

St. Philip's Vestry is scheduled to meet

Monday, September 15, 2024, 6:00PM

1. Call to Order
2. Roll Call
3. Invocation – Devotion –
4. Adoption of Agenda
5. Approve last month's Vestry Minutes
6. Treasurer's Report – Written Summary & Financial Pages
7. Adoption of Proposed Calendar
8. Junior Warden's Report – Progress Reports – Written Report – Questions?
9. Senior Warden's Report – Written Report – Questions?
10. Deacon's Report – Written Report – Questions?
11. Rector's Report – Written Report – Questions?
12. Miscellaneous Reports
 - Suggestion Box – Gift for Deacon Carol
13. Old Business
14. New Business
 - Women's Bible Study-Katie Bacon
15. Action Items
16. Executive Session**

****Executive Session -**

- For the purpose of discussing legal action, Human Resource Issues, business negotiations and considerations of competitive bids, and other issues requiring confidential handling of information.
- Attendees limited to Vestry members, Rector, and other individuals required to address the specific discussion or actions.

17. Benediction

Vestry Members

Andrew Campbell, Maria Dermott, Judy Turner	until 12/2024
Calvin Cassady, Chris Smiley	until 12/2025
Kaie Stephenson, Tammy Macy	until 12/2026

PLEASE NOTE: If you are not planning on attending or cannot attend please inform the Senior Warden, Rector, or the parish office.

TABLED

- FACILITIES ISSUES - Accumulated over several years
 - Upstairs Education Hall
 - Upstairs Flooring Estimate
 - Church Facility Items - Need prioritizing and funding
 - North Hall between Vesting Sacristy & Nave wall repair
 - Stains on walls above St. Mary's' Chapel & at rear of Nave
 - Table or Cabinetry for Piscina area in Vesting Sacristy
 - Bell Tower
 - Walls and Ceiling of tower need repair and painting

Vestry Minutes
August 19th, 2024 6:06PM

Vestry Attendees: Kaie Stephenson, Judy Turner, Calvin Cassady, Andy Campbell, Chris Smiley
Via Phone: Tammy Macy
Absent: Maria Dermott

Others Present: Dcn Carol Peterson, Jacquie McConnell, Rex Hunt, Kim Siers

Invocation: Calvin Cassady led the invocation

Agenda: Calvin Cassady moved to adopt the agenda, Judy Turner seconded. All in favor, no abstentions.

Last Month's Vestry Minutes: Chris Smiley moved to accept last month's vestry minutes, Kaie Stephenson seconded. All in favor, no abstentions.

Treasurer's Report: July 2024 Notes & Changes Greater Than \$1,000

Balance Sheet:

1. Account #1110 SMB Checking Account up \$9,361.03 from June.
2. Stifel statements have not been received as of August 18, 2024.

Income Statement:

1. Account #4110 Pledge Payments up \$4,385.
2. Account #4115 Unpledged Donations up \$7,385, mainly due to one donation.
3. Account #4155 Other Income down \$9,710. Pledge payment in June created the \$9,710.
4. Account #6450 Rector Pension down \$2,445.
5. Account #6510 Lay Employee Wages up \$4,461.79. Monthly employees were not paid in June and were paid twice in July. Biweekly employees were paid three times.
6. Stifel statements have not been received as of August 18, 2024.

Judy moved to receive the treasurer's report, Calvin Cassady seconded. All in favor, no abstentions.

Calendar: Chris Smiley moved to adopt the calendar with additions, Andy Campbell seconded. All in favor, no abstentions.

- Sept 3rd – Kim on vacation office closed
- Sept 8th – after service – Sign Up Sunday
- Sept 11th – 6PM – Dinner and Bingo resumes
- Sept 15th – after service – Vestry Meeting – Chris Smiley moved to move the vestry meeting from Sept 16th to Sept 15th, Calvin Cassady seconded. All in favor, no abstentions.
- Sept 22nd – Noon – EM/EV Training

Jr Warden Report: Andy has received 3 bids to fix 2 air conditioning units that aren't working. Ross \$8436, A1 \$6728 and Cochran \$7357. Discussion of the bids. Calvin Cassady moved to accept the bid from Cochran for \$7357, Chris Smiley seconded. All in favor, no abstentions. Andy will contact Cochran to accept the bid.

Talked about fixing 3 light fixtures in church. Andy has one bid from Corky's Electric and will get 2 more bids.

Bell Tower: Andy has received one bid from MRC, is waiting on a bid from Superior and will get one more bid.

Sr Warden Report: LOA was accepted by Fr Ryan. His installation will be held October 27th at 4PM. Will last approximately 1 and half hours followed by dinner or heavy hors d'oeuvres. Information will be posted in the media and social media and by the Diocese.

Talked about a new computer for office as it is out of date and can no longer be updated. Kaie Stephenson motioned that a new computer be purchased for the office valued at up to \$2000, Chris Smiley seconded. All in favor, no abstentions.

Deacon's Report: Talked about covering for the ground cover for the playground. Talking about installing sod. Have one bid and will be getting another.

Dcn. Carol has an opportunity to conduct an evening service at Souls Harbor on Monday, August 26th from 6-7PM.

RAISE garden is growing good. RAISE will be having a volunteer appreciation event at College Heights Christian Church on Thursday, September 5th at 5:30PM.

New Business: Substitute organist pay – Discussed and decided that they would be paid \$100 per service and an additional \$25 if they practice with the choir.

Caleb contract/LOA – Judy, Jacquie and Kaie will get together to get together a plan to present at the next vestry meeting.

