

Minutes Vestry Meeting,
St. Paul's Episcopal Church

April 18, 2021

11:45 AM

Meeting opened at 11:55 am

Opening Prayer – Mthr. Barbara

Review & Approval of March Minutes

Motioned passed to approve March vestry minutes motioned by Terry, 2nd by Lucinda

Review, discussion & approval Treasurer's Report: Rick. (*15 min.*)

Vote to approve and file for audit Financial Report

Consent & News Items (*To note, discussion not expected re these unless there are questions*)

- Thanks to Donna and Lucinda for over-seeing Lawn care for this summer season
- Salvation Army looking for volunteers, accepting foodstuffs again—collection basket available near front doors as before
- Habitat for Humanity is looking for volunteers to help build a house in DeKalb.
- Church & Near Neighborhood Clean-Up Day: May 1st from 9 AM-11:30 AM
- Memorial plaque cost being researched for Memorial Garden to honor the memory of Eva and Henry Leonard

Rector's Activities Report (*To note, discussion not expected re these unless there are questions*)

- Recruiting workgroup to research sound system and video equipment to report costs and recommendations to vestry within six months
- Research and work on new website
- Met with Habitat for Humanity representative
- Several hospital visits & pastoral phone calls
- Monthly Deanery meeting, bi-monthly meetings with local clergy
- Zoom meetings with Jen Lyker to work on new website

- Mother Barbara will be taking vacation days April 26-30ht.

Music & “Zooming” Report – Lorraine & Mthr. Barbara (*15 min.*)

Example: Excerpt from a recent email laying out needs/assignments for the services:

Mthr. Barbara Wilson: Presider/Host

Peg Newby: Usher and Sanctuary Attendance Taker

Jocelyn Prall/Peg Newby: Altar Guild

Gretchen Schlabach: Zoom Bulletin Scroller (Off-Site)

Tyrique McNeal: Zoom Attendance Taker/Admittance and Sanctuary Singer

Hannah Buckle: Zoom Muter/Monitor Chat and Sanctuary Sound Monitor/Pianist

Lorraine Langer: Zoom Music Microphone (MacBook Pro)

Sound Monitor/DitMusic/Singer

Kathleen Johnson: Organist and Lynne Jacobson: Alto Recorder

Seven Devices (Computers, iPad, iPhones)

1. Altar Zoom Host: Mthr. Barbara’s MacBook Pro
2. Lectern Readers/Sermon: Lorraine’s iPad
3. Music Microphone for Zoom: Lorraine’s MacBook Pro (organ, piano, recorder, voice)
4. Scroller: via Zoom Gretchen MacBook Air
5. Attendance/Admittance: via Zoom Tyrique Laptop via Sanctuary (Tyrique)
6. Mute/Unmute/Chat/Assist Sanctuary Sound: MacBook Air via Sanctuary (Hannah)
7. Record Gospel/Sermon iPhone via Sanctuary (Lorraine/Hannah)

Let the minutes show Mother Barbara recommends a work group to investigate investing in sound system and equipment for professional Zooming.

Let the minutes show Gretchen recommends need for professional consultation with work group.

New and Carried Over Business

- Building and Grounds Report April 18, 2021
- Members: Lucinda Brunner, Jr. Warden; Donna deOliveira; Rhys & Jocelyn Prall
- Vestry Meeting Report –

- The persons named above have been in and will continue to be in consultation with Susan King and Mother Barbara (in person, phone, email and text messaging) – GOAL: “Housekeeping” to address and communicate to the Vestry and congregation: actions needed/providers/ contracts & documents related to the care and maintenance for the buildings and grounds of St. Paul’s Episcopal Church – DeKalb, IL.
- THANKS to Rhys and Jocelyn for stump removal and trash clean-up yesterday. And to anyone whose efforts help to improve our property and add to the neighborhood. Rhys has also filled crevices by the sidewalk with free fill.
- LAWN CARE -- Marc’s Lawn Service (Sycamore, IL) will continue to provide mowing services at the cost of \$115 per cutting (price has not changed since initial services began several years ago) - schedule under current discussion (weekly or rotating 7/10 day schedule-would reduce our costs by about one mow per month). To reduce the “dandelion population” he recommends and works with a Rockford firm to cover these services – spring & fall sprayings available – cost \$326 to be completed by Nature Scape- Rockford, IL (arranged by Marc, a “pass through” service for larger jobs). Spring application would be accomplished about mid-May, if requested.
- HVAC – Smith-Daulquist, Inc (Sycamore, IL) -- 02/2021- air filters changed in eight furnaces and 2 RTU’s (owed from 2019 -2020 – COVID19). They will be providing Air Conditioning tune-up services (not yet scheduled as filters have just been changed) at no additional charge (owed from 2019 -2020 – COVID19). Further conversation/research to address thermostats, blowers, ongoing needs/contract for 2021-2022).
- Asian Beetles – spring arrival from wintering in the sanctuary (humorous note: per my son, Scott, we can thank the Indiana farmers - conversation with Sandy Oros - Pest Control Consultants (Sycamore & Dixon, IL) and a verbal quote of \$160 to spray (will address all but mosquitos), inspect, and make recommendations. They can arrange to complete the work this coming week, logistics for this are in process, unless there are concerns from the Vestry.
- LOCKS and KEY CONTROL – Lucinda has communicated with Hawken’s Lock Smith (Sycamore, IL), who has been our most recent locksmith, and received a bid for church building lock replacement (would avoid additional ‘fix-it’ charges dues to the deteriorating locks) and provide improved security. The cost would be \$1071. This should be considered a Capital Improvement, therefore would not affect the 2021 budget as payment would be made from our Edward Jones Building Fund. A Key Code Control would be developed/maintained by our administrative assistant. MOTION NEEDED to accept the bid and move forward!

