

St. Martin-in-the-Fields Vestry Agenda November 19, 2023
West Parish Hall

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

1. Opening Prayer – Senior Warden
2. Consideration of Minutes for October 15, 2023
3. Finance Committee Report – Gary Wilkinson
 - a. Committee Meeting Report
 - b. Approval of Treasurer’s Report
4. Junior Wardens’ Reports
 - a. Written Report on Work Done
5. Senior Warden Report
6. Curate’s Report
7. Rector’s Report
 - a. Written Report
8. Announcements
9. Closing Prayer – Senior Warden Bob Bess
10. Adjournment

NEXT REGULAR VESTRY MEETING DECEMBER 17, 2023 12:00 PM WEST PARISH HALL.

St. Martin-in-the-Fields Vestry Meeting

October 15 2023

Present: Alan Bentrup – Rector, Gavin Tomlin - Curate, Bob Bess – Senior Warden, DJ Mitchell – Treasurer, Mary Anderson (via Zoom), Mary Beth Butler, Melissa Kurkul, Becky Snell-Bolerjack, Glenda Morehead – Clerk.

Also Present: Gary Wilkinson - Finance Committee Chair, Tony Kroll, Seminarian.

Not Present: Rick Schultz – Jr. Warden, Dick Seeber – Jr. Warden, Amanda Alvarez, Jen Duncan, Elizabeth Jordan, Bryan Hedrick.

A regular meeting of St. Martin-in-the-Fields Vestry was held on October 15, 2023 in the small parish hall. The meeting was called to order by the Rector, who opened the meeting with prayer at 12:03 PM.

Consideration of the Minutes of September 17, 2023.

Becky Snell-Bolerjack moved that the minutes be approved as distributed, DJ Mitchell seconded the motion and the motion carried.

Finance Committee Report & Treasurer's Report

Finance Committee Report: Gary Wilkinson reported that the cash balance is down as is usual at this time of year by about \$1800.00. The committee is starting to focus on preparing the budget for 2024. Curate expense and the diocesan assessment of \$38000.00 must be included in the budget which uses line item income and expenses of the past and any expected changes of the future. Traditionally the budget is presented to the vestry at the December meeting and voted upon at the January vestry meeting so it can be presented to parishioners at the Annual Meeting. Going forward the budget for Building Changes and Renovation will be separate from the Operational Budget to avoid any confusion about the two. The Vestry endorsed the change in presentation.

Treasurer's Report: DJ Mitchell reviewed the Treasurer's Report. Mary Beth Butler moved that the report be accepted. Becky Snell-Bolerjack seconded the motion, and the motion carried.

Endowment Committee: Bryan Hedrick, chair, has stated that the committee is so newly formed that no report is available at this time. He hopes to be ready to make the first report at the December vestry meeting.

Junior Wardens' Reports

Neither Jr. Warden being present the written reports of completed work are attached and made a part of these minutes.

Water Line Cut: Edith Angle's funeral was scheduled for October 7. Early that day the discovery was made that the water line to the church had been cut by a contractor working for City of Southlake. Rick Schultz contacted a plumber who came and repaired the line. Schultz has been reimbursed by St. Martin's. Reimbursement from City of Southlake may be slow.

Senior Warden's Report

The Senior Warden is directing that emergency contact numbers be posted prominently on the outside of church buildings. Time would have been saved if those responsible for cutting the water lines before October 7 had had that information.

Curate's Report

The written report of the Curate is attached and made a part of these minutes. Tomlin added he will be meeting with the Diocesan Standing Committee on November 15.

Rector's Report:

The written report is attached and made a part of these minutes.

Support for the Ordination of the Rev Gavin Tomlin to the Priesthood: DJ Mitchell moved the vestry vote to endorse the Rev Gavin Tomlin's ordination to the priesthood. Bob Bess seconded the motion and the motion carried.

Recommendation for Christopher DeClerk to Receive St. George's Award: Bob Bess moved the vestry recommend the Boy Scouts St. George's Award be presented to Christopher DeClerk. Becky Snell-Bolerjack seconded the motion and the motion carried.

Jen Duncan Resigns: Jen Duncan has accepted a job in her hometown Charlotte, NC, and at this time packing up her household. Duncan's resignation means that vestry elections at the Annual Meeting will include a person who will be elected to fulfill the final year of Duncan's term.

