

St James Episcopal

Budget Comparison for General Fund

Account	-----Current Month (May)-----			-----Year To Date (May FY 2023)-----		
	Actual	Budget	Last Year	Actual	Budget	Last Year
Revenues						
Directed Giving	0.00	125.00	0.00	0.00	625.00	0.00
Misc. Income	321.40	125.00	0.00	685.90	1,125.00	50.00
Parking Income	2,765.00	1,500.00	2,333.00	2,765.00	1,500.00	2,333.00
SubTotal Misc. Income	3,086.40	1,625.00	2,333.00	3,450.90	2,625.00	2,383.00
Plate Offerings	0.00	0.00	0.00	0.00	0.00	0.00
Givers of record	150.00	85.00	0.00	2,238.10	425.00	820.00
Unidentified Plate	100.11	85.00	185.00	471.76	425.00	533.00
SubTotal Plate Offerings	250.11	170.00	185.00	2,709.86	850.00	1,353.00
Pledge income	0.00	0.00	0.00	0.00	0.00	0.00
Pledges	10,425.00	12,975.00	17,780.00	75,555.00	71,525.00	87,245.31
SubTotal Pledge income	10,425.00	12,975.00	17,780.00	75,555.00	71,525.00	87,245.31
Rent CCCC	1,341.52	1,342.00	1,253.76	6,707.58	6,710.00	6,268.80
Total Revenues	15,103.03	16,237.00	21,551.76	88,423.34	82,335.00	97,250.11
Expenditures						
Administration Expenses	0.00	0.00	0.00	0.00	0.00	0.00
Advertising	156.22	63.00	150.26	499.69	315.00	487.77
Bookkeeping Services	150.48	160.00	128.75	771.21	800.00	695.15
Computer Expenses	22.84	333.00	191.43	1,611.48	1,665.00	1,515.34
Convention Travel	0.00	125.00	0.00	0.00	625.00	0.00
Copier	200.47	150.00	244.75	1,078.26	750.00	836.23
Forward Movement	38.50	16.00	0.00	115.50	80.00	77.00
Misc & Contingencies	0.00	21.00	0.00	205.00	105.00	0.00
Office Supplies	107.35	242.00	8.00	1,060.66	1,210.00	49.52
Paper	0.00	25.00	0.00	129.62	125.00	193.95
Postage	72.60	50.00	0.00	309.33	250.00	232.00
SubTotal Administration Expenses	748.46	1,185.00	723.19	5,780.75	5,925.00	4,086.96
Building and Grounds Expenses	0.00	0.00	0.00	0.00	0.00	0.00
Carpet Cleaning	0.00	500.00	0.00	-500.00	500.00	0.00
Property Insurance	1,936.00	1,875.00	1,788.00	3,872.00	3,750.00	3,576.00
Property Upkeep	1,410.30	2,207.00	1,153.29	14,248.59	11,035.00	15,986.05
Utilities and Telephone	1,356.30	1,200.00	1,692.41	9,897.88	6,800.00	8,298.57
SubTotal Building and Grounds Expenses	4,702.60	5,782.00	4,633.70	27,518.47	22,085.00	27,860.62
Diocesan Assessment	3,968.29	3,968.00	3,719.68	19,841.45	19,840.00	18,598.40
Ministry Expenses	0.00	0.00	0.00	0.00	0.00	0.00
Camperships/Leaders in Training	0.00	200.00	0.00	0.00	200.00	0.00
Christian Education/Formation	0.00	125.00	0.00	381.55	625.00	327.45
College Ministry Support	0.00	83.00	0.00	98.19	415.00	0.00
Nursery	86.70	42.00	38.33	168.90	210.00	126.66
Parish Activities	0.00	125.00	0.00	533.80	625.00	0.00
Supplies/Coffee etc.	0.00	42.00	0.00	488.92	210.00	15.47
SubTotal Ministry Expenses	86.70	617.00	38.33	1,671.36	2,285.00	469.58
Outreach Expenses	0.00	310.00	0.00	0.00	1,550.00	0.00
Rectors Discretionary Fund	0.00	50.00	0.00	0.00	250.00	0.00
SubTotal Outreach Expenses	0.00	360.00	0.00	0.00	1,800.00	0.00
Rector Expenses	0.00	0.00	0.00	0.00	0.00	0.00
Continuing Education	0.00	21.00	0.00	110.00	105.00	0.00
Health Insurance	856.00	856.00	851.00	4,280.00	4,280.00	3,431.00
Pension Fund	864.28	833.00	864.28	4,321.40	4,169.00	4,321.40
Professional Expenses	0.00	58.00	0.00	0.00	294.00	0.00
Rectory Utilities	186.85	292.00	110.18	973.88	1,460.00	932.16

