.00	0.00	#DIV/0!	0.00	0.00	#DIV/0!	
Givers of record	1,820.00	2,588.10	3,105.72	70.6%	1,000.00	1,700.00	-45.3%	2 households converted to Pledges
Unidentified Plate	1,230.00	830.76	996.91	-19.0%	1,000.00	900.00	-9.7%	
Pledge income	0.00	0.00	0.00	#DIV/0!	0.00		#DIV/0!	
Pledges	189,297.18	141,829.69	160,809.69	-15.0%	182,300.00	168,312.00	4.7%	total from pledge cards + \$6000 additional est
Rent CCCC	15,045.10	13,415.18	16,098.24	7.0%	16,098.00	16,581.17	3.0%	3% increase per contract
							#DIV/0!	
Total Revenues	225,036.44	167,782.88	195,294.29	-13.2%	216,576.00	201,693.17	3.3%	
Expenditures								
Administration Expenses	0.00	0.00	0.00	#DIV/0!	0.00	0.00	#DIV/0!	
Advertising	732.00	827.90	943.80	28.9%	750.00	975.00	3.3%	
Bookkeeping Services	1,583.56	1,371.46	1,645.75	3.9%	1,919.00	1,700.00	3.3%	
Computer Expenses	3,715.58	3,076.13	3,691.36	-0.7%	4,000.00	3,825.00	3.6%	
Convention Travel	792.40	0.00	529.00	-33.2%	1,500.00	600.00	13.4%	
Copier	1,940.53	1,801.35	2,161.62	11.4%	1,800.00	2,250.00	4.1%	look at what charges have been
Forward Movement	654.00	154.00	184.80	-71.7%	190.00	195.00	5.5%	
Misc & Contingencies	0.00	424.13	508.96	#DIV/0!	250.00	510.00	0.2%	
Office Supplies	1,541.77	1,188.54	1,426.25	-7.5%	2,900.00	1,475.00	3.4%	
Paper	206.66	179.43	215.32	4.2%	300.00	235.00	9.1%	
Postage	542.94	485.53	582.64	7.3%	600.00	610.00	4.7%	
Building and Grounds Expenses	0.00	0.00	0.00	#DIV/0!	0.00	0.00	#DIV/0!	
Carpet Cleaning	0.00	-500.00	0.00	#DIV/0!	500.00	0.00	#DIV/0!	CCC will fund this, make zero
Property Insurance	7,448.00	6,171.75	7,406.10	-0.6%	7,500.00	9,199.00	24.2%	using new current year value, may increase
Property Upkeep	29,136.60	22,592.37	27,110.84	-7.0%	26,480.00	28,500.00	5.1%	
Utilities and Telephone	17,702.10	16,676.78	19,387.82	9.5%	16,000.00	20,000.00	3.2%	
Diocesan Assessment	44,636.16	39,682.90	47,619.48	6.7%	47,620.00	49,038.66	3.0%	from Diocesan Assessment letter
Ministry Expenses	0.00	0.00	0.00	#DIV/0!	0.00	0.00	#DIV/0!	

