

## St. Martin-in-the-Fields Vestry Agenda March 19, 2023

<input type="checkbox"/> The Rev Alan Bentrup, Rector	<input type="checkbox"/> Amanda Alvarez (24)	<input type="checkbox"/> Liz Jordan (26)
<input type="checkbox"/> Bob Bess Senior Warden (25)	<input type="checkbox"/> Mary Anderson (24)	<input type="checkbox"/> Melissa Kurkul (24)
<input type="checkbox"/> Rick Schultz, Jr Warden (25)	<input type="checkbox"/> Mary Beth Butler (26)	<input type="checkbox"/> Becky Snell-Bolerjack (24)
<input type="checkbox"/> Dick Seeber, Jr Warden (26)	<input checked="" type="checkbox"/> Jen Duncan (25)	<input type="checkbox"/> Glenda Morehead, Clerk
<input type="checkbox"/> DJ Mitchell, Treasurer (25)	<input type="checkbox"/> Bryan Hedrick (26)	<input type="checkbox"/> Gary Wilkinson, Finance Chair

1. Opening Prayer – Rector
2. Consideration of Minutes for February 26, 2023.
3. Finance Committee Report – Gary Wilkinson
4. Capital Needs List
5. Junior Wardens' Report
6. Senior Warden Report
7. Rector's Reports
8. Old Business
  - a Master Plan Update
  - b \_\_\_\_\_
  - c \_\_\_\_\_
9. Announcements
10. Closing Prayer – The Rev Alan Bentrup
11. Adjournment

**NEXT REGULAR VESTRY MEETING APRIL 23, 2023 12:00 PM WEST PARISH HALL.**

## ST. MARTIN-IN-THE-FIELDS VESTRY MEETING

February 26, 2023

**Present:** Alan Bentrup -Rector, Bob Bess - Senior Warden, Rick Schultz – Jr. Warden, Dick Seeber – Jr. Warden, DJ Mitchell – Treasurer, Amanda Alvarez (via Zoom), Mary Anderson, Mary Beth Butler, Jen Duncan, Bryan Hedrick, Liz Jordan, Melissa Kurkul, Becky Snell-Bolerjack, Glenda Morehead – Clerk.

**Also Present:** Gary Wilkinson, Finance Committee Chair, Logan DeClerk – Eagle Scout Candidate.

A regular meeting of the Vestry of St. Martin-in-the-Fields Episcopal Church was held Sunday, February 26, 2023, in the West Parish Hall. The meeting opened with prayer by the Rector at 12:10 PM.

### **Eagle Scout Project - Logan DeClerk**

Logan DeClerk came before the vestry to present his proposed project. The project includes construction of 5 picnic tables and weather sealing them and the 12 benches currently on site. If any of the old picnic tables are salvageable, they will be refurbished and weather sealed also. He plans to complete the project over Spring Break. DJ Mitchell moved the vestry approve the project as presented. Mary Beth Butler seconded the motion and the project was unanimously approved. The Rector suggested that DeClerk come to services next Sunday to introduce himself to parishioners and get their support.

### **Consideration of Minutes**

DJ Mitchell moved the vestry approve the minutes of the January 15, 2023 meeting, the Parish Annual Meeting and Called Vestry meeting both held January 29, 2023. Rick Schultz seconded the motion, and the minutes were approved.

### **Finance Committee Report & Acceptance of the Treasurer's Report**

**Committee Membership to Change:** Gary Wilkinson reported that the membership of the committee will be changing. A number of the members serve ex officio; those who serve at large are appointed by the Rector. Wilkinson hopes to announce the new membership of the committee at the March vestry meeting.

**Outside Auditor Search:** Wilkinson stated that finding a CPA to do an outside audit of St. Martin's records is taking longer than he had hoped. He intends to be able to recommend a choice at the next vestry meeting.

**Treasurer's Report Accepted:** Dick Seeber moved the Treasurer's Report be accepted. Rick Schultz seconded the motion and the motion carried.

### **Master Plan Update**

DJ Mitchell and the Rector are working with an engineering firm regarding relocation of the air conditioning units. Members were reminded that the Master Plan will be changed as necessary. The plan as it stands is not final.