- Wood Around Arch -- Rhys has observed and recommends needed painting now to preserve the wood and prevent further deterioration. This is not a project to be completed by members of the congregation. This should be considered a Capital Improvement, therefore would not affect the 2021 budget as payment would be made from our Edward Jones Building Fund.

Let the minutes show vestry requests B & G committee to collect 2-3 bids for above recommended work.

- God's Grace and Robert's Rules, Chapter Two: Discussion—Marilyn, Barbara (*25 min.*)
- Let the minutes show Mother Barbara will present *on “vestry unity on decisions – agree to disagree and majority rules” at next vestry meeting.*

“Do we regularly look toward the future and the Holy Spirit in our decision-making? Do we have a process of corporate discernment? * Are we willing, once the vestry has reached a decision, to be united in support of that decision? How might unity/disunity affect the parish?”

- Congregational Vitality Assessment: Discussion—Mthr. Barbara. (*25 min.*)

Let the minutes show this discussion was tabled until next meeting.

Closed with the Lord's Prayer

Adjourn at 1:25

Respectfully submitted by Rebecca Smith, clerk

**Agenda Vestry Meeting,
St. Paul's Episcopal Church**

May 16, 2021

11:45 AM

Opening Prayer – Mthr. Barbara

Review & Approval of April Minutes

Review, discussion & approval Treasurer's Report

Review & acceptance Music Ministries Report

Review & acceptance Sound & Vision workgroup report

Consent & News Items (*To note, discussion not expected re these unless there are questions*)

- New worship guidelines from diocesan leadership allows 4 people to sing aloud during worship
- Mthr. Barbara joined the Board of Directors for Habitat for Humanity, DeKalb
- Memorial plaque ordered for Memorial Garden to honor the memory of Eva and Henry Leonard
- Saturday, May 22: Abiding in Christ short retreat, 9 AM to 3 PM

Rector's Activities Report (*To note, discussion not expected re these unless there are questions*)

- Met with workgroup to research sound system (aka, Sound and Vision for Integrated Worship workgrp)
- Met with Habitat for Humanity representative
- Several hospital visits & pastoral phone calls
- Celebration of Life, “Puzz” George
- Monthly Deanery meeting, bi-monthly meeting with local clergy, meeting with diocesan leadership and clergy
- Zoom meetings with Jen Lyker, InkSplash Designs re new website

- Weekly Zoom meetings for Episcopal clergy, “Credo Conversations.”
- Met with Peg Doud, naturalist from UI Extension Service, to explore planting a butterfly garden on grounds

New and Carried Over Business

- **God’s Grace and Robert’s Rules, Chapter Three--Sacraments: Outward and Visible Signs**

“The church building and grounds are outward and visible signs of the spiritual grace present in the congregation.” (Kunz)

Take an imaginary trip around the church from the point of view of a first-time visitor. What impression does it make? What does it say about our life together? What influence does the building have on our worship together? Does it help to express who we are as a congregation? How might it improve? **Discussion—Marilyn, Barbara (20 min.)**

- **Congregational Vitality Assessment: Discussion—Mthr. Barbara. (20 min.)**

Prayer and Adjourn

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Music Ministries Report

Vestry Meeting, Sunday, May 16, 2021

The Choirs

The adult/youth choir members are looking forward to the time that they can meet as a choir to sing, rehearse, and share music in worship. Our next meeting will be Thursday, May 27th at 7:00 PM and will be a hybrid (in-person parish hall and on-line zoom) choir rehearsal and chat. We met via zoom on Thursday, May 6th, and our agenda included time to:

- catch up, sing happy birthday to Hannah and Jacob, and say goodbye to Tyrique;
- listen to two new anthems, accessible to study on our church websites music page;
- plan for the future: start choir workgroup (develop guidelines for getting together);
- discuss the opportunity for choir members to sing for services (new guidelines); and
- schedule our next choir rehearsal and chat (5/27 first in-person and on-line).

