

**St. Andrew's Episcopal Church, Denver**  
**Vestry Meeting Minutes**  
**June 12, 2018**  
**6:30 – 9:00 p.m.**

Our Vision

*The tree of life is growing here.*

Our Mission

*We are called*

*To offer sanctuary in the city*

*To grow in God's love*

*To seek the renewal of the world*

**Participants:**

- Vestry members: Ken Backensto; Susan Backus; Matt Bentley, Senior Warden; Bill Calkins; Marjanne Claassen; Barbara Day; Reese Jameson, Junior Warden; Roger Kilgore; Victoria Parker; Elizabeth Randall, Rector; Kylie Schwartz; Janice Woodward
- Other participants: Melissa Adzima, Associate Priest; Shelley Brown, Clerk; Zoe Cole, Minister to Children and Youth; Wib Garfield, Deacon

**Opening Meditation**—Elizabeth led a meditation on Scripture.

**Announcements and Appreciations**—Matt: The auction was a resounding success – income is about 1/3 above last year's already. Big thanks to Kylie for spearheading the effort; to Janice for helping; and to Shelley for being the computer geek.

**Continuing Business**

- Tiny House Village (THV) —Wib: The proposal was submitted to the landmark committee today and should be on the July agenda. Materials for Colorado Homebound Academy to build the panels for the first four units are waiting at Home Depot and we'll be on the way very soon; a general contractor may be on board to take this on also. Matt: The landmark meeting is the day of the next Vestry meeting (about 1:30 that day) – they are reaching out to some of the neighboring RNO's for support.
- Building Our Vision—Matt: a subcommittee of Building Our Vision (BOV) is strategizing about parking. They would love some Vestry representation on that and also are hoping to recruit others. If Vestry members have some ideas about who would be good, Matt said to let him and Roger know. This subcommittee would not be attending BOV – just concentrating on how to secure parking long-term and short-term, and would broaden to other mobility issues as time went on. Question: Is there a need for conversation about logistics between THV and BOV? Wib: THV

took on figuring out the status of the handicapped spaces out there – thinks the handicapped spaces as laid out were done by St. Andrew's, not to comply with the city's regulations. The contractor wanted to make sure we wouldn't get crossways with the city. Roger: right – the city doesn't have any involvement in those spaces. Wib: We are planning on having two handicapped spaces eventually – right now we have three, plus at least one in the other parking lot. Jeff is looking into space on Glenarm.

**Follow-up from Retreat**—Matt asked for a report and discussion from each of the followup groups.

- Welcoming (Janice, Barbara, Ken and Marjanne) – One of the big things is to decide what the priority is in the ministry, and how it relates to hospitality. The two are not necessarily the same. Welcoming is perceived by the parish and by the welcoming ministers as having more to do with helping people cross the threshold into the sanctuary for worship – but sometimes it is thought of also as identification of who the new people are, writing to newcomers, organizing newcomer events, and/or getting people to coffee hour – and these are not necessarily the same things. Being a welcome minister is pretty important on its own. Perhaps Jonathan Culwell (head of the welcoming ministers) and Maryella Morley (head of hospitality) could meet with the Welcoming Vestry retreat followup group – making clear that the Vestry wants to help, not interfere.
- Hospitality (Reese, Victoria, Matt and Shelley): We have a number of areas of hospitality, including Coffee Hours; receptions for newcomers and receptions for special occasions/seasons (Christmas Eve and Easter Vigil for instance); how to track people who fall away. Many issues imply the need for a hospitality coordinator to bring all of the efforts under one umbrella, and to provide leadership so that people can sign up for one job without finding they have several others as well.
  - Coffee hours – issues:
    - Reducing burden on any one person/group – making coffee has been separated from providing snacks to that end, but coffee hours still seem to demand that one (the same) person be here most Sundays.
    - Reliable hospitality – that there always be something besides coffee. This has been especially problematic at the 9:00 service. Shelley will begin a cookie ministry to keep cookies on hand for Sundays when there is no other snack (she will talk to Dwight about whether the coffee ministers would be willing to lay out the cookies in that case).
    - Perceived pressure to provide very high quality and abundant snacks, which may keep people from volunteering. The cookie ministry might help with that, as perhaps could the Vestry, by offering some simple coffee hours, perhaps on a more or less monthly basis.
    - Defraying expenses: Sentiment is against putting out a basket asking for donations, which implies you must pay to eat. A dip jar seems all right in this regard.
    - Recognizing the changing seasons: It would be really nice if there was an elaborate coffee hour the first Sunday we go to summer schedule, and perhaps at other special occasions (St. Andrew's day; the first return to two services in the