### **Jr. Wardens' Reports**

**Maintenance Items Completed:** The Jr. Wardens reported that among the maintenance work that has been done are the following: church pews repaired, aumbry latch repaired, bulbs replaced, locks replaced at the top and bottom of the red doors, new mats installed inside and outside of all outside doors. **Grubby Sunday Planned:** A Grubby Sunday is planned for March 26. Parishioners will be given the opportunity to choose the jobs they want to do. Vestry members shared various maintenance items they have noticed that need to be addressed. The JR Wardens will alert the Green Teams they need to begin again.

**Janitorial Check List:** The Jr. Wardens will create a check list of duties for use by the janitorial service to ensure the campus is clean and ready for use.

### **Senior Warden's Report**

**New Documents Required by Episcopal Diocese of Texas (EDOT):** The original documents related to the calling of the Rev Alan Bentrup do not satisfy EDOT requirements. DJ Mitchell moved the vestry acknowledge the calling of the Rev Alan Bentrup as required by EDOT. Becky Snell seconded the motion, and the motion carried. The new letter to Bentrup was signed by the current senior warden, and the revised Letter of Agreement was signed by all current vestry members present and attested to by the clerk. The documents showing today's date will be sent to the diocese electronically and copies returned after signing by the Bishop.

**VPiC Duties Update:** Senior Warden Bess reviewed the duties of the VPiCs for vestry members and requested members sign up to provide snacks for vestry meetings.

### **Rector's Report**

**Diocesan Council Update:** The Rector reported the following were elected to diocesan positions: Keen Haynes to to the Executive Board, Ed McGlaston to the Commission on Ministry, he himself to the Nominating Committee. Council 2024 will be held in Waco. He reminded vestry members that St. Martin's will pay no assessment for 2023 and that in subsequent years the assessment will be much lower than it was previously. One of the highlights of the Council gathering was the procession of the new congregations joining the diocese.

**Curate Update:** Bentrup stated that he should receive the names of those who will enter the curacy program in March, with the individual chosen to come to St. Martin's to start in July as deacon and be priested in a year.

**Tarrant County Lynching Memorial:** He reviewed the events that led to the building of the memorial. Rick Schultz moved the vestry vote to declare St. Martin's support of the building of the memorial. Dick Seeber seconded the motion and the motion carried.

**Summer Worship Schedule:** The Rev Alan Bentrup stated that he is contemplating making changes to the worship services for the summer - possibly from Pentecost until Labor Day. He is soliciting input. DJ Mitchell moved that the vestry vote that while they acknowledge all aspects of worship are the responsibility of the rector in the Episcopal Church the vestry supports his decision. Dick Seeber seconded the motion and the motion carried.

**Dishwasher Referred to Jr. Wardens:** Recent large gatherings have made those preparing food to be aware that St. Martin's produces a great deal of garbage by using paper products., and clean up involves a great deal of time and energy of volunteers. The Rector asked the Jr. Wardens to research the matter to determine the best dishwashing machine(s) for the Parish Hall kitchen.

### **Photo Updates in Breeze**

Jen Duncan recommended that parishioners' photos in St. Martin's database be updated. The matter will be referred to the Parish Administrator.

### **Emergency Help Available**

Senior Warden Bob Bess emphasized that anyone feeling uneasy at the church, especially after dark should call 911. The Southlake Police Department has made it very clear that they are available at any time and respond very quickly to requests.

### **Capital Needs List**

The Capital Needs list is in the planning stage and should be ready by the March meeting. It is possible that a diocesan grant would be available.

DJ Mitchell moved the meeting be adjourned, Bob Bess seconded the motion and the motion carried. The meeting closed with prayer by the Rev. Alan Bentrup at 1:35 PM.

Respectfully submitted,  
Glenda Morehead  
Clerk

**St. Martin-in-the-Fields**

**Finance Committee Minutes  
Friday January 13, 2023, 6:00 pm - VIA ZOOM**

Present

\_\_\_ Gary Wilkinson, Chair  
\_\_\_ Fr. Alan Bentrup, Rector  
\_\_\_ Sue Mitchell, Financial Manager  
\_\_\_ Keen Haynes, Senior Warden  
\_\_\_ DJ Mitchell, Treasurer  
\_\_\_ Bryan Hedrick, Endowment Committee

\_\_\_ Brandy Heckel, Church Member

Absent

\_\_\_ Bob Bess, Church Member  
\_\_\_ Rick Shulz, Junior Warden

**1. Call to order and opening prayer**

The meeting was called to order at 6:02 PM. Fr. Alan Bentrup offered an opening prayer.

