

SAINT TIMOTHY'S EPISCOPAL CHURCH VESTRY MEETING MINUTES – FINAL

Wednesday, May 15, 2019 - Grace House Conference Room

Update Date: 25 May 2019

SUMMARY:

MOTIONS:

- **MOTION** passed with one no vote to establish a policy that the following people will have access to the name and amount pledge information: treasurer, pledge secretary, bookkeeper and rector (should he or she desire it). The stewardship chairman will have timely access to trending and pledge information without specific names, as needed. See the minutes below for the full text of the motion.
- **MOTION:** The following pre meeting reports and minutes were approved as submitted: 1) minutes of the April vestry meeting, 2) reports by the treasurer, 3) rector report, 4-7) reports by Children and Youth, Pastoral Care, Property and Worship Commissions.
- **MOTION:** Allocate specific donated moneys received in the last month to maintenance reserve.
- **MOTION:** Approve designating \$5,927.25, received from Diocese from Miller family Charitable Remainder Unitrust (CRUT), to endowment account.

ACTION ITEMS FOR FUTURE MEETINGS:

- Still need to find a Commission home for St. Timothy's logo ware
- Allocation of \$7000 in budget for church growth
- Storage location for pictures of children

Attendees: Rev. Todd Bryant, Linda Clark, Dick Firth, Allison Fletcher, Rev. Susan Geissler-O'Neil, Cathy Hager, Steve Hedden, Alison Hill, Tom Linari, Neal Matsunaga, Trudy McMahon, Mike Olden, Lisa Perry, Sally Shea Potts

Absent: Nancy Arroyoavila, Kari Doolittle

1. Opening Prayer – Pastor Todd

Reading from the last supper

The vestry asked prayers for a variety of concerns including FOTH, young veterans at the V.A. and others

2. Review and Confirm Agenda

- Move Pledge Information discussion to the beginning due to the presence of Mike Oliver

3. Introduction of Guests – Mike Oliver

4. Non-Recurring Action Items

- a. **Pledge information access** – (Dick Firth, Vestry Executive Committee)

Proposed motion and 2 choices from list of those who can see the names and associated amounts for pledgers

Historically St. Timothy's has treated parishioner pledge information as confidential information with only the rector and treasurer deemed to have a "need to know" that information in a format where a pledger's name and pledge dollars were linked and made available. Over time, as operations and staffing in the financial area at St. Timothy's has changed, the church bookkeeper and pledge secretary have also had visibility to this information.

With the passage of time and the changing of parish leadership it seems appropriate to consider and reaffirm St. Timothy's policy regarding access to pledge information, specifically where pledger's names and dollars pledged are linked and made available and to confirm that the only leadership and staff positions that may have a "need to know" pledge information where parishioners names and pledge dollars are linked are:

Treasurer, pledge secretary, bookkeeper, Rector (if he so desires),

In addition, the Stewardship Chairman will have timely access to trending and pledge information without specific names as needed.

MOTION passed with one vote against.

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Dick shared the brief notes from the minutes of the Vestry meeting of September 2014

"

- Pledge is placed in a sealed envelope and not opened by the steward
- Pledge is known by the Treasurer, stewardship leaders – not the whole committee"

Dick discussed the background of the issue: Neal could not get a list of pledgers because there is no policy of who gets to see the specify pledge information. Mike and Dick and Todd discussed why they feel that the treasurer and the pledge chairman should have that information.

5. Recurring Action Items – Minutes, Treasurer's, Rector's, and Commission Reports

- Approve minutes from the April 9, 2019 vestry meeting
- Treasurers Report, Balance Sheet and P&L through April 30, 2019
- Rector's Report
- Commission and other Reports (Links to be added as the reports are posted)
 - Children and Youth
 - Pastoral Care Report
 - Property
 - Worship

The **MOTION** to approve all the above items were approved as submitted.

6. Non-Recurring Action Items

a. Treasurer Motion #1:

Approve allocating recent \$1000 and \$217 **undesignated gifts** to maintenance reserve account #70060. (Treasurer, Neal Matsunaga)

MOTION: Allocate specific donated moneys received in the last month to maintenance reserve. Motion was passed unanimously.

b. Treasurer Motion #2:

Approve designating \$5,927.25, received from Diocese from Miller family Charitable Remainder Unitrust (CRUT), to endowment account.