Action Items:

- Jacquie will write up info for a press release announcing Fr Ryan as our new Rector and for his Installation.
- Jacquie will write up a blurb to put on Social Media.
- Kaie will get with Gail Campbell and Gayle O'Hare to discuss the Installation and St. Ann's.
- Kaie will get with Gail Campbell and Pam Volkl about food for the installation.
- Kaie, Jacquie and Judy will get together to put together a LOA for Caleb.
- Andy will let Cochran know that we have accepted their bid for 2 new air conditioning units.

Respectfully Submitted
Kim Siers
Parish Secretary

August 2024 Notes & Changes Greater Than \$1,000

Balance Sheet:

1. Account #1110 SMB Checking Account down \$6,050.35 from July.
2. Account #1120 Stifel Investment down \$21,872.49 from July. Account #1130 Stifel Endowment down \$68,646.07. Account #1140 Stifel Bonds up \$81,190.65. The Bonds account received a \$120,000 cash inflow in August. \$25,000 came from the Investment account and \$95,000 came from the Endowment account. This explains the fluctuation in the accounts. There was a new Stifel account created in August. \$39,000 was transferred from Bonds account to this account.
3. Account #3129 Columbarium 701 down \$1,900.11 due to \$1,545 final payment on 25 stones and \$355.11 payment to Matthews International.

Income Statement:

1. Account #4110 Pledge Payments down \$3,430.
2. Account #4115 Unpledged Donations down \$7,895. There was a donation in July that caused the increased in that month.
3. Account #6110 Church Building Repairs & Main up 4,162.05 mostly due to a down payment of \$3,700 to Cochran Heat and Air for two units. There was also a \$475 payment to Ed's Electric for replacement of flood light.
4. Account #6120 Grounds Maintenance up \$1,474.32. \$1,420 was paid for June, July, & August weed removal. \$54.32 was for brush killer.
5. Account #6140 Property Insurance up \$2,932.50.
6. Account #6450 Rector Pension down \$2,445, as there was a refund, as anticipated.
7. Account #6495 Rector Search up \$2,056.19, first payments for this were made in August.
8. Account #6510 Lay Employee Wages down \$2,695.52. Monthly employees were paid twice in July. Biweekly employees were paid three times in July and twice in August.
9. Account #5710 Income and Distributions up \$8,234.26 and Account #5720 Change in Securities Value down \$2,154.28, although there was still an overall gain in August.

St. Philip's Episcopal Church
Balance Sheet
As of August 31, 2024

Aug 31, 24

ASSETS

Current Assets

Checking/Savings

1100 · Cash and Marketable Securities

1110 · SMB Checking Account

28,042.57

1120 · Stifel Investment Account

152,925.98

1130 · Stifel Endowment Account

698,542.93

1140 · Stifel Bonds Account

250,623.33

1150 · Stifel August 2024 New Account

39,088.81

Total 1100 · Cash and Marketable Securities

1,169,223.62

Total Checking/Savings

1,169,223.62

Total Current Assets

1,169,223.62

Fixed Assets

1500 · Property, Building & Equipment

1510 · Land

24,000.00

1520 · Building

2,542,578.00

1530 · Furniture and Equipment

9,178.00

Total 1500 · Property, Building & Equipment

2,575,756.00

Total Fixed Assets

2,575,756.00

TOTAL ASSETS

3,744,979.62

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Other Current Liabilities

2200 · Prepaid Pledges

9,250.00

2400 · Payroll Liabilities

2420 · Payroll Taxes Withheld

262.24

2431 · FICA Liability

209.14

2432 · Medicare Liability

48.93

2450 · Other Withholdings

2452 · 403B Plan

290.00

Total 2450 · Other Withholdings

290.00

2400 · Payroll Liabilities - Other

754.33

Total 2400 · Payroll Liabilities

1,564.64

Total Other Current Liabilities

10,814.64

Total Current Liabilities

10,814.64

Total Liabilities

10,814.64

Equity

3001 · Unrestricted Net Assets (RE)

65,837.09

3100 · Unrestricted Net Assets

3110 · Undesignated Net Assets

40,113.92

Balance Sheet

As of August 31, 2024

	Aug 31, 24
3120 · Designated Net Assets	
3121 · Discretionary 501	315.87
3123 · Building 301	3,543.77
3124 · Memorial 400	26,566.94
3125 · Service/Out 502	9,316.64
3126 · EYC 601/602	1,687.96
3127 · St. Cath 604	8,250.44
3128 · St. Vinc 605	6,396.87
3129 · Columbarium 701	8,337.98
3131 · St. Ann's 603	2,293.08
3132 · WOSP 606	3,925.17
3133 · Choir 607	1,226.62
3134 · UTO 802	160.11
3136 · Activities Fund	210.00
Total 3120 · Designated Net Assets	72,231.45
3130 · Designated Quasi-Endowment	
3135 · Endowment 900	868,952.02
Total 3130 · Designated Quasi-Endowment	868,952.02
3140 · Fixed Operating Net Assets	2,569,856.00
Total 3100 · Unrestricted Net Assets	3,551,153.39
3200 · Temp. Restricted Net Assets	
3210 · Use-restricted Net Assets	
3211 · Continuing Education 201	775.00
3214 · Garden & Grounds 702	3,992.82
Total 3210 · Use-restricted Net Assets	4,767.82
Total 3200 · Temp. Restricted Net Assets	4,767.82
Net Income	112,406.68
Total Equity	3,734,164.98
TOTAL LIABILITIES & EQUITY	3,744,979.62