**2. Minutes from previous meeting, December 17, 2022**

The minutes were approved without changes.

**3. Review of the financial report for December 2022**

DJ reviewed the December 2022 financial statements. The statements will be provided to the Vestry at their next meeting on January 15 18, 2022. See statements for details.

**4. 2023 Budget**

DJ provided the final draft of the 2023 Budget. The budget includes provisions for an external review, a Curate to start in July and additional funds for programs. There is no provision for the annual assessment. The budget shows a surplus of \$46,119. The plan is to use the surplus to replenish the emergency fund.

**5. Stewardship Update**

The Stewardship Committee ended their work with 97 pledges representing approximately \$389,206.

**6. Other Concerns, Questions and Recommendations.**

None

**7. Future meetings**

The next meeting will be Saturday February 25, 2023 at 3:00 PM via ZOOM.

**8. Adjournment**

The meeting was adjourned at 6:23 PM

Keller, Texas  
March 10, 2023

## Financial Notes through the Month of February 2023

At the end of February, the Unrestricted Cash Balance stood at \$63,304, up from the January 31, 2022, balance of \$59,331.

Pledge income was \$33,334 at the end of February, or \$3,514 above plan. With non-pledge income at \$2,066, or \$1,684 below plan and other income accounts either a little above or below plan, total revenue reached \$37,203 for the month of February, or \$2,176 above plan. With respect to people who fulfilled their annual pledge in February, there was only one such payment in the amount of \$2,500. Going forward, we should not anticipate any additional pre-paid Pledge payments which in the context of the monthly income totals mask shortfalls in pledge income due to people missing a monthly or series of weekly payments.

Regarding expenses:

- Buildings and Grounds costs of \$6,628 were \$2,758 above plan. However, the overage is due solely to an insurance payment of \$3,833, which was budgeted for payment in the amount of \$3,833 in March.
- The Miscellaneous expense of \$575 reflects the write-off gift cards that have been carried on the books since they were purchased, even though the fund-raising program for which the cards were purchased was discontinued several years ago.
- The Communications expense of \$208 was \$78 above plan, reflecting the payment of subscription/hosting costs that for budgeting purposes were spread over 12 months at \$130 per month or \$1,560 for the year. In January, there were no such expenses reported, so year to date, Communication expenses are below plan by \$52.
- Payroll costs of \$21,145 were \$648 above plan due entirely to a \$1,027 payment for Workers Compensation Insurance. Please note that the bill is an estimate and \$411 has been budgeted later in the year to cover such expenses. Once our payment is reviewed against actual payroll expenses, as is the normal process, we expect to receive a refund since:
  - Our current 2023 paid workforce is less than our 2022 paid workforce; and,
  - The monies budgeted later in the year are within several hundred dollars of what we paid last year with a larger 2022 paid workforce headcount.
- All other expense categories reported costs that were below plan.

For the month, total expenses were \$31,031 compared to total revenues of \$37,203. For the two months January and February, total expenses of \$60,387 compare favorably to total income of \$116,977.

