

Parish of St. Mark & St. Paul, Sewanee, Tennessee
Vestry Agenda for February 16, 2023
5:30 pm, Hethcock Room or Kennerly Hall

I. Opening Devotions	
II. Minutes from the January regular meeting	5:40
III. Vestry roles & responsibilities	5:45
IV. Treasurer's Report	6:00
V. Rector's Report	6:15
VI. Committee reports as necessary	6:30
VII. [New Business (none submitted)]	
IX. Closing Prayers	7:00

The Vestry meets at 5:30pm normally on the third Thursday of each month: March 16, April 20, May 18, June 15, [July 20], August 17, September 21, October 19, November 16, December 21 (or 14). According to diocesan canons, we must meet at least quarterly. The Diocese of Tennessee requires that actions via Zoom or teleconference be ratified at an in-person meeting afterward.

Parish of St. Mark & St. Paul, Sewanee Tennessee
Vestry Monthly Meeting – January 12, 2023, 5:30 P.M
Hethcock Room

Present: The Rev. Rob Lamborn, Robin Bates, Kathryn Bruce, Jay Fisher, Beth Chamberlain, Betty Carpenter, Diane Jones, Alec Moseley, Beth Wiley, Dorothy Gates, Tom Phelps, Lynn Taylor

Absent: Lynn Stubblefield

Opening Devotions – Fr. Rob led the Vestry in *An Order of Worship for the Evening* (BCP, p. 109) and Betty Carpenter read the Gospel reading for Jan. 15, 2023.

Elections for Positions of Clerk and Senior and Junior Wardens–

Fr. Rob stated that the first order of business was to elect a Clerk of the Vestry. He indicated that Kathryn Bruce, current clerk, was willing and eligible to be elected. Dorothy Gates moved to nominate Kathryn Bruce to serve as Clerk. Robin Bates seconded the motion. A call for further nominations was opened. Beth Chamberlain moved to close the nominations and Jay Fisher seconded the motion. By vote of acclamation, Kathryn Bruce was elected.

Fr. Rob opened nominations for Senior Warden. He stated that Lynn Taylor was willing and eligible to be elected. Beth Chamberlain moved to nominate Lynn Taylor for this position. Beth Wiley seconded the motion. Jay Fisher moved to close the nominations. Beth Wiley seconded this motion. Lynn Taylor was elected Senior Warden unanimously.

Fr. Rob opened nominations for Junior Warden. Lynn Taylor nominated Diane Jones for this position. Beth Wiley seconded this motion. Dorothy Gates moved to close nominations. Jay Fisher seconded this motion. Diane Jones was elected Junior Warden unanimously by the Vestry.

Fr. Rob introduced Sarah Edmonds, the new Director of CAC. Sarah offered gratitude for the support of the parish and provided a report of December CAC activities.

December 2022 Minutes – Corrections to the December minutes include:

- 1) Alec Moseley was absent and not listed in the minutes as such;
- 2) page 2, number should be 4570;
- 3) page 4, the comma is in the incorrect location for 4,3340. It was suggested to edit that section further by inserting a period after “Resolution” and to replace the words “with addition of” to “including the”.

Beth Wiley moved to accept the December Vestry minutes with the stated corrections. Jay Fisher seconded this motion. The vestry voted unanimously to accept the corrected minutes.

Treasurer’s Report –

Alec Moseley provided a written report for the Vestry and copies of the Operating Statement of Activities, Statement of Financial Position, Summary of Restricted & Vestry-Designated Accounts and the CAC Statement of Activities. Alec Moseley and Beth Wiley offered clarification about the incomplete receipt of pledges for 2022 with Beth stating the deficit is about \$10,000.

Fr. Rob expressed deep gratitude to Alec for his service as Treasurer and his commitment to keeping the Vestry aware of the financial matters of St. Mark and St. Paul.

Fr. Rob opened the floor for nominations for the position of Treasurer. Beth Chamberlain nominated Beth Wiley for this position. Robin Bates seconded this nomination. No further nominations were received. Tom Phelps moved to close the nominations. Lynn Taylor seconded this motion. Beth Wiley was elected Treasurer unanimously.

Duties and Process of Vestry Service –

Norms/Responsibilities --Fr. Rob provided information about the work of the Vestry to all Vestry members, including the newly elected members. He also

provided forms authorizing background checks to new Vestry members and requested those forms be completed and returned to him and/or Frieda Hawkins, the parish administrator.

Fr. Rob provided a copy of “What We’re About on Vestry” to all Vestry members. He reminded the Vestry that all members of the church are called to ministry. Fr. Rob identified key elements of the responsibilities of Vestry members and aspects about the meeting process that support efficient and effective meetings. Fr. Rob reminded the Vestry that in the Diocese of Tennessee the Rector does not have a vote on Vestry business.

Vestry of the Day --Rob stated that the parish administrator manages the schedule of “Vestry of the Day”. The weekly designated Vestry member serves in this capacity at each Sunday service. Typically, this person is not assigned to be the teller. However, Beth Wiley and Fr. Rob will confirm with the parish administrator that two people are assigned to serve as tellers each week. Fr. Rob will also look for the “Vestry of the Day Guide” document which outlines the duties for this role. It was suggested this guide be shared with Vestry members and also be posted near the Vestry members’ mailboxes.

COVID protocols-- The parish will continue to follow the CDC guidelines and the parish COVID protocols.

Installation of new members – The installation of new vestry members will be held on Sunday, January 15, 2022.

Date of Vestry retreat -- The date for this event is tentatively set for Saturday, March 4.

Rector’s Report –

Fr. Rob provided a written report of his recent activities. He elaborated on the search committee for the organist. Beth Chamberlain, a member of the committee, asked the Vestry for prayers for the process. Dorothy Gates suggested posting the position with the Diocese in its electronic newsletter.

John Gatta, Beth Wiley, and Rob Lamborn played Christmas carols on their clarinets and trombone for the residents of Franklin Manor, including parishioner David Kearley.

Fr. Rob expressed gratitude to The Rev. Peter Gray and the staff of All Saints' Chapel for working with St. Mark and St. Paul (SMSP) to use the Chapel for the Christmas Eve services. The number of worshippers at the 4:30 pm service exceeded the capacity of SMSP. The number of worshippers attending the 9:30 pm service could have been accommodated in SMSP. The decision to keep both services at the Chapel will be revisited next year.

Stewardship –

Beth Wiley reported that the committee is currently making final calls to parishioners as part of the stewardship campaign.

Parish Life - Lynn Taylor stated that Parish Life will begin planning the annual Mardi Gras celebration.

New Business – (see attached resolution)

Fr. Rob presented a resolution to authorize the Rector (Fr. Rob), the Treasurer (Beth Wiley), the Senior Warden (Lynn Taylor), and the Junior Warden (Diane Jones) to sign checks, utilize parish credit cards, and/or initiate wire transfers as each monetary action is allowed *per their position* while acting on behalf of SMSP while also cancelling such authorization for former Senior Warden (Joel Cunningham), Treasurer (Alec Mosely), and Junior Warden (Annette Smith).

Tom Phelps moved to accept the resolution. Dorothy Gates seconded this resolution. The Vestry accepted the resolution unanimously.