Slates of Nominees to Be Presented: The Rector made clear he does not intend the elections for vestry and delegates to diocesan council to be popularity contests. Each slate of candidates will include only the number of nominees needed. To date Rebecca Haynes and Bob Garrity are nominees for vestry.

November Vestry Meeting: The Rector will be on vacation November 17 – 22. Senior Warden Bob Bess will chair the meeting November 19.

Master Plan Update

DJ Mitchell reported that the architect came to the church bringing with him the notes he had so far on St. Martin's redesign and renovation. With Mitchell's assistance he was able to leave with a clearer understanding of our needs. Mitchell expects work will be under way by March, weather permitting.

Stewardship

The Rector stated the departure of Jen Duncan means the stewardship campaign will continue under the direction of Bennett Cepak. Bentrup brought with him today stewardship thank you note cards, already stamped and addressed to those who have turned in their pledges for 2024. He asked vestry members to take the cards, write a personal thank you note and mail them.

The meeting was closed in prayer by the Rector and adjourned at 1:00 PM.

Respectfully submitted,

Glenda Morehead, Clerk

NEXT REGULAR VESTRY MEETING: NOVEMBER 19, 12 PM, WEST PARISH HALL

Hurst, Texas

November 15, 2023

Financial Notes for the Period Ending October 31, 2023

As found in the Statement of Assets, Liabilities and Fund Balance, the Unrestricted Funds cash balance totaled \$81,535 at the end of October, up from \$69,277 at the end of September.

While overall expenses exceeded plan in October by \$5,945, revenues exceeded plan by \$18,751. Most notably, pledge income totaled \$29,836, or \$3,756 above plan. Non-pledge income totaled \$7,165, or \$3,415 above plan. Plate donations totaled \$1,494, or \$786 above plan and we received the Diocesan's quarterly contribution to the Curate's salary of \$10,106.

In October, only Program expenses were under plan. Regarding other October expense categories:

- Buildings and Grounds expenses exceeded plan by \$2,528, due entirely to the \$2,900 expense incurred to repair a broken water line to the church by, we believe, a contractor for the City of South Lake. In due course, we hope the City will reimburse us for the expenses incurred.
- Office expenses exceeded plan by \$658, due entirely to the Curate's mileage expenses related to required training.
- Communication expenses exceeded plan by \$612, due entirely to the Adobe Creative Cloud annual subscription, and the Constant Contact annual subscription, a program needed to email Friday's update to the Parish.
- Worship expenses exceeded plan by \$69 due to the purchase of candles and wafers.
- Payroll expenses exceeded plan by \$2,524, entirely due to the way we budgeted the Curate's salary and pension, as described in previous monthly financial reports.

Year-to-date, expenses exceed plan by \$17,650, due entirely to maintenance expenses (\$8,588 above plan), Christian Formation and Children/Sunday School expenses (\$4,282 above plan), and Curate salary and Pension expenses (\$11,218 above plan due to how the Curate's expenses were budgeted).

Please note that we have received \$20,213 year-to-date as the Diocesan's contribution to Curate expenses through the rest of the year. Also, total income for the year now equals \$413,547. This is \$32,241 above plan. With total year-to-date expenses running \$348,546, income exceeds expenses by \$65,091, which is above plan by \$14,591.

St. Martin-in-the-Fields
Statement of Assets, Liabilities and Fund Balance
As of October 31, 2023

	Oct 31, 23
ASSETS	
Current Assets	
Checking/Savings	
UNRESTRICTED FUNDS	
100 · General Fund	79,836.85
102 · Deposits in Transit	1,697.84
Total UNRESTRICTED FUNDS	81,534.69
TEMPORARILY RESTRICTED FUNDS	
103 · Benevolence Funds	
Curate's Benevolence Fund	1,864.50
Rector's Benevolence Fund	4,170.70
Total 103 · Benevolence Funds	6,035.20
104 · Savings - Veritex Bank	60,798.31
106 · Veritex - Building Fund	101,430.67
107 · Memorial Garden Account	12,685.16
Total TEMPORARILY RESTRICTED FUNDS	180,949.34
PERMANENTLY RESTRICTED FUNDS	
109 · R.W. Baird Capital Funds	529,672.72
110 · R.W. Baird Endowment Fund	91,555.33
Total PERMANENTLY RESTRICTED FUNDS	621,228.05
Total Checking/Savings	883,712.08
Total Current Assets	883,712.08
Other Assets	
14000 · Bldg. & Content	852,600.85
14020 · Improvements	610,454.71
14100 · New Sanctuary Costs	244,127.71
15000 · Land	750,000.00
Total Other Assets	2,457,183.27
TOTAL ASSETS	3,340,895.35
LIABILITIES & EQUITY	
Equity	
32000 · Fund Balance	3,229,625.64
Net Income	111,269.71
Total Equity	3,340,895.35
TOTAL LIABILITIES & EQUITY	3,340,895.35