**St. Martin-in-the-Fields**  
**Statement of Assets, Liabilities and Fund Balance**  
As of February 28, 2023

	Feb 28, 23
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
<b>UNRESTRICTED FUNDS</b>	
100 - General Fund	60,455.50
102 - Deposits in Transit	2,848.85
<b>Total UNRESTRICTED FUNDS</b>	63,304.35
<b>TEMPORARILY RESTRICTED FUNDS</b>	
103 - Benevolence Funds	
Curate's Benevolence Fund	250.00
Rector's Benevolence Fund	8,521.67
<b>Total 103 - Benevolence Funds</b>	8,771.67
104 - Savings - Veritex Bank	44,285.17
106 - Veritex - Building Fund	101,380.67
107 - Memorial Garden Account	4,115.76
<b>Total TEMPORARILY RESTRICTED FUNDS</b>	158,553.27
<b>PERMANENTLY RESTRICTED FUNDS</b>	
109 - Capital Funds	
R.W. Baird Capital Funds	555,984.09
<b>Total 109 - Capital Funds</b>	555,984.09
110 - R.W. Baird Endowment Fund	86,141.63
<b>Total PERMANENTLY RESTRICTED FUNDS</b>	642,125.72
<b>Total Checking/Savings</b>	863,983.34
<b>Total Current Assets</b>	863,983.34
Other Assets	
14000 - Bldg. & Content	852,600.85
14020 - Improvements	601,484.71
14100 - New Sanctuary Costs	244,127.71
15000 - Land	750,000.00
<b>Total Other Assets</b>	2,448,213.27
<b>TOTAL ASSETS</b>	3,312,196.61
<b>LIABILITIES &amp; EQUITY</b>	
Equity	
32000 - Fund Balance	3,229,625.64
Net Income	82,570.97
<b>Total Equity</b>	3,312,196.61
<b>TOTAL LIABILITIES &amp; EQUITY</b>	3,312,196.61

**St. Martin-in-the-Fields**  
**Summary Revenues and Expenses Budget vs. Actual YTD**  
 January through February 2023

	<u>Jan - Feb 23</u>	<u>Budget</u>	<u>\$ Over Budget</u>
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
400 · Pledge	110,531.55	110,265.00	266.55
402 · Non-pledge	3,506.00	7,500.00	-3,994.00
403 · Plate	1,873.10	1,416.60	456.50
408 · Other Contributions - Operating	726.10	1,000.00	-273.90
410 · Other Income	340.71	275.00	65.71
<b>Total Income</b>	<u>116,977.46</u>	<u>120,456.60</u>	<u>-3,479.14</u>
<b>Gross Profit</b>	116,977.46	120,456.60	-3,479.14
<b>Expense</b>			
602 · Building & Grounds	9,400.51	7,740.00	1,660.51
604 · Miscellaneous	1,108.15	0.00	1,108.15
610 · Office Expense	3,551.75	5,160.00	-1,608.25
612 · Communication	207.90	260.00	-52.10
615 · Worship	420.58	800.00	-379.42
620 · Program Expenses	3,146.77	3,000.00	146.77
650 · Payroll Expenses	42,551.26	41,244.00	1,307.26
<b>Total Expense</b>	<u>60,386.92</u>	<u>58,204.00</u>	<u>2,182.92</u>
<b>Net Ordinary Income</b>	<u>56,590.54</u>	<u>62,252.60</u>	<u>-5,662.06</u>
<b>Net Income</b>	<u><u>56,590.54</u></u>	<u><u>62,252.60</u></u>	<u><u>-5,662.06</u></u>