MOTION: Passed

Will transfer \$36,966.94 to endowment account at State Street Global Advisors. The other money was designated already for the endowment.

7. Discussion Items

a. What to do with **St. Timothy logo wear**.

Susan Cyr ran sale and ordering of product with St. Timothy's logo on it and there is some inventory (not much) remaining along with accounts (70080/70081/70085) in the church's books. If this is to continue there should be a commission home for it (maybe Fellowship) and an owner for managing the inventory and sales. If we don't want to continue, then I will close out account and arrange for disposal of inventory. (Treasurer, Neal Matsunaga)

Discussion – no decision.

b. Action Item from Previous Vestry meeting: - Recommendation for **allocation of \$7000** for church growth. (January 2019 meeting)

Per minutes from the January vestry meeting: "The Rector, Worship, Formation and Fellowship Commissioners will come up with a proposal for the allocation of the \$\$ to promote church growth by the March 2019 vestry meeting.

Carried over to a future meeting

c. Action Item from Previous Vestry meeting: - **Storage of pictures of children** (Action item from January 2019 meeting – Cathy Hager)

Carried over to a future meeting

8. FYI

a. **Publication Deadlines:**

1. Announcements – Tuesday 12 pm for the following Sunday

2. Tidings – 25th of the month for the following month's issue

b. **Financial Reporting**

Neal informed the vestry that the financial information published monthly in Tidings will now appear in the Sunday announcements. This was suggested by the Finance Committee.

c. **Bonded Employees & Volunteers** (text of email from the Treasurer – 5/9/2019)

Per Neal Matsunaga, Treasurer: Episcopal Church operations manual requires that people who handle money, for the church, are bonded. I reviewed our church insurance policy and spoke with Church Insurance Company. I learned that all employees and volunteers who are authorized to handle money for the church are covered, for bonding requirements, by a portion of our overall insurance policy. I specifically asked if people in the following roles are covered:

Treasurer
Bookkeeper
Pledge Secretary
Accounts Payable
Counters
Check signers

and was told anyone in these roles would be covered if they were authorized to do the role.

I wanted to share this information in case you had ever wondered about it.

d. **Trash Dumpster in back parking lot**

Email from Bev Matsunaga, Volunteer Facilities Manager – 5/8/2019

Dear vestry

Because of continual abuse by neighbors and the community, the dumpster is locked
The key to unlock is kept in the Parish Hall kitchen pantry on the wooden stick which holds
the padlock for the storage container.

Questions or concerns, please let me know.

Bev Matsunaga

Facilities@sainttmothysdanville.org

9. Closing Prayer – Alison Hill

St Timothy's Calendar for Vestry as of 5/07/2019

Items in red have been added since the last vestry meeting

<u>DATE</u>	<u>EVENT</u>
Wednesday, May 8 9 am – 4 pm	FOTH 2019 Work Party
Friday, May 10 – 10 am	David Evans Celebration of Life
Friday, May 10 – 7 pm	Dinner Cabaret & Concert
Tuesday – Saturday, May 14-18	FOTH 2019 Preparation
Wednesday, May 15 - 6:30 pm	Vestry Meeting
Saturday, May 18 – 4 pm – 9 pm	FOTH – 2019
Sunday, May 19 – 11:15 am	Town Hall on Fellowship/Formation/Small groups
Tuesday, May 21 2 -3 pm	Tea at Two (Grace House)
Saturday, May 25	Tidings Deadline
Sunday, May 26– 11:15 am	Town Hall on Fellowship/Formation/Small groups
Sunday, June 2, 3:30 – 9 pm	Boy Scout Court of Honor
Monday – Friday, June 3 - 7	Vacation Bible School
Saturday, June 15 1pm – 9pm	Mystery Special Event in the Parish Hall (?)
Wednesday, June 19 - 6:30 pm	Vestry Meeting
NO SCHEDULED VESTRY MEETING IN JULY 2019	
Wednesday, August 21 - 6:30 pm	Vestry Meeting
Sunday, September ??	Welcome Home

Submitted by Sally Shea Potts, Vestry Clerk

Next Tidings Deadline – Saturday May 25

Next Regular Vestry Meeting – Wednesday, June 19

Rector report

May 2019

Lent, Holy Week and Easter

Late Lent to Easter felt fresh for me. I think it was vibrant for many parishioners too tiring for clergy and servers, but nonetheless fresh.