fall, etc.)

- Receptions: It might make sense to organize a team of people who would do receptions. The last newcomers' reception was in 2015. It wasn't sustainable when it was part of the welcoming ministry. It might be best to have someone lead the newcomers' reception effort and someone else do each of the seasonal receptions.
- How to identify/track people who have fallen away: Still an issue we don't have our hands around.
- Lifelong Formation (Bill, Melissa, Zoe and Kylie):
  - The group advocates an umbrella administrative coordination of all of the different facets of formation under one aegis – just someone who can watch over, not supervise, these efforts. At present Elizabeth ends up being the scheduler and referee – seems like someone should be watching for that – not an authoritative thing. It also seems to this group to interfinger with the work of the Communication team. LSB: why not the MCC?
  - Ideas for various types of adult formation:
    - Sunday morning between services
    - Adult mission trips starting with a series of classes leading up to a big mission trip? Fun; it would involve some travelling.
    - Youth ministry – Some believe such a ministry should be separate from children and families, rather emphasizing youth growing to adults.
    - Continuing to encourage Bible studies, classes, movie nights and other programs already being used. Vestry members hold up again and again the hunger we're perceiving for adult formation: The book group that was offered; the Four Quartets, and other programs.
  - Have a signup and visible bulletin board, similar to that for Coffee Hours, and frequent entries to Fruits of the Tree.
- Summer Opportunities for Parish gatherings (Matt, Susan, Melissa):
  - One idea was to do three Mondays over the summer at different breweries (some with Kombucha to avoid just alcohol) – he would be glad to spearhead that. There are also free concerts all over. Clifford Stihl has them, for instance. The final idea as to pick three concerts and three breweries. Critical mass is important. Whoever plans events should be sure to have a few people signed up already. Matt will organize the brewery gatherings; Susan will do concerts. MB will do breweries.
  - 'Every Second Counts' – Second Sunday discussions
  - A field day.
  - A Movable Feast of a ministry fair with 'passports' for everyone and stamps at each station.

- Setting the stage – finding places and making a reservation – having brunch after church at some restaurant and advertising that; or having a wine and cheese at home and inviting people you don't know to come to that.
- Providing a quiet way to underwrite expenses for such events so that affordability is not an issue.
- Advertising the existing social justice movie series
- Everyone can self-start those and keep the communication simple.
- Actions now: Matt will organize trips to breweries; Susan will organize trips to free concerts; Bill will continue to do the social justice movies. Matt will craft something for Fruits for the brewery and concert efforts and will send it to Susan and Elizabeth. Also if the Vestry is doing monthly coffee hours that can go into Fruits as well.

### **Stewardship and our Financial Present and Future —Matt:**

- Summary of Retreat Work: Followup from retreat – in the morning we talked about gaps and tried to delve into the causes of some of the gaps we perceived. Elizabeth and Matt met with Susan Trickett. She will be gathering people who said they were interested in this work, and will aim to have three events this summer – wine and cheese; brunch; and tea. For all three the format will be open conversation – what's on your mind? What's it like being in this parish? Are their perceived gaps the same as ours? The stewardship season would follow in October. There will be no survey – more open-ended; whatever we do would be a way for people to say what's on their mind. He will have more info about that later but the dates are: July 22 lunch after church; July 25 wine and cheese; then Saturday, August 4<sup>th</sup> – tea somewhere – maybe at Susan Trickett's house. One of their thoughts so far is targeted invitations to people drifting away; perhaps also to target people who are middle-range pledgers to impress upon them the need to invest time/talent/treasure. ZC: anything about formation here, about what stewardship is? Susan's idea was to follow up the retreat with information-gathering from the parish. We need to find out if the Vestry's ideas were valid. Susan reported said that Marjanne, Kylie, Barbara and Shelley were interested in helping out.

