

**Saint Mary's Anglican Church**  
February 10, 2014 Vestry Meeting Agenda

**Opening Prayer/Devotional**

**Call to Order and Verify a Quorum**

**Minutes of the January 13, 2014 Vestry Meeting**

**Report from the January 26, 2014 Vestry Meeting**

- Immediately after the Annual Meeting the vestry met briefly to elect and appoint executive positions and to set the date, time, and location of the next regular meeting. Fr. Michael appointed Bob Levinson Sr. Warden. The Vestry elected Ron Hunt Jr. Warden, Adrienne Cantrell Secretary/Clerk, and Judy Wilson Treasurer. The next regular Vestry Meeting is scheduled for Monday February 10, 2014 at 6:30pm in the Bishop Rivera Building.

**Treasurer's Financial Report(s)**

**Property Report(s)**

- Sunday School is almost completely moved from the Office Bld. to the Bp. Rivera Bld.
- Tan paint to paint the inside of the Office Bld. and the inside of the Hospitality Room has been donated.
- Fr. Michael is still trying to get the exterior paint donated to finish painting the exterior of the Bishop Rivera Bld. as well as the Office and Hospitality Room.
- Irrigation Repairs needed and being done this month.
- Status Report on the Sunnyside Shopping Center Liquor Store agreement.
- Status Report on the Bp. Rivera Building Ramp & Deck Project.
- Status Report on possibly upgrading the alarm system.
- Property Issues that need to be addressed?

**Other Reports**

- Deacon's Report:
- TEC vs. DSJ Lawsuit Update:
  - The Diocesan Lawsuit Trial began Jan 6, 2014.
  - We are awaiting a decision from Judge Black.
- Stewardship Committee Report:
  - Candle Fundraiser.
  - Cruise Fundraiser.
  - Other Plans.
  - Diocesan/Deanery, Ecumenical, and Area Church News: None.

**Old Business: None**

**New Business**

- Judy and Fr. Michael propose opening a new Fundraisers savings account.

**Announcements/Reminders**

- Lent begins with Ash Wednesday on March 5. There will be a service at noon and 7pm.

**Next Vestry Meeting:** Monday March 9, 2014 at 6:30pm.

**Closing Prayer & Adjourn**

# Saint Mary's Anglican Church

January 13, 2014 Vestry Meeting Minutes

## Members Present:

Fr. Michael Sclafani, Rector  
Bob Levinson, Senior Warden  
Ron Hunt, Junior Warden  
Judy Wilson, Treasurer  
Virginia Engel, Acting Clerk  
Debbie Bates, Member  
Barrie Burnham, Member  
Adrienne Cantrell, Member  
LeRoy Falk, Member  
Roberta Johnson- Member

## Members Absent:

Dcn. Jane Williams, Clergy (excused)

### I. Opening Prayer/Devotional

- a. Fr. Michael opened the meeting with a devotional from Oswald Chambers *Utmost for His Highest*

### II. Call to Order:

- a. The meeting was called to order by Fr. Michael at 6:37 P.M. and a quorum was verified.

### III. Minutes of December 12, 2013 Vestry Meeting:

- a. Adrienne Cantrell moved that the minutes from the December 12, Vestry Meeting be approved and Bobbie Johnson seconded it. The motion passed with Barrie Burnham abstaining.

### IV. Treasurer's Financial Report(s):

- a. Year to date income  
December 31, 2013 \$127,882.89 vs. expenses \$133,108.15
- b. Balance Sheet Operating Account  
December 31, 2013 \$1,582.60
- c. Balance Sheet Building Fund  
December 31, 2013 \$1,992.20
- d. Balance Sheet Youth Programs  
December 31, 2013 \$805.85
- e. Legal Defense Fund  
December 31, 2013 \$664.11
- f. DHC checking account  
December 31, 2013 \$141.46
- g. Month by Month Giving Analysis  
December, 2012 \$12,411.70 vs. December, 2013 \$7,048.00  
Jan. to Dec 2012 \$116,472 vs Jan to Dec 2013 \$120,299

Treasurer's Reports were received.