On balance, everything went exceedingly well.

Your worship team recently met in order to tighten up execution of 2020 Ashes to Easter. I would recommend you take a look to the worship commissioner's feedback

Soon, we will have an updated worship customary (*a nuts and bolts document to help lay servers lead worship specific functions during this season*). We want everyone to feel comfortable while smoothly leading worship from Ash Wednesday (February 23) to Easter (April 12) in 2020.

Thank you

My thank-you-list is long. Just take look at page 1 and 2 of May tidings to see how long

https://sainttimothysdanville.org/wp-content/uploads/2019/05/Tidings_2019-05_no_contacts.pdf

Spamming continues

It seems that spamming has evolved into calling vestry members. I want the vestry contact lists to only be internally available. Rand has removed vestry contact lists from all recent Tidings.

What you can do

Just email if you get a call asking for money - it's likely spam. However, you don't need to be "bad cop." Just get their info and send it to me. If it's legit, then I will help. However, I am very good at saying no to spam calls

Rev. Todd Bryant

Treasurer's Report

May 15, 2019

Financial Highlights

- 2019 budget was based on 144 pledges, with an additional 11 pledges received after the budget was approved for about \$28,000.
- 2019 budget vs actual results, through April are:

	Budget	Actual	Difference
Pledge Income	\$202,805	\$215,852	\$ 13,047
Other Income	\$ 42,309	\$ 30,095	\$(12,214)
Expenses	\$254,370	\$239,787	\$ 14,583

Income – Pledge Income difference due to:

Pledges received after budget was prepared. Portion, from 11 additional pledges, is an offset for the underrun in Contributing income in Other Income.

Other Income difference due to:

Contributing income about \$17,000 under budget.
Facilities cost sharing about \$4,500 over budget.

Expenses – Operating expense difference is the sum of lots of overs and unders, with main ones being:

Personnel about \$1,774 under budget.
Christian Formation about \$728 under budget.
Children & Youth Ministry about \$686 under budget.
Fellowship about \$1,617 under budget.
Administration about \$1,045 under budget.
Facilities about \$7,875 under budget.
Finance about \$2,031 over budget.
Contingency about \$2,409 under budget.

Action Items

1. Approve allocating recent \$1000 and \$217 undesignated gifts to maintenance reserve account #70060.
2. What to do with St. Timothy logo wear. Susan Cyr ran sale and ordering of product with St. Timothy's logo on it and there is some inventory (not much) remaining along with accounts (70080/70081/70085) in the church's books. If this is to continue there should be a commission home for it (maybe Fellowship) and an owner for managing the inventory and sales. If we don't want to continue, then I will close out account and arrange for disposal of inventory.
3. Approve designating \$5,927.25, received from Diocese from Miller family CRUT, to endowment account. Will transfer \$36,966.94 to endowment account at State Street Global Advisors.

Other Status

1. Starting work on Noah's Ark preschool 2019-2020 budget. Will be ready for review and approval at June vestry meeting.
2. Noah's Ark first silent auction fundraiser raised \$7,282.01 after fees and was enjoyed by many, including alumni families. Funds raised will be used to replace playhouses in playground.