Music Liturgy and Worship

The Episcopal Diocese of Chicago has new Reopening Guidelines (available on the home page of St. Pau's website) that impact music for worship. I will be reviewing our summer and fall music schedules with Hannah and Mthr. Barbara, and hope that if and when our choir members feel safe, they will be able to sing and lead the hymns for services.

Digital Streaming (Zoom)

Our Co-Hosts (Hannah, Gretchen, Peg) continue to do a great job assisting during online and live worship services. We were able to stream (record via zoom) Elizabeth George's Celebration of Life Service (5/8/21) and her family was very appreciative. I continue to assist parishioners with problem solving technology related issues, with zoom and their devices (phone, computer, router/modem) in hopes for better access and functionality when joining church worship services and activities.

Administrative/Other

In addition to ongoing and continued music administrative work, I met with Mthr. Barbara to discuss music and streaming. Additionally, I am working with the Sound and Vision Workgroup.

Lorraine Langer, Director of Music (05/14/2021)

Sound & Vision Integrated Worship Workgroup

Report for May Vestry

Submitted by Peg Newby, Chairperson

Workgroup members are Peg Newby, Lucinda Brunner, Lorraine Langer, Gretchen Schlabach & Mthr Barbara

Weekly Tuesday Zoom meetings began May 4th and focused on our purpose, what we know/need to know, funding, and commitment to present a proposal to the Vestry in about 3 months. Our May 11th meeting was held in the sanctuary so we could review what is currently in place, the age of equipment, and the working status of equipment (speakers, lighting, etc.). We have information from the 2010 sound upgrade and quotes from 2019. We are in the process of obtaining updated/additional quotes. As we consider what is needed to present a good worship experience both in the sanctuary and at home, we are also being mindful to be good stewards of our funding and discuss how we can responsibility use our resources. We plan to keep the Vestry informed of our progress. If you have specific questions, please feel free to email a member of the workgroup.

Treasurer's Report May 16, 2021

I need to apologize first: I am going to be on the road, driving to Florida to see my mother, when the Vestry meets this month. I can use Zoom from my phone, but there is just no telling how reception will be along the road. So, if you have any questions I can answer in advance of the meeting, please email them to me. Thank you.

As of May 13, our bank balance stood at \$36,588.04. We will need to take some money out of the Endowment Fund to cover our June bills; this will be our first withdrawal in 2021.

We spent \$24,860.44 from our General Fund in April plus an additional \$1269 from the revolving and pass-through funds. We have spent \$93,213.77 in 2021, about 37.1% of our annual budget. For sake of comparison, the end of April is 33% of the year. We took in \$3420.80 in pledges and contributions from regular attendees in April. We have collected 47.2% of our expected pledge income so far this year. However, income from regular attendees who don't pledge and from anonymous open plate donors has been quite low this year so far.

As of April 30, the Endowment Fund value stood at \$2,517,904.36. Five percent of the 12 month average is \$113,541. The Edward Jones Building Fund has \$31,435.80 in it. Our Apache stock holdings were valued at \$129.44 on February 22.

As of the end of April, the Music Fund contained \$753.93, and the Discretionary Fund has \$40 in it. I would encourage people to contribute to the Discretionary Fund—there is a lot of need out there in the community.

Most of our expenses are pretty fixed. A lot of quarterly bills come due in April, especially Property Insurance, Worker's Comp insurance (annual bill), security alarms, and Grace Place. It was nice to see some spending from the Flower Fund for the first time in over a year! Flowers on the altar are a great joy.

Respectfully submitted,
Rick Johns, Treasurer

2021 Annual Budget

Summary

	2021 proposed	January	February	March	April	May	June	July	August	September	October	November	December	Year to date	under/(over) budget	pct of budget
Total General Fund Receipts	\$250,927.55	\$17,788.43	\$43,150.91	\$12,166.24	\$3,420.80									\$76,526.38	\$174,401.17	30.5%
Total General Fund Disbursements	\$250,927.55	\$46,651.71	\$25,799.84	\$17,887.78	\$24,860.44									\$93,213.77	\$157,713.78	37.1%