Matt said that overall every topic seemed to come back to connection – so everything, including stewardship, is about that. Next Steps: Parish Listening and feedback.

### **May Financial Statements** (see Attachment 1) — Matt reported for Bob.

- Revenue – We are still ahead with pledge but not with plate – which has been our trend this year. Matt pulled up statements from two years ago when this happened before – we are in better shape than we were at this time two years ago. We're only \$5,800 behind rather than \$19,000. We will see soon how the auction affects our June revenue. Next month we need to look at the designated funds we have only for this year. We need to take a hard look at that for next year.

- Expenses: Adult Education has actually brought in more than it has spent this year. Roger asked why there is \$18,000 in Accounts Payable for the Diocese when it looks like we're paid up in the expense report. The question will wait for Bob to answer. It costs \$72 per agency nanny, which is one of the reasons that child care costs jumped – primarily for Holy Week. Every time a Vestry member volunteers in the nursery, we save the church \$72. There is a Signup Genius for the nursery. Zoe will send link to the Vestry – all of whom should be trained in Saving God's Children. Roger said that, in his opinion, this is not that high-stress a report at this point. The only conundrum is the lower plate, but with the exception of that the year is looking pretty good. Matt said that the other concern is the items that are in designated funds this year and won't be next year.

## **New Business**

- Personnel Committee Proposal: Matt, Ken and Janice met just before this meeting. The parish administrator is requesting that he work at home on Friday afternoons – so the office would be closed on Friday afternoons year-round, and all day during the summer – so he'd get 14 Fridays over the summer so he could have extended weekends. As we cannot afford to bring his salary up to where we'd like, this is something we can offer him for his very valuable work for us. MOTION: To allow the Parish Administrator to work from home on Friday afternoons during the school year, and to take Fridays off for 14 weeks during the summer. Victoria moved and Reese seconded the motion. The motion carried unanimously.
- Junior Warden – Expense Items: Reese said he wants to get a door closer for the Glenarm door for \$80, and spend \$500 or less on gutters: The Vestry supported Reese in this by consensus.
- **Other Business and Approval of May Minutes:** no minutes were presented due to the auction.
- **Closing Prayer & Adjournment**—Elizabeth closed the meeting with prayer.

Respectfully submitted,  
Shelley Brown, Clerk

ATTACHMENTS:

Attachment 1: May Financial Statements

## **Vestry Norms - Our Promises to Each Other**

- We will be prayerful in all that we do, in order to gain spiritual direction and find common ground.
- We will make a priority of regular participation in vestry meetings and other vestry responsibilities.
- We will respect each other's time, coming prepared to all meetings, and addressing issues succinctly.
- We will be fully engaged and present, willing to participate in discussion, even if it's hard or our views are potentially unpopular.
- We will listen and speak with respect,
  - Creating a safe environment for full participation,
  - Using "I" statements,
  - Assuming good intent,
  - Being open to others' perspectives and opinions,
  - Avoiding side conversations.
- We will be clear about issues or processes requiring confidentiality and will preserve confidentiality when needed.
- We will be generous in taking on necessary tasks.
- We will positively represent vestry decisions in conversations with parishioners.
- We will read and respond to vestry emails in a timely manner, minimizing email traffic by sending and replying to only those necessary in the conversation.