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

	Jan - Oct 23	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
400 · Pledge	329,547.61	328,347.00	1,200.61
402 · Non-pledge	45,692.00	37,500.00	8,192.00
403 · Plate	10,109.00	7,083.32	3,025.68
408 · Other Contributions - Operating	25,476.33	5,375.00	20,101.33
410 · Other Income	2,721.78	3,000.00	-278.22
Total Income	<u>413,546.72</u>	<u>381,305.32</u>	<u>32,241.40</u>
Gross Profit	413,546.72	381,305.32	32,241.40
Expense			
602 · Building & Grounds	59,279.49	56,499.00	2,780.49
604 · Miscellaneous	6,126.49	7,000.00	-873.51
608 · Outreach	197.58	0.00	197.58
610 · Office Expense	20,825.68	21,384.00	-558.32
612 · Communication	1,952.17	1,300.00	652.17
615 · Worship	7,192.57	6,730.00	462.57
620 · Program Expenses	14,161.77	10,360.00	3,801.77
650 · Payroll Expenses	238,720.39	227,533.00	11,187.39
Total Expense	<u>348,456.14</u>	<u>330,806.00</u>	<u>17,650.14</u>
Net Ordinary Income	<u>65,090.58</u>	<u>50,499.32</u>	<u>14,591.26</u>
Net Income	<u><u>65,090.58</u></u>	<u><u>50,499.32</u></u>	<u><u>14,591.26</u></u>

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

	Oct 23	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
400 · Pledge	29,835.50	26,080.00	3,755.50
402 · Non-pledge	7,165.00	3,750.00	3,415.00
403 · Plate	1,494.40	708.34	786.06
408 · Other Contributions - Operating			
Covered Credit Card Fees	128.11	100.00	28.11
Curate Grant	10,106.25	0.00	10,106.25
Flowers	250.00	125.00	125.00
Keller Al-Anon	120.00	0.00	120.00
Other Contributions	500.00	275.00	225.00
Total 408 · Other Contributions - Operating	11,104.36	500.00	10,604.36
410 · Other Income			
Interest - General Fund	135.09	0.00	135.09
Tri-County Refund	410.10	0.00	410.10
410 · Other Income - Other	20.00	375.00	-355.00
Total 410 · Other Income	565.19	375.00	190.19
Total Income	50,164.45	31,413.34	18,751.11
Gross Profit	50,164.45	31,413.34	18,751.11
Expense			
602 · Building & Grounds			
Cleaning Service	866.68	950.00	-83.32
Insurance Prop/Liab	148.00	0.00	148.00
Maintenance	2,900.00	900.00	2,000.00
Supplies	301.67	450.00	-148.33
Utilities	2,181.23	1,570.00	611.23
Total 602 · Building & Grounds	6,397.58	3,870.00	2,527.58
610 · Office Expense			
Bookkeeping	329.07	400.00	-70.93
Copier	426.07	375.00	51.07
Curate - Prof Expenses	999.24	100.00	899.24
Office Supplies	15.45	125.00	-109.55
Postage	118.80	75.00	43.80
Rector Professional Expense	395.23	403.00	-7.77
Subs/Software Licenses	243.95	350.00	-106.05
Telephone/Internet	207.98	250.00	-42.02
Total 610 · Office Expense	2,735.79	2,078.00	657.79
612 · Communication			
Advertising/Marketing	259.67	0.00	259.67
E-Mail Marketing	378.00	0.00	378.00
Website	103.95	130.00	-26.05
Total 612 · Communication	741.62	130.00	611.62
615 · Worship			
Altar Guild	295.15	200.00	95.15
Flowers	108.74	125.00	-16.26
Lectionary Inserts	0.00	25.00	-25.00
Liturgy	65.00	50.00	15.00
Total 615 · Worship	468.89	400.00	68.89
620 · Program Expenses			
Children / Sunday School	297.52	0.00	297.52
Christian Formation	53.78	0.00	53.78
Godly Play	359.60	0.00	359.60