St James Episcopal

Account	-----Current Month (May)-----			-----Year To Date (May FY 2023)-----		
	Actual	Budget	Last Year	Actual	Budget	Last Year
Sabbatical plan	0.00	83.00	0.00	0.00	419.00	0.00
Salary	3,950.88	3,951.00	3,624.66	19,754.40	19,755.00	18,123.30
Stipend Part 2	454.98	455.00	417.42	2,274.90	2,275.00	2,087.10
Travel	96.83	42.00	0.00	96.83	210.00	0.00
SubTotal Rector Expenses	6,409.82	6,591.00	5,867.54	31,811.41	32,967.00	28,894.96
Staff expenses	0.00	0.00	0.00	0.00	0.00	0.00
Adjunct Clergy & Deacon Expenses	0.00	21.00	0.00	0.00	105.00	0.00
Christian Ed Director	307.20	321.00	309.98	1,597.44	1,605.00	1,542.86
Office Manager	1,215.60	1,089.00	1,115.40	5,460.08	5,449.00	4,907.76
Organist Choir Director	697.61	698.00	640.01	3,488.05	3,490.00	3,200.05
Payroll Taxes	169.87	260.00	157.99	1,284.38	1,302.00	1,193.36
Supply Clergy	188.00	0.00	0.00	188.00	0.00	0.00
SubTotal Staff expenses	2,578.28	2,389.00	2,223.38	12,017.95	11,951.00	10,844.03
Stewardship Expenses	0.00	0.00	0.00	0.00	0.00	0.00
Congregational Development	0.00	33.00	0.00	0.00	169.00	0.00
SubTotal Stewardship Expenses	0.00	33.00	0.00	0.00	169.00	0.00
Worship Expenses	0.00	0.00	0.00	0.00	0.00	0.00
Altar Supplies	107.90	83.00	210.47	436.97	419.00	262.16
Music Expenses	0.00	17.00	0.00	0.00	85.00	0.00
SubTotal Worship Expenses	107.90	100.00	210.47	436.97	504.00	262.16
Total Expenditures	18,602.05	21,025.00	17,416.29	99,078.36	97,526.00	91,016.71
Other Expenditures						
Credit Card Charges	0.00	0.00	9.83	61.47	0.00	94.40
Total Other Expenditures	0.00	0.00	9.83	61.47	0.00	94.40
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	15,103.03	16,237.00	21,551.76	88,423.34	82,335.00	97,250.11
Total Expenditures	18,602.05	21,025.00	17,416.29	99,078.36	97,526.00	91,016.71
Total Other Expenditures	0.00	0.00	9.83	61.47	0.00	94.40
Total Other Financial Sources-Uses	0.00	0.00	0.00	-4,332.00	0.00	0.00
Net Revenues	-3,499.02	-4,788.00	4,125.64	-15,048.49	-15,191.00	6,139.00

St James Episcopal

Statement of Financial Position For All Funds as of 05/31/2023

Assets

Bank

Pay Pal Account	5,442.83
US Bank Checking	38,211.89
Jones Money-Market	326,175.95

Total Bank 369,830.67

Other Current Assets

Diocesan Investment Pool	
Endowment College Work	44,898.00
Endowment Jaekel Fund	5,708.75
Endowment Organ	18,122.27
Endowment St. James	26,498.51
Total Diocesan Investment Pool	<u>95,227.53</u>

Total Other Current Assets 95,227.53

Total Assets 465,058.20

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Liabilities

Other Current Liabilities

Payroll Withholding & Taxes	
Federal Withholding Tax Payable	499.02
FICA Tax Payable-Employer	265.02
FICA Tax Withholding-Employee	265.02
Medicare Tax Payable-Employer	61.99
Medicare Tax Withholding-Employee	61.99

Total Payroll Withholding & Taxes 1,153.04

Special Contributions Liabilities

DC - Almoners Liab	492.85
DC - Backpack Fund	6,113.08
DC - Choir	500.00
DC - College Work Liab	1,185.00
DC - Diocese Loan Payments	100.00
DC - Landscaping Project	1,655.71
DC - Little Food Pantry	3,008.47
DC - Prepaid Pledges	19,950.00
DC General Pass through Liab	-260.39
SC - Sunday School Offering	181.04
SC United Thank Offering	20.00

Total Special Contributions Liabilities 32,945.76

Total Other Current Liabilities 34,098.80

Total Liabilities 34,098.80

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Net Assets

Unrestricted

Altar Guild Fund	-1,031.10
Brewer Bequest	227,262.97
Christian Formation Fund	11,888.01
College Endowment	-200.00
Day-care Maintenance	-60.96
ELM (YACM) Grant	-282.93