# Attachment 1: May 2018 Financial Statements

St. Andrew's Episcopal Church	
Balance Sheet	
May 31, 2018	
<b>ASSETS</b>	
Current Assets	
Bank Accounts	
General Operating	\$ 71,900.95
Reserve to Pay Loans From Parishioners to Parish for Construction	13,105.50
Designated Funds	88,541.66
Rector's Discretionary Fund	7,103.77
<b>Total Bank Accounts</b>	<b>\$ 180,651.88</b>
Caledonian Reimbursements Receivable	1,718.12
Accounts Receivable	6,808.85
Prepaid Expense	4,282.18
<b>Total Current Assets</b>	<b>\$ 193,461.03</b>
Long-Term Assets	
<b>Endowment Fund</b>	
Fixed Assets	
Real Estate - Land and Building	3,814,595.21
Furniture and Fixtures	299,788.95
Investment in Caledonian Development (Parking Lots)	387,500.00
<b>Total Fixed Assets</b>	<b>\$ 4,501,884.16</b>
<b>TOTAL ASSETS</b>	<b>\$ 5,480,488.66</b>
<b>LIABILITIES AND EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	\$ 54,437.20
Designated Funds Payable	0.00
Payroll Withholding Payable	0.00
Pension Payable (Staff)	2,812.50
Deferred Income	0.00
Accrued Interest Payable (Loans From Parishioners)	2,163.00
<b>Total Current Liabilities</b>	<b>\$ 59,412.70</b>
Long-Term Liabilities	
Mortgage Payable	445,394.26
Loans From Parishioners to Parish for Construction Payable	130,000.00
<b>Total Long-Term Liabilities</b>	<b>\$ 575,394.26</b>
Designated Funds Liabilities	
Who Is My Neighbor Fund	1,071.01
Other Designated Funds	87,470.65
	88,541.66
Rector's Discretionary Fund	7,103.77
Endowment	785,143.47
<b>Total Designated Funds Liabilities</b>	<b>\$ 880,788.90</b>
<b>Total Liabilities</b>	<b>\$ 1,515,595.86</b>
Equity	
Unrestricted and Restricted Net Assets	\$ 3,976,667.19
Net Income	(11,774.39)
<b>Total Net Assets</b>	<b>\$ 3,964,892.80</b>
<b>TOTAL LIABILITIES AND NET ASSETS</b>	<b>\$ 5,480,488.66</b>

# Attachment 1: May 2018 Financial Statements

St. Andrew's Episcopal Church  
Statement of Financial Activities

	May 2018			January - May 2018 (YTD)			Annual Budget
	Actual	Budget	\$ Over Budget	Actual	Budget	\$ Over Budget	2018
<b>REVENUE</b>							
<b>OPERATING REVENUE</b>							
<b>3005 Plate</b>	2,960.11	6,000.00	-3,039.89	15,176.10	30,000.00	-14,823.90	72,000
<b>3010 Pledge</b>	36,925.81	38,465.00	-1,539.19	201,307.34	192,325.00	8,982.34	461,539
<b>Total 3000 Plate and Pledge Revenue</b>	<b>\$ 39,885.92</b>	<b>\$ 44,465.00</b>	<b>-\$4,579.08</b>	<b>\$ 216,483.44</b>	<b>\$ 222,325.00</b>	<b>-5,841.56</b>	<b>533,539</b>
<b>OTHER REVENUE</b>							
<b>3204 Friends of Music</b>	280.00	1,250.00	-970.00	4,379.00	6,250.00	-1,871.00	15,000
<b>3210 Evensong Revenue</b>	407.00	260.00	147.00	1,803.00	1,380.00	423.00	2,500
<b>3219 Fundraising (Net)</b>	843.05	600.00	243.05	4,279.54	8,700.00	-4,420.46	30,000
<b>3230 Caledonian Reimbursements</b>	800.00	800.00	0.00	4,000.00	4,000.00	0.00	9,600
<b>3240 Endowment Income For Outreach</b>	0.00	0.00	0.00	0.00	0.00	0.00	15,000
<b>Endowment Income For Debt Service</b>	0.00	0.00	0.00	0.00	0.00	0.00	5,000
<b>3250 Donations from Weddings, Funerals, etc.</b>	0.00	835.00	-835.00	1,130.87	4,175.00	-3,044.13	10,000
<b>3255 Facilities Use</b>	700.00	685.00	15.00	3,175.00	3,425.00	-250.00	8,200
<b>3260 Designated Funds</b>							
<b>Children's Minister</b>	140.00	0.00	140.00	5,420.00	5,000.00	420.00	5,000
<b>Op Portion Endow Disb from 2015 and 2016</b>	0.00	0.00	0.00	0.00	0.00	0.00	3,882
<b>2017 Designated Gift for Child Ed and Child Care</b>	0.00	0.00	0.00	0.00	0.00	0.00	5,617
<b>Redesignated Seminary Fund for Debt Service</b>	0.00	0.00	0.00	3,825.22	3,825.00	0.22	5,000
<b>Fnd to Repay Loans from Parishioners for Debt Srvc</b>	3,825.00	3,825.00	0.00	11,475.44	11,475.00	0.44	24,326
<b>3280 Pass-through Deposits</b>	882.00	0.00	882.00	0.00	0.00	0.00	0.00
<b>3290 Pass-through Disbursements</b>	-882.00	0.00	-882.00	0.00	0.00	0.00	0.00
<b>Total 3200 Other Revenue</b>	<b>\$6,995.05</b>	<b>\$8,255.00</b>	<b>-\$1,259.95</b>	<b>\$39,488.07</b>	<b>\$48,230.00</b>	<b>-\$8,742.15</b>	<b>\$ 139,125</b>
<b>Total Operating Revenue</b>	<b>\$ 46,880.97</b>	<b>\$ 52,720.00</b>	<b>-\$5,839.03</b>	<b>\$ 255,971.51</b>	<b>\$ 270,555.00</b>	<b>-\$14,583.49</b>	<b>\$ 672,664</b>