Major Expense Categories

Clergy Expenses	\$107,883.00	\$9,125.86	\$15,453.32	\$8,742.05	\$8,968.02	\$42,289.25	\$65,593.75	39.2%
Worship and Fellowship	\$11,020.00	\$31.00	\$444.61	\$25.00	\$201.63	\$981.24	\$10,038.76	8.9%
Music	\$30,589.00	\$2,400.00	\$2,425.00	\$2,412.50	\$2,412.50	\$9,650.00	\$20,939.00	31.5%
Administrative	\$33,564.55	\$2,777.45	\$2,190.82	\$2,753.43	\$3,842.51	\$11,564.21	\$22,000.34	34.5%
Building and Grounds	\$55,571.00	\$8,679.07	\$4,452.76	\$3,121.47	\$8,152.45	\$24,495.75	\$31,075.25	44.1%
Church Giving	\$12,300.00	\$128.33	\$833.33	\$833.33	\$1,283.33	\$4,233.22	\$8,066.68	34.4%
Total	\$250,927.55	\$24,665.71	\$25,799.84	\$17,887.78	\$24,860.44	\$93,213.77	\$157,713.78	37.1%

Receipts to General Fund

Fund	2021 proposed	January	February	March	April	May	June	July	August	September	October	November	December	Year to date	over/(under) budget	pct of budget
800-101 - Pledges	\$102,982.00	\$16,979.50	\$16,061.50	\$12,169.44	\$3,424.00									\$48,634.44	(\$54,347.56)	47.2%
800-102 - ID Offerings	\$15,000.00	\$620.00												\$620.00	(\$14,380.00)	4.1%
Memorial Funds	\$20,000.00	\$200.00												\$200.00	(\$19,800.00)	1.0%
800-103 - Open Plate/Visitor/Anonymous	\$1,500.00													\$0.00	(\$1,500.00)	0.0%
800-105 - Taizé Service Income	\$100.00													\$0.00	(\$100.00)	0.0%
900-104a - Payroll Fees taken before deposit	-\$80.00	-\$11.07	-\$3.20	-\$3.20	-\$3.20									-\$20.67	\$59.33	25.8%
800-108 - Endowment Fund Allocation	\$110,000.00													\$0.00	(\$110,000.00)	0.0%
800-104 - ECW / Lobster Boil Parish Support	\$500.00													\$0.00	(\$500.00)	0.0%
800-109 - Bishop's Fund	\$350.00													\$92.61	(\$257.39)	26.5%
800-901 - Student Parking Passes	\$300.00													\$0.00	(\$300.00)	0.0%
800-907 - Parish Hall Rental	\$200.00													\$0.00	(\$200.00)	0.0%
800-994 - Coffee Hour	\$75.55													\$0.00	(\$75.55)	0.0%
800-995 - Other Receipts - Misc.	\$0.00													\$27,000.00	\$27,000.00	#DIV/0!
Total General Fund receipts	\$250,927.55	\$17,788.43	\$43,150.91	\$12,166.24	\$3,420.80									\$76,526.38	(\$174,401.17)	30.5%

Disbursements from General Fund

Clergy Expenses	2021 proposed	January	February	March	April	May	June	July	August	September	October	November	December	Year to date	under/(over) budget	pct of budget
900-111 - Clergy Salary	\$59,800.00	\$5,350.67	\$4,949.94	\$4,949.94	\$4,949.94									\$20,200.49	\$39,599.51	33.8%
900-114 - Clergy Pension	\$15,165.00	\$1,135.06	\$7,627.90	\$1,135.06	\$1,404.51									\$11,302.53	\$3,862.47	74.5%
900-112 - Clergy Medical Ins	\$21,368.00	\$1,780.00	\$1,780.00	\$1,780.00	\$1,780.00									\$7,120.00	\$14,248.00	33.3%
900-116 - Clergy Education & Retreat	\$1,000.00	\$198.99			\$139.99									\$338.98	\$661.02	33.9%
900-115c - Clergy Organization Dues	\$300.00													\$0.00	\$300.00	0.0%
900-113 - Clergy Hospitality	\$1,000.00													\$0.00	\$1,000.00	0.0%
900-115b - Clergy Travel Expense	\$1,250.00													\$0.00	\$1,250.00	0.0%
900-115a - Diocese Convention	\$500.00													\$0.00	\$500.00	0.0%
900-118 - Guest Clergy	\$1,000.00		\$800.00	\$475.00										\$1,275.00	(\$275.00)	127.5%
900-117 - Rectory Utility	\$6,500.00	\$661.14	\$295.48	\$402.05	\$693.58									\$2,052.25	\$4,447.75	31.6%

Worship and Fellowship Expenses	\$107,000.00	\$5,125.00	\$15,455.52	\$6,426.05	\$6,500.00	\$42,051.25	\$55,555.75	\$1,120
Year to date	under/(over) budget	pct of budget						
Worship and Fellowship Expenses	2021 proposed	January	February	March	April	May unduly lenient to be removed	December	
900-160 - Altar	\$1,000.00		\$65.10				\$65.10	\$934.90 6.5%
Program Development, Enrichment (In-reach), an	\$5,000.00						\$0.00	\$5,000.00 0.0%
900-190 - Worship-Pastoral Care	\$1,000.00		\$354.51		\$176.63		\$531.14	\$468.86 53.1%
900-999 Program Act/Fellowship/Social	\$1,600.00						\$0.00	\$1,600.00 0.0%
900-180 Diocese Convention	\$320.00						\$0.00	\$320.00 0.0%
900-193 - Communications/Ads/Dues	\$2,000.00	\$310.00	\$25.00	\$25.00	\$25.00		\$385.00	\$1,615.00 19.3%