St. Philip's Episcopal Church
Profit & Loss YTD Comparison
August 2024

	Aug 24	Jan - Aug 24
Ordinary Income/Expense		
Income		
4100 · Regular support for operations		
4110 · Pledge payments	12,260.00	104,960.00
4115 · Unpledged donations	1,745.00	23,093.00
4120 · Prepaid pledge income	2,312.50	18,500.00
4125 · Undesignated plate offerings	90.00	1,712.79
4130 · Easter/Lenten Income	0.00	2,329.00
4135 · Christmas/Advent	0.00	0.00
4145 · Flowers & Candle Income	40.00	300.00
4155 · Other income	2.03	9,952.03
Total 4100 · Regular support for operations	16,449.53	160,846.82
4200 · Investments used for operations		
4210 · Interest from operating account	1.53	16.22
Total 4200 · Investments used for operations	1.53	16.22
6555 · Kitchen & Reception Income	0.00	50.00
Total Income	16,451.06	160,913.04
Gross Profit	16,451.06	160,913.04
Expense		
6000 · Facilities-Utilities		
6010 · Electric	1,891.79	7,066.52
6020 · Gas service	84.11	4,958.80
6030 · Water & Sewer	258.00	1,350.90
6040 · Telephone	0.00	775.28
6050 · Internet Service	0.00	1,066.88
Total 6000 · Facilities-Utilities	2,233.90	15,218.38
6100 · Facilities-Other		
6110 · Church Building Repairs & Main	4,272.05	27,864.46
6120 · Grounds Maintenance	1,474.32	7,747.24
6130 · Custodial Supplies	99.37	384.63
6140 · Property Insurance	2,932.50	8,392.50
6150 · Security & Fire Protection	0.00	2,410.48
6160 · Contracted Janitorial Services	1,200.00	10,800.00
6170 · Piano & Organ Repairs & Main	0.00	507.65
6180 · Waste Disposal	209.29	1,692.49
6190 · Miscellaneous Facilities	0.00	358.42
Total 6100 · Facilities-Other	10,187.53	60,157.87
6200 · Worship		
6210 · Flower Expense	0.00	864.52
6220 · Music Expense	191.51	1,178.34
6230 · Altar Expense	0.00	175.98
Total 6200 · Worship	191.51	2,218.84
6300 · Administrative Expenses		
6310 · Office Supplies	0.00	480.65
6320 · Postage and Delivery	0.00	408.00
6345 · Copier maintenance	33.37	610.57
6350 · Software and Technology	20.64	390.64
6372 · Dues and Subscriptions	0.00	130.00
6380 · Christmas and Easter Literature	0.00	58.89
6381 · Bank Service Charges	0.00	0.00
Total 6300 · Administrative Expenses	54.01	2,078.75
6400 · Clergy Expenses		
6410 · Rector Salary	0.00	28,958.35
6420 · Rector Housing	0.00	5,000.00
6460 · Rector Pension	-2,445.00	4,890.00
6460 · Rector Health Insurance	0.00	3,958.35
6480 · Reimbursement	270.48	1,989.16
6490 · Workers Comp Insurance	0.00	640.00
6495 · Rector Search	2,056.19	2,056.19
6400 · Clergy Expenses - Other	0.00	0.00
Total 6400 · Clergy Expenses	-118.33	47,492.05

St. Philip's Episcopal Church
Profit & Loss YTD Comparison
August 2024

	Aug 24	Jan - Aug 24
6500 · Lay Employee Expenses		
6510 · Lay employee wages	3,712.77	29,533.91
6540 · Payroll Tax	258.07	2,181.66
6560 · Lay Employee Retirement Match	20.00	170.00
Total 6500 · Lay Employee Expenses	<u>3,990.84</u>	<u>31,885.57</u>
6600 · Program Expenses		
6610 · Kitchen & Reception	0.00	643.41
6620 · Tract Rack	0.00	120.00
6630 · Sunday School	0.00	509.64
Total 6600 · Program Expenses	<u>0.00</u>	<u>1,273.05</u>
6700 · Diocesan Assessment	1,789.71	14,317.68
Total Expense	<u>18,329.17</u>	<u>174,642.19</u>
Net Ordinary Income	-1,878.11	-13,729.15
Other Income/Expense		
Other Income		
5000 · Other Income-Non-Operating		
5020 · Employees Purse and Gifts	0.00	3,895.00
5060 · Bishop's Discretionary Fund	0.00	0.00
5000 · Other Income-Non-Operating - Other	0.00	85.00
Total 5000 · Other Income-Non-Operating	<u>0.00</u>	<u>3,980.00</u>
5300 · Additions to capital funds		
5303 · Windows fund	0.00	0.00
Total 5300 · Additions to capital funds	<u>0.00</u>	<u>0.00</u>
5700 · Investment Gain/Loss		
5710 · Income and distributions	13,938.11	34,890.05
5720 · Change in securities value	15,822.79	94,958.59
Total 5700 · Investment Gain/Loss	<u>29,760.90</u>	<u>129,848.64</u>
Total Other Income	29,760.90	133,828.64
Other Expense		
7000 · Other non-operating expense		
7029 · Special Event Expenses	0.00	647.81
7040 · Purse Expense	0.00	7,045.00
7060 · Bishop's Discr. Fund Payments	0.00	0.00
Total 7000 · Other non-operating expense	<u>0.00</u>	<u>7,692.81</u>
Total Other Expense	<u>0.00</u>	<u>7,692.81</u>
Net Other Income	<u>29,760.90</u>	<u>126,135.83</u>
Net Income	<u><u>27,882.79</u></u>	<u><u>112,406.68</u></u>