**V. Property Reports:**

- a. Fr. Michael reported that the blinds in the Bishop Rivera Building and the Office Building have been replaced at no cost. They were donated by a parishioner.
- b. Fr. Michael reported that the safe has now been moved from the sacristy and installed in the office.
- c. Fr. Michael reported that trash & shopping cart issues are becoming less of a problem.
- d. Fr. Michael and Bob Levinson are looking into the cost of alarming the Bp. Rivera Bld. and the Hospitality Room.
- e. Fr. Michael reported that the Hospitality Room was broken into on Dec 23. The window over the sink was broken and a fire extinguisher stolen and discharged. Carroll-David replaced the glass the same day. Police were called.
- f. Fr. Michael reported that a window to the Hospitality Room was broken on Jan 2. The building was not entered. Carroll-David replaced the glass the next day. Police were called.
- g. Fr. Michael reported that someone stole a catalytic converter off a parishioner's vehicle during the 10:30am service on Jan 5. The parishioner did not wish to report the incident to the police.
- h. Fr. Michael reported that on Jan 10 at about 11:00pm Fr. Michael found someone sleeping on the deck in front of the Bp. Rivera Building.
- i. The entrance to the Bp. Rivera Building will soon need to be rebuilt. The frame is probably ok but the decking and railings are in poor condition and will need attention soon. Bob Levinson may have resourced interested in donating labor to rebuild the structure.
- j. Fr. Michael is attempting to get exterior paint donated to finish painting the exterior of the Bishop Rivera Bld. as well as the Office and Hospitality Room. The exterior of these buildings should be painted this year.
- k. Debbie Bates reported that a few pews in the church have cracked bases and are loose.
- l. Ron Hunt reported that it will cost approximately \$4,000 to install the light poles in the parking lot. Fr. Michael commented that at this time we do not plan to be installing the light poles in 2014.

**VI. Other Reports:**

- a. Deacon's Report: None.
- b. Stewardship Committee Report:
  - i. So far the candle fundraiser raised \$1,571.
  - ii. Beginning January 2014, there will be a cruise raffle fundraiser. Tickets will be sold all year at \$25.00 apiece to win a cruise, including air fare, for two to Alaska on the Home-American Cruise Line. Will hope to sell 1,000 tickets. The drawing will take place in January of 2015.
- c. TEC vs. DSJ lawsuit: The trial took place the week of January 6, 2014. We now wait for a decision from Judge Black. A final resolution is likely 18-24 months away considering that whatever the decision, it will be appealed by either side.

**VII. Old Business:**

- a. The Lessons & Carols service at 9:30am on the 4<sup>th</sup> Sunday in Advent (Dec 22) went very well.
- b. Christmas Caroling went great. Four members homes as well as the Pacific Garden's Rehab & Nursing Home were visited.

**VIII. New Business:**

- a. Parishes from around the diocese will be participating in the 10<sup>th</sup> Annual San Francisco March For Life on Saturday January 25.

- b. The slate of nominations for the Annual Meeting are:
  - a. Debbie Bates for a 3-year seat.
  - b. Adrienne Cantrell for a 3-year Vestry Seat.
  - c. Sharon McPhersen for a 3-year Vestry Seat.
  - d. David Katzakian for a 1-year Vestry Seat.
  - e. Travis Cantrell for Stewardship/Fundraiser Chair.
  - f. David & Susan Katzakian as Diocesan Delegates.
  - g. Cynthia Shaheen & Ron Hunt as Alternate Delegates.
- c. Peppy & Fr. Michael hope to move Sunday School from the office building to the east half of the Bp. Rivera Building in the coming few weeks. We will create three “rooms” in that space using room divider walls that we already own.
- d. Moving the Sunday School will free up the north half of the office building for a new “Craft Cottage” which will be used as an ongoing community outreach & fundraiser later in 2014.
- e. Vestry review, discussion, and adoption of the 2014 Budget.
  - a. Fr. Michael, Bob Levinson, and Judy Wilson presented and explained the draft Proposed Budget. After an in-depth discussion Adrienne Cantrell moved that the Vestry adopt the proposed budget as presented. LeRoy Falk seconded the motion. Motion passed (unanimous).
  - b. LeRoy Falk moved that \$1,500 be transferred from the Building Fund into the Operating Fund. Ginny Engle seconded the motion. Motion passed (unanimous).