Total Membership and Fellowships \$11,020.00 \$21.00 \$444.61 \$35.00 \$201.62 \$881.34 \$10,288.76 8.8%

Music Expenses	2021 proposed	January	February	March	April	May	June	July	August	September	October	November	December	Year to date	under/(over) budget	pct of budget
900-121a - Director of Music Salary	\$15,150.00	\$1,250.00	\$1,275.00	\$1,262.50	\$1,262.50									\$5,050.00	\$10,100.00	33.3%
900-121b - Pianist	\$7,800.00	\$650.00	\$650.00	\$650.00	\$650.00									\$2,600.00	\$5,200.00	33.3%
900-121c - Organist	\$6,000.00	\$500.00	\$500.00	\$500.00	\$500.00									\$2,000.00	\$4,000.00	33.3%
900-121d - Substitute Organist/Pianist	\$0.00													\$0.00	\$0.00	#DIV/0!
900-123a - Organ Tuning	\$1,000.00													\$0.00	\$1,000.00	0.0%
900-123b - Piano Tuning	\$500.00													\$0.00	\$500.00	0.0%
900-122 - Sheet Music Expense	\$139.00													\$0.00	\$139.00	0.0%

Total Music \$30,589.00 \$2,400.00 \$2,425.00 \$2,412.50 \$2,412.50 \$9,650.00 \$20,939.00 31.5%

Administrative Expenses	2022 proposed	Actual	Year-to-Date	Applies	Remaining	Actual to Date	Remaining	Actual to Date	Remaining
900-131 - Admin Asst Salary	\$16,286.00	\$1,275.00	\$1,224.75	\$1,363.50	\$1,363.50	\$5,226.75	\$11,059.25	\$32.3%	
900-131a Admin Pension	\$1,303.00	\$102.00	\$97.98	\$109.09	\$109.09	\$418.16	\$884.84	\$32.1%	
900-130 - Copying Services	\$1,200.00	\$68.80	\$85.34	\$28.54	\$49.72	\$232.40	\$967.60	19.4%	
900-170 - Equipment (Copier Lease)	\$1,650.00	\$136.90	\$136.90	\$136.90	\$136.90	\$547.60	\$1,102.40	33.2%	
900-150 - Office/Kitchen/Cleaning Suppl	\$2,500.00	\$277.53	\$178.16	\$289.53	\$151.45	\$846.67	\$1,653.33	33.9%	
900-261 - Website, Computer Disbursements	\$1,800.00	\$111.74	\$122.99	\$122.99	\$122.99	\$480.71	\$1,319.29	26.7%	
900-132 - Bookkeeping	\$3,765.00	\$455.00	\$300.00	\$300.00	\$300.00	\$1,355.00	\$2,410.00	36.0%	
900-103 - Payroll Tax	\$3,460.55	\$281.15	\$279.19	\$288.88	\$288.86	\$1,138.08	\$2,322.47	32.9%	
900-104 - Bank Fees	\$100.00	\$1.61				\$1.61	\$98.39	1.6%	
900-907a - Workman Comp Ins	\$1,500.00				\$1,320.00	\$1,320.00	\$180.00	88.0%	
Credit card fraud	\$0.00	\$117.72	-\$234.49	\$114.00		-\$2.77	\$2.77	#DIV/0!	
900-175 - Administration - Other / Misc.	\$0.00					\$0.00	\$0.00	#DIV/0!	
990-001 - Other-Misc/Fin Audit/Misc.	\$0.00					\$0.00	\$0.00	#DIV/0!	

Total Administrative **\$33,564.55** **\$2,777.45** **\$2,190.82** **\$2,753.43** **\$3,842.51** **\$11,564.21** **\$22,000.34** **34.5%**

Building and Grounds Expenses	2021 proposed	January	February	March	April	May	June	July	August	September	October	November	December	Year to date	under/(over) budget	pct of budget
900-901 Rectory Maintenance/Repair	\$2,500.00	\$435.00												\$435.00	\$2,065.00	17.4%
900-902 Church Maint. & Repair	\$3,300.00	\$151.14												\$502.63	\$2,797.37	15.2%
900-908 Church Utilities	\$16,000.00	\$1,009.68	\$1,220.26	\$1,368.07		\$1,750.95								\$5,348.96	\$10,651.04	33.4%
900-260 Security Alarm	\$1,700.00	\$447.63				\$447.63								\$895.26	\$804.74	52.7%
900-133 Cleaning Costs (Contract)	\$10,080.00	\$840.00	\$840.00	\$840.00		\$840.00								\$3,360.00	\$6,720.00	33.3%
900-904 Lawn Care	\$2,500.00													\$0.00	\$2,500.00	0.0%