St. Philip's Church - Income & Expense Statement

Ordinary Income/Expense

JAN - AUG 2024 TOTAL BUDGET TOTAL OVER (UNDER) BUDGET

*For Other Income & Other Expense, no budget was created. 2023 actual used

Income

4100 - Regular support for operations

4110 - Pledge payments	104,960.00	151,060.00	(46,100.00)
4115 - Unpledged donations	23,093.00	30,000.00	(6,907.00)
4120 - Prepaid pledge income	16,500.00	49,041.00	(30,541.00)
4125 - Undesignated plate offerings	1,712.79	1,500.00	212.79
4130 - Easter/Lenten Income	2,329.00	2,000.00	329.00
4135 - Christmas/Advent		2,000.00	(2,000.00)
4145 - Flowers & Candle Income	300.00	300.00	-
4155 - Other Income	9,952.03		9,952.03

Total 4100 - Regular support for operations 160,846.82 235,901.00 (75,054.18)

4200 - Investments used for operations

4210 - Interest from operating account	16.22	50.00	(33.78)
4220 - Transfer from investment acct		17,000.00	(17,000.00)
4230 - Transfer from endowment acct		32,000.00	(32,000.00)
4240 - Transfer from bonds acct			-

Total 4200 - Investments used for operations 16.22 49,050.00 (49,033.78)

6555 - Kitchen & Reception Income 50.00 50.00

Total Income 160,913.04 284,951.00 (124,037.96)
Gross Profit 160,913.04 284,951.00 (124,037.96)

Expense

6000 - Facilities-Utilities

6010 - Electric	7,066.52	12,000.00	(4,933.48)
6020 - Gas service	4,958.80	8,000.00	(3,041.20)
6030 - Water & Sewer	1,350.90	1,500.00	(149.10)
6040 - Telephone	775.28	1,600.00	(824.72)
6050 - Internet Service	1,066.88	2,000.00	(933.12)

Total 6000 - Facilities-Utilities 15,218.38 25,100.00 (9,881.62)

6100 - Facilities-Other

6110 - Church Building Repairs & Main	27,864.46	15,000.00	12,864.46
6120 - Grounds Maintenance	7,747.24	15,000.00	(7,252.76)
6130 - Custodial Supplies	384.63	1,000.00	(615.37)
6140 - Property Insurance	8,392.50	10,110.00	(1,717.50)
6150 - Security & Fire Protection	2,410.48	2,200.00	210.48
6160 - Contracted Janitorial Services	10,800.00	15,600.00	(4,800.00)
6100 - Piano & Organ Repairs & Main	507.65	2,000.00	(1,492.35)
6180 - Waste Disposal	1,692.49	2,300.00	(607.51)
6190 - Miscellaneous Facilities	358.42	1,000.00	(641.58)

Total 6100 - Facilities-Other 60,157.87 64,210.00 (4,052.13)

6200 - Worship

6210 - Flower Expense	864.52	1,100.00	(235.48)
6220 - Music Expense	1,178.34	1,200.00	(21.66)
6230 - Altar Expense	175.98	900.00	(724.02)

Total 6200 - Worship 2,218.84 3,200.00 (981.16)

6300 - Administrative Expenses

6310 - Office Supplies	480.65	2,100.00	(1,619.35)
6320 - Postage and Delivery	408.00	800.00	(392.00)
6340 - Printing and Reproduction		175.00	(175.00)
6345 - Copier maintenance	610.57	700.00	(89.43)
6350 - Software and Technology	390.64	2,000.00	(1,609.36)
6360 - Advertising and Promotion		500.00	(500.00)
6370 - Conventions & Conferences		1,000.00	(1,000.00)
6372 - Dues and Subscriptions	130.00	100.00	30.00
6380 - Christmas and Easter Literature	58.89	200.00	(141.11)
6382 - Professional Fees		100.00	(100.00)
6381 - Bank Service Charges			-
6390 - Miscellaneous Administrative		600.00	(600.00)

Total 6300 - Administrative Expenses 2,078.75 8,275.00 (6,196.25)

6400 - Clergy Expenses

6410 - Rector Salary	28,958.35	64,500.00	(35,541.65)
6420 - Rector Housing	5,000.00	12,000.00	(7,000.00)