**IX. Announcements and Reminders**

- a. The annual meeting will be held January 26 at 11:30am following a single service at 9:30am.

**X. Next Vestry Meeting:**

Monday, February 10, 2014 at 6:30pm.

**XI. Closing and Adjournment**

The meeting was adjourned with prayer at 9:31 P.M..

Respectfully submitted by Virginia Engel, Clerk

**ST. MARYS CHURCH**  
**Profit & Loss Budget Performance**  
 January 2014

1:33 PM  
 02/07/14  
 Cash Basis

	Jan 14	Budget	Jan 14	YTD Budget	Annual Budget
<b>Income</b>					
1000 · Offerings					
1001 · Pledge Offerings	7,262.00	8,228.37	7,262.00	8,228.37	98,740.00
1002 · Plate Offerings	33.96	66.74	33.96	66.74	800.00
1003 · Member Offerings	640.00	1,130.00	640.00	1,130.00	13,560.00
1004 · Special Services	0.00	83.37	0.00	83.37	1,000.00
1005 · Votive Candle Offerings	0.00	33.37	0.00	33.37	400.00
1006 · Flower Offerings	140.00	183.37	140.00	183.37	2,200.00
1007 · Gifts & Other Income	49.00	108.37	49.00	108.37	1,300.00
1010 · AA Group	100.00	100.00	100.00	100.00	1,200.00
1015 · SHARES Card Income	0.00	66.74	0.00	66.74	800.00
1016 · Fundraiser Income	24.00	0.00	24.00	0.00	0.00
1022 · Transfer from Building Fund Acc	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00
<b>Total 1000 · Offerings</b>	<b>9,748.96</b>	<b>11,500.33</b>	<b>9,748.96</b>	<b>11,500.33</b>	<b>121,500.00</b>
<b>Total Income</b>	<b>9,748.96</b>	<b>11,500.33</b>	<b>9,748.96</b>	<b>11,500.33</b>	<b>121,500.00</b>
<b>Expense</b>					
2000 · Office and Admin Expenses					
2001 · Advertising	0.00	16.74	0.00	16.74	200.00
2002 · Bank Fees/Charges	0.00	0.00	0.00	0.00	0.00
2003 · Bookkeeping/Audit	0.00	41.74	0.00	41.74	500.00
2005 · Copy Machine	70.58	77.50	70.58	77.50	930.00
2006 · Diocesan Tithe (10%)	963.92	1,012.50	963.92	1,012.50	12,150.00
2007 · Miscellaneous Office Exp.	0.00	4.24	0.00	4.24	50.00
2008 · Office Supplies	48.69	54.24	48.69	54.24	650.00
2009 · Postage	0.00	20.87	0.00	20.87	250.00
2010 · Subscriptions Church Trac	0.00	5.87	0.00	5.87	70.00
2011 · Subscription Quickbooks	0.00	42.12	0.00	42.12	505.00
2012 · Subscription Website	0.00	8.37	0.00	8.37	100.00
2014 · Legal Defense Fund 1% Tithe	96.39	0.00	96.39	0.00	0.00
<b>Total 2000 · Office and Admin Expenses</b>	<b>1,179.58</b>	<b>1,284.19</b>	<b>1,179.58</b>	<b>1,284.19</b>	<b>15,405.00</b>
3000 · Facilities Expenses					
3001 · Electricity	296.83	333.37	296.83	333.37	4,000.00
3002 · Internet Service	59.95	60.00	59.95	60.00	720.00
3003 · Lawn & Gardening Service	400.00	400.00	400.00	400.00	4,800.00
3004 · Pest Control Service	70.00	70.00	70.00	70.00	840.00
3005 · Propane (Heat)	0.00	58.37	0.00	58.37	700.00
3006 · Insurance - Property	803.50	266.74	803.50	266.74	3,200.00
3007 · FMFCD Assessment	0.00	13.75	0.00	13.75	165.00
3008 · Repairs and Maintenance	127.29	125.00	127.29	125.00	1,500.00
3009 · Security Alarm	26.50	26.74	26.50	26.74	320.00
3010 · Telephone	52.46	51.74	52.46	51.74	620.00
3011 · Water	58.89	166.74	58.89	166.74	2,000.00
3012 · Solid Waste Disposal	69.42	70.87	69.42	70.87	850.00
3013 · HCD - State Housing Dept.-Tags	0.00	5.50	0.00	5.50	66.00
<b>Total 3000 · Facilities Expenses</b>	<b>1,964.84</b>	<b>1,648.82</b>	<b>1,964.84</b>	<b>1,648.82</b>	<b>19,781.00</b>