Fr. Rob presented a resolution to authorize the newly elected Treasurer, Beth Wiley, and the newly elected Senior Warden, Lynn Taylor, to be signatories on behalf of St. Mark and St. Paul.

Beth Chamberlain moved to accept the resolution. Lynn Taylor seconded this motion. The resolution passed unanimously.

Reminders of upcoming events-

Next Meeting: The next meeting will be February 16, at 5:30 pm

Concluding Prayer: The meeting ended with a *Prayer for the Parish* from the BCP.

Meeting was adjourned at 6:52 pm.

Respectfully submitted by Kathryn Bruce, Clerk of the Vestry

Treasurer's Report for February 2023

Enclosed are copies of the December 2022 and January 2023 editions of the:

1. Statement of Activities – Operating
2. Statement of Financial Position
3. Summary of Restricted and Vestry Designated Accounts
4. New Budget Report (Actual vs. Budget)

We are closing 2022 in a better financial position than expected. This result can be seen most clearly on the new budget report for 2022, attached. We will spend some time reviewing this report in Thursday's meeting. For preparation purposes, please note that the new budget report is a direct export of the Statement of Activities – Operating, with changes only to the Revenue section at the top and the Net Total line at the very bottom. The highlighted revenue rows are those budgeted lines our software does not capture in a way we can easily add to a new Realm report or are items our auditor does not want us to show on our Statement of Activities – Operating.

The ultimate goal is to find a way to produce this same report from Realm, but in the interim, this report should help us compare performance to our budget.

Checking account balances are at or near target. Balances in the Vanguard investment account as of February 13 are \$38,035 in the money market fund and \$232,338 in mutual funds.

Accounts	Budget Jan 01, 2023 - Jan 31, 2023	Actual Jan 01, 2023 - Jan 31, 2023
Revenues		
4111 Plate Offerings	\$ 583.33	\$ 638.12
4115 1/4th Plate to Rector's Discr Fd	\$ (145.83)	\$ -
4131 Pledge Payments -Current Year	\$ 31,250.00	\$ 36,308.00
x4132 Pledge Prepaid Payments (LY for TY)		\$ 14,186.12
xxxxx Gifts of Stock (Pledge Payments & Outright		\$ 10,299.50
4133 Pledge payment for previous year	\$ -	\$ 600.00
4141 Non-Pledge Gifts	\$ 750.00	\$ 1,206.83
4170 Insurance Reimbursement - Rector's Spouse	\$ 1,575.00	\$ -
4191 CAC Support of Employee Compensation	\$ 2,166.58	\$ 2,046.25
4512 Investment Income	\$ 375.00	\$ 137.22
4551 Property Rental Income	\$ 1,041.67	\$ 1,575.00
xxxx SCC Reimbursement	\$ 3,000.00	
Total Revenues	\$ 40,595.75	\$ 66,997.04
Expenses		
Work Outside Congregation		
5111 Diocesan Assessment	\$ 3,640.58	\$ 3,640.58
Work Within Congregation		
Programs		
Christian Education		
5311 Christian Education	\$ 250.00	\$ -
Parish Life		
5331 Parish Life	\$ 233.33	\$ 32.80
Worship		
5351 Altar Supplies	\$ 83.33	\$ -
5353 Confirmation Prep.	\$ 8.33	\$ -
5355 Music	\$ 16.67	\$ -
5357 Prayer Books and Liturgy Materials	\$ 16.67	\$ -
5359 Organ and Piano Maintenance	\$ 233.33	\$ -
Total Worship	\$ 358.33	\$ -
Youth		
5371 Youth Ministry	\$ 166.67	\$ -
Total Programs	\$ 1,008.33	\$ 32.80
Leading Congregational Care		
5398 Pastoral Care	\$ 12.50	\$ -
Operating Expenses		
Salaries & Wages		
5411 Rector	\$ 4,944.75	\$ 4,944.75
5415 Supply Clergy	\$ 116.67	\$ -
5421 Youth Minister	\$ 489.25	\$ 489.25

Accounts	Budget Jan 01, 2023 - Jan 31, 2023	Actual Jan 01, 2023 - Jan 31, 2023
5431 Organist & Choir Director	\$ 947.00	\$ 947.00
5432 Supply Organist	\$ 100.00	\$ -
5451 Child Care	\$ 550.25	\$ 265.00
5461 Dir. Christian Formation	\$ 1,907.42	\$ 1,907.42
5471 CAC Director	\$ 2,000.00	\$ 2,000.00
5481 Parish Administrator	\$ 2,739.42	\$ 2,739.42
5486 Financial Staff	\$ 1,333.33	\$ 1,169.93
5581 Background Checks	\$ 25.00	\$ 63.00
Total Salaries & Wages	\$ 15,153.09	\$ 14,525.77
Employee Benefits		
5511 Clergy Pension	\$ 1,658.00	\$ 1,980.82
5521 Clergy Insurance	\$ 3,169.17	\$ 2,982.92
5526 Clergy Housing & Utility Allow.	\$ 3,611.67	\$ 3,611.65
5531 Clergy - SECA Payments	\$ 654.58	\$ 654.58
5551 Staff Payroll Taxes	\$ 762.42	\$ 643.82
5561 Staff Pension	\$ 642.25	\$ 577.37
5571 Staff Insurance	\$ 975.00	\$ 1,094.60
5631 Workers Compensation Insurance	\$ 91.67	\$ -
Total Employee Benefits	\$ 11,564.76	\$ 11,545.76
Facilities Expenses		
5611 Property & Liability Insurance	\$ 916.67	\$ -
5711 Repairs & Maintenance	\$ 833.33	\$ 1,286.40
5721 Elevator Maintenance	\$ 250.00	\$ 136.61
5751 Garbage service	\$ 100.00	\$ -
5771 Supplies	\$ 133.33	\$ -
5781 Electricity	\$ 1,375.00	\$ 1,210.74
5783 Gas	\$ 262.50	\$ 382.18
5785 Water & Sewer	\$ 262.50	\$ -
5790 Grounds Maintenance	\$ 416.67	\$ -
5795 Cleaning Service	\$ 1,600.00	\$ 1,600.00
Total Facilities Expenses	\$ 6,150.00	\$ 4,615.93
Office Services		
5811 Audit	\$ 550.00	\$ -
5821 Computer Expenses	\$ 391.67	\$ 227.00
5831 Copying	\$ 350.00	\$ -
5841 Office Supplies	\$ 133.33	\$ -
5851 Office Equipment Purchases	\$ 91.67	\$ -
5861 Postage	\$ 58.33	\$ -
5871 Telephone	\$ 560.00	\$ 552.47
5891 Miscellaneous Expense	\$ 25.00	\$ 57.28
5895 Service Fee (Vanco)	\$ 75.00	\$ 85.11
Total Office Services	\$ 2,235.00	\$ 921.86