**St. Martin-in-the-Fields**  
**Revenues and Expenses Budget vs. Actual**  
February 2023

	Feb 23	Budget	\$ Over Budget
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
400 · Pledge	33,333.50	29,819.00	3,514.50
402 · Non-pledge	2,066.00	3,750.00	-1,684.00
403 · Plate	970.50	708.30	262.20
408 · Other Contributions - Operating			
Covered Credit Card Fees	199.67	100.00	99.67
Flowers	0.00	125.00	-125.00
Keller Al-Anon	120.00		
Other Contributions	0.00	275.00	-275.00
408 · Other Contributions - Operating - Other	250.00		
<b>Total 408 · Other Contributions - Operating</b>	<b>569.67</b>	<b>500.00</b>	<b>69.67</b>
410 · Other Income			
Amazon Smile Donations	101.42		
Building Use	30.00		
Interest - General Fund	72.82		
VBS Registration	40.00		
410 · Other Income - Other	19.00	250.00	-231.00
<b>Total 410 · Other Income</b>	<b>263.24</b>	<b>250.00</b>	<b>13.24</b>
<b>Total Income</b>	<b>37,202.91</b>	<b>35,027.30</b>	<b>2,175.61</b>
<b>Gross Profit</b>	<b>37,202.91</b>	<b>35,027.30</b>	<b>2,175.61</b>
<b>Expense</b>			
602 · Building & Grounds			
Cleaning Service	866.68	950.00	-83.32
Insurance Prop/Liab	3,832.75	0.00	3,832.75
Maintenance	443.50	900.00	-456.50
Supplies	0.00	450.00	-450.00
Utilities	1,484.65	1,570.00	-85.35
<b>Total 602 · Building &amp; Grounds</b>	<b>6,627.58</b>	<b>3,870.00</b>	<b>2,757.58</b>
604 · Miscellaneous	575.00	0.00	575.00
610 · Office Expense			
Bookkeeping	470.98	400.00	70.98
Copier	306.62	375.00	-68.38
Office Equipment	0.00	1,200.00	-1,200.00
Office Supplies	128.22	125.00	3.22
Postage	480.00	75.00	405.00
Rector Professional Expense	373.44	403.00	-29.56
Subs/Software Licenses	229.37	350.00	-120.63
Telephone/Internet	189.98	250.00	-60.02
<b>Total 610 · Office Expense</b>	<b>2,178.61</b>	<b>3,178.00</b>	<b>-999.39</b>
612 · Communication			
Website	207.90	130.00	77.90
<b>Total 612 · Communication</b>	<b>207.90</b>	<b>130.00</b>	<b>77.90</b>
615 · Worship			
Acolyte Guild	47.31	0.00	47.31
Altar Guild	0.00	200.00	-200.00
Flowers	54.09	125.00	-70.91
Lectionary Inserts	0.00	25.00	-25.00
Liturgy	0.00	50.00	-50.00
<b>Total 615 · Worship</b>	<b>101.40</b>	<b>400.00</b>	<b>-298.60</b>
620 · Program Expenses			
Children / Sunday School	8.99	0.00	8.99
Diocesan Convention	0.00	1,700.00	-1,700.00



**St. Martin-in-the-Fields**  
**Revenues and Expenses Budget vs. Actual**  
February 2023

	Feb 23	Budget	\$ Over Budget
Hospitality	186.40	200.00	-13.60
Nametags	0.00	50.00	-50.00
Nursery Supplies	0.00	25.00	-25.00
<b>Total 620 · Program Expenses</b>	<b>195.39</b>	<b>1,975.00</b>	<b>-1,779.61</b>
<b>650 · Payroll Expenses</b>			
Children's Minister	1,560.00	1,560.00	0.00
Deacon Stipend	0.00	100.00	-100.00
Nursery Staff	226.00	415.00	-189.00
Organist/Choir Director	1,500.00	1,500.00	0.00
Other-DD Fees/Background Checks	51.90	62.00	-10.10
Parish Administrator	3,833.34	3,833.00	0.34
Payroll Taxes	544.82	559.00	-14.18
Pension - Rector	1,500.00	1,615.00	-115.00
Rector Continuing Educ.	0.00	250.00	-250.00
Rector Stipend/Housing	8,970.84	8,971.00	-0.16
Staff Medical	1,241.00	1,242.00	-1.00
Staff Pension	690.02	390.00	300.02
Workers /Comp Insurance	1,027.00	0.00	1,027.00
<b>Total 650 · Payroll Expenses</b>	<b>21,144.92</b>	<b>20,497.00</b>	<b>647.92</b>
<b>Total Expense</b>	<b>31,030.80</b>	<b>30,050.00</b>	<b>980.80</b>
<b>Net Ordinary Income</b>	<b>6,172.11</b>	<b>4,977.30</b>	<b>1,194.81</b>
<b>Net Income</b>	<b>6,172.11</b>	<b>4,977.30</b>	<b>1,194.81</b>