12th Night Party	295.92				0.00			
Camperships/Leaders in Training	0.00	0.00	0.00	#DIV/0!	200.00	0.00	#DIV/0!	not using
Christian Education/Formation	694.38	816.96	816.96	17.7%	1,500.00	0.00	-100.0%	use Christian Formation fund
Youth Ministry						0.00		will use Jaekel funds for this year
College Ministry Support	200.00	166.18	166.18	-16.9%	1,000.00	0.00	-100.0%	use College Ministry fund
Nursery	304.16	358.90	358.90	18.0%	500.00	450.00	25.4%	
Parish Activities	57.22	667.57	667.57	1066.7%	1,500.00	1,000.00	49.8%	
Supplies/Coffee etc.	212.51	784.86	941.83	343.2%	500.00	975.00	3.5%	
Outreach Expenses	0.00	0.00	0.00	#DIV/0!	3,720.00	3,100.00	#DIV/0!	
Miscellaneous Outreach	6,498.00				0.00			
Rectors Discretionary Fund	0.00	0.00	0.00	#DIV/0!	600.00	600.00	#DIV/0!	
Rector Expenses	0.00	0.00	0.00	#DIV/0!	0.00	0.00	#DIV/0!	
Continuing Education	190.11	309.08	309.08	62.6%	250.00	500.00	61.8%	
Health Insurance	9,393.00	8,560.00	10,272.00	9.4%	10,272.00	11,000.00	7.1%	do we have a new figure for next year?
Pension Fund	10,371.36	8,642.80	10,371.36	0.0%	10,000.00	11,000.00	6.1%	do we have a new figure for next year?
Professional Expenses	0.00	0.00	0.00	#DIV/0!	700.00	500.00	#DIV/0!	is this needed in 2024, handled elsewhere?
Rectory Utilities	2,922.27	2,832.38	3,746.16	28.2%	3,500.00	3,900.00	4.1%	
Sabbatical plan	0.00	0.00	0.00	#DIV/0!	1,000.00	0.00	#DIV/0!	We have over \$6000 in fund, zero for next 5 yrs
Salary	43,495.92	39,508.80	47,410.56	9.0%	47,411.00	49,070.39	3.5%	vestry needs to decide on increase
Stipend Part 2	5,009.04	4,549.80	5,459.76	9.0%	5,460.00	5,651.10	3.5%	vestry needs to decide on increase
Travel	0.00	368.61	368.61	#DIV/0!	500.00	500.00	35.6%	is this needed in 2024?
Staff expenses	0.00	0.00	0.00	#DIV/0!	0.00	0.00	#DIV/0!	
Adjunct Clergy & Deacon Expenses	0.00	0.00	0.00	#DIV/0!	250.00	210.00	#DIV/0!	
Christian Ed Director	3,515.46	2,933.76	3,520.51	0.1%	3,851.00	3,643.73	3.5%	vestry needs to decide on increase
Office Manager	11,572.28	10,834.05	13,000.86	12.3%	13,072.00	13,455.89	3.5%	vestry needs to decide on increase
Organist Choir Director	7,680.12	6,976.10	8,371.32	9.0%	8,371.00	8,664.32	3.5%	vestry needs to decide on increase
Payroll Taxes	2,655.37	2,548.95	3,058.74	15.2%	3,122.00	3,165.80	3.5%	adjust based on salary increases
Supply Clergy	285.00	758.00	758.00	166.0%	500.00	800.00	5.5%	
Stewardship Expenses	0.00	0.00	0.00	#DIV/0!	0.00	0.00	#DIV/0!	
Congregational Development	0.00	0.00	0.00	#DIV/0!	400.00	0.00	#DIV/0!	new Diocesan grant will pay for this
Worship Expenses	0.00	0.00	0.00	#DIV/0!	0.00	0.00	#DIV/0!	
Altar Supplies	751.42	594.82	713.78	-5.0%	1,000.00	0.00	-100.0%	use Alter Guild fund
Music Expenses	176.00	200.00	200.00	13.6%	200.00	210.00	5.0%	
Total Expenditures	216,911.84	186,543.89	223,925.92	3.2%	231,688.00	237,508.88	6.1%	
Other Expenditures								
Credit Card Charges	324.96	328.43	394.12	21.3%	0.00	410.00	4.0%	
Total Other Expenditures	324.96	328.43	394.12	21.3%	0.00	410.00	4.0%	

Other Financial Sources-Uses							
Transfers Out	0.00	-4,332.00	-4,332.00	#DIV/0!	0.00		-100.0%
Total Other Financial Sources-Uses	0.00	-4,332.00	-4,332.00	#DIV/0!	0.00	-	-100.0%
Total Revenues	225,036.44	167,782.88	195,294.29	-13.2%	216,576.00	201,693.17	3.3%
Total Expenditures	216,911.84	186,543.89	223,925.92	3.2%	231,688.00	237,508.88	6.1%
Total Other Expenditures	324.96	328.43	394.12	21.3%	0.00	410.00	4.0%
Total Other Financial Sources-Uses	0.00	-4,332.00	-4,332.00	#DIV/0!	0.00	-	-100.0%
Net Revenues	7,799.64	-23,421.44	-33,357.74		-15,112.00	-36,225.71	