Neal Matsunaga

Saint Timothy's Episcopal Church

Balance Sheet

05/07/19

As of April 30, 2019

Accrual Basis

	Apr 30, 19
ASSETS	
Current Assets	
Checking/Savings	
10001 - Heritage Checking	50,744.29
10002 - Heritage Savings	148,870.94
17103 - Schwab	290,733.80
17104 - TD Ameritrade	314,831.23
Total Checking/Savings	805,180.26
Total Current Assets	805,180.26
Fixed Assets	
18000 - Fixed Assets	
18001 - Bell Tower	64,000.00
18002 - Church Building	206,463.00
18003 - Education Wing	29,133.00
18004 - Equipment	94,354.00
18005 - Furniture	283.00
18006 - Grace House & Columbarium	1,800,000.00
18007 - Land	12,000.00
18008 - Land Improvements	62,854.00
18009 - Parish Hall	117,630.00
18010 - Ackerman Property	580,850.00
Total 18000 - Fixed Assets	2,967,567.00
Total Fixed Assets	2,967,567.00
Other Assets	
17101 - SSGA Endowment Fund	310,528.78
17102 - SSGA Endowment Gain/Loss	140,341.25
Total Other Assets	450,870.03
TOTAL ASSETS	4,223,617.29
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
21010 - Endowment Gifts Pending	36,966.94
Total Other Current Liabilities	36,966.94
Total Current Liabilities	36,966.94
Total Liabilities	36,966.94
Equity	
31300 - Perm. Restricted Net Assets	
31501 - SSGA Endowment Fund	310,528.78
31503 - Fixed Assets	2,967,567.00
Total 31300 - Perm. Restricted Net Assets	3,278,095.78
31500 - Temp. Restricted Net Assets	
31504 - SSGA Endowment Gain/(Loss)	140,341.25
31510 - Program	392,470.85
31520 - Outreach	58,015.55
Total 31500 - Temp. Restricted Net Assets	590,827.65
32000 - Unrestricted Net Assets	229,087.17
Net Income	88,639.75
Total Equity	4,186,650.35
TOTAL LIABILITIES & EQUITY	4,223,617.29

Saint Timothy's Episcopal Church Profit & Loss Budget vs. Actual

Accrual Basis

January through April 2019

	Jan - Apr 19	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
40000 · Donations				
41000 · Pledge Income				
41120 · Prepaid Pledges Rec'd Prev Year	41,126.49	42,751.00	-1,624.51	96.2%
41100 · Current Year Pledges	229,609.58	565,665.00	-336,055.42	40.6%
41300 · Prior Year Pledges Rec'd Late	3,092.00			
Total 41000 · Pledge Income	273,828.07	608,416.00	-334,587.93	45.0%
42000 · Plate Offering				
42100 · Loose Plate	3,017.45	8,000.00	-4,982.55	37.7%
42150 · Contributing Income	13,339.00	91,000.00	-77,661.00	14.7%
Total 42000 · Plate Offering	16,356.45	99,000.00	-82,643.55	16.5%
43000 · Special Gifts	658.00			
44000 · Operating Support				
44200 · Facilities Cost Sharing	12,756.78	24,677.00	-11,920.22	51.7%
44300 · Flower Donations	192.01	2,900.00	-2,707.99	6.6%
Total 44000 · Operating Support	12,948.79	27,577.00	-14,628.21	47.0%
45000 · Other Income				
45100 · eScrip Remittance	2.29			
45200 · Amazon Smile	28.48			
45300 · Interest Income	100.85	280.00	-179.15	36.0%
45400 · Miscellaneous Income	0.00	70.00	-70.00	0.0%
Total 45000 · Other Income	131.62	350.00	-218.38	37.6%
Total 40000 · Donations	303,922.93	735,343.00	-431,420.07	41.3%
Total Income	303,922.93	735,343.00	-431,420.07	41.3%
Gross Profit	303,922.93	735,343.00	-431,420.07	41.3%
Expense				
60000 · Operating Expenses				
61000 · Diocesan Assessment	35,772.84	107,319.00	-71,546.16	33.3%
62000 · Personnel Expense				
62100 · Clergy Compensation				
62110 · Rector	30,763.28	92,290.00	-61,526.72	33.3%
62120 · Associate Rector	24,845.68	74,537.00	-49,691.32	33.3%
62198 · Clergy Pension Premiums	12,773.05	36,110.00	-23,336.95	35.4%
62199 · Clergy Benefits & Insurance	9,842.88	28,645.00	-18,802.12	34.4%
Total 62100 · Clergy Compensation	78,224.89	231,582.00	-153,357.11	33.8%