900-905 - Snow Removal	\$1,500.00	\$500.00	\$2,392.50	\$737.50	\$3,630.00	(\$2,130.00)	242.0%
900-910 - Covid-related expenses	\$300.00	\$962.87	\$175.90	\$339.63	\$1,478.40	(\$1,178.40)	492.8%
900-907b - Property Insurance	\$17,691.00	\$4,422.75	\$4,422.75	\$8,845.50	\$8,845.50	\$8,845.50	50.0%

Total Building and Grounds	\$55,571.00	\$8,769.07	\$4,452.76	\$3,121.47	\$8,152.45	\$24,495.75	\$31,075.25	44.1%
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Church Giving	2021 proposed	January	February	March	April	May	June	July	August	September	October	December	Year to date	under/(over) budget	pct of budget
900-194 - Outreach Disbursements/Charities	\$250.00												\$0.00	\$250.00	0.0%
900-101 - Seminary Supplement	\$250.00												\$0.00	\$250.00	0.0%
900-102 - Grace PlaceCampus Ministry	\$1,800.00	\$450.00											\$900.00	\$900.00	50.0%
900-197 - Diocesan Pledge	\$10,000.00	\$833.33	\$833.33	\$833.33	\$833.33								\$3,333.32	\$6,666.68	33.3%

Total Church Giving	\$12,300.00	\$1,283.33	\$833.33	\$833.33	\$1,283.33								\$4,233.32	\$8,066.68	34.4%
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	January	February	March	April	May	June	July	August	September	October	December	Year to date	under/(over) budget	pct of budget
Total General Fund Disbursements	\$250,927.55	\$24,665.71	\$25,799.84	\$17,887.78	\$24,860.44							\$93,213.77	\$157,713.78	37.1%

Revolving Funds

	starting amount Jan 1, 2021	Jan	Feb	March	April	May	June	July	August	September	October	December	all 2020	total
Discretionary Fund														
900-107 - Discretionary Fund Income		\$530.00	\$20.00	\$220.00		\$410.00								\$1,180.00
900-198 - Discretionary Expense		\$769.77	\$102.00	\$100.00		\$515.00								\$1,486.77
Discretionary Fund: Current balance	\$237.47	-\$2.30	-\$64.30	\$35.70		-\$69.30								
800-114 - Music Capital Fund														
800-114 - Music Capital Fund Income		\$200.00	\$200.00	\$200.00		\$200.00								\$1,500.00
800-114 - Music Capital Fund Expense														\$800.00
Music Fund (800-114): Current balance	\$53.93	-\$146.07	\$1,153.93	\$953.93		\$753.93								
Flower Fund														
800-106 - Flower Income														\$10.00
900-192 - Flower Expense														\$29.16
Flower Fund: Current balance	\$2,020.52	\$2,020.52	\$2,020.52	\$2,030.52		\$2,001.36								
800-111 - Building Fund in Heartland Bank														
Building Fund contributions														\$1,200.00
Building Fund sent to Edward Jones														\$1,250.00
Building Fund expenses														
Building Fund: Current balance	\$9,529.53	\$9,529.53	\$9,529.53	\$9,479.53		\$9,479.53								
900-521 - Garden Fund														
Garden Fund income														\$0.00
Garden Fund expenses														\$0.00
Garden Fund: Current balance	\$50.00	\$50.00	\$50.00	\$50.00		\$50.00								

Pass-Through Funds

	starting amount Jan 1, 2021	Jan	Feb	March	April	May	June	July	August	September	October	December	all 2020	total
800-117 - Endowment Fund Contributions														
Endowment Fund current contributions		\$35.00		\$50.00		\$25.00								\$110.00
Endowment Fund sent to Edward Jones account														\$0.00
Endowment Fund (in Heartland Bank) current	\$75.00	\$110.00	\$110.00	\$160.00		\$185.00								
Food Pantry														
800-993 - Food Pantry (contributions)		\$20.00	\$20.00	\$95.00		\$50.00								\$185.00
800-993a - Food Pantry (withdrawals)														\$185.00
Food Pantry current balance	\$0.00	\$20.00	\$40.00	\$135.00		\$0.00								
Bishop's Installation														
Bishop's Installation contributions														
Bishop's Installation withdrawals														
Bishop's Installation current balance														
Kids' Hope USA														
Kids' Hope contributions														
Kids' Hope withdrawals														
Kids' Hope current balance	\$0.00	\$0.00	\$125.00	\$125.00		\$125.00								
Tyrique Fund														
Contributions														\$240.00
Withdrawals														\$240.00
Tyrique balance	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00								
Rector's Purse 800-900														
Contributions														\$25.00
Withdrawals														\$25.00
Rector's Purse balance	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00								
Staff Christmas Gifts														
Contributions		\$35.70												\$110.70
Withdrawals		\$1,085.70												\$1,160.70
Staff Gift Balance	\$1,050.00	\$0.00	\$0.00	\$0.00		\$0.00								