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

	Oct 23	Budget	\$ Over Budget
Hospitality	467.73	200.00	267.73
Nametags	55.00	50.00	5.00
Nursery Supplies	63.23	25.00	38.23
Quiet Committee	33.64	0.00	33.64
Stewardship	0.00	1,500.00	-1,500.00
Total 620 · Program Expenses	1,330.50	1,775.00	-444.50
650 · Payroll Expenses			
Children's Minister	1,560.00	1,560.00	0.00
Curate - Stipend/Housing	5,709.76	3,333.00	2,376.76
Deacon Stipend	0.00	100.00	-100.00
Nursery Staff	399.00	415.00	-16.00
Organist/Choir Director	1,500.00	1,500.00	0.00
Other-DD Fees/Background Checks	26.12	112.00	-85.88
Parish Administrator	3,833.34	3,833.00	0.34
Payroll Taxes	557.86	559.00	-1.14
Pension - Curate	1,027.76	600.00	427.76
Pension - Rector	1,746.81	1,615.00	131.81
Rector Stipend/Housing	9,800.66	9,608.50	192.16
Staff Medical	1,296.00	1,242.00	54.00
Staff Pension	345.01	390.00	-44.99
Supply Clergy	250.00	250.00	0.00
Workers /Comp Insurance	0.00	411.00	-411.00
Total 650 · Payroll Expenses	28,052.32	25,528.50	2,523.82
Total Expense	39,726.70	33,781.50	5,945.20
Net Ordinary Income	10,437.75	-2,368.16	12,805.91
Net Income	10,437.75	-2,368.16	12,805.91

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

	Jan - Oct 23	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
400 · Pledge	329,547.61	328,347.00	1,200.61
402 · Non-pledge	45,692.00	37,500.00	8,192.00
403 · Plate	10,109.00	7,083.32	3,025.68
408 · Other Contributions - Operating			
Covered Credit Card Fees	1,305.03	1,000.00	305.03
Curate Grant	20,212.50	0.00	20,212.50
Flowers	1,345.00	1,625.00	-280.00
Keller Al-Anon	480.00	0.00	480.00
Other Contributions	1,678.80	2,750.00	-1,071.20
408 · Other Contributions - Operating - Other	455.00		
Total 408 · Other Contributions - Operating	25,476.33	5,375.00	20,101.33
410 · Other Income			
Amazon Smile Donations	242.73	0.00	242.73
Building Use	30.00	0.00	30.00
Interest - General Fund	1,269.45	0.00	1,269.45
Tri-County Refund	410.10	0.00	410.10
VBS Registration	540.00	0.00	540.00
410 · Other Income - Other	229.50	3,000.00	-2,770.50
Total 410 · Other Income	2,721.78	3,000.00	-278.22
Total Income	413,546.72	381,305.32	32,241.40
Gross Profit	413,546.72	381,305.32	32,241.40
Expense			
602 · Building & Grounds			
Cleaning Service	8,866.80	9,500.00	-633.20
Fire Sprinkler Monitor	0.00	2,800.00	-2,800.00
Holy Mowers	0.00	500.00	-500.00
Insurance Prop/Liab	12,856.25	11,499.00	1,357.25
Maintenance	17,587.60	9,000.00	8,587.60
Supplies	2,043.87	4,500.00	-2,456.13
Utilities	17,924.97	18,700.00	-775.03
Total 602 · Building & Grounds	59,279.49	56,499.00	2,780.49
604 · Miscellaneous			
Miscellaneous - Other	5,018.34	7,000.00	-1,981.66
604 · Miscellaneous - Other	1,108.15		
Total 604 · Miscellaneous	6,126.49	7,000.00	-873.51
608 · Outreach			
Union Gospel Mission	197.58	0.00	197.58
Total 608 · Outreach	197.58	0.00	197.58
610 · Office Expense			
Bookkeeping	3,480.77	4,000.00	-519.23
Copier	4,245.53	3,750.00	495.53
Curate - Prof Expenses	1,343.99	400.00	943.99
Office Equipment	0.00	1,200.00	-1,200.00
Office Supplies	1,007.94	1,250.00	-242.06
Postage	700.49	750.00	-49.51
Rector Professional Expense	3,796.62	4,034.00	-237.38
Subs/Software Licenses	4,202.66	3,500.00	702.66
Telephone/Internet	2,047.68	2,500.00	-452.32
Total 610 · Office Expense	20,825.68	21,384.00	-558.32
612 · Communication			
Advertising/Marketing	259.67	0.00	259.67