**St. Martin-in-the-Fields**  
**Revenues and Expenses Budget vs. Actual YTD**  
January through February 2023

	<u>Jan - Feb 23</u>	<u>Budget</u>	<u>\$ Over Budget</u>
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
400 · Pledge	110,531.55	110,265.00	266.55
402 · Non-pledge	3,506.00	7,500.00	-3,994.00
403 · Plate	1,873.10	1,416.60	456.50
408 · Other Contributions - Operating			
Covered Credit Card Fees	301.10	200.00	101.10
Flowers	50.00	250.00	-200.00
Keller AI-Anon	120.00		
Other Contributions	0.00	550.00	-550.00
408 · Other Contributions - Operating - Other	255.00		
<b>Total 408 · Other Contributions - Operating</b>	<u>726.10</u>	<u>1,000.00</u>	<u>-273.90</u>
410 · Other Income			
Amazon Smile Donations	101.42		
Building Use	30.00		
Interest - General Fund	150.29		
VBS Registration	40.00		
410 · Other Income - Other	19.00	275.00	-256.00
<b>Total 410 · Other Income</b>	<u>340.71</u>	<u>275.00</u>	<u>65.71</u>
<b>Total Income</b>	<u>116,977.46</u>	<u>120,456.60</u>	<u>-3,479.14</u>
<b>Gross Profit</b>	116,977.46	120,456.60	-3,479.14
<b>Expense</b>			
602 · Building & Grounds			
Cleaning Service	1,933.36	1,900.00	33.36
Insurance Prop/Liab	3,832.75	0.00	3,832.75
Maintenance	593.50	1,800.00	-1,206.50
Supplies	24.17	900.00	-875.83
Utilities	3,016.73	3,140.00	-123.27
<b>Total 602 · Building &amp; Grounds</b>	<u>9,400.51</u>	<u>7,740.00</u>	<u>1,660.51</u>
604 · Miscellaneous	1,108.15	0.00	1,108.15
610 · Office Expense			
Bookkeeping	785.40	800.00	-14.60
Copier	763.18	750.00	13.18
Office Equipment	0.00	1,200.00	-1,200.00
Office Supplies	259.62	250.00	9.62
Postage	480.00	150.00	330.00
Rector Professional Expense	424.85	810.00	-385.15
Subs/Software Licenses	458.74	700.00	-241.26
Telephone/Internet	379.96	500.00	-120.04
<b>Total 610 · Office Expense</b>	<u>3,551.75</u>	<u>5,160.00</u>	<u>-1,608.25</u>
612 · Communication			
Website	207.90	260.00	-52.10
<b>Total 612 · Communication</b>	<u>207.90</u>	<u>260.00</u>	<u>-52.10</u>
615 · Worship			
A/V Equipment	42.49	0.00	42.49
Acolyte Guild	47.31	0.00	47.31
Altar Guild	169.95	400.00	-230.05
Flowers	104.05	250.00	-145.95
Lectionary Inserts	0.00	50.00	-50.00
Liturgy	56.78	100.00	-43.22
<b>Total 615 · Worship</b>	<u>420.58</u>	<u>800.00</u>	<u>-379.42</u>
620 · Program Expenses			
Children / Sunday School	8.99	0.00	8.99

**St. Martin-in-the-Fields**  
**Revenues and Expenses Budget vs. Actual YTD**  
 January through February 2023

	Jan - Feb 23	Budget	\$ Over Budget
Diocesan Convention	2,925.81	1,700.00	1,225.81
Hospitality	211.97	400.00	-188.03
Nametags	0.00	100.00	-100.00
Nursery Supplies	0.00	50.00	-50.00
Vestry Retreat	0.00	750.00	-750.00
<b>Total 620 · Program Expenses</b>	<b>3,146.77</b>	<b>3,000.00</b>	<b>146.77</b>
<b>650 · Payroll Expenses</b>			
Children's Minister	3,120.00	3,120.00	0.00
Deacon Stipend	0.00	200.00	-200.00
Nursery Staff	636.00	830.00	-194.00
Organist/Choir Director	3,000.00	3,000.00	0.00
Other-DD Fees/Background Checks	74.28	124.00	-49.72
Parish Administrator	7,666.68	7,666.00	0.68
Payroll Taxes	1,103.53	1,118.00	-14.47
Pension - Rector	3,000.00	3,230.00	-230.00
Rector Continuing Educ.	514.07	250.00	264.07
Rector Stipend/Housing	17,941.68	17,942.00	-0.32
Staff Medical	3,778.00	2,484.00	1,294.00
Staff Pension	690.02	780.00	-89.98
Supply Clergy	0.00	250.00	-250.00
Supply Organist	0.00	250.00	-250.00
Workers /Comp Insurance	1,027.00	0.00	1,027.00
<b>Total 650 · Payroll Expenses</b>	<b>42,551.26</b>	<b>41,244.00</b>	<b>1,307.26</b>
<b>Total Expense</b>	<b>60,386.92</b>	<b>58,204.00</b>	<b>2,182.92</b>
<b>Net Ordinary Income</b>	<b>56,590.54</b>	<b>62,252.60</b>	<b>-5,662.06</b>
<b>Net Income</b>	<b>56,590.54</b>	<b>62,252.60</b>	<b>-5,662.06</b>