**ST. MARYS CHURCH**  
**Profit & Loss Budget Performance**  
 January 2014

1:33 PM  
 02/07/14  
 Cash Basis

	Jan 14	Budget	Jan 14	YTD Budget	Annual Budget
<b>4000 · Administration Expenses</b>					
4010 · Payroll Taxes	390.48	375.00	390.48	375.00	4,500.00
4011 · Insurance - Workers Comp	0.00	41.74	0.00	41.74	500.00
4012 · Insurance -Employment Liability	277.60	92.50	277.60	92.50	1,110.00
<b>Total 4000 · Administration Expenses</b>	<b>668.08</b>	<b>509.24</b>	<b>668.08</b>	<b>509.24</b>	<b>6,110.00</b>
<b>5000 · Staff Expenses</b>					
5002 · Sexton	145.75	150.00	145.75	150.00	1,800.00
5004 · Music Ministry Team Leader	300.00	233.37	300.00	233.37	2,800.00
<b>Total 5000 · Staff Expenses</b>	<b>445.75</b>	<b>383.37</b>	<b>445.75</b>	<b>383.37</b>	<b>4,600.00</b>
<b>6000 · Clergy Expenses</b>					
6001 · Rector's Stipend (Sal& Hsg)	4,788.76	4,788.75	4,788.76	4,788.75	57,465.00
6002 · Rector's Pension Fund (18%)	0.00	0.00	0.00	0.00	0.00
6003 · Rector's Health Savings	833.37	833.37	833.37	833.37	10,000.00
6004 · Rector's Insurance - Dental	157.93	157.99	157.93	157.99	1,895.00
6005 · Rector's Insurance - Life	59.03	59.00	59.03	59.00	708.00
6006 · Rector's Mileage	0.00	0.00	0.00	0.00	0.00
6007 · Rector's Discretionary Fund	0.00	0.00	0.00	0.00	0.00
6023 · Deacon's Discretionary Fund	25.00	25.00	25.00	25.00	300.00
6030 · Supply Clergy Stipends	0.00	41.74	0.00	41.74	500.00
6031 · Supply Clergy Mileage	0.00	0.00	0.00	0.00	0.00
6040 · Conferences & Convention	0.00	83.37	0.00	83.37	1,000.00
<b>Total 6000 · Clergy Expenses</b>	<b>5,864.09</b>	<b>5,989.22</b>	<b>5,864.09</b>	<b>5,989.22</b>	<b>71,868.00</b>
<b>7000 · Ministry Programs</b>					
7001 · Adult Christian Education	0.00	12.50	0.00	12.50	150.00
7002 · Altar Guild Supplies	22.65	58.37	22.65	58.37	700.00
7003 · Altar Flowers	313.53	204.24	313.53	204.24	2,450.00
7004 · Hospitality	81.30	33.37	81.30	33.37	400.00
7005 · Music - CCLI License	0.00	9.74	0.00	9.74	116.00
7006 · Stewardship	0.00	41.74	0.00	41.74	500.00
7007 · Sunday School	0.00	16.74	0.00	16.74	200.00
7009 · Vacation Bible School	0.00	0.00	0.00	0.00	0.00
<b>Total 7000 · Ministry Programs</b>	<b>417.48</b>	<b>376.70</b>	<b>417.48</b>	<b>376.70</b>	<b>4,516.00</b>
<b>Total Expense</b>	<b>10,539.82</b>	<b>10,191.54</b>	<b>10,539.82</b>	<b>10,191.54</b>	<b>122,280.00</b>
<b>Net Income</b>	<b>-790.86</b>	<b>1,308.79</b>	<b>-790.86</b>	<b>1,308.79</b>	<b>-780.00</b>