St James Episcopal

Statement of Financial Position For All Funds as of 05/31/2023

Endowment Jaekel	5,741.02
Endowment St. James Fund	45,228.06
General Fund	26,313.39
Major Improvements/Repair Fund	-120.96
Memorial Fund	20,827.58
Outreach Seed Fund	1,057.43
Parking Lot Maintenance	12,266.18
Raise the Roof	-19,291.14
Reserve Fund	12,780.50
Revolving Loan Fund	200.00
Sabbatical Fund	6,495.12
Total Unrestricted	349,073.17
Restricted	
Creative Ministries Grant	1,106.93
Endowment College Work Fund	48,239.10
Endowment Organ Fund	19,900.28
Lilly Grant	-1,019.63
Rectors Discretionary Fund	6,648.20
Window Fund	7,011.35
Total Restricted	81,886.23
Total Net Assets	430,959.40
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Total Liabilities + Net Assets	465,058.20
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St. James Episcopal Church Vestry Minutes, May 9, 2023

In person

Present: Rev. Linda Young, Sr. Warden Mary Flores, Jr. Warden Sharon Nitz, Judy Croskey, Treasurer Doug Adams, Dennis Edgcombe, Barbara Johnson, Rex Burns, Helen Smith, Becky Kramer. Guest: Dean Ritche.

Meeting began at 7 pm

Check-in with Vestry members

Prayer: Ezekiel 36: 24-28

Consent Agenda and attachments *MSP*

Minutes from the March meeting

Treasurer's report – 2023

Calendar

- May 6 – Graduation parking
- May 28 – Pentecost (speaking in “tongues”)
- June 4 – Summer church schedule with one Eucharist at 9 am
- July 25 – Feast of St. James

Discussion

RenewalWorks: Dean Ritche presented the RenewalWorks report, explaining the program and discussing recommendations by the committee. Dean noted that RenewalWorks suggests adopting one thing to work on, with the goal of changing habits. Doug Adams thanked the committee members for their work.

Treasurer's report: Doug gave the treasurer's report. We have \$2,000 in the birthday fund. Vestry members discussed sending that money to Camp Cross for the camp's 100th anniversary. Vestry later voted by email to do this.

Raise the Roof update: To date, the church has received \$65,000 in pledges, with \$45,245 already in the bank. Senior Warden Mary Flores will announce the total on Mother's Day in church and thank the congregation for their generosity. Becky Kramer suggested that thank yous be sent to the people who pledged.

Junior Warden Sharon Nitz mentioned that additional expenses could come in with the roof project. Repairing water damage from leaks is one example. We also need an electrician to put electrical tape on the drain for the flat roof. Snow melts and pools by the drain, then the water freezes at night when the sanctuary is not heated.

ELM update: The Episcopal-Lutheran-Methodist Campus Ministry concluded its second year. Rev. Linda Young invited Vestry members to attend the end of the school year gathering. Mary and Doug and Linda Adams attended. Besides the Wednesday night supper and program, ELM has added a Sunday night “Thirsty Theology” event where people meet at a restaurant to discuss faith and current events.

Linda also presented the 2022 Parochial Report, which the Vestry voted to accept.

Vestry will not meet in July but will schedule a short retreat in the summer. Mary will send out a poll to determine a date that works for the group.

Votes from this meeting (and email follow-up)

- Send \$2,000 in Birthday Fund to Camp Cross for the camp's 100th anniversary. (by email)
- Accept the 2022 Parochial Report. *MSP*

Compline and adjourn

Vestry retreat, June 23, 2023

Present: Rev. Linda Young, Senior Warden Mary Flores, Junior Warden Sharon Nitz, Judy Croskey, Barbara Johnson, Helen Smith, Becky Kramer.

Absent: Rex Burns.

Opening prayer and scripture: John 13:1-20, 33-35

Discussion: Our discussion focused mainly on the allocation of the John Brewer Bequest for “charitable and religious purposes.”

Sharon Nitz also discussed setting and discerning goals for the St. James community. She suggested discussing goals at Sunday coffee hour and renewal workshops. The emphasis: Our foundation is the love of God.

Decisions *MSP*

- Access the Jaekel Endowment funds to hire a youth coordinator and pay youth program expenses. The youth coordinator will be paid at the same hourly rate as the children’s education coordinator.
- Subject to the advice of the Diocese staff:

\$25,000 of the John Brewer bequest will be allocated by the vestry for charitable purposes at a rate of \$5,000 per year over five years.

The remaining funds shall be invested.

Four percent of the principal shall be allocated annually for the John Brewer Arts series. The balance remaining after the arts series costs will be allocated by the vestry.

In exceptional circumstances, the vestry may authorize use of principal greater than four percent annually.