Accounts	Budget Jan 01, 2023 - Jan 31, 2023	Actual Jan 01, 2023 - Jan 31, 2023
Organizational Expenses		
5911 Clergy Car Expense	\$ 104.17	\$ -
5912 Clergy Expense Allowance	\$ 41.67	\$ -
5913 Continuing Education- Clergy	\$ 166.67	\$ -
5914 Continuing Education - Staff	\$ 41.67	\$ -
5915 Convention & Travel	\$ 74.08	\$ -
5916 Ministering to New Members	\$ 41.67	\$ -
5918 Publications	\$ 83.33	\$ 43.50
5919 Communications	\$ 37.50	\$ -
5920 Stewardship	\$ 145.83	\$ -
Total Organizational Expenses	\$ 736.59	\$ 43.50
Total Operating Expenses	\$ 35,839.44	\$ 31,652.82
Total Work Within Congregation	\$ 36,860.27	\$ 31,685.62
Other Expenses		
7311 Sabbatical Reserve Provision	\$ 125.00	\$ -
Total Expenses	\$ 40,625.85	\$ 35,326.20
Net Total	\$ (30.10)	\$ 31,670.84

Statement of Financial Position

As of: Dec 31st 2022 | Includes 13th Month

Assets

Cash

1085 Rectors Discretionary Checking	3,121.84
1112 Operating Checking Account	78,909.86
1125 First Horizon Checking	75.00
1131 CAC checking account	2,702.84

Total Cash	84,809.54
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Receivables

1999 Security Deposits paid by St. Mark & St. Paul	3,000.00
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Total Receivables	3,000.00
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Investments

1552 Episcopal Endowment - Wolfe	116,124.85
1560 Vanguard Investment Account	263,553.29
1561 Vanguard Windsor	(10,915.50)

Total Investments	368,762.64
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Fixed Assets

Buildings & Equipment

1911 Church	828,505.55
1915 Grounds Improvements	35,206.10
1931 Parish House	2,228,812.53
1951 Brooks Hall	269,448.09
1981 Equipment, Furniture & Fixtures	135,623.07

Total Buildings & Equipment	3,497,595.34
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Accumulated Depreciation

1991 Accumulated Depreciation	(1,019,631.65)
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Total Accumulated Depreciation	(1,019,631.65)
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Total Fixed Assets	2,477,963.69
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Total Assets

\$ 2,934,535.87

Liabilities & Net Assets

Liabilities

Payables

2111 Accounts Payable	(4,451.32)
2128 Security Deposits held by St. Mark & St. Paul	250.00
2161 Reserve for Future Obligation	23,055.13

Total Payables	18,853.81
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Deferred Income

2311 Prepaid Pledges	33,291.31
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Total Deferred Income	33,291.31
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Total Liabilities	52,145.12
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Net Assets

Fund Principal

3333 Fund Principal - St. Mark & St. Paul Church	95,319.10
3533 Fund Principal - CAC	36,195.64

Total Fund Principal	131,514.74
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Outreach Funds (Restricted)

8155 Funds Raised by Youth	3,640.77
8175 Bishop of TN Discretionary Fund	50.00

Total Outreach Funds (Restricted)	3,690.77
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Building Funds (Restricted)	
8331 Facilities Improvement Fund	36.26
8391 Capital Improvements	2,473,515.69
Total Building Funds (Restricted)	<u>2,473,551.95</u>
Other Temporarily Restricted Funds	
8911 Altar Guild Flower Fund	380.41
8920 Parish Life Restricted	2,176.51
8930 Stewardship Restricted	872.67
8940 Name Change - Church	979.91
8971 Rector's Discretionary Fund	14,867.01
8976 Christian Formation	138.89
8979 Landscaping	1,800.00
8991 Miscellaneous Restricted Gifts	2,219.29
Total Other Temporarily Restricted Funds	<u>23,434.69</u>
Vestry - Designated Funds	
8951 Memorials	19,320.39
8953 Bequests and Exceptional Gifts	122,878.21
8975 Rector's Sabbatical Reserve	8,000.00
Total Vestry - Designated Funds	<u>150,198.60</u>
Permanently Restricted	
9112 Endowment Fund Wolfe Corpus	100,000.00
Total Permanently Restricted	<u>100,000.00</u>
Total Net Assets	<u>2,882,390.75</u>
Total Liabilities & Net Assets	<u><u>\$ 2,934,535.87</u></u>

Summary of Restricted & Vestry Designated Accounts

Date Range: Jan 1st 2022 - Dec 31st 2022 | Filtered by: Account Type

Accounts	Beginning Balance	Debits	Credits	Ending Balance
8155 Funds Raised by Youth	3,640.77	0.00	0.00	3,640.77
8171 Episcopal Relief & Development Fund	0.00	710.67	710.67	0.00
8175 Bishop of TN Discretionary Fund	0.00	0.00	50.00	50.00
8314 Debt Reduction Funds	1,000.00	1,000.00	0.00	0.00
8331 Facilities Improvement Fund	123.30	337.04	250.00	36.26
8391 Capital Improvements	2,473,515.69	0.00	0.00	2,473,515.69
8911 Altar Guild Flower Fund	0.00	2,749.59	3,130.00	380.41
8920 Parish Life Restricted	1,971.51	687.00	892.00	2,176.51
8930 Stewardship Restricted	872.67	0.00	0.00	872.67
8940 Name Change - Church	1,435.11	498.00	42.80	979.91
8951 Memorials	38,670.39	20,000.00	650.00	19,320.39
8953 Bequests and Exceptional Gifts	94,588.99	22,710.78	51,000.00	122,878.21
8971 Rector's Discretionary Fund	17,194.77	4,159.23	1,831.47	14,867.01
8973 Curate's Discretionary Fund	5,181.00	5,181.00	0.00	0.00
8975 Rector's Sabbatical Reserve	6,500.00	0.00	1,500.00	8,000.00
8976 Christian Formation	59.02	304.04	383.91	138.89
8978 Continuing Education	200.00	200.00	0.00	0.00
8979 Landscaping	1,750.00	0.00	50.00	1,800.00
8991 Miscellaneous Restricted Gifts	2,569.29	500.00	150.00	2,219.29
8995 Pledge - Prepaid	0.00	33,791.31	33,791.31	0.00
	\$ 2,649,272.51	\$ 92,828.66	\$ 94,432.16	\$ 2,650,876.01

Summary of Restricted & Vestry Designated Accounts

Date Range: Jan 1st 2023 - Jan 31st 2023 | Filtered by: Account Type

Accounts	Beginning Balance	Debits	Credits	Ending Balance
8155 Funds Raised by Youth	3,640.77	0.00	0.00	3,640.77
8175 Bishop of TN Discretionary Fund	50.00	0.00	0.00	50.00
8331 Facilities Improvement Fund	36.26	0.00	0.00	36.26
8391 Capital Improvements	2,473,515.69	0.00	0.00	2,473,515.69
8911 Altar Guild Flower Fund	380.41	0.00	360.00	740.41
8920 Parish Life Restricted	2,176.51	4,185.00	4,185.00	2,176.51
8930 Stewardship Restricted	872.67	0.00	0.00	872.67
8940 Name Change - Church	979.91	0.00	0.00	979.91
8951 Memorials	19,320.39	0.00	0.00	19,320.39
8953 Bequests and Exceptional Gifts	122,878.21	5,500.00	0.00	117,378.21
8971 Rector's Discretionary Fund	14,867.01	50.00	750.00	15,567.01
8975 Rector's Sabbatical Reserve	8,000.00	0.00	0.00	8,000.00
8976 Christian Formation	138.89	0.00	0.00	138.89
8978 Continuing Education	0.00	0.00	150.00	150.00
8979 Landscaping	1,800.00	0.00	0.00	1,800.00
8991 Miscellaneous Restricted Gifts	2,219.29	2,210.00	4,185.00	4,194.29
	\$ 2,650,876.01	\$ 11,945.00	\$ 9,630.00	\$ 2,648,561.01