**St. Martin-in-the-Fields**  
**Temporarily Restricted Fund Activity**  
February 2023

	Feb 23	Jan - Feb 23
<b>Other Income/Expense</b>		
<b>Other Income</b>		
<b>800 · Temp Restr (Designated) Income</b>		
Building Fund	0.00	50.00
<b>809 - Passthrough Funds Receive</b>		
Lenten Project	711.00	711.00
<b>Total 809 - Passthrough Funds Receive</b>	711.00	711.00
<b>Benevolence Funds</b>		
Rector Benevolence Fund	100.00	1,840.00
<b>Total Benevolence Funds</b>	100.00	1,840.00
Daughters of the King	0.00	42.00
Eagle Scout Project	155.00	205.00
Memorial Garden (incl rebates)	2,000.00	2,000.00
<b>Total 800 · Temp Restr (Designated) Income</b>	2,966.00	4,848.00
<b>810 · Other Temp Restricted Income</b>		
T.R. Interest Income	24.47	49.85
<b>Total 810 · Other Temp Restricted Income</b>	24.47	49.85
<b>980 · Permanently Restricted Capital</b>		
Memorial Funds/Building Fund	0.00	100.00
<b>Total 980 · Permanently Restricted Capital</b>	0.00	100.00
<b>Total Other Income</b>	2,990.47	4,997.85
<b>Other Expense</b>		
<b>850 · Designated Funds Disbursed</b>		
Benevolence Funds Disbursed	0.00	1,800.00
Children's Programs	485.80	485.80
Christmas Outreach	1,000.00	1,200.00
Daughters of the King	0.00	75.00
Eagle Scout Funds	266.80	266.80
Prayer Shawl	94.54	94.54
<b>Total 850 · Designated Funds Disbursed</b>	1,847.14	3,922.14
<b>859 · Passthrough Funds Disbursed</b>		
4 Saints Food Pantry	0.00	2,043.15
<b>Total 859 · Passthrough Funds Disbursed</b>	0.00	2,043.15
<b>Total Other Expense</b>	1,847.14	5,965.29
<b>Net Other Income</b>	1,143.33	-967.44
<b>Net Income</b>	1,143.33	-967.44

**St. Martin-in-the-Fields**  
**Permanently Restricted Fund Activity**  
February 2023

	<u>Feb 23</u>	<u>Jan - Feb 23</u>
<b>Other Income/Expense</b>		
<b>Other Income</b>		
<b>910 · P. R. Endowment Income</b>		
Annuity	1,758.00	2,637.00
Dividends/Interest	110.41	221.56
Invest Mgmt Fees	0.00	-177.86
Unrealized Gain/Loss	-2,202.44	2,434.15
<b>Total 910 · P. R. Endowment Income</b>	-334.03	5,114.85
<b>980 · Permanently Restricted Capital</b>		
Dividends/Interest	759.62	1,543.47
Invest Mgmt Fees	0.00	-657.30
Unrealized Gain/Loss	0.00	37,186.56
<b>Total 980 · Permanently Restricted Capital</b>	759.62	38,072.73
<b>Total Other Income</b>	425.59	43,187.58
<b>Net Other Income</b>	425.59	43,187.58
<b>Net Income</b>	425.59	43,187.58

Junior Warden's Report  
March 2023

Closed Items

1. Memorial Garden Gate Hard to Close.  
Readjusted Gate 3/5/23
2. Sign Blown off Wall near Blue Door.  
Temporary fix completed pending mason drilling and permanent screws installed.
3. Hinge on Lending Book Library Broken.  
Repaired hinge.
4. Light Repair needed in Electrical Closet.  
Repaired Light Assembly,