	starting amount Jan 1, 2021	Jan	Feb	March	April	May	June	July	August	September	October	December	all 2020	total
Revolving and Pass-through Fund Totals														
Total Revolving Income		\$620.70	\$1,665.00		\$1,775.00		\$825.00							\$4,885.70
Total Revolving Expenses		\$2,055.47	\$302.00		\$1,550.00		\$1,269.16							\$5,176.63
Total Net Revolving and Pass-through Funds	\$13,016.45	\$11,581.68	\$12,944.68	\$13,169.68		\$12,725.52								

Total Income, including Revolving Funds	\$18,409.13	\$44,815.91	\$13,941.24	\$4,245.80										\$81,412.08
Total Expenditures, including Revolving Funds	\$26,721.18	\$26,101.84	\$19,437.78											\$72,260.80

Capital Fund

	starting amount Jan 1, 2021	Jan	Feb	March	April	May	June	July	August	September	October	December	all 2020	total
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Capital Fund at Edward Jones		
Building Fund	\$9,235.05	\$9,235.05
Joan Graham Gift	\$7,200.00	\$7,200.00
Leonard Memorial		
Columbarium Fund		
Fund Earnings	\$0.03	
total at Edward Jones	\$16,435.05	\$16,435.08
Capital Fund at Heartland Bank		
Leonard Memorial Fund at HB	\$9,529.53	
Other Memorial funds	\$30,385.00	\$125.00

sorted by amount

total	\$257,851.00	2020 budget	cumulative amount	cumulative %
900-111 · Clergy Salary	\$64,208.00	\$64,208.00	24.9%	
900-112 · Clergy Medical Ins	\$20,196.00	\$84,404.00	32.7%	
900-114 · Clergy Pension	\$18,000.00	\$102,404.00	39.7%	
900-907b · Property Insurance	\$16,532.00	\$118,936.00	46.1%	
900-131 · Admin Asst Salary	\$16,125.00	\$135,061.00	52.4%	
900-121a · Director of Music Salary	\$15,000.00	\$150,061.00	58.2%	
900-908 · Church Utilities	\$15,000.00	\$165,061.00	64.0%	
900-133 · Cleaning Costs (Contract)	\$10,080.00	\$175,141.00	67.9%	
900-197 · Diocesan Pledge	\$10,000.00	\$185,141.00	71.8%	
900-121b · Pianist	\$7,800.00	\$192,941.00	74.8%	
900-121c · Organist	\$6,000.00	\$198,941.00	77.2%	
900-117 · Rectory Utility	\$5,000.00	\$203,941.00	79.1%	
900-902 · Church Maint. & Repair	\$5,000.00	\$208,941.00	81.0%	
900-132 · Bookkeeping	\$3,760.00	\$212,701.00	82.5%	
900-150 · Office/Kitchen/Cleaning Suppl	\$3,600.00	\$216,301.00	83.9%	
900-196a · Nursery Attendant	\$3,100.00	\$219,401.00	85.1%	
900-904 · Lawn Care	\$3,100.00	\$222,501.00	86.3%	
900-901 Rectory Maintenance/Repair	\$3,000.00	\$225,501.00	87.5%	
900-103 · Payroll Tax	\$2,700.00	\$228,201.00	88.5%	
900-999 Program Act/Fellowship/Social	\$2,600.00	\$230,801.00	89.5%	
900-102 · Grace PlaceCampus Ministry	\$1,800.00	\$232,601.00	90.2%	
900-907a · Workman Comp Ins	\$1,700.00	\$234,301.00	90.9%	
900-170 · Equipment (Copier Lease)	\$1,650.00	\$235,951.00	91.5%	
900-260 - Security Alarm	\$1,650.00	\$237,601.00	92.1%	
900-130 · Copying Services	\$1,600.00	\$239,201.00	92.8%	
900-118 · Guest Clergy	\$1,500.00	\$240,701.00	93.3%	
900-261 - Website, Computer Disbursements	\$1,500.00	\$242,201.00	93.9%	
900-131a Admin Pension	\$1,291.00	\$243,492.00	94.4%	
900-115b Clergy Travel Expense	\$1,250.00	\$244,742.00	94.9%	
900-116 · Clergy Education & Retreat	\$1,000.00	\$245,742.00	95.3%	
900-113 · Clergy Hospitality	\$1,000.00	\$246,742.00	95.7%	
900-160 · Altar	\$1,000.00	\$247,742.00	96.1%	
900-165 -Taize Expenses	\$1,000.00	\$248,742.00	96.5%	
900-193 · Communications/Ads/Dues	\$1,000.00	\$249,742.00	96.9%	
900-123a - Organ Tuning	\$1,000.00	\$250,742.00	97.2%	
900-262 - Computer/Tech Assist	\$1,000.00	\$251,742.00	97.6%	
900-190 · Worship-Pastoral Care	\$800.00	\$252,542.00	97.9%	
900-905 · Snow Removal	\$800.00	\$253,342.00	98.3%	
990-001 · Other-Misc/Fin Audit/Misc.	\$610.00	\$253,952.00	98.5%	
900-115a · Diocese Convention	\$500.00	\$254,452.00	98.7%	
900-123b - Piano Tuning	\$500.00	\$254,952.00	98.9%	
900-175 - Administration - Other/ Misc.	\$500.00	\$255,452.00	99.1%	
900-194 · Outreach Disbursements/Charities	\$500.00	\$255,952.00	99.3%	
900-115c - Clergy Organization Dues	\$440.00	\$256,392.00	99.4%	