Statement of Activities-Operating

Date Range: Jan 1st 2023 - Jan 31st 2023 | Includes Open Transactions | Includes 13th Month | Filtered by: Fund

Accounts	Budget Jan 01, 2023 - Jan 31, 2023	Actual Jan 01, 2023 - Jan 31, 2023	Budget This Year Year to Date	Actual This Year Year to Date
Revenues				
4111 Plate Offerings	583.33	638.12	583.33	638.12
4115 1/4th Plate to Rector's Discr Fd	(145.83)	0.00	(145.83)	0.00
4131 Pledge Payments -Current Year	31,250.00	36,308.00	31,250.00	36,308.00
4133 Pledge payment for previous year	0.00	600.00	0.00	600.00
4141 Non-Pledge Gifts	750.00	1,206.83	750.00	1,206.83
4170 Insurance Reimbursement - Rector's Spouse	1,575.00	0.00	1,575.00	0.00
4191 CAC Support of Employee Compensation	2,166.58	2,046.25	2,166.58	2,046.25
4512 Investment Income	375.00	137.22	375.00	137.22
4551 Property Rental Income	1,041.67	1,575.00	1,041.67	1,575.00
Total Revenues	\$ 37,595.75	\$ 42,511.42	\$ 37,595.75	\$ 42,511.42
Expenses				
Work Outside Congregation				
5111 Diocesan Assessment	3,640.58	3,640.58	3,640.58	3,640.58
Total Work Outside Congregation	3,640.58	3,640.58	3,640.58	3,640.58
Work Within Congregation				
Programs				
Christian Education				
5311 Christian Education	250.00	0.00	250.00	0.00
Total Christian Education	250.00	0.00	250.00	0.00
Parish Life				
5331 Parish Life	233.33	32.80	233.33	32.80
Total Parish Life	233.33	32.80	233.33	32.80
Worship				
5351 Altar Supplies	83.33	0.00	83.33	0.00
5353 Confirmation Prep.	8.33	0.00	8.33	0.00
5355 Music	16.67	0.00	16.67	0.00
5357 Prayer Books and Liturgy Materials	16.67	0.00	16.67	0.00
5359 Organ and Piano Maintenance	233.33	0.00	233.33	0.00
Total Worship	358.33	0.00	358.33	0.00
Youth				
5371 Youth Ministry	166.67	0.00	166.67	0.00
Total Youth	166.67	0.00	166.67	0.00
Total Programs	1,008.33	32.80	1,008.33	32.80
Leading Congregational Care				
5398 Pastoral Care	12.50	0.00	12.50	0.00
Total Leading Congregational Care	12.50	0.00	12.50	0.00
Operating Expenses				
Salaries & Wages				
5411 Rector	4,944.75	4,944.75	4,944.75	4,944.75
5415 Supply Clergy	116.67	0.00	116.67	0.00
5421 Youth Minister	489.25	489.25	489.25	489.25
5431 Organist & Choir Director	947.00	947.00	947.00	947.00
5432 Supply Organist	100.00	0.00	100.00	0.00
5451 Child Care	550.25	265.00	550.25	265.00
5461 Dir. Christian Formation	1,907.42	1,907.42	1,907.42	1,907.42

Accounts	Budget	Actual	Budget	Actual
	Jan 01, 2023 - Jan 31, 2023	Jan 01, 2023 - Jan 31, 2023	This Year Year to Date	This Year Year to Date
5471 CAC Director	2,000.00	2,000.00	2,000.00	2,000.00
5481 Parish Administrator	2,739.42	2,739.42	2,739.42	2,739.42
5486 Financial Staff	1,333.33	1,169.93	1,333.33	1,169.93
5581 Background Checks	25.00	63.00	25.00	63.00
Total Salaries & Wages	15,153.09	14,525.77	15,153.09	14,525.77
Employee Benefits				
5511 Clergy Pension	1,658.00	1,980.82	1,658.00	1,980.82
5521 Clergy Insurance	3,169.17	2,982.92	3,169.17	2,982.92
5526 Clergy Housing & Utility Allow.	3,611.67	3,611.65	3,611.67	3,611.65
5531 Clergy - SECA Payments	654.58	654.58	654.58	654.58
5551 Staff Payroll Taxes	762.42	643.82	762.42	643.82
5561 Staff Pension	642.25	577.37	642.25	577.37
5571 Staff Insurance	975.00	1,094.60	975.00	1,094.60
5631 Workers Compensation Insurance	91.67	0.00	91.67	0.00
Total Employee Benefits	11,564.76	11,545.76	11,564.76	11,545.76
Facilities Expenses				
5611 Property & Liability Insurance	916.67	0.00	916.67	0.00
5711 Repairs & Maintenance	833.33	1,286.40	833.33	1,286.40
5721 Elevator Maintenance	250.00	136.61	250.00	136.61
5751 Garbage service	100.00	0.00	100.00	0.00
5771 Supplies	133.33	0.00	133.33	0.00
5781 Electricity	1,375.00	1,210.74	1,375.00	1,210.74
5783 Gas	262.50	382.18	262.50	382.18
5785 Water & Sewer	262.50	0.00	262.50	0.00
5790 Grounds Maintenance	416.67	0.00	416.67	0.00
5795 Cleaning Service	1,600.00	1,600.00	1,600.00	1,600.00
Total Facilities Expenses	6,150.00	4,615.93	6,150.00	4,615.93
Office Services				
5811 Audit	550.00	0.00	550.00	0.00
5821 Computer Expenses	391.67	227.00	391.67	227.00
5831 Copying	350.00	0.00	350.00	0.00
5841 Office Supplies	133.33	0.00	133.33	0.00
5851 Office Equipment Purchases	91.67	0.00	91.67	0.00
5861 Postage	58.33	0.00	58.33	0.00
5871 Telephone	560.00	552.47	560.00	552.47
5891 Miscellaneous Expense	25.00	57.28	25.00	57.28
5895 Service Fee (Vanco)	75.00	85.11	75.00	85.11
Total Office Services	2,235.00	921.86	2,235.00	921.86
Organizational Expenses				
5911 Clergy Car Expense	104.17	0.00	104.17	0.00
5912 Clergy Expense Allowance	41.67	0.00	41.67	0.00
5913 Continuing Education- Clergy	166.67	0.00	166.67	0.00
5914 Continuing Education - Staff	41.67	0.00	41.67	0.00
5915 Convention & Travel	74.08	0.00	74.08	0.00
5916 Ministering to New Members	41.67	0.00	41.67	0.00
5918 Publications	83.33	43.50	83.33	43.50
5919 Communications	37.50	0.00	37.50	0.00
5920 Stewardship	145.83	0.00	145.83	0.00
Total Organizational Expenses	736.59	43.50	736.59	43.50
Total Operating Expenses	35,839.44	31,652.82	35,839.44	31,652.82
Total Work Within Congregation	36,860.27	31,685.62	36,860.27	31,685.62
Other Expenses				
7311 Sabbatical Reserve Provision	125.00	0.00	125.00	0.00