COLOR KEY

no color: values from October financial budget report

yellow: 2022 actual values

blue: estimated actual values for 2023 - based on average of actual values for last 10 months, October value or other

green: 2024 proposed budget - based on 2023 value + estimated increase or other values

note that % diff is comparing 2023 estimated actual to 2024 budget; 2023 budget is only for reference and not used in calculation

orange: Budget notes -questions or comments for review

St James Episcopal

Budget Comparison for General Fund

Account	-----Current Month (November)-----			-----Year To Date (November FY 2023)-----		
	Actual	Budget	Last Year	Actual	Budget	Last Year
Revenues						
Brewer Fund	0.00	2,780.00	2,780.00	0.00	2,780.00	2,780.00
Directed Giving	0.00	125.00	0.00	0.00	1,375.00	0.00
Investment Income Keller Fund	0.00	2,698.00	2,698.13	0.00	2,698.00	2,698.13
Misc. Income	6.00	125.00	176.08	1,053.90	1,875.00	1,260.58
Parking Income	2,455.00	1,500.00	2,561.45	10,526.25	7,200.00	10,830.45
SubTotal Misc. Income	2,461.00	1,625.00	2,737.53	11,580.15	9,075.00	12,091.03
Plate Offerings	0.00	0.00	0.00	0.00	0.00	0.00
Givers of record	100.00	85.00	0.00	2,688.10	915.00	820.00
Unidentified Plate	11.00	85.00	65.00	841.76	915.00	938.00
SubTotal Plate Offerings	111.00	170.00	65.00	3,529.86	1,830.00	1,758.00
Pledge income	0.00	0.00	0.00	0.00	0.00	0.00
Pledges	8,045.00	12,975.00	10,415.00	149,874.69	162,675.00	175,392.18
SubTotal Pledge income	8,045.00	12,975.00	10,415.00	149,874.69	162,675.00	175,392.18
Rent CCCC	1,341.52	1,341.00	1,253.76	14,756.70	14,757.00	13,791.36
Total Revenues	11,958.52	21,714.00	19,949.42	179,741.40	195,190.00	208,510.70
Expenditures						
Administration Expenses	0.00	0.00	0.00	0.00	0.00	0.00
Advertising	51.12	62.00	57.95	879.02	688.00	686.83
Bookkeeping Services	252.99	160.00	160.94	1,624.45	1,760.00	1,493.43
Computer Expenses	2,140.33	334.00	372.35	5,252.07	3,666.00	3,700.58
Convention Travel	0.00	125.00	396.20	529.42	1,375.00	792.40
Copier	245.97	150.00	141.87	2,047.32	1,650.00	1,749.50
Forward Movement	0.00	15.00	0.00	154.00	175.00	654.00
Misc & Contingencies	0.00	20.00	0.00	424.13	230.00	0.00
Office Supplies	50.32	241.00	122.44	987.59	2,659.00	956.02
Paper	87.86	25.00	0.00	453.96	275.00	206.66
Postage	289.40	50.00	294.84	774.93	550.00	542.94
SubTotal Administration Expenses	3,117.99	1,182.00	1,546.59	13,126.89	13,028.00	10,782.36
Building and Grounds Expenses	0.00	0.00	0.00	0.00	0.00	0.00
Carpet Cleaning	0.00	0.00	0.00	-500.00	500.00	0.00
Property Insurance	2,299.75	1,875.00	1,936.00	8,471.50	7,500.00	7,448.00
Property Upkeep	4,750.80	2,206.00	2,620.46	27,487.08	24,274.00	27,691.68
Utilities and Telephone	1,494.08	1,500.00	1,339.09	18,170.86	14,500.00	15,665.18
SubTotal Building and Grounds Expenses	8,544.63	5,581.00	5,895.55	53,629.44	46,774.00	50,804.86
Diocesan Assessment	3,968.29	3,969.00	3,719.68	43,651.19	43,651.00	40,916.48
Ministry Expenses	0.00	0.00	0.00	0.00	0.00	0.00
Camperships/Leaders in Training	0.00	0.00	0.00	0.00	200.00	0.00
Christian Education/Formation	242.94	125.00	58.66	1,077.15	1,375.00	589.98
College Ministry Support	0.00	84.00	0.00	166.18	916.00	200.00
Nursery	120.00	42.00	57.50	478.90	458.00	264.16
Parish Activities	0.00	125.00	0.00	918.84	1,375.00	57.22
Supplies/Coffee etc.	18.38	41.00	0.00	803.24	459.00	212.51
SubTotal Ministry Expenses	381.32	417.00	116.16	3,444.31	4,783.00	1,323.87
Outreach Expenses	0.00	310.00	0.00	0.00	3,410.00	0.00
Rectors Discretionary Fund	0.00	50.00	0.00	0.00	550.00	0.00
SubTotal Outreach Expenses	0.00	360.00	0.00	0.00	3,960.00	0.00
Rector Expenses	0.00	0.00	0.00	0.00	0.00	0.00
Continuing Education	0.00	20.00	0.00	309.08	230.00	190.11
Health Insurance	856.00	856.00	851.00	9,416.00	9,416.00	8,537.00
Pension Fund	864.28	833.00	864.28	9,507.08	9,167.00	9,507.08