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

	Jan - Oct 23	Budget	\$ Over Budget
E-Mail Marketing	378.00	0.00	378.00
Website	1,314.50	1,300.00	14.50
Total 612 · Communication	1,952.17	1,300.00	652.17
615 · Worship			
A/V Equipment	2,596.17	1,455.00	1,141.17
Acolyte Guild	47.31	150.00	-102.69
Altar Guild	1,574.36	2,000.00	-425.64
Flowers	962.85	1,625.00	-662.15
Lectionary Inserts	0.00	250.00	-250.00
Liturgy	1,547.88	500.00	1,047.88
Music Ministry	464.00	750.00	-286.00
Total 615 · Worship	7,192.57	6,730.00	462.57
620 · Program Expenses			
Children - VBS	2,785.37	1,800.00	985.37
Children / Sunday School	1,117.02	0.00	1,117.02
Christian Formation	3,165.14	0.00	3,165.14
Diocesan Convention	3,787.64	3,100.00	687.64
EYC/Youth	14.97	0.00	14.97
Forward Day by Day	-60.00	160.00	-220.00
Godly Play	378.28	0.00	378.28
Hospitality	2,013.76	2,000.00	13.76
Nametags	213.25	500.00	-286.75
Nursery Supplies	305.69	250.00	55.69
Quiet Committee	48.73	0.00	48.73
Stewardship	0.00	1,500.00	-1,500.00
Tokens- Appreciation Gifts	0.00	300.00	-300.00
Vestry Retreat	391.92	750.00	-358.08
Total 620 · Program Expenses	14,161.77	10,360.00	3,801.77
650 · Payroll Expenses			
Children's Minister	15,600.00	15,600.00	0.00
Curate - Stipend/Housing	22,839.04	13,332.00	9,507.04
Deacon Stipend	0.00	1,000.00	-1,000.00
Nursery Staff	2,787.00	4,150.00	-1,363.00
Organist/Choir Director	15,000.00	15,000.00	0.00
Other-DD Fees/Background Checks	270.15	670.00	-399.85
Parish Administrator	38,333.40	38,330.00	3.40
Payroll Taxes	5,486.81	5,590.00	-103.19
Pension - Curate	4,111.04	2,400.00	1,711.04
Pension - Rector	17,468.10	16,147.00	1,321.10
Rector Continuing Educ.	514.07	750.00	-235.93
Rector Stipend/Housing	96,852.68	96,083.00	769.68
Staff Medical	13,981.00	12,420.00	1,561.00
Staff Pension	3,450.10	3,900.00	-449.90
Supply Clergy	1,000.00	1,000.00	0.00
Supply Organist	0.00	750.00	-750.00
Workers /Comp Insurance	1,027.00	411.00	616.00
Total 650 · Payroll Expenses	238,720.39	227,533.00	11,187.39
Total Expense	348,456.14	330,806.00	17,650.14
Net Ordinary Income	65,090.58	50,499.32	14,591.26
Net Income	65,090.58	50,499.32	14,591.26