Accounts	Budget Jan 01, 2023 - Jan 31, 2023	Actual Jan 01, 2023 - Jan 31, 2023	Budget This Year Year to Date	Actual This Year Year to Date
Total Other Expenses	125.00	0.00	125.00	0.00
Total Expenses	\$ 40,625.85	\$ 35,326.20	\$ 40,625.85	\$ 35,326.20
Net Total	(\$ 3,030.10)	\$ 7,185.22	(\$ 3,030.10)	\$ 7,185.22

Rector's Report: 16 February 2023

Some of my activities in addition to services from Wed, Jan 11 -Tues, Feb 14

5 pastoral visits or phone calls of significant length

Meetings

Parish staff

Parish Administrator (often)

Dir. of Christian Formation
(most wks)

CAC Director Sarah Edmonds
(semi-monthly)

Finance chair

Priest Associate

Organist search committee

Two seminarians

A clergy colleague

Christian Formation Committee

Treasurer Beth Wiley (twice)

Vestry

Wardens

Attended Martin Luther King service at All Saints' Chapel

Served as a presenter at the ordination of Meghan Mazur to the priesthood

Meeting with Annette Smith re: SCC agreement

Weekly lectionary reflection group

Rotary (via Zoom)

Time away: January 16-28 (recovery from eye surgery)

Shrove Tuesday: Pancake Supper 5-6:30pm, donations accepted.

Ash Wednesday: Holy Eucharist at 12:15 & 7:00pm

Annual Vestry retreat: Saturday, March 4, 9am-3:30pm, at the home of Lynn & Ken Taylor (19036 South Pittsburg Mountain Rd.). If COVID circumstances dictate, we'll meet in Kennerly Hall instead

Community Action Committee (CAC)

Report to Vestry

February 16, 2023

Food Pantry

The CAC Food Pantry continues to be open five days a week for anyone in need of food or assistance. In January, we started a new sign in process and visitor log that is managed by the Bonner students and community volunteers. For the month of January, CAC served 63 total visitors, averaging about 14 households a week, and 40 unique households.

Utility Assistance

Many patrons requested assistance with utility bills for the month of January. The main needs were funds for electricity and housing. The funds spent on housing were some emergency stays due to eviction, and others were assistance with rent and mortgage payments.

Farm 2 Table

The Farm 2 Table Program is still on hold due to the shortage of produce available in the winter months. I attended the Annual South Cumberland Farmers Market meeting, which discussed the structure of the market and the new online storefront they will be using. Due to the budget, CAC will prioritize funds for the months of April to November when more produce is available, and purchase meat and eggs as needed through the market in the off season.

Kitchen 2 Table

The Kitchen 2 Table Program started back up on January 25th after the hiatus due to Sewanee Winter Break. The program is starting off strong for the month of January with 2 back to back weeks of packing over 150 meals, totaling 317 meals packed overall. CAC distributed 192 meals to community members and community partners in January.

Sewanee Sportsmans Club

The Sewanee Sportsman's Club brought in donations on January 16th, and stocked up the freezer. The deer meat provided is a great addition to the food pantry, and usually is all gone in a month's time span. The Club will potentially host a fundraiser in order to supply CAC with another meat option since deer season is over.

Hunger Walk

The request for 2022 Hunger Walk Funds has been approved by the Monteagle-Sewanee Rotary Club. The Rotary Club was able to provide CAC with the full amount requested, and CAC has received the first half of that funding. The remaining half will be distributed later in the 2023 operating year. This funding is able to completely cover the food pantry's cost for CAC.

Upcoming Plans

- The first Community Meal of 2023 will be held in Kennerly Hall on Friday, February 24th.
- Continue grant research, and how to get CAC listed on non-profit websites so funding through Costco, Walmart, Kroger, etc. will be available to us.
- Attend a SCCF Grant Orientation session to see if CAC is eligible to apply for funding for the spring grant cycle.

Please contact me with any questions, concerns, or curiosities regarding the Community Action Committee.

Contact Information

Sarah Edmonds, Director

Email: cac@stmarkstpaul.org

Office: (931) 598-5927

Cell: (757) 619-6548

2023 Budget Notes and Explanations

Revenues:

CAC is projecting another low giving year for 2023, therefore we intend to search for additional grant resources, and host a fundraiser to make up the difference in expected contributions.

Expenses:

Due to budget limitations, the CAC Board decided to make cuts to several expenses regarding financial assistance and CAC programs. You will see these changes reflected in the proposed operating budget for 2023. The following offers explanations to changes made for specific budget lines:

- Grants for Other Purposes (5159): There are no funds currently budgeted for “other purposes” because it was stated that all CAC expenses should have a specific purpose within the budget.
- Project Noel (5160): The board felt that Project Noel does not fit into the mission statement of CAC, therefore no funds will be allocated for this project.
- Farm 2 Table (5176): Produce will be purchased through donations provided through the South Cumberland Farmers Market, but no funds from the CAC operating budget will be allocated to this program.

I hope these notes offer some explanation of the changes that were made to the 2023 CAC Budget. Please feel free to contact me with any questions.

Community Action Committee				
2023 Budget Proposal				
ACCOUNTS		Budget This Year Year to Date	Actual Jan 01, 2022 - Dec 31, 2022	Budget Jan 01, 2023 - Dec 31, 2023
<i>Revenues</i>				
4156	Individual Donations	25,000	28,285	22,000
4157	Organizational Donations	30,000	19,768	20,000
	Projected Fundraisers/Grants			5,000
Total Revenues		55,000	48,053	47,000
<i>Expenses</i>				
5141	Grants for Housing	6,000	11,392	3,000
5143	Grants for Medical and Dental		550	0
5145	Food Bank	8,000	4,943	5,000
5146	Grants for Gas/Propane	1,000	1,050	800
5147	Grants for Electricity	10,000	12,529	7,000
5148	Grants for Water	500	840	500
5159	Grants for Other Purposes	2,000	8,705	0
5160	Project Noel	1,000	1,000	0
5175	Kitchen 2 Table	4,000	2,731	2,500
5176	Farm 2 Table	5,000	4,838	0
Total Outreach Expenses		37,500	48,578	18,800
<i>Operating Expenses</i>				
5474	CAC Share of Financial Staff	2,200	2,363	2,000
5476	CAC Salary Share	22,449	22,449	24,000
Total Salaries & Wages		24,649	24,812	26,000
5882	Investment Expense	100	0	100
5883	Printing	100	0	100
5884	Internet & Phone	720	737	720
5886	Program Supplies	300	0	300
5887	Volunteer Recognition	200	-45	200
Total Office Services		1420	692	1420
Total Expenses		63,569	74,082	46,220
Net Total		-8,569	-26,029	780

Buildings and Grounds February 16, 2023

ELEVATOR

Kone wants us to choose one or all of three maintenance modules:

- 1) Landing doors and door operator maintenance for \$1276.43 + tax
- 2) Machinery maintenance for \$1445.78 + tax
- 3) Hoistway cleandown for \$2903.30 + tax

I do not know if these are annual payments. I've left a message to talk to someone, but no one has returned my call. Also, apparently this quote is void after 30 days. It was mailed Dec. 9 and received at SMSP on Dec 27.