11

St. Philip's Church - Income & Expense Statement

	JAN - AUG 2024 TOTAL	BUDGET	TOTAL OVER (UNDER) BUDGET
6430 · Business & Travel			-
6440 · Rector Expenses		200.00	(200.00)
6450 · Rector Pension	4,890.00	16,380.00	(11,490.00)
6460 · Rector Health Insurance	3,958.35	9,500.00	(5,541.65)
6470 · Continuing Education		750.00	(750.00)
6480 · Salary Supply	1,989.16	3,500.00	(1,510.84)
6490 · Workers Comp Insurance	640.00	400.00	240.00
6400 · Clergy Expenses - Other			-
6495 · Rector Search	2,056.19	4,500.00	(2,443.81)
Total 6400 · Clergy Expenses	47,492.05	111,730.00	(64,237.95)
6500 · Lay Employee Expenses			
6510 · Lay employee wages	29,533.91	45,204.00	(15,670.09)
6540 · Payroll Tax	2,181.66	3,440.00	(1,258.34)
6560 · Lay Employee Retirement Match	170.00	260.00	(90.00)
Total 6500 · Lay Employee Expenses	31,885.57	48,904.00	(17,018.43)
6600 · Program Expenses			
6610 · Kitchen & Reception	643.41	900.00	(256.59)
6620 · Tract Rack	120.00	300.00	(180.00)
6630 Sunday School	509.64	1,200.00	(690.36)
Total 6600 · Program Expenses	1,273.05	2,400.00	(1,126.95)
6700 · Diocesan Assessment	14,317.68	21,476.00	(7,158.32)
Total Expense	174,642.19	285,295.00	(110,652.81)
Net Ordinary Income	(13,729.15)	(344.00)	(13,385.15)
Other Income/Expense			
Other Income			
5000 · Other Income-Non-Operating			
5020 · Employees Purse and Gifts	3,895.00	3,150.00	745.00
5060 · Bishop's Discretionary Fund		164.00	(164.00)
5080 · Insurance Proceeds		6,639.77	(6,639.77)
5000 · Other Income-Non-Operating - Other	85.00	475.00	(390.00)
Total 5000 · Other Income-Non-Operating	3,980.00	10,428.77	(6,448.77)
5029 · Special Event Net Income			
5030 · Special Event		685.00	(685.00)
Total 5029 · Special Event Net Income	0.00	685.00	(685.00)
5400 · Additions to investment funds			
5410 · Memorial donations			
Total 5400 · Additions to investment funds	0.00	0.00	-
5500 · Funds for parish-based outreach			
5501 · Discretionary fund			-
5502 · Service/outreach fund			-
5503 · Episcopal Relief & Development			-
5504 · United Thank Offering			-
Total 5500 · Funds for parish-based outreach	0.00	0.00	-
5600 · Funds for organizations			
5603 · St. Ann's			-
5604 · St. Catherine's			-
5606 · Women of St. Philip's			-
Total 5600 · Funds for organizations	0.00	0.00	-
5700 · Investment Gain/Loss			
5710 · Income and distributions	34,890.05	38,994.13	(4,104.08)
5720 · Change in securities value	94,958.59	48,166.07	46,792.52
Total 5700 · Investment Gain/Loss	129,848.64	87,160.20	42,688.44
Total Other Income	133,828.64	98,273.97	35,554.67
Other Expense			
7000 · Other non-operating expense			
7001 · Misc. Non-operating Expense			-
7029 · Special Event Expenses	647.81	393.94	253.87
7040 · Purse Expense	7,045.00		7,045.00
7050 · Gift Expense		1,420.35	(1,420.35)
Total 7000 · Other non-operating expense	7,692.81	1,814.29	5,878.52

12

St. Phillip's Church - Income & Expense Statement	JAN - AUG 2024 TOTAL	BUDGET	TOTAL OVER (UNDER) BUDGET
7500 · Outreach			
7502 · Service & Outreach Expense		164.00	(164.00)
Total 7500 · Outreach	0.00	164.00	(164.00)
7603 · St. Ann's Expense			-
7604 · St. Catherine's Expense			-
7605 · St. Vincents expense			-
7606 · Women of St. Phillip's			-
7701 · Columbarium expense			-
7702 · Garden fund expense			-
9001 · Transfer to operating funds		118,643.91	(118,643.91)
Total Other Expense	7,692.81	120,622.20	(112,929.39)
Net Other Income	126,135.83	(22,348.23)	148,484.06
Net Income	112,406.68	(22,692.23)	135,098.91

St. Philip's Episcopal Church

BALANCE SHEET

ASSETS

	07.31.24	08.31.24	Difference
Current Assets			
Checking/Savings			
1100 · Cash and Marketable Securities			
1110 · SMB Checking Account	34,092.92	28,042.57	36,628.52
1120 · Stifel Investment Account	174,798.47	152,925.98	9,831.34
1130 · Stifel Endowment Account	767,189.00	698,542.93	(9,924.96)
1140 · Stifel Bonds Account	169,432.68	250,623.33	(84,163.27)
1150 · Stifel August 2024 New Account		39,088.81	127,371.25
Total 1100 · Cash and Marketable Securities	<u>1,145,513.07</u>	<u>1,169,223.62</u>	
Total Checking/Savings	<u>1,145,513.07</u>	<u>1,169,223.62</u>	
Total Current Assets	1,145,513.07	1,169,223.62	
Fixed Assets			
1500 · Property, Building & Equipment			
1510 · Land	24,000.00	24,000.00	-
1520 · Building	2,542,578.00	2,542,578.00	-
1530 · Furniture and Equipment	9,178.00	9,178.00	-
Total 1500 · Property, Building & Equipment	<u>2,575,756.00</u>	<u>2,575,756.00</u>	-
Total Fixed Assets	<u>2,575,756.00</u>	<u>2,575,756.00</u>	-
TOTAL ASSETS	<u>3,721,269.07</u>	<u>3,744,979.62</u>	23,710.55
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Other Current Liabilities			
2200 · Prepaid Pledges	11,562.50	9,250.00	(2,312.50)
2300 · Accrued Liabilities			
2310 · Due to other organizations			
Total 2300 · Accrued Liabilities	-	-	-
2400 · Payroll Liabilities			
2431 FICA Liability	355.19	209.14	(146.05)
2432 Medicare Liability	83.10	48.93	(34.17)
2400 Payroll Liabilities - Other	708.29	754.33	46.04
2420 · Payroll Taxes Withheld	274.24	262.24	(12.00)
2452 · 403B Plan	270.00	290.00	20.00
Total 2400 · Payroll Liabilities	<u>1,690.82</u>	<u>1,564.64</u>	(126.18)
Total Other Current Liabilities	<u>13,253.32</u>	<u>10,814.64</u>	(2,438.68)
Total Current Liabilities	<u>13,253.32</u>	<u>10,814.64</u>	(2,438.68)
Total Liabilities	13,253.32	10,814.64	(2,438.68)
Equity			
3001 · Unrestricted Net Assets (RE)	65,837.09	65,837.09	-
3100 · Unrestricted Net Assets			
3110 · Undesignated Net Assets	40,113.92	40,113.92	-
3120 · Designated Net Assets			
3121 · Discretionary 501	279.87	315.87	36.00
3123 · Building 301	3,543.77	3,543.77	-
3124 · Memorial 400	26,566.94	26,566.94	-
3125 · Service/Out 502	9,245.26	9,316.64	71.38
3126 · EYC 601/602	1,687.96	1,687.96	-
3127 · St. Cath 604	8,250.44	8,250.44	-
3128 · St. Vinc 605	6,396.87	6,396.87	-
3129 · Columbarium 701	10,238.09	8,337.98	(1,900.11)
3131 · St. Ann's 603	2,293.08	2,293.08	-
3132 · WOSP 606	3,925.17	3,925.17	-
3133 · Choir 607	1,226.62	1,226.62	-
3134 · UTO 802	160.11	160.11	-
3136 · Activities Fund		210.00	210.00
Total 3120 · Designated Net Assets	<u>73,814.18</u>	<u>72,231.45</u>	(1,582.73)
3130 · Designated Quasi-Endowment			
3135 · Endowment 900	868,952.02	868,952.02	-
Total 3130 · Designated Quasi-Endowment	<u>868,952.02</u>	<u>868,952.02</u>	-
3140 · Fixed Operating Net Assets	2,569,856.00	2,569,856.00	-
Total 3100 · Unrestricted Net Assets	<u>3,552,736.12</u>	<u>3,551,153.39</u>	1,582.73
3200 · Temp. Restricted Net Assets			
3210 · Use-restricted Net Assets			
3211 · Continuing Education 201	775.00	775.00	-
3214 · Garden 702	4,143.65	3,992.82	150.83
Total 3210 · Use-restricted Net Assets	<u>4,918.65</u>	<u>4,767.82</u>	150.83
Total 3200 · Temp. Restricted Net Assets	<u>4,918.65</u>	<u>4,767.82</u>	150.83
Net Income	84,523.89	112,406.68	27,882.79
Total Equity	<u>3,708,015.75</u>	<u>3,734,164.98</u>	26,149.23