St James Episcopal

Account	-----Current Month (November)-----			-----Year To Date (November FY 2023)-----		
	Actual	Budget	Last Year	Actual	Budget	Last Year
Professional Expenses	0.00	58.00	0.00	0.00	642.00	0.00
Rectory Utilities	212.94	291.00	263.70	3,045.32	3,209.00	2,680.32
Sabbatical plan	0.00	83.00	0.00	0.00	917.00	0.00
Salary	3,950.88	3,951.00	3,624.66	43,459.68	43,461.00	39,871.26
Stipend Part 2	454.98	455.00	417.42	5,004.78	5,005.00	4,591.62
Travel	356.67	41.00	0.00	725.28	459.00	0.00
SubTotal Rector Expenses	6,695.75	6,588.00	6,021.06	71,467.22	72,506.00	65,377.39
Staff expenses	0.00	0.00	0.00	0.00	0.00	0.00
Adjunct Clergy & Deacon Expenses	0.00	20.00	0.00	0.00	230.00	0.00
Christian Ed Director	368.64	321.00	295.89	3,302.40	3,531.00	3,120.94
Office Manager	972.48	1,089.00	1,059.63	11,806.53	11,983.00	10,735.73
Organist Choir Director	697.61	697.00	640.01	7,673.71	7,674.00	7,040.11
Payroll Taxes	155.97	260.00	152.66	2,704.92	2,862.00	2,512.23
Supply Clergy	0.00	0.00	0.00	758.00	500.00	285.00
SubTotal Staff expenses	2,194.70	2,387.00	2,148.19	26,245.56	26,780.00	23,694.01
Stewardship Expenses	106.31	0.00	0.00	106.31	0.00	0.00
Congregational Development	0.00	33.00	0.00	0.00	367.00	0.00
SubTotal Stewardship Expenses	106.31	33.00	0.00	106.31	367.00	0.00
Worship Expenses	0.00	0.00	0.00	0.00	0.00	0.00
Altar Supplies	23.97	83.00	53.95	618.79	917.00	607.44
Music Expenses	182.00	16.00	176.00	382.00	184.00	176.00
SubTotal Worship Expenses	205.97	99.00	229.95	1,000.79	1,101.00	783.44
Total Expenditures	25,214.96	20,616.00	19,677.18	212,671.71	212,950.00	193,682.41
Other Expenditures						
Credit Card Charges	0.00	0.00	11.81	328.43	0.00	217.01
Total Other Expenditures	0.00	0.00	11.81	328.43	0.00	217.01
Other Financial Sources-Uses						
Transfers Out	0.00	0.00	0.00	-4,332.00	0.00	0.00
Total Other Financial Sources-Uses	0.00	0.00	0.00	-4,332.00	0.00	0.00
Total Revenues	11,958.52	21,714.00	19,949.42	179,741.40	195,190.00	208,510.70
Total Expenditures	25,214.96	20,616.00	19,677.18	212,671.71	212,950.00	193,682.41
Total Other Expenditures	0.00	0.00	11.81	328.43	0.00	217.01
Total Other Financial Sources-Uses	0.00	0.00	0.00	-4,332.00	0.00	0.00
Net Revenues	-13,256.44	1,098.00	260.43	-37,590.74	-17,760.00	14,611.28