**ST. MARYS CHURCH**  
**Balance Sheet**  
 As of January 31, 2014

Jan 31, 14

<b>ASSETS</b>	
Current Assets	
Checking/Savings	
0001 · Checking Account-Union Bank	195.67
Total Checking/Savings	195.67
Total Current Assets	195.67
<b>TOTAL ASSETS</b>	<b>195.67</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Other Current Liabilities	
8000 · LIABILITIES	
8010 · Payroll Tax Liabilities	1,474.42
8200 · Discretionary Funds	
8212 · Deacon's Discretionary Gifts	100.00
8213 · Rector's Retirement Donations	50.00
Total 8200 · Discretionary Funds	150.00
Total 8000 · LIABILITIES	1,624.42
8009 · IRS Penalty	-808.41
8100 · Missions	
8130 · Global Teams ( Bunsy)	50.00
Total 8100 · Missions	50.00
8700 · Youth Programs	
8701 · Youth--Camp Scholarships	1,487.74
Total 8700 · Youth Programs	1,487.74
8800 · Social Ministries	
8802 · Food Pantry/Hope Sanger	390.00
8804 · Alpha Marriage Course	336.23
8806 · Camp San Joaquin Donations	100.00
8808 · Church/Property "Fix-up" Fund	120.00
Total 8800 · Social Ministries	946.23
Total Other Current Liabilities	3,299.98
Total Current Liabilities	3,299.98
Total Liabilities	3,299.98
Equity	
1999 · Opening Balance Equity	148,712.44
3900 · Retained Earnings	-151,025.89
Net Income	-790.86
Total Equity	-3,104.31
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>195.67</b>

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02/07/14  
Accrual Basis

**St. Mary's Savings Acct. (Bldg. Fund)**  
**Balance Sheet**  
As of January 31, 2014

	Jan 31, 14
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
Savings Acct.- Union Bank	492.23
Total Checking/Savings	492.23
Total Current Assets	492.23
<b>TOTAL ASSETS</b>	<b>492.23</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Other Current Liabilities	
TRANS. to Gen. Fund Acct.	-12,771.75
Total Other Current Liabilities	-12,771.75
Total Current Liabilities	-12,771.75
Total Liabilities	-12,771.75
Equity	
Opening Balance Equity	6,268.83
Retained Earnings	6,995.12
Net Income	0.03
Total Equity	13,263.98
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>492.23</b>

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02/07/14  
Accrual Basis

**St. Mary's Youth Programs**  
**Balance Sheet**  
As of January 31, 2014

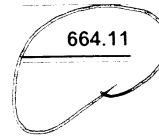
	Jan 31, 14
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
St. Mary's youth Programs	805.85
Total Checking/Savings	805.85
Total Current Assets	805.85
<b>TOTAL ASSETS</b>	<b>805.85</b>
<b>LIABILITIES &amp; EQUITY</b>	
Equity	
Unrestricted Net Assets	805.85
Total Equity	805.85
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>805.85</b>