Pending Items/In Progress Items

1. Flag Pole rope replaced.  
Ed McGlaston working.
2. Dishwasher for Parish Hall Kitchen.  
Quotes being prepared for presentation to the Vestry.
3. Faucet in Parish Hall Kitchen not flowing correctly.
4. Memorial Garden Fountain Pump Inoperative.  
Replaced pump and currently working on replacing the PCV pipe
5. Fire Suppression Microswitch needs to be replaced.  
Awaiting word from ASPEN to proceed,

Senior Warden's Report  
March 2023

- Church cleaning service is improving and we believe we have resolved the problem. Please keep me and the Junior Wardens advised of any problem areas.
- Thanks to our Junior Wardens for getting a Grubby Sunday organized. I hope to see our Vestry well represented in our Grubby Team on Sunday March 26<sup>th</sup> 2023. Please be willing to devote an hour of your Sunday afternoon and you will have an opportunity to meet some new people and bond over caring for our Church Building. Thanks.
- Thanks to everyone who contributed to a successful Mardi Gras Sunday Luncheon. Decorations were wonderful and the music provided by our excellent organist Bob Duquesnel and volunteers from our church community added to the festival atmosphere. Food was great with tasty contributions from many parishioners!
- It was so affirming to hear about the acceptance of St. Martin in-the-Fields into the Diocese of Texas at Council.
- Thanks to our scouts lead by Logan DeClerk for building five new picnic tables for our grounds, and sealing the all of the benches to give them a new lease on life! We are all proud of Logan as he works to become an Eagle Scout.
- Thanks to our hard working vestry members and all of the Volunteers who make our parish visible in our community every day.

## **Rector's Report – March 19, 2023**

*The Rev. Alan D. Bentrup, Rector*

### **Things of note**

- Interviews for potential curates took place week of Mar 13
- We've begun tracking visitors, and counting online attendance weekly
- Youth Confirmation, Scout Religious emblem ~ 12 youth attending
  - Bishop's visitation TBD in the fall; waiting for new Asst. Bishop to be hired
- Ideas & Future Plans:
  - Vestry retreat Sat am - Sun pm, potential date April 22-23
  - Reimagining Human Flourishing class/Tuesday eve formation slot

### **Upcoming Dates**

Mar 18	EDOT North Region Altar Guild meeting
Mar 23-26	Alan continuing education; the Rev. Stephanie Moncrief supplying
Mar 25	DOK Quiet Day @ Trinity FW
Mar 26	Grubby Sunday
Mar 31	Youth Lenten Lock-In
Apr 1	Fort Worth Lynching Pilgrimage
Apr 2	Palm Sunday
Apr 6	Maundy Thursday
Apr 7	Good Friday
Apr 8	Easter Vigil
Apr 9	Easter Sunday
Apr 16	Easter Festival
Apr 21-23	EDOT Junior High Retreat @ Camp Allen
Apr 21-23	Happening #176 @ Camp Allen
Apr 23	Vestry Meeting
Apr 29	Men's Retreat @ Church
May 20	Anglican Rosary Class @ Church
May 21	Senior Sunday / Vestry Meeting
May 28	Pentecost
May 29-June 4	Alan vacation; the Rev. Stephanie Moncrief supplying
June 4	Summer schedule begins (9:15 worship service)
June 12-16	VBS
June 18	VBS Sunday / Vestry Meeting
July 31-Aug 11	Alan vacation; supply TBD
Aug 13	Backpack Blessings
Aug 20	Vestry Meeting
Sept 10	Rally Sunday



## **Worship attendance**

Date	8:00	10:30	EV	Other	Online	Total	5wk Avg	52wk avg	Visitors
1/1/2023		72	2		21	95	161	117	
1/8/2023	20	113	4		17	154	170	118	
1/15/2023	23	70	5		17	115	166	118	
1/22/2023	28	86	2		12	128	164	119	
1/29/2023		107			15	122	123	120	
2/5	25	103	4		17	149	134	122	5
2/12	19	101	4		14	138	130	123	3
2/19	25	124	1		21	171	142	124	7
2/26	26	106	3		17	152	146	125	5
3/5	22	116	4		25	167	155	126	6
3/12	17	110			16	143	154	127	3

## **Historical ASA**

2012 - 215

2013 - 199

2014 - 178

2015 - 224

2016 - 239

2017 - 187

2018 - 157

2019 - 156

2020 - 60

2021 - 68

2022 - 114