62200 · Lay Staff Compensation				
62202 · Music Director	12,967.04	38,901.00	-25,933.96	33.3%
62203 · Office Manager	4,533.18	24,960.00	-20,426.82	18.2%
62213 · Office Staff-Temporary Help	3,446.00	873.00	2,573.00	394.7%
62204 · Bookkeeper	9,238.32	27,715.00	-18,476.68	33.3%
62205 · Childcare Assistant	687.24	2,920.00	-2,232.76	23.5%
62296 · Lay Payroll Taxes	2,040.97	7,296.00	-5,255.03	28.0%
62297 · Lay Pension Premiums	884.80	5,747.00	-4,862.20	15.4%
62299 · Pension Reimbrsmnt Noah's Ark	0.01			
62298 · Lay Benefits & Insurance	206.86	1,111.00	-904.14	18.6%
Total 62200 · Lay Staff Compensation	34,004.42	109,523.00	-75,518.58	31.0%
62300 · Workers Compensation Insurance	670.00	325.00	345.00	206.2%
62400 · Payroll Processing Fees	315.00	3,094.00	-2,779.00	10.2%
62500 · Contractors (1099)				
62501 · Musicians				
62511 · Paid Musicians	4,600.00	10,700.00	-6,100.00	43.0%
62512 · Supply Musicians	404.50	2,300.00	-1,895.50	17.6%
Total 62501 · Musicians	5,004.50	13,000.00	-7,995.50	38.5%
62504 · Landscaping	8,068.00	24,210.00	-16,142.00	33.3%
62505 · Janitorial Services	9,750.00	28,600.00	-18,850.00	34.1%
Total 62500 · Contractors (1099)	22,822.50	65,810.00	-42,987.50	34.7%
62600 · Staff Allowances				
62601 · Continuing Education	0.00	1,200.00	-1,200.00	0.0%
62602 · Travel	52.18	600.00	-547.82	8.7%
62603 · Clergy Hospitality	383.44	2,100.00	-1,716.56	18.3%
62604 · Clergy Discretionary Fund	165.00	1,000.00	-835.00	16.5%
Total 62600 · Staff Allowances	600.62	4,900.00	-4,299.38	12.3%
Total 62000 · Personnel Expense	136,637.43	415,234.00	-278,596.57	32.9%

63200 · Music				
63205 · Music Expenses				
63215 · Professional Expense	337.63	1,300.00	-962.37	26.0%
63216 · Music Hospitality	0.00	500.00	-500.00	0.0%
63205 · Music Expenses - Other	53.33			
Total 63205 · Music Expenses	390.96	1,800.00	-1,409.04	21.7%
63206 · Musical Equipment R&M	0.00	350.00	-350.00	0.0%
Total 63200 · Music	390.96	2,150.00	-1,759.04	18.2%
63300 · Christian Formation				
63301 · EFM	0.00	800.00	-800.00	0.0%
63302 · Adult Education	38.87	1,000.00	-961.13	3.9%
63303 · Lenten Series	0.00	500.00	-500.00	0.0%
Total 63300 · Christian Formation	38.87	2,300.00	-2,261.13	1.7%
63350 · Children & Youth Ministry				
63351 · Family Ministries	250.00	1,300.00	-1,050.00	19.2%
63352 · Youth Ministries	164.11	2,000.00	-1,835.89	8.2%
Total 63350 · Children & Youth Ministry	414.11	3,300.00	-2,885.89	12.5%
64000 · Worship & Liturgy				
64150 · Miscellaneous Worship	70.62	500.00	-429.38	14.1%
Total 64000 · Worship & Liturgy	70.62	500.00	-429.38	14.1%
64500 · Fellowship				
64501 · Sunday Coffee & Supplies	71.90	1,500.00	-1,428.10	4.8%
64502 · Parish Events-Connect	0.00	1,300.00	-1,300.00	0.0%
64503 · Reception Expense	53.73	1,200.00	-1,146.27	4.5%
64504 · Greeters-Welcome	0.00	100.00	-100.00	0.0%
64505 · Invites	0.00	400.00	-400.00	0.0%
64506 · Vestry Expenses	100.00	230.00	-130.00	43.5%
64508 · NEW (New Episcopal Women)	0.00	800.00	-800.00	0.0%
64599 · Coffee Hour Donations	0.00	0.00	0.00	0.0%
Total 64500 · Fellowship	225.63	5,530.00	-5,304.37	4.1%
65000 · Administrative				
65100 · Office Supplies	437.76	1,500.00	-1,062.24	29.2%
65101 · Paper	970.81	4,000.00	-3,029.19	24.3%
65102 · Advertising	80.42	300.00	-219.58	26.8%
65103 · Software	588.00	2,000.00	-1,412.00	29.4%
65105 · Phone & Internet	1,920.87	4,500.00	-2,579.13	42.7%
65106 · Misc Administration	250.00	600.00	-350.00	41.7%
65200 · Equipment				
65201 · Hardware	53.17	800.00	-746.83	6.6%