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02/07/14  
Accrual Basis

**Legal Defense Fund for St. Mary's Church**  
**Balance Sheet**  
As of January 31, 2014

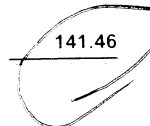
	Jan 31, 14
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
St. Mary's Legal Defense Fund	664.11
Total Checking/Savings	664.11
Total Current Assets	664.11
<b>TOTAL ASSETS</b>	<b>664.11</b>
<b>LIABILITIES &amp; EQUITY</b>	
Equity	
Opening Balance Equity	2,750.00
Unrestricted Net Assets	-2,085.89
Total Equity	664.11
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>664.11</b>



1:19 PM  
02/07/14  
Accrual Basis

**St. Mary's Church DHC Checking Acct.**  
**Balance Sheet**  
As of January 31, 2014

	Jan 31, 14
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
Union Bank DHC Checking Acct.	141.46
Total Checking/Savings	141.46
Total Current Assets	141.46
<b>TOTAL ASSETS</b>	<b>141.46</b>
<b>LIABILITIES &amp; EQUITY</b>	
Equity	
Opening Balance Equity	12.31
Unrestricted Net Assets	129.15
Total Equity	141.46
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>141.46</b>



2013

# Month-by-Month Giving Analysis

For the dates between 1/1/2013 and 1/31/2013  
Saint Mary's Anglican Church--559-255-4883

## MONTH-BY-MONTH ANALYSIS

	January	February	March	April	May	June
Pledge Offerings	8,729.00					
Plate Offerings	44.00					
Member Offerings	1,460.00					
Votive Candle Offeri	20.00					
Flower Offerings	150.00					
AA Group Rent	100.00					
Rector's Discretionar	50.00					
Deacon's Discretiona	50.00					
Frontiers (Bernardi)	50.00					
Global Teams (Buns	100.00					
Rector's Retirement	50.00					
Building Fund Contri	110.00					
Food Pantry/Hope S	10.00					
Camp San Joaquin	100.00					
Monthly Total:	11,023.00					

	July	August	September	October	November	December
Pledge Offerings						
Plate Offerings						
Member Offerings						
Votive Candle Offeri						
Flower Offerings						
AA Group Rent						
Rector's Discretiona						
Deacon's Discretion						
Frontiers (Bernardi)						
Global Teams (Buns						
Rector's Retirement						
Building Fund Contri						
Food Pantry/Hope S						
Camp San Joaquin						
Monthly Total:						

# Month-by-Month Giving Analysis

For the dates between 1/1/2014 and 1/31/2014  
Saint Mary's Anglican Church--559-255-4883

2014

## MONTH-BY-MONTH ANALYSIS

	January	February	March	April	May	June
Pledge Offerings	7,262.00					
Plate Offerings	33.96					
Member Offerings	640.00					
Flower Offerings	140.00					
Gifts & Other Income	49.00					
AA Group Rent	100.00					
Global Teams (Buns	50.00					
Rector's Retirement	50.00					
Food Pantry/Hope S	10.00					
Monthly Total:	8,334.96					

	July	August	September	October	November	December
Pledge Offerings						
Plate Offerings						
Member Offerings						
Flower Offerings						
Gifts & Other Incom						
AA Group Rent						
Global Teams (Buns						
Rector's Retirement						
Food Pantry/Hope S						
Monthly Total:						

March 2, 2011

Fr. Michael P. Sclafani  
Saint Mary's Anglican Church  
6175 E. Kings Canyon road  
Fresno, CA 93727

RE: Sunnyside Shopping Center

Dear Father Sclafani:

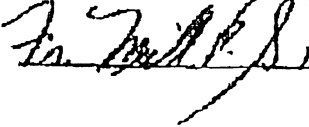
Thank you for your decision to remove your protest and to support the project.