15

St. Philip's Episcopal Church
BALANCE SHEET
TOTAL LIABILITIES & EQUITY

<u>07.31.24</u>	<u>08.31.24</u>	Difference
<u>3,721,269.07</u>	<u>3,744,979.62</u>	23,710.55

St. Philip's Episcopal Church

BALANCE SHEET

ASSETS

Current Assets

Checking/Savings

- 1100 · Cash and Marketable Securities
- 1110 · SMB Checking Account from 01.31.24
- 1120 · Stifel Investment Account from 01.31.24
- 1130 · Stifel Endowment Account from 01.31.24
- 1140 · Stifel Bonds Account from 01.31.24
- 1150 · Stifel August 2024 New Account from 01.31.24
- Total 1100 · Cash and Marketable Securities

Total Checking/Savings

Total Current Assets

Fixed Assets

- 1500 · Property, Building & Equipment
- 1510 · Land
- 1520 · Building
- 1530 · Furniture and Equipment
- Total 1500 · Property, Building & Equipment

Total Fixed Assets

TOTAL ASSETS

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Other Current Liabilities

- 2200 · Prepaid Pledges
- 2300 · Accrued Liabilities
- 2310 · Due to other organizations
- Total 2300 · Accrued Liabilities
- 2400 · Payroll Liabilities
- 2431 FICA Liability
- 2432 Medicare Liability
- 2400 Payroll Liabilities - Other
- 2420 · Payroll Taxes Withheld
- 2452 · 403B Plan
- Total 2400 · Payroll Liabilities

Total Other Current Liabilities

Total Current Liabilities

Total Liabilities

Equity

- 3001 · Unrestricted Net Assets (RE)
- 3100 · Unrestricted Net Assets
- 3110 · Undesignated Net Assets
- 3120 · Designated Net Assets
- 3121 · Discretionary 501
- 3123 · Building 301
- 3124 · Memorial 400
- 3125 · Service/Out 502
- 3126 · EYC 601/602
- 3127 · St. Cath 604
- 3128 · St. Vinc 605
- 3129 · Columbarium 701
- 3131 · St. Ann's 603
- 3132 · WOSP 606
- 3133 · Choir 607
- 3134 · UTO 802
- 3136 · Activities Fund
- Total 3120 · Designated Net Assets
- 3130 · Designated Quasi-Endowment
- 3135 · Endowment 900
- Total 3130 · Designated Quasi-Endowment
- 3140 · Fixed Operating Net Assets
- Total 3100 · Unrestricted Net Assets
- 3200 · Temp. Restricted Net Assets
- 3210 · Use-restricted Net Assets
- 3211 · Continuing Education 201
- 3214 · Garden 702
- Total 3210 · Use-restricted Net Assets
- Total 3200 · Temp. Restricted Net Assets