Saint Timothy's Episcopal Church Profit & Loss Budget vs. Actual

Accrual Basis

January through April 2019

	Jan - Apr 19	Budget	\$ Over Budget	% of Budget
65202 · Copiers	5,877.99	20,000.00	-14,122.01	29.4%
65203 · Other Equipment R&D	0.00	500.00	-500.00	0.0%
Total 65200 · Equipment	5,931.16	21,300.00	-15,368.84	27.8%
65300 · Postage				
65301 · Meter Postage	636.27	900.00	-263.73	70.7%
65302 · Other Postage	0.00	200.00	-200.00	0.0%
65303 · Meter Lease	772.24	2,600.00	-1,827.76	29.7%
Total 65300 · Postage	1,408.51	3,700.00	-2,291.49	38.1%
Total 65000 · Administrative	11,587.53	37,900.00	-26,312.47	30.6%
66000 · Facilities				
66100 · Campus Maintenance	10,371.87	35,000.00	-24,628.13	29.6%
66110 · Rectory Maintenance				
66111 · Insurance	0.00	650.00	-650.00	0.0%
66112 · Landscaping	1,080.00	4,000.00	-2,920.00	27.0%
66113 · Pool	610.00	1,700.00	-1,090.00	35.9%
66116 · Maintenance	1,459.48	3,000.00	-1,540.52	48.6%
Total 66110 · Rectory Maintenance	3,149.48	9,350.00	-6,200.52	33.7%
66120 · Services				
66121 · Elevator & Fire Alarm	2,519.65	5,000.00	-2,480.35	50.4%
66122 · Other Services	0.00	6,000.00	-6,000.00	0.0%
Total 66120 · Services	2,519.65	11,000.00	-8,480.35	22.9%
66130 · Facilities Supplies	917.21	3,000.00	-2,082.79	30.6%
66140 · Utilities				
66141 · EBMUD	1,461.82	21,000.00	-19,538.18	7.0%
66142 · Garbage	2,570.50	7,000.00	-4,429.50	36.7%
66143 · PG&E Gas	2,873.48	4,500.00	-1,626.52	63.9%
66144 · PG&E Electrical	3,220.25	12,000.00	-8,779.75	26.8%
66145 · PG&E Loan	2,027.67	8,111.00	-6,083.33	25.0%
Total 66140 · Utilities	12,153.72	52,611.00	-40,457.28	23.1%
Total 66000 · Facilities	29,111.93	110,961.00	-81,849.07	26.2%
67000 · Finance				
67050 · Stewardship	0.00	2,000.00	-2,000.00	0.0%
67100 · Benevity Fees	0.00	190.00	-190.00	0.0%
67101 · Banking Charges	390.69	1,800.00	-1,409.31	21.7%
67103 · Corporate Fees & Expenses	59.95	1,000.00	-940.05	6.0%
67104 · Property & Liability Insurance	14,834.00	29,700.00	-14,866.00	49.9%
67107 · Property Taxes				
67117 · Church Property Tax	0.00	5,573.00	-5,573.00	0.0%
67118 · Rectory Property Tax	513.81	1,038.00	-524.19	49.5%
Total 67107 · Property Taxes	513.81	6,611.00	-6,097.19	7.8%
Total 67000 · Finance	15,798.45	41,301.00	-25,502.55	38.3%

68000 - Budgeted Outreach				
68002 - Budgeted Outreach	5,000.00	15,000.00	-10,000.00	33.3%
68003 - Schools & Interfaith Council	1,000.00	3,000.00	-2,000.00	33.3%
Total 68000 - Budgeted Outreach	6,000.00	18,000.00	-12,000.00	33.3%
69000 - Contingency				
69001 - Contingency	1,590.64	12,000.00	-10,409.36	13.3%
Total 69000 - Contingency	1,590.64	12,000.00	-10,409.36	13.3%
Total 60000 - Operating Expenses	239,786.58	763,110.00	-523,323.42	31.4%
Total Expense	239,786.58	763,110.00	-523,323.42	31.4%
Net Ordinary Income	64,136.35	-27,767.00	91,903.35	-231.0%