Frieda is in favor of continuing with our current maintenance contract without the additional modules because she says that even with these service modules, Kone will still charge us a high fee for any work. She says they just want more money from us. I am inclined to agree, mainly because we can ill afford this big expense. However, I don't want to jeopardize the future operation of the elevator.

SNOW/ICE REMOVAL

Sunday, February 12 dawned with heavy, wet snow accumulation. Caught by surprise, only Tom Phelps, Diane Jones, and Bahley Minor were available to remove it. Bahley had a difficult time driving in on Hwy 156. Diane happened to have spent the night in town, or she would not have made it out of JumpOff. Labor was hard. I don't know how feasible it is to rely on volunteers, most of whom are elderly and many who do not live in town, to do this work. Tom, Diane, and Bahley will continue to attempt to convene a committee of prospective volunteers (the St. Nicholas Guild). We hope there will be no more snow and ice this year!

HVAC

Approval given to pay Stroops, the company that maintains our HVAC systems, \$150 for changing the filters, Acct #5711 (Repairs & Maintenance).

SECURITY

Approval given to pay Monteagle Security for their yearly fire alarm services of all 3 buildings, Acct #5711 (Repairs & Maintenance).

Brooks - \$552

Claiborne \$331.20

Church \$331.20

Diane Jones

CHRISTIAN FORMATION

Report to the Vestry

February 14, 2023

LENT

Proposed book study of *The Unjust Steward—Wealth, Poverty, and the Church Today* by Miguel Escobar, who is a colleague of Karen Meridith's. *The Unjust Steward* presents a compelling case for a profound overhaul in the way the church and its people value the poor and transform into servants of God instead of stewards of wealth.

The study group will meet 5 Wednesday evenings, beginning March 1.

Supper of soup and bread will be provided by different Parish organizations.

TEACHER APPRECIATION

Sunday, March 5 for Sunday School teachers and EfM mentors. We will present a thank you gift of a small potted plant with a thank you note. Jeannie will buy the plants and Karen Meridith and a few others will help to assemble the gifts during coffee hour.

Adult Form

The 2022-23 theme of Community has been well received. There have been several changes in the schedule, but everyone has been accommodating, and the presentations have been informative and well attended. The Committee is considering themes for the next year.

VB-U's

It is time to begin planning for this event. Ideas for a theme are welcome.

Statement of Activities-Operating

Date Range: Jan 1st 2022 - Dec 31st 2022 | Includes Open Transactions | Includes 13th Month | Filtered by: Fund

Accounts	Budget	Actual	Budget	Actual
	Jan 01, 2022 - Dec 31, 2022	Jan 01, 2022 - Dec 31, 2022	This Year Year to Date	This Year Year to Date
Revenues				
4111 Plate Offerings	7,000.00	9,106.37	7,000.00	9,106.37
4115 1/4th Plate to Rector's Discr Fd	(1,750.00)	(2,243.57)	(1,750.00)	(2,243.57)
4131 Pledge Payments -Current Year	370,000.00	335,131.04	370,000.00	335,131.04
4132 Pledge Prepaid Payments	0.00	14,186.12	0.00	14,186.12
4133 Pledge payment for previous year	0.00	3,566.36	0.00	3,566.36
4141 Non-Pledge Gifts	9,000.00	21,152.28	9,000.00	21,152.28
4170 Insurance Reimbursement - Rector's Spouse	18,180.00	18,180.00	18,180.00	18,180.00
4191 CAC Support of Employee Compensation	25,114.00	24,811.55	25,114.00	24,811.55
4512 Investment Income	4,500.00	9,233.92	4,500.00	9,233.92
4531 Realized Gains (Losses)	0.00	(2,703.79)	0.00	(2,703.79)
4551 Property Rental Income	6,000.00	5,221.75	6,000.00	5,221.75
4575 Transfer from Vestry -Designated Funds	20,000.00	20,000.00	20,000.00	20,000.00
Total Revenues	\$ 458,044.00	\$ 455,642.03	\$ 458,044.00	\$ 455,642.03
Expenses				
Work Outside Congregation				
5111 Diocesan Assessment	40,000.00	39,999.96	40,000.00	39,999.96
Total Work Outside Congregation	40,000.00	39,999.96	40,000.00	39,999.96
Work Within Congregation				
Programs				
Christian Education				
5311 Christian Education	3,000.00	3,575.31	3,000.00	3,575.31
Total Christian Education	3,000.00	3,575.31	3,000.00	3,575.31
Parish Life				
5331 Parish Life	2,500.00	2,560.66	2,500.00	2,560.66
Total Parish Life	2,500.00	2,560.66	2,500.00	2,560.66
Worship				
5351 Altar Supplies	1,000.00	1,440.11	1,000.00	1,440.11
5353 Confirmation Prep.	100.00	0.00	100.00	0.00
5355 Music	150.00	428.70	150.00	428.70
5357 Prayer Books and Liturgy Materials	200.00	0.00	200.00	0.00
5359 Organ and Piano Maintenance	2,800.00	2,528.75	2,800.00	2,528.75
Total Worship	4,250.00	4,397.56	4,250.00	4,397.56
Youth				
5371 Youth Ministry	2,000.00	1,117.02	2,000.00	1,117.02
Total Youth	2,000.00	1,117.02	2,000.00	1,117.02
Total Programs	11,750.00	11,650.55	11,750.00	11,650.55
Leading Congregational Care				
5398 Pastoral Care	150.00	0.00	150.00	0.00
Total Leading Congregational Care	150.00	0.00	150.00	0.00
Operating Expenses				
Salaries & Wages				
5411 Rector	56,891.00	56,891.04	56,891.00	56,891.04
5415 Supply Clergy	1,200.00	1,510.00	1,200.00	1,510.00
5421 Youth Minister	5,629.00	5,628.96	5,629.00	5,628.96
5431 Organist & Choir Director	10,895.00	10,895.04	10,895.00	10,895.04