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<b>EXPENSES</b>							
<b>5000 SALARIES &amp; BENEFITS</b>							
<b>5010 Rector</b>	8,008.08	8,008.00	0.08	40,040.40	40,040.00	0.40	96,097
<b>5015 Associate Priest</b>	5,333.34	5,333.00	0.34	26,666.70	26,665.00	1.70	64,000
<b>5017 Children/Youth Minister Salary</b>	2,083.34	2,083.00	0.34	10,416.70	10,415.00	1.70	25,000
<b>5025 Insurance/Pension - Clergy</b>							
Health Insurance - Rector	1,371.04	1,371.00	0.04	6,855.20	6,855.00	0.20	16,452
Pension - Rector	1,441.46	1,442.00	-0.54	7,207.30	7,210.00	-2.70	17,302
Pension - Associate Priest	960.00	1,096.00	-136.00	4,800.00	5,480.00	-680.00	13,151
<b>5027 Continuing Education</b>	0.00	0.00	0.00	305.00	0.00	305.00	-
<b>5028 Deacon's Expenses</b>	0.00	42.00	-42.00	0.00	210.00	-210.00	510
<b>5030 Child Care</b>	256.00	525.00	-269.00	3,110.85	2,625.00	485.85	6,300
<b>5037 Administrator</b>	2,666.66	2,667.00	-0.34	13,333.30	13,335.00	-1.70	32,004
<b>5038 Sexton</b>	1,377.60	1,325.00	52.60	6,888.00	6,625.00	263.00	15,900
<b>5040 Insurance/Pension Staff</b>							
Health Insurance - Children's Minister	808.00	808.00	0.00	4,040.00	4,040.00	0.00	9,696
Health Insurance - Sexton	808.00	808.00	0.00	4,040.00	4,040.00	0.00	9,696
Health Insurance - Administrator	749.00	808.00	-59.00	3,745.00	4,040.00	-295.00	9,696
Pension - Administrator	133.35	237.00	-103.65	666.75	1,185.00	-518.25	2,850
Pension - Children's Minister	187.50	187.00	0.50	937.50	935.00	2.50	2,250
Pension - Music Director	299.66	300.00	-0.34	1,498.30	1,500.00	-1.70	3,596
Sexton Retirement	0.00	119.00	-119.00	0.00	595.00	-595.00	1,430
<b>5050 Payroll Taxes Staff</b>	881.09	932.00	-50.91	4,393.02	4,660.00	-266.98	11,190
<b>5060 Substitute Clergy</b>	450.00	167.00	283.00	450.00	835.00	-385.00	2,000
<b>5710 Music Director</b>	3,329.50	3,330.00	-0.50	16,647.50	16,650.00	-2.50	39,954
<b>5715 Organist</b>	1,820.00	1,727.00	93.00	9,730.00	8,635.00	1,095.00	20,720
<b>Total 5000 SALARIES &amp; BENEFITS</b>	<b>\$ 32,963.62</b>	<b>\$ 33,315.00</b>	<b>-\$351.38</b>	<b>\$ 165,771.52</b>	<b>\$ 166,575.00</b>	<b>-\$803.48</b>	<b>\$ 399,794</b>