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

	Oct 23	Jan - Oct 23
Other Income/Expense		
Other Income		
800 - Temp Restr (Designated) Income		
809 - Passthrough Funds Receive		
4 Saints Food Pantry	175.00	4,710.50
Bishop's Discretionary Fund	0.00	438.00
Good Friday	0.00	486.00
Lenten Project	0.00	1,001.00
Total 809 - Passthrough Funds Receive	175.00	6,635.50
Benevolence Funds		
Curate Benevolence Fund	171.50	1,614.50
Rector Benevolence Fund	171.50	6,301.30
Total Benevolence Funds	343.00	7,915.80
Children's Programs	30.00	1,560.00
Daughters of the King	0.00	2,995.80
Eagle Scout Project	0.00	3,619.00
Scout Project Maintenance	0.00	1,000.00
Emergency Fund	0.00	20,000.00
Memorial Garden (incl rebates)	0.00	7,855.00
Memorial Gifts	450.00	770.00
Music Ministry	0.00	50.00
Prayer Shawl Ministry	0.00	200.00
Youth Programs	0.00	200.00
Total 800 - Temp Restr (Designated) Income	998.00	52,801.10
810 - Other Temp Restricted Income		
Memorial Garden	0.00	4,215.00
T.R. Interest Income	41.37	360.44
Total 810 - Other Temp Restricted Income	41.37	4,575.44
980 - Permanently Restricted Capital		
Memorial Funds/Building Fund	0.00	150.00
Total 980 - Permanently Restricted Capital	0.00	150.00
Total Other Income	1,039.37	57,526.54
Other Expense		
850 - Designated Funds Disbursed		
Benevolence Funds Disbursed	700.00	10,482.27
Children's Programs	23.75	1,891.10
Christmas Outreach	0.00	4,200.00
Daughters of the King	0.00	1,921.70
Eagle Scout Funds	11.63	4,027.87
EYC Savings	0.00	2,224.91
Memorial Garden Disbursements	0.00	1,500.60
Music Ministry	0.00	255.89
Prayer Shawl	0.00	184.38
Service Sunday	440.80	1,401.74
Total 850 - Designated Funds Disbursed	1,176.18	28,090.46
859 - Passthrough Funds Disbursed		
4 Saints Food Pantry	0.00	6,433.65
Bishop's Discretionary Fund	0.00	438.00
Diocese of Jerusalem (Good Fri)	0.00	494.00
Lenten Project Disbursement	0.00	901.00
Total 859 - Passthrough Funds Disbursed	0.00	8,266.65
Total Other Expense	1,176.18	36,357.11
Net Other Income	-136.81	21,169.43
Net Income	-136.81	21,169.43

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

	Oct 23	Jan - Oct 23
Other Income/Expense		
Other Income		
910 · P. R. Endowment Income		
Annuity	1,758.00	9,669.00
Dividends/Interest	135.27	1,268.18
Invest Mgmt Fees	-212.19	-805.98
Unrealized Gain/Loss	-1,907.25	-5,703.90
Total 910 · P. R. Endowment Income	-226.17	4,427.30
980 · Permanently Restricted Capital		
Dividends/Interest	893.29	9,667.96
Invest Mgmt Fees	-687.96	-2,765.54
Realized Gain/Loss in Sale	-294.90	-4,642.86
Unrealized Gain/Loss	-16,124.85	18,322.84
Total 980 · Permanently Restricted Capital	-16,214.42	20,582.40
Total Other Income	-16,440.59	25,009.70
Net Other Income	-16,440.59	25,009.70
Net Income	-16,440.59	25,009.70