Accounts	Budget	Actual	Budget	Actual
	Jan 01, 2022 - Dec 31, 2022	Jan 01, 2022 - Dec 31, 2022	This Year Year to Date	This Year Year to Date
5432 Supply Organist	1,000.00	825.00	1,000.00	825.00
5451 Child Care	6,303.00	6,484.90	6,303.00	6,484.90
5461 Dir. Christian Formation	21,945.00	21,945.00	21,945.00	21,945.00
5471 CAC Director	24,226.00	24,207.13	24,226.00	24,207.13
5481 Parish Administrator	41,200.00	42,026.00	41,200.00	42,026.00
5486 Financial Staff	16,503.00	15,753.28	16,503.00	15,753.28
5581 Background Checks	300.00	266.00	300.00	266.00
Total Salaries & Wages	186,092.00	186,432.35	186,092.00	186,432.35
Employee Benefits				
5511 Clergy Pension	23,770.00	23,841.38	23,770.00	23,841.38
5521 Clergy Insurance	36,590.00	36,535.20	36,590.00	36,535.20
5526 Clergy Housing & Utility Allow.	41,553.00	41,553.00	41,553.00	41,553.00
5531 Clergy - SECA Payments	9,384.00	9,229.48	9,384.00	9,229.48
5551 Staff Payroll Taxes	7,839.00	6,680.55	7,839.00	6,680.55
5561 Staff Pension	5,626.00	5,626.00	5,626.00	5,626.00
5571 Staff Insurance	11,404.00	11,644.36	11,404.00	11,644.36
5631 Workers Compensation Insurance	1,100.00	801.00	1,100.00	801.00
Total Employee Benefits	137,266.00	135,910.97	137,266.00	135,910.97
Facilities Expenses				
5611 Property & Liability Insurance	10,600.00	10,015.67	10,600.00	10,015.67
5711 Repairs & Maintenance	6,900.00	10,226.54	6,900.00	10,226.54
5721 Elevator Maintenance	3,600.00	2,270.85	3,600.00	2,270.85
5751 Garbage service	1,200.00	1,143.56	1,200.00	1,143.56
5771 Supplies	1,600.00	1,773.28	1,600.00	1,773.28
5781 Electricity	17,500.00	15,209.00	17,500.00	15,209.00
5783 Gas	3,000.00	3,190.22	3,000.00	3,190.22
5785 Water & Sewer	3,000.00	3,206.60	3,000.00	3,206.60
5790 Grounds Maintenance	5,500.00	6,033.10	5,500.00	6,033.10
5795 Cleaning Service	19,200.00	19,200.00	19,200.00	19,200.00
5799 Rental Premises Expense	0.00	668.00	0.00	668.00
Total Facilities Expenses	72,100.00	72,936.82	72,100.00	72,936.82
Office Services				
5811 Audit	6,500.00	6,600.00	6,500.00	6,600.00
5821 Computer Expenses	4,500.00	4,877.11	4,500.00	4,877.11
5831 Copying	4,000.00	4,099.92	4,000.00	4,099.92
5841 Office Supplies	1,600.00	1,069.95	1,600.00	1,069.95
5851 Office Equipment Purchases	500.00	0.00	500.00	0.00
5861 Postage	650.00	423.32	650.00	423.32
5871 Telephone	6,400.00	6,629.64	6,400.00	6,629.64
5882 Investment Expense	0.00	368.52	0.00	368.52
5891 Miscellaneous Expense	300.00	1,700.77	300.00	1,700.77
5895 Service Fee (Vanco)	900.00	587.15	900.00	587.15
Total Office Services	25,350.00	26,356.38	25,350.00	26,356.38
Organizational Expenses				
5911 Clergy Car Expense	1,250.00	677.08	1,250.00	677.08
5912 Clergy Expense Allowance	500.00	337.15	500.00	337.15
5913 Continuing Education- Clergy	2,000.00	2,000.00	2,000.00	2,000.00
5914 Continuing Education - Staff	500.00	580.00	500.00	580.00
5915 Convention & Travel	889.00	500.00	889.00	500.00
5916 Ministering to New Members	500.00	28.10	500.00	28.10
5918 Publications	1,300.00	655.87	1,300.00	655.87
5919 Communications	450.00	177.58	450.00	177.58
5920 Stewardship	1,750.00	57.76	1,750.00	57.76
Total Organizational Expenses	9,139.00	5,013.54	9,139.00	5,013.54

Accounts	Budget Jan 01, 2022 - Dec 31, 2022	Actual Jan 01, 2022 - Dec 31, 2022	Budget This Year Year to Date	Actual This Year Year to Date
Total Operating Expenses	429,947.00	426,650.06	429,947.00	426,650.06
Total Work Within Congregation	441,847.00	438,300.61	441,847.00	438,300.61
Other Expenses				
7311 Sabbatical Reserve Provision	(1,500.00)	1,500.00	(1,500.00)	1,500.00
Total Other Expenses	(1,500.00)	1,500.00	(1,500.00)	1,500.00
Total Expenses	\$ 480,347.00	\$ 479,800.57	\$ 480,347.00	\$ 479,800.57
Net Total	(\$ 22,303.00)	(\$ 24,158.54)	(\$ 22,303.00)	(\$ 24,158.54)

Statement of Financial Position

As of: Jan 31st 2023 | Includes 13th Month

Assets

Cash

1085 Rectors Discretionary Checking	3,321.84
1112 Operating Checking Account	84,390.22
1125 First Horizon Checking	75.00
1131 CAC checking account	4,922.47

Total Cash	92,709.53
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Receivables

1999 Security Deposits paid by St. Mark & St. Paul	3,000.00
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Total Receivables	3,000.00
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Investments

1552 Episcopal Endowment - Wolfe	116,124.85
1560 Vanguard Investment Account	272,347.38
1561 Vanguard Windsor	(10,915.50)

Total Investments	377,556.73
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Fixed Assets

Buildings & Equipment

1911 Church	828,505.55
1915 Grounds Improvements	35,206.10
1931 Parish House	2,228,812.53
1951 Brooks Hall	269,448.09
1981 Equipment, Furniture & Fixtures	135,623.07

Total Buildings & Equipment	3,497,595.34
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Accumulated Depreciation

1991 Accumulated Depreciation	(1,019,631.65)
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Total Accumulated Depreciation	(1,019,631.65)
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Total Fixed Assets	2,477,963.69
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Total Assets

\$ 2,951,229.95

Liabilities & Net Assets

Liabilities

Payables

2111 Accounts Payable	(4,451.32)
2128 Security Deposits held by St. Mark & St. Paul	1,225.00
2161 Reserve for Future Obligation	23,055.13

Total Payables	19,828.81
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Deferred Income

2311 Prepaid Pledges	33,291.31
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Total Deferred Income	33,291.31
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Total Liabilities	53,120.12
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Net Assets

Fund Principal

3333 Fund Principal - St. Mark & St. Paul Church	111,161.19
3533 Fund Principal - CAC	38,387.63

Total Fund Principal	149,548.82
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Outreach Funds (Restricted)

8155 Funds Raised by Youth	3,640.77
8175 Bishop of TN Discretionary Fund	50.00

Total Outreach Funds (Restricted)	3,690.77
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Building Funds (Restricted)	
8331 Facilities Improvement Fund	36.26
8391 Capital Improvements	2,473,515.69
Total Building Funds (Restricted)	<u>2,473,551.95</u>
Other Temporarily Restricted Funds	
8911 Altar Guild Flower Fund	740.41
8920 Parish Life Restricted	2,176.51
8930 Stewardship Restricted	872.67
8940 Name Change - Church	979.91
8971 Rector's Discretionary Fund	15,567.01
8976 Christian Formation	138.89
8978 Continuing Education	150.00
8979 Landscaping	1,800.00
8991 Miscellaneous Restricted Gifts	4,194.29
Total Other Temporarily Restricted Funds	<u>26,619.69</u>
Vestry - Designated Funds	
8951 Memorials	19,320.39
8953 Bequests and Exceptional Gifts	117,378.21
8975 Rector's Sabbatical Reserve	8,000.00
Total Vestry - Designated Funds	<u>144,698.60</u>
Permanently Restricted	
9112 Endowment Fund Wolfe Corpus	100,000.00
Total Permanently Restricted	<u>100,000.00</u>
Total Net Assets	<u>2,898,109.83</u>
Total Liabilities & Net Assets	<u><u>\$ 2,951,229.95</u></u>