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<b>5300 MINISTRIES EXPENSES</b>							
5304 Archive Ministry	0.00	0.00	0.00	207.62	200.00	7.62	200
5305 Adult Education	-100.00	200.00	-300.00	-4.54	1,000.00	-1,004.54	1,800
5310 Children's Education	0.00	444.00	-444.00	65.28	2,220.00	-2,154.72	4,000
5311 Community of Caring	0.00	17.00	-17.00	0.00	85.00	-85.00	200
5316 Vestry Expense	0.00	250.00	-250.00	0.00	250.00	-250.00	250
5350 Altar Guild and Worship Expense	77.50	208.00	-130.50	741.57	1,040.00	-298.43	2,500
5355 Acolyte Supplies	0.00	0.00	0.00	158.01	150.00	8.01	150
5360 Outreach	0.00	0.00	0.00	0.00	0.00	0.00	20,000
Social Justice	0.00	0.00	0.00	0.00	0.00	0.00	1,000
5370 Hospitality	73.96	83.00	-9.04	806.95	415.00	391.95	1,000
5390 Website & Advertising	165.00	167.00	-2.00	1,424.60	835.00	589.60	2,000
5395 Arts Ministry	0.00	0.00	0.00	300.00	300.00	0.00	300
5398 Other Ministries Expense	0.00	0.00	0.00	0.00	0.00	0.00	-
<b>Total 5300 MINISTRIES EXPENSES</b>	<b>\$ 216.46</b>	<b>\$ 1,369.00</b>	<b>-\$1,152.54</b>	<b>\$ 3,699.49</b>	<b>\$ 6,495.00</b>	<b>-\$2,795.51</b>	<b>\$ 33,400</b>
<b>5300 DIOCESAN AND REGIONAL EXPENSE</b>							
5320 Diocese of Colorado Pledge	3,988.59	4,447.00	-458.41	21,665.34	22,235.00	-569.66	53,354
5380 High Plains Region Support	598.29	667.00	-68.71	3,249.80	3,335.00	-85.20	8,003
5321 Diocesan Convention	-	0.00	0.00	0.00	0.00	0.00	1,000
<b>5300 Total Diocesan and Regional Expense</b>	<b>\$ 4,586.88</b>	<b>\$ 5,114.00</b>	<b>-\$527.12</b>	<b>\$ 24,915.14</b>	<b>\$ 25,570.00</b>	<b>-\$654.86</b>	<b>\$ 62,357</b>