Net Income

Total Equity

St. Philip's Episcopal Church
BALANCE SHEET
TOTAL LIABILITIES & EQUITY

	Jan - June 24	July 24	August 24	TOTAL	August Over (Under) July
St. Phillip's Church - Income & Expense Statement					
Ordinary Income/Expense					
Income					
4100 · Regular support for operations					
4110 · Pledge payments	77,010.00	15,690.00	12,260.00	104,960.00	(3,430.00)
4115 · Unpledged donations	11,708.00	9,640.00	1,745.00	23,093.00	(1,895.00)
4120 · Prepaid pledge income	13,875.00	2,312.50	2,312.50	18,500.00	-
4125 · Undesignated plate offerings	1,506.76	116.03	90.00	1,712.79	(26.03)
4130 · Easter/Lenten Income	2,329.00			2,329.00	-
4135 · Chistmas/Advent				0.00	-
4145 · Flowers & Candle Income	260.00		40.00	300.00	40.00
4155 · Other income	9,950.00		2.03	9,952.03	2.03
Total 4100 · Regular support for operations	116,638.76	27,758.53	16,449.53	160,846.82	
4200 · Investments used for operations					
4210 · Interest from operating account	13.49	1.20	1.53	16.22	0.33
4220 · Transfer from investments					-
Total 4200 · Investments used for operations	13.49	1.20	1.53	16.22	0.33
4155 · Kitchen & Reception Income	50.00			50.00	-
Total Income	116,702.25	27,759.73	16,451.06	160,913.04	(11,308.67)
Gross Profit	116,702.25	27,759.73	16,451.06	160,913.04	(11,308.67)
Expense					
6000 · Facilities-Utilities					
6010 · Electric	3,626.05	1,548.68	1,891.79	7,066.52	343.11
6020 · Gas service	4,773.36	101.33	84.11	4,958.80	(17.22)
6030 · Water & Sewer	776.65	316.25	258.00	1,350.90	(58.25)
6040 · Telephone	581.46	193.82		775.28	(193.82)
6050 · Internet Service	820.16	246.72		1,066.88	(246.72)
Total 6000 · Facilities-Utilities	10,577.68	2,406.80	2,233.90	15,218.38	(172.90)
6100 · Facilities-Other					
6110 · Church Building Repairs & Main	23,482.41	110.00	4,272.05	27,864.46	4,162.05
6120 · Grounds Maintenance	6,272.92		1,474.32	7,747.24	1,474.32
6130 · Custodial Supplies	285.26		99.37	384.63	99.37
6140 · Property Insurance	5,480.00		2,932.50	8,392.50	2,932.50
6150 · Security & Fire Protection	2,165.98	244.50		2,410.48	(244.50)
6160 · Contracted Janitorial Services	7,800.00	1,800.00	1,200.00	10,800.00	(600.00)
6100 · Piano & Organ Repairs & Main	507.65			507.65	-
6180 · Waste Disposal	1,272.05	211.15	209.29	1,692.49	(1.86)
6190 · Miscellaneous Facilities	358.42			358.42	-
Total 6100 · Facilities-Other	47,604.69	2,365.65	10,187.53	60,157.87	7,821.88
6200 · Worship					
6210 · Flower Expense	864.52			864.52	-
6220 · Music Expense	787.50	199.33	191.51	1,178.34	(7.82)
6230 · Altar Expense	175.98			175.98	-
Total 6200 · Worship	1,828.00	199.33	191.51	2,218.84	(7.82)
6300 · Administrative Expenses					
6310 · Office Supplies	314.28	166.37		480.65	(166.37)
6320 · Postage and Delivery	408.00			408.00	-
6340 · Printing and Reproduction				0.00	-
6345 · Copier maintenance	496.41	80.79	33.37	610.57	(47.42)
6350 · Software and Technology	350.00	20.00	20.64	390.64	0.64
6370 · Conventions & Conferences				0.00	-
6372 · Dues and Subscriptions	130.00			130.00	-
6380 · Christmas and Easter Literature	58.89			58.89	-

	Jan - June 24	July 24	August 24	TOTAL	August Over (Under) July
St. Philip's Church - Income & Expense Statement					
6381 · Bank Service Charges				0.00	-
6382 · Professional Fees				0.00	-
6390 · Miscellaneous Administrative				0.00	-
Total 6300 · Administrative Expenses	1,757.58	267.16	54.01	2,078.75	(213.15)
6400 · Clergy Expenses					
6410 · Rector Salary	28,958.35			28,958.35	-
6420 · Rector Housing	5,000.00			5,000.00	-
6430 · Business & Travel					-
6440 · Rector Expenses					-
6450 · Rector Pension	7,335.00		-2,445.00	4,890.00	(2,445.00)
6460 · Rector Health Insurance	3,958.35			3,958.35	-
6470 · Continuing Education					-
6480 · Salary Supply	837.74	880.94	270.48	1,989.16	(610.46)
6490 · Workers Comp Insurance	640.00			640.00	-
6495 · Rector Search			2,056.19		2,056.19
6400 · Clergy Expenses - Other					-
Total 6400 · Clergy Expenses	46,729.44	880.94	-118.33	45,435.86	(999.27)
6500 · Lay Employee Expenses					
6510 · Lay employee wages	19,412.85	6,408.29	3,712.77	29,533.91	(2,695.52)
6540 · Payroll Tax	1,485.30	438.29	258.07	2,181.66	(180.22)
6560 · Lay Employee Retirement Match	120.00	30.00	20.00	170.00	(10.00)
Total 6500 · Lay Employee Expenses	21,018.15	6,876.58	3,990.84	31,885.57	(2,885.74)
6600 · Program Expenses					
6610 · Kitchen & Reception	405.47	237.94		643.41	(237.94)
6620 · Tract Rack	120.00			120.00	-
6630 Sunday School	509.64			509.64	-
Total 6600 · Program Expenses	1,035.11	237.94	0.00	1,273.05	(237.94)
6700 · Diocesan Assessment	10,738.26	1,789.71	1,789.71	14,317.68	-
Total Expense	141,288.91	15,024.11	18,329.17	174,642.19	3,305.06
Net Ordinary Income	(24,586.66)	12,735.62	(1,878.11)	(13,729.15)	(14,613.73)
Other Income/Expense					
Other Income					
5000 · Other Income-Non-Operating					-
5020 · Employees Purse and Gifts	3,895.00			3,895.00	-
5160 · Bishop's Discretionary Fund					-
5000 · Other Income-Non-Operating - Other	85.00			85.00	-
Total 5000 · Other Income-Non-Operating	3,980.00	0.00	-	3,980.00	-
5029 · Special Event Net Income					-
5030 · Special Event					-
Total 5029 · Special Event Net Income	-	-	-	-	-
5400 · Additions to investment funds					-
5410 · Memorial donations					-
Total 5400 · Additions to Investment funds	-	-	-	-	-
5500 · Funds for parish-based outreach					-
5501 · Discretionary fund					-
5502 · Service/outreach fund					-
5503 · Episcopal Relief & Development					-
5504 · United Thank Offering					-
Total 5500 · Funds for parish-based outreach	-	-	-	-	-
5600 · Funds for organizations					-