900-180 Diocese Convention	\$320.00	\$256,712.00	99.6%
900-195c · Christian Educ/Children	\$300.00	\$257,012.00	99.7%
900-101 · Seminary Supplement	\$250.00	\$257,262.00	99.8%
900-195a · Christian Educ/Adult	\$150.00	\$257,412.00	99.8%
900-104 - Bank Fees	\$150.00	\$257,562.00	99.9%
900-122 · Sheet Music Expense	\$139.00	\$257,701.00	99.9%
900-195b · Christian Educ/Youth	\$100.00	\$257,801.00	100.0%
900-196b · Nursery Supplies	\$50.00	\$257,851.00	100.0%
900-121d . Substitute Organist/Pianist	\$0.00	\$257,851.00	100.0%
900-910 - Covid-related expenses	\$0.00	\$257,851.00	100.0%

2020 actual	cumulative amount	cumulative %
\$64,208.00	\$64,208.00	26.1%
\$20,293.00	\$84,501.00	34.4%
\$13,620.72	\$98,121.72	40.0%
\$16,532.00	\$114,653.72	46.7%
\$16,050.00	\$130,703.72	53.2%
\$15,000.00	\$145,703.72	59.3%
\$15,859.45	\$161,563.17	65.8%
\$10,080.00	\$171,643.17	69.9%
\$10,000.00	\$181,643.17	74.0%
\$7,800.00	\$189,443.17	77.1%
\$6,000.00	\$195,443.17	79.6%
\$6,661.03	\$202,104.20	82.3%
\$2,747.16	\$204,851.36	83.4%
\$3,765.00	\$208,616.36	84.9%
\$2,166.40	\$210,782.76	85.8%
\$1,286.50	\$212,069.26	86.4%
\$2,270.00	\$214,339.26	87.3%
\$2,375.70	\$216,714.96	88.2%
\$2,473.76	\$219,188.72	89.3%
\$1,581.41	\$220,770.13	89.9%
\$1,800.00	\$222,570.13	90.6%
\$1,231.00	\$223,801.13	91.1%
\$1,642.80	\$225,443.93	91.8%
\$1,709.28	\$227,153.21	92.5%
\$941.93	\$228,095.14	92.9%
\$600.00	\$228,695.14	93.1%
\$1,795.15	\$230,490.29	93.9%
\$1,284.00	\$231,774.29	94.4%
\$1,075.79	\$232,850.08	94.8%
\$1,435.13	\$234,285.21	95.4%
\$686.11	\$234,971.32	95.7%
\$468.07	\$235,439.39	95.9%
\$2,275.62	\$237,715.01	96.8%
\$2,004.00	\$239,719.01	97.6%
\$918.75	\$240,637.76	98.0%
\$0.00	\$240,637.76	98.0%
\$1,431.81	\$242,069.57	98.6%
\$1,200.00	\$243,269.57	99.1%
\$15.00	\$243,284.57	99.1%
\$0.00	\$243,284.57	99.1%
\$200.00	\$243,484.57	99.1%
\$0.00	\$243,484.57	99.1%
\$250.00	\$243,734.57	99.2%
\$245.00	\$243,979.57	99.3%

\$0.00	\$243,979.57	99.3%
\$0.00	\$243,979.57	99.3%
\$250.00	\$244,229.57	99.5%
\$0.00	\$244,229.57	99.5%
\$56.50	\$244,286.07	99.5%
\$139.00	\$244,425.07	99.5%
\$0.00	\$244,425.07	99.5%
\$0.00	\$244,425.07	99.5%
\$0.00	\$244,425.07	99.5%
\$1,154.82	\$245,579.89	100.0%