Other Income/Expense

Other Income

70000 - Program Accounts

70040 - Boy Scout Troop #36

70041 - Boy Scout Troop Income 1,150.00
70045 - Boy Scout Troop Expenses -1,150.00

Total 70040 - Boy Scout Troop #36 0.00

70050 - Parish Activities

70051 - Parish Activities Income 784.14
70055 - Parish Activities Expense -870.47

Total 70050 - Parish Activities -86.33

70060 - Maintenance & Improvement

70061 - Maint & Improvement Income 23,175.00
70065 - Maint & Improvement Expense -3,788.93

Total 70060 - Maintenance & Improvement 19,386.07

70100 - Vestry Retreat

70101 - Vestry Retreat Income 310.00
70105 - Vestry Retreat Expense -394.76

Total 70100 - Vestry Retreat -84.76

70110 - Youth Trips

70111 - Youth Trips Income 750.00

Total 70110 - Youth Trips 750.00

70130 - Concert Series

70131 - Concert Series Income 2,625.00
70135 - Concert Series Expense -3,505.10

Total 70130 - Concert Series -880.10

70140 - Columbarium

70141 - Columbarium Income 400.00
70145 - Columbarium Expense -37.64

Total 70140 - Columbarium 362.36

70150 - Ackerman

70155 - Ackerman Expenses -7,108.87

Total 70150 - Ackerman -7,108.87

70190 - New Episcopal Women (NEW)

70191 - NEW Income 920.00

Total 70190 - New Episcopal Women (NEW) 920.00

70200 - Men's Group

70201 - Men's Group Income 336.00
70205 - Men's Group Expense -292.30

Total 70200 - Men's Group 43.70

Total 70000 - Program Accounts 13,302.07

80000 - Outreach Accounts

80010 - Adopt-a-Bike Program

80011 - Adopt-a-Bike Program Income 800.00
80015 - Adopt-a-Bike Program Expense -1,206.05

Total 80010 - Adopt-a-Bike Program -406.05

80020 - Christmas Boxes

80029 - Christmas Boxes Disbursements -900.00

Total 80020 - Christmas Boxes -900.00

Saint Timothy's Episcopal Church Profit & Loss Budget vs. Actual

January through April 2019

	Jan - Apr 19	Budget	\$ Over Budget	% of Budget
80040 - Fruits of the Harvest				
80041 - Event Ticket Sales	2,220.00			
80042 - General Donations	1,020.00			
80048 - Event Expenses	-1,387.33			
80040 - Fruits of the Harvest - Other	3,550.00			
Total 80040 - Fruits of the Harvest	5,402.67			
80100 - Trinity Center				
80101 - Trinity Center Donations	1,500.00			
80105 - Trinity Center Disbursements	-110.42			
Total 80100 - Trinity Center	1,389.58			
80110 - Winter Nights				
80111 - Winter Nights Income	940.00			
80115 - Winter Nights Expense	-1,194.92			
Total 80110 - Winter Nights	-254.92			
89000 - Other Outreach				
89001 - Other Outreach Donations	6,000.00			
Total 89000 - Other Outreach	6,000.00			
Total 80000 - Outreach Accounts	11,231.28			
Total Other Income	24,533.35			
Other Expense				
100000 - Ask My Accountant	29.95			
Total Other Expense	29.95			
Net Other Income	24,503.40			
Net Income	88,839.75	-27,787.00	116,406.75	-313.2%

St. Timothy's Children and Youth Commission Report

May 2019

This month our youth beautifully read the Passion Story on Palm Sunday. There were two identical services at 9 and 11 for Easter Sunday services, and we had a wonderful problem of having to restock the Easter Eggs and place them again for the scavenger hunt. There were 25 children at 11:00! The prizes were a hit. Thank you to Kimberly Bryant, Karen and Ken Anderson, John Henry and Shelley Wells, Thomas Hager, and all who put this together and made it happen.



As well, Pastor Susan gave each child a small plant, potted, but will need to be transplanted. I took one to Joyce Rutherford as well for my LEV visit.