St James Episcopal

Statement of Financial Position For All Funds as of 11/30/2023

Assets

Bank

Pay Pal Account	2,379.70
US Bank Checking	38,534.69
Jones Money-Market	333,774.71

Total Bank **374,689.10**

Other Current Assets

Diocesan Investment Pool	
Endowment College Work	44,898.00
Endowment Organ	18,122.27
Endowment St. James	26,498.51
Total Diocesan Investment Pool	89,518.78

Total Other Current Assets **89,518.78**

Total Assets **464,207.88**

Liabilities

Other Current Liabilities

Payroll Withholding & Taxes	
Federal Withholding Tax Payable	499.02
FICA Tax Payable-Employer	253.59
FICA Tax Withholding-Employee	272.64
Medicare Tax Payable-Employer	63.77
Medicare Tax Withholding-Employee	59.32

Total Payroll Withholding & Taxes 1,148.34

WA State Long Term Care Insurance 79.29

Special Contributions Liabilities

DC - Almoners Liab	992.85
DC - Backpack Fund	8,582.08
DC - Choir	500.00
DC - College Work Liab	1,185.00
DC - Diocese Loan Payments	100.00
DC - Landscaping Project	1,007.15
DC - Little Food Pantry	2,635.98
DC - Prepaid Pledges	6,650.00
DC Food for Families	1,304.15
DC General Pass through Liab	100.00
DC Juniper Replacement	10,000.00
SC - Birthday Offerings Liab	157.25
SC - Haiti	3,500.00
SC - Sunday School Offering	181.04

Total Special Contributions Liabilities 36,895.50

Total Other Current Liabilities **38,123.13**

Total Liabilities **38,123.13**

Net Assets

Unrestricted

Altar Guild Fund	4,018.90
Brewer Bequest	227,262.97
Christian Formation Fund	11,888.01

St James Episcopal

Statement of Financial Position For All Funds as of 11/30/2023

Day-care Maintenance	18.21
ELM (YACM) Grant	-337.74
Endowment St. James Fund	45,228.06
General Fund	3,387.96
Major Improvements/Repair Fund	-241.92
Memorial Fund	21,027.58
Outreach Seed Fund	1,057.43
Parking Lot Maintenance	10,052.61
Reserve Fund	12,780.50
Revolving Loan Fund	200.00
Sabbatical Fund	6,495.12
Total Unrestricted	342,837.69
Restricted	
Creative Ministries Grant	1,001.84
Endowment College Work Fund	48,239.10
Endowment Organ Fund	19,900.28
Lilly Grant	-1,019.63
Raise the Roof	-1,623.06
Rectors Discretionary Fund	2,593.90
Window Fund	7,011.35
Youth Ministry (Jaekel)	7,143.28
Total Restricted	83,247.06
Total Net Assets	426,084.75
Total Liabilities + Net Assets	464,207.88

Rector's Housing Resolution 2024

The following resolution was duly adopted by the vestry of St. James Episcopal Church at a regularly scheduled meeting held on December 12, 2023, a quorum being present:

Whereas, the Reverend Linda M Young is compensated by St. James Episcopal Church exclusively for services as a minister of the Gospel; and

Whereas, St. James Episcopal Church provides Rev. Young with rent free use of a church-owned rectory as compensation for services that she renders to the church in the exercise of her ministry; and

Whereas, Rev. Young incurs expenses for living in church provided housing; therefore, it is hereby

Resolved, that the annual compensation paid to Rev. Young for calendar year 2024 shall be \$ _____ of which, \$6000 (\$500/month) is hereby designated to be a housing allowance pursuant to Section 107 of the Internal Revenue Code; and it is further

Resolved, that the designation of \$6000 as a housing allowance shall apply to calendar year 2024 and all future years unless otherwise provided by the vestry; and it is further

Resolved, that as additional compensation to Rev. Young for calendar year 2024 and for all future years unless otherwise provided for by this vestry, Rev. Young shall be permitted to live in the church-owned rectory located at 1500 NE Stadium Way, and that no rent or other fee shall be payable by Rev. Young for such occupancy and use.