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<b>5400 ADMINISTRATIVE EXPENSES</b>							
5420 Accounting & Payroll Expenses	384.03	236.00	148.03	1,433.41	1,180.00	253.41	2,835
5421 Bank Charges	240.98	332.00	-91.02	1,143.89	1,660.00	-516.11	3,990
5425 Equipment Lease	160.65	161.00	-0.35	803.25	805.00	-1.75	1,928
5426 Copier Use	380.06	376.00	4.06	1,715.93	1,880.00	-164.07	4,515
5430 Interest Expense-Loans From Parishioners	433.00	433.00	0.00	2,165.00	2,165.00	0.00	5,200
5430 Mortgage Interest	2,022.22	2,022.00	0.22	10,015.52	9,759.46	256.06	24,118
5465 Mortgage Principal Payments	1,803.00	1,803.00	0.00	9,110.58	9,365.54	-254.96	21,785
5435 Office Expenses	253.04	350.00	-96.96	2,444.72	1,750.00	694.72	4,200
5438 Cleaning Supplies	56.18	118.00	-61.82	743.04	590.00	153.04	1,418
5440 Miscellaneous Expense	10.00	44.00	-34.00	140.00	220.00	-80.00	525
5445 Postage	42.55	44.00	-1.45	242.55	220.00	22.55	525
5450 Telephone/ Internet	294.61	306.00	-11.39	1,475.50	1,530.00	-54.50	3,675
<b>Total 5400 ADMINISTRATIVE EXPENSES</b>	<b>\$ 6,080.32</b>	<b>\$ 6,225.00</b>	<b>-\$144.68</b>	<b>\$ 31,433.39</b>	<b>\$ 31,125.00</b>	<b>\$308.39</b>	<b>\$ 74,714</b>
<b>5600 BUILDING &amp; GROUNDS EXPENSES</b>							
5630 Insurance	1,551.08	1,575.00	-23.92	7,728.40	7,875.00	-146.60	18,900
Security	0.00	0.00	0.00	1,008.00	2,000.00	-992.00	2,000
5635 Lawn & Grounds Maintenance	0.00	175.00	-175.00	313.50	875.00	-561.50	2,100
5640 Repair & Maintenance	3,651.97	1,500.00	2,151.97	5,958.33	7,500.00	-1,541.67	18,000
5650 Utilities	850.44	1,138.00	-287.56	5,920.06	5,690.00	230.06	13,650
<b>Total 5600 BUILDING &amp; GROUNDS EXPENSES</b>	<b>\$ 6,053.49</b>	<b>\$ 4,388.00</b>	<b>\$1,665.49</b>	<b>\$ 20,928.29</b>	<b>\$ 23,940.00</b>	<b>-\$3,011.71</b>	<b>\$ 54,650</b>

# Attachment 1: May 2018 Financial Statements

St. Andrew's Episcopal Church  
Statement of Financial Activities

	May 2018			January - May 2018 (YTD)			Annual Budget
	Actual	Budget	\$ Over Budget	Actual	Budget	\$ Over Budget	2018
Total 5700 MUSIC	\$ 4,058.87	\$ 3,979.00	\$79.87	\$ 24,261.61	\$ 19,895.00	\$ 4,366.61	\$ 47,749
Total Operating Expenses	\$ 53,959.64	\$ 54,390.00	-\$430.36	\$271,009.44	\$ 273,600.00	-\$2,590.56	\$ 672,664
Net Operating Income/Loss	-\$7,078.67	-\$1,670.00	-\$5,408.67	-\$15,037.93	-\$3,045.00	-\$11,992.93	\$ -
<b>UNBUDGETED (RESTRICTED) REVENUE AND EXPENSE</b>							
7010 SVSS/SVSP Pledge Payments	50.00			250.00			
7016 Donations to Rector's Discretionary Fund	0.00			1,257.00			
7018 Donations to Bishop's Discretionary Fund	0.00			0.00			
7040 Interest - Endowment Loan For SVSP Costs	0.00			600.00			
7050 Interest -Reserve to Pay Loans From Parishioners Acct	0.72			4.61			
7090 Income - Other Designated Funds	92.55			2,146.46			
7999 Icons	450.00			3,263.54			
8012 Transfers to Reserve to Pay Loans from Parishioners Acct	-50.72			-254.61			
8016 Transfers to Rector's Discretionary Fund	0.00			-1,257.00			
8018 Transfers to Bishop's Discretionary Fund	0.00			0.00			
8090 Disbursements-Other Designated Funds	-92.55			-2,146.46			
8040 Transfers to Endowment	0.00			-600.00			
Net Unbudgeted Revenue and Expense	\$ 450.00			\$ 3,263.54			
Net Income	-\$6,628.67			-\$11,774.39			