Our older youth are getting ready for Confirmation at Grace Cathedral on June 1. Please keep them in your thoughts and prayers as they get ready to take this big step in their lives.

Blessings,

Cathy Hager
Children and Youth Commissioner

April 15, 2019
Pastoral Care

Since joining the Vestry, I have had numerous very informative meetings with parishioners either currently or formerly engaged in pastoral care-related ministries at St. Tim's. After much deliberation, and counsel with Dick Firth, I have decided to focus on continuing this meaningful work on Pastoral Care but not also serve concurrently in a leadership role for the Fellowship Commission.

Trudy Macmillan

Junior Warden / Property Commission Report – May 2019

Update on the remodel of the Ackerman bathroom

From: Tom Linari <tlinari57@gmail.com>

Sun, May 5, 2019 at 2:08 PM

To: Alison Hill <alirhill@comcast.net>, Allison Fletcher <allisonsfletcher@gmail.com>, Bev Matsunaga <Bkmats@aol.com>, Cathy Hager <cathager@comcast.net>, Kari Doolittle <kari.doolittle@gmail.com>, Kimberly Bryant <kharvin@hotmail.com>, Linda Clark <lclark1228@aol.com>, Lisa Perry <Lisa@pmcapp.com>, Nancy Arroyoavila <naa2005retire@gmail.com>, Neal Matsunaga <nkmats@aol.com>, "Rev. Todd Bryant" <rector@sainttimothysdanville.org>, Richard Firth <rwfirth@gmail.com>, Sally Shea Potts <sallyspotts@gmail.com>, Stephen Hedden <stephenhedden@yahoo.com>, Susan Geissler-O'Neil <sgeissleroneil@sainttimothysdanville.org>, Trudy Macmillan <trudycmacmillan@gmail.com>, oldenmichael69 <oldenmichael69@yahoo.com>

Hello Vestry,

This is an update for the remodel of the Ackerman bathroom.

After getting three bids from various contractors Sandy Varco and I chose Brooks Faley of creative shades and cabinetry.

He had the best remodel price and is very easy to work with. He also had the quickest start time.

Believe it or not he can start on the 13th of May!

The cabinets have been picked out. The vanity top has been ordered and Kimberly and Sandy will be working on sinks, faucets ,and mirrors, etc. Please say a little prayer for a quick turnaround time and no dry rot!

Even though Brooks had a considerably lower price than the other two contractors, there are a lot of little things that can add up quickly to the bill.

Hopefully next month I will have an update on how much is left in the kitty to possibly update another bathroom.

Please let me know if you have any questions before the vestry meeting on the 15th

Thanks ,

Tom

Worship Committee Report
May 2019

Worship Review/Comments
2019 Ashes to Easter
Worship Commissioners: Allison Fletcher & Linda Clark

The following is a combination of comments from the 5/5/19 meeting and emails received.

Ash Wednesday

Comments included “fresh perspective; solemn, serious but not morbid; service set the tone for Lent; positive service.”

No one suggested any changes.

Alter rails

Positive comments included “positively changes the feeling of the season.”

Suggestions: (1) Provide more training for alter party and congregation. (2) The cords by the lectern could be a tripping hazard and were a visual distraction. Pastor will investigate solutions.

Music

Comments were all very positive. The music was thoughtful.

Palm Sunday

The Passion was eliminated, and the consensus was that it was better doing the Passion once on Good Friday and making Palm Sunday not so morbid.

Wednesday Night

This service was not well attended. Discussed whether or not to have the service. The decision is instead of a full service to provide the church for reflection and prayers. Possible readings by laypeople. Pastor to look into this.

Maundy Thursday

Everyone agreed that the handwashing was a good idea as well as having congregation assist with clearing the alter.

Good Friday

Everyone agreed that these were service were done very well.

Easter Vigil

Overall, the response was very positive. The length of the service was good.

Suggestions: (1) more training for participants (2) needed better preparation and communication (3) maybe provide written outline of responsibilities and any changes to be made during the service to all who are participating (4) allow for ringing the bells twice with more upbeat music at the end.

Easter Services

Comments were very positive. The baptism at the font was beautiful.

Suggestions: Not sure we need three (3) services. This will be discussed at the January meeting when we recap Christmas and work on the Lenten plan.