Accounts	Budget Jan 01, 2022 - Dec 31, 2022	Actual Jan 01, 2022 - Dec 31, 2022
Revenues		
4111 Plate Offerings	\$ 7,000.00	\$ 9,106.37
4115 1/4th Plate to Rector's Discr Fd	\$ (1,750.00)	\$ (2,243.57)
4131 Pledge Payments -Current Year	\$ 370,000.00	\$ 335,131.04
x4132 Pledge Prepaid Payments (LY for TY)	\$ -	\$ 33,291.31
xxxxx Gifts of Stock (Pledge Payments & Outright)		\$ 11,153.96
4133 Pledge payment for previous year	\$ -	\$ 3,566.36
4141 Non-Pledge Gifts	\$ 9,000.00	\$ 21,152.28
4170 Insurance Reimbursement - Rector's Spouse	\$ 18,180.00	\$ 18,180.00
4191 CAC Support of Employee Compensation	\$ 25,114.00	\$ 24,811.55
4512 Investment Income	\$ 4,500.00	\$ 9,233.92
4551 Property Rental Income	\$ 6,000.00	\$ 5,221.75
x4560 PPP Loan Forgiveness Saved for 2022	\$ 10,000.00	\$ 10,000.00
x4570 Employee Retention Credit Saved for 2022	\$ 15,290.00	\$ 15,290.00
4575 Transfer from Vestry -Designated Funds	\$ 20,000.00	\$ 20,000.00
Total Revenues	\$ 483,334.00	\$ 513,894.97
Expenses		
Work Outside Congregation		
5111 Diocesan Assessment	\$ 40,000.00	\$ 39,999.96
Work Within Congregation		
Programs		
Christian Education		
5311 Christian Education	\$ 3,000.00	\$ 3,575.31
Parish Life		
5331 Parish Life	\$ 2,500.00	\$ 2,560.66
Worship		
5351 Altar Supplies	\$ 1,000.00	\$ 1,440.11
5353 Confirmation Prep.	\$ 100.00	\$ -
5355 Music	\$ 150.00	\$ 428.70
5357 Prayer Books and Liturgy Materials	\$ 200.00	\$ -
5359 Organ and Piano Maintenance	\$ 2,800.00	\$ 2,528.75
Total Worship		
Youth		
5371 Youth Ministry	\$ 2,000.00	\$ 1,117.02
Total Programs		
Leading Congregational Care		
5398 Pastoral Care	\$ 150.00	\$ -
Operating Expenses		
Salaries & Wages		
5411 Rector	\$ 56,891.00	\$ 56,891.04
5415 Supply Clergy	\$ 1,200.00	\$ 1,510.00
5421 Youth Minister	\$ 5,629.00	\$ 5,628.96
5431 Organist & Choir Director	\$ 10,895.00	\$ 10,895.04
5432 Supply Organist	\$ 1,000.00	\$ 825.00
5451 Child Care	\$ 6,303.00	\$ 6,484.90

Accounts	Budget Jan 01, 2022 - Dec 31, 2022	Actual Jan 01, 2022 - Dec 31, 2022
5461 Dir. Christian Formation	\$ 21,945.00	\$ 21,945.00
5471 CAC Director	\$ 24,226.00	\$ 24,207.13
5481 Parish Administrator	\$ 41,200.00	\$ 42,026.00
5486 Financial Staff	\$ 16,503.00	\$ 15,753.28
5581 Background Checks	\$ 300.00	\$ 266.00
Total Salaries & Wages		
Employee Benefits		
5511 Clergy Pension	\$ 23,770.00	\$ 23,841.38
5521 Clergy Insurance	\$ 36,590.00	\$ 36,535.20
5526 Clergy Housing & Utility Allow.	\$ 41,553.00	\$ 41,553.00
5531 Clergy - SECA Payments	\$ 9,384.00	\$ 9,229.48
5551 Staff Payroll Taxes	\$ 7,839.00	\$ 6,680.55
5561 Staff Pension	\$ 5,626.00	\$ 4,762.07
5571 Staff Insurance	\$ 11,404.00	\$ 11,644.36
5631 Workers Compensation Insurance	\$ 1,100.00	\$ 801.00
Total Employee Benefits		
Facilities Expenses		
5611 Property & Liability Insurance	\$ 10,600.00	\$ 10,015.67
5711 Repairs & Maintenance	\$ 6,900.00	\$ 10,226.54
5721 Elevator Maintenance	\$ 3,600.00	\$ 2,270.85
5751 Garbage service	\$ 1,200.00	\$ 1,143.56
5771 Supplies	\$ 1,600.00	\$ 1,773.28
5781 Electricity	\$ 17,500.00	\$ 15,209.00
5783 Gas	\$ 3,000.00	\$ 3,190.22
5785 Water & Sewer	\$ 3,000.00	\$ 3,206.60
5790 Grounds Maintenance	\$ 5,500.00	\$ 6,033.10
5795 Cleaning Service	\$ 19,200.00	\$ 19,200.00
5799 Rental Premises Expense	\$ -	\$ 668.00
Total Facilities Expenses		
Office Services		
5811 Audit	\$ 6,500.00	\$ 6,600.00
5821 Computer Expenses	\$ 4,500.00	\$ 4,877.11
5831 Copying	\$ 4,000.00	\$ 4,099.92
5841 Office Supplies	\$ 1,600.00	\$ 1,069.95
5851 Office Equipment Purchases	\$ 500.00	\$ -
5861 Postage	\$ 650.00	\$ 423.32
5871 Telephone	\$ 6,400.00	\$ 6,629.64
5882 Investment Expense	\$ 100.00	\$ 368.52
5891 Miscellaneous Expense	\$ 300.00	\$ 1,700.77
5895 Service Fee (Vanco)	\$ 900.00	\$ 587.15
Total Office Services		
Organizational Expenses		
5911 Clergy Car Expense	\$ 1,250.00	\$ 677.08
5912 Clergy Expense Allowance	\$ 500.00	\$ 337.15
5913 Continuing Education- Clergy	\$ 2,000.00	\$ 2,000.00
5914 Continuing Education - Staff	\$ 500.00	\$ 580.00

Accounts	Budget Jan 01, 2022 - Dec 31, 2022	Actual Jan 01, 2022 - Dec 31, 2022
5915 Convention & Travel	\$ 889.00	\$ 500.00
5916 Ministering to New Members	\$ 500.00	\$ 28.10
5918 Publications	\$ 1,300.00	\$ 655.87
5919 Communications	\$ 450.00	\$ 177.58
5920 Stewardship	\$ 1,750.00	\$ 57.76
Total Organizational Expenses		
Total Operating Expenses		
Total Work Within Congregation	\$ 441,947.00	\$ 437,436.68
Other Expenses		
7311 Sabbatical Reserve Provision	\$ (1,500.00)	\$ 1,500.00
Total Expenses	\$ 480,447.00	\$ 478,936.64
Net Total	\$ 2,887.00	\$ 34,958.33