# Attachment 1: May 2018 Financial Statements

St. Andrew's Episcopal Church

Designated Funds Detail

Designated Funds	Beginning Balance	May 2018		Ending Balance
	5/1/2018	Funds In	Funds Out	5/31/2018
2018 Prepaid Pledges	-			-
2018 Wedding (Merrin)	-			-
Adult Forum	421.48			421.48
Backpack Drive	50.00			50.00
Building Mtce Contingency Fund	232.75			232.75
Caledonian Temporary Holding	-			-
Catechumenate Expenses	1,059.42			1,059.42
Cathedral Ridge Pledge	600.00			600.00
Children's Program	-			-
Columbarium	900.00			900.00
Designated Donation (Designation TBD)	5,617.50			5,617.50
Discover St. Andrew's	1,286.67			1,286.67
Discretionary Fund - Melissa	652.07			652.07
Discretionary Fund - Wib	402.07			402.07
EFM	450.00			450.00
Endowment Disbursement 2015 (non-Outreach portion)	1,981.57			1,981.57
Endowment Disbursement 2016 (non-Outreach portion)	1,900.39			1,900.39
Flowers (Christmas)	(16.50)			(16.50)
Flowers (Easter)	934.66		(40.75)	893.91
Flowers (Regular)	124.98		(51.80)	73.18
Garden Fund	60.00			60.00
Icons	-			-
Memorial Gifts	2,155.00			2,155.00
Miro Wedding	-			-
Morgan Funeral	-			-
Organ	100.00			100.00
Parking Lot (forfeited Earnest Money)	-			-
Outreach	7,381.40			7,381.40
Prepaid Funeral Funds	-			-
Seminary Scholarship Fund	1,174.78			1,174.78
Tree Trimming	510.69			510.69
Tiny House Donations	-	6,000.00		6,000.00
Tiny House UTO Grant	30,000.00			30,000.00
Tiny House Grant - St. John's Cathedral	10,000.00			10,000.00
Tiny House Match- Red Envelope	12,232.00			12,232.00
Tiny House - CSBT Donation	500.00			500.00
Vital Worship Grant	852.27			852.27
Wren Funeral	-			-
Who Is My Neighbor Fund	1,071.01			1,071.01
<b>Total Designated Funds</b>	<b>82,634.21</b>	<b>6,000.00</b>	<b>(92.55)</b>	<b>88,541.66</b>

# Attachment 1: May 2018 Financial Statements

## St. Andrew's Episcopal Church A/P Aging Summary As of May 31, 2018

	<b>Current</b>	<b>1 - 30</b>	<b>31 - 60</b>	<b>61 - 90</b>	<b>91 and over</b>	<b>Total</b>
Allstream	294.61					294.61
Amato Wholesale Florist	51.80					51.80
Diocese of Colorado	18,165.34					18,165.34
Episcopal Relief & Development	130.00					130.00
Fidelity Investments	566.19					566.19
George Magnuson	450.00					450.00
Gerkens Religious Supplies	77.50					77.50
High Plains Region	1,336.07					1,336.07
John Phillip Newell			266.99			266.99
LEAF	160.65					160.65
Outreach - Endowment Disb 2016	451.19					451.19
Outreach 2016	8,165.39					8,165.39
Outreach 2017	24,000.00					24,000.00
Pure Water Dymanics	25.00					25.00
Waste Management of Denver	296.47					296.47
<b>TOTAL</b>	<b>\$ 54,170.21</b>	<b>\$ 0.00</b>	<b>\$ 266.99</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 54,437.20</b>

# Attachment 1: May 2018 Financial Statements

**Unpledged Revenue 2018**

Outreach	Children	Music	Bldg/Mtce	Undesignated	TOTAL		Dip Jar	Env./Plt
761.08	666.58	985.40	547.05	-	2,960.11	<b>May-18</b>	107.64	2,852.47
4,886.36	3,429.35	2,633.78	2,672.52	1,554.09	15,176.10	<b>YTD</b>	795.60	14,480.50