	Jan - June 24	July 24	August 24	TOTAL	August Over (Under) July
St. Phillip's Church - Income & Expense Statement					
5603 · St. Ann's					-
5604 · St. Catherine's					-
5606 · Women of St. Philip's					-
Total 5600 · Funds for organizations	-	-	-	-	-
5700 · Investment Gain/Loss					-
5710 · Income and distributions	15,248.09	5,703.85	13,938.11	34,890.05	8,234.26
5720 · Change in securities value	61,158.73	17,977.07	15,822.79	94,958.59	(2,154.28)
Total 5700 · Investment Gain/Loss	76,406.82	23,680.92	29,760.90	129,848.64	6,079.98
Total Other Income	80,386.82	23,680.92	29,760.90	133,828.64	6,079.98
Other Expense					
7000 · Other non-operating expense					-
7001 · Misc. Non-operating Expense					-
7029 · Special Event Expenses	647.81			647.81	-
7040 · Purse Expense	7,045.00			7,045.00	-
7050 · Gift Expense					-
Total 7000 · Other non-operating expense	7,692.81	-	-	7,692.81	-
7500 · Outreach					-
7502 · Service & Outreach Expense					-
Total 7500 · Outreach	-	-	-	-	-
7603 · St. Ann's Expense					-
7604 · St. Catherine's Expense					-
7605 · St. Vincents expense					-
7606 · Women of St. Philip's					-
7701 · Columbarium expense					-
7702 · Garden fund expense					-
9001 · Transfer to operating funds					-
Total Other Expense	7,692.81	-	-	7,692.81	-
Net Other Income	72,694.01	23,680.92	29,760.90	126,135.83	6,079.98
Net Income	48,107.35	36,416.54	27,882.79	112,406.68	(8,533.75)

OCTOBER 2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
SEPT 29	SEPT 30	1	2	3	4	5
Proper 21 10:00AM HE – Rite II Supply Priest - Fr. Ryan Williams			5:30PM HE w/unction 6:30PM Choir practice			9AM – NOON Garden and Grounds
6	7	8	9	10	11	12
Proper 22 10:00AM HE – Rite II Fr. Ryan Williams 1st official Sunday			5:30PM HE w/unction 6:30PM Choir practice			9:30AM St. Ann's meeting 10:30AM WOSP meeting <i>10:-2pm</i> Makers market
13	14	15	16	17	18	19
Proper 23 10:00AM HE – Rite II			5:30PM HE w/unction 6:30PM Choir practice Newsletter Deadline			
20	21	22	23	24	25	26
Proper 24 10:00AM HE – Rite II	6PM Vestry		5:30PM HE w/unction 6:30PM Choir practice	6PM Serving Dinner at Watered Gardens		
27	28	29	30	31	NOV 1	NOV 2
Proper 25 10:00AM HE – Rite II 4PM Induction of Fr. Williams Dinner following service			5:30PM HE w/unction 6:30PM Choir practice			

ACTION REQUEST FORM FOR ST PHILIP'S VESTRY

PERSON SUBMITTING FORM Katie Bacon ROLE _____

DATE: 8/21/2024 FOR VESTRY MEETING ON 9-15-2024

IS ACTION REQUEST URGENT? NO DATE NEEDED? _____

ACTION REQUEST (What would you like the Vestry to do or authorize?) - REQUIRED

- Womens Bible Study
- authorize curriculum
- authorize \$\$ to purchase curriculum DVD and books
- Ask for volunteer to help run program w/Katie

BACKGROUND/WHY THIS ACTION IS REQUESTED? - If Urgent, explain why.

Restart Womens Bible Study

ATTACHMENTS: (List any attached form or information) 1 page

MOTION - A suggested Vestry motion is optional. Only Vestry members may move items, but another person may suggest a motion. As with any motion, these are subject to amendment or rejection by the Vestry.

Moved: _____ Second _____

ACTION PASSED: YES _____ NO _____ TABLED _____ UNTIL _____

Women's Bible Study proposal:

Prepared by Katie Bacon 8/21/2024

Breathe: Making Room for Sabbath DVD Leader Kit cost: \$99.99

Breathe: Member Books: \$12.99 each

- *This is a 5-session course; however, we can split each session in half and do a video one week and discuss in depth the next week to last 10 weeks.*
- *It would be great to have childcare and or a child program to be held at the same time so the moms with children can attend as well. This isn't mandatory just would be extremely helpful.*
- *We need 2 leaders willing and able to see the semester though.*
- *We should probably have a signup to know how many work books to order*
- *We need to decide if the members wishing to attend will pay for their own book or if the church will cover that cost.*
- *We should have that week's chapters printed as well for any invited guests.*

Weekly Schedule:

- *Gather:*
- *Opening prayer:*
- *Study materials either video or discussion*
- *Asking if anyone has anything on their hearts to pray about with the group. Write down in notebook. Find a woman that was willing to pray for item in closing prayer.*
- *Ask for any praise prayers.*
- *Closing prayer.*

Notebook kept in group to check in on and pray over and see how God works in our group.