TEMPORARY RESTRICTED FUND ACTIVITY AND BALANCES													
	Balance at	Sept	Oct	Nov	Dec	Year to Date	Sept	Oct	Nov	Dec	Year to Date	Balance at	
	12/31/2022	Receipts	Receipts	Receipts	Receipts	Receipts	Disburse	Disburse	Disburse	Disburse	Disbursements	10/31/2023	
SCRIP INVENTORY	\$ 575.00										\$ (575.00)	\$ 0.00	
TEMPORARILY RESTRICTED FUNDS IN OTHER ACCOUNTS													
PREPAID 2023 PLEDGES IN GENERAL FUND	35,300.00					-					(35,300.00)	-	
BUILDING FUND - VERITEX BANK	101,280.67					150.00					-	101,430.67	
MEMORIAL GARDEN ACCOUNT	2,115.76	4,050.00				12,070.00					(1,500.60)	12,685.16	
RECTOR BENEVOLENCE FUND ACCOUNT	8,351.67	476.50	171.50			6,301.30		(700.00)			(10,482.27)	4,170.70	
CURATE BENEVOLENCE FUND ACCOUNT	250.00	226.50	171.50			1,614.50					-	1,864.50	
GARDEN GUILD CASH-SCRIP SALES	-					-					-	-	
TOTAL T. R. FUNDS IN OTHER ACCOUNTS	\$ 147,298.10	4,753.00	343.00	-	-	\$ 20,135.80	-	(700.00)	-	-	\$ (47,282.87)	\$ 120,151.03	
PASS-THROUGH FUNDS COLLECTED / DISBURSED (Gen Fund)													
BISHOP'S DISCRETIONARY FUND						438.00					(438.00)	-	
LENTEN PROJECT						1,001.00					(901.00)	100.00	
4SAINTS - Red Envelopes	918.15	100.00	175.00			4,710.50					(5,308.65)	320.00	
GOOD FRIDAY OFFERING	244.00					486.00					(494.00)	236.00	
TOTAL PASSTHROUGH FUNDS TO BE DISBURSED	1,162.15	100.00	175.00	-	-	6,635.50	-	-	-	-	\$ (7,141.65)	656.00	
TOTAL TEMPORARILY RESTRICTED FUNDS	\$ 196,310.91	\$ 5,359.43	\$ 1,039.37	\$ -	\$ -	\$ 57,526.54	\$ (83.99)	\$ (1,176.18)	\$ -	\$ -	\$ (72,232.11)	\$ 181,605.34	

Junior Warden's Monthly Report
October/November 2023

Completed

- Reversed door knob leading into the Chapel
- Adjusted Library Room door to facilitate closure
- Met with Tai the Concrete Guy to get an estimate on repairing the parking lot pavement

Pending

- Work with Southlake to see about repairs to Zone 1 sprinkler system and repair to water line due to damage from construction
- Scheduled the replacement of the HVAC system which failed back in July. Stephen Hardy of Hardy Heating & Cooling will begin the installation on Monday 11/20 and complete the work on the next day.

Rector's Report – November 2023

The Rev. Alan D. Bentrup

Administrative updates

- Two vestry nominations received so far; in conversation with two others
- Potential Youth Ministry coordinator identified, TBD with 2024 budget

Worship updates

- Advent begins Dec 3; baptism that morning at 10:30
- Lessons & Carols during 10:30 service on Dec 17
- Christmas Eve schedule
 - Contemplative Christmas (formerly Blue Christmas) at 7pm on Dec 21
 - 8:30 am and 10:30 am Advent IV service
 - 4:00 pm family service; 7:00 and 10:30 pm Eucharist

Outreach updates

- 170+ coats donated to UGM
- We continue to hit our goal of 150 cans of corn donated to 4Saints each week
- Lenten Outreach Project: Committing to raise \$10,000 for [RIP Medical Debt](#) which will be used to eliminate at least \$1 million in debt

Action items

-

Upcoming Dates

Nov 17-22	Alan on vacation (Julia Rusling supplying)
Nov 19	<i>Scheduled vestry meeting</i>
Nov 22	Thanksgiving Eve service
Nov 26	Instructed Eucharist
Dec 3	Advent begins
Dec 17	Lessons & Carols; Vestry meeting; Caroling in the evening
Dec 21	Contemplative Christmas
Dec 28 - Jan 2	Alan away for continuing education
Jan 7	Epiphany Pageant
Jan 14	Rector & Vestry Forum, Part 1 at 9:30
Jan 21	Rector & Vestry Forum, Part 2 at 9:30; Vestry meeting
Jan 28	Annual meeting
Feb 9 - 10	Diocesan Council in Galveston

Worship attendance

Date	8:30	10:30	LEV	Other	Online	Total	5wk Avg	52wk Avg	In-Person Avg	Visitors
10/1	37	120	2		37	196	168	152	125	4
10/8	38	99	1	30	41	209	181	154	125	15
10/15	37	86				123	172	153	125	5
10/22	31	90			34	155	171	154	126	2
10/29	25	125			44	194	175	156	126	7
11/5	38	115	2		41	196	175	157	127	3
11/12	33	107	1		38	179	169	158	127	4

Historical ASA

2012 - 215

2013 - 199

2014 - 178

2015 - 224

2016 - 239

2017 - 187

2018 - 157

2019 - 156

2020 - 60

2021 - 68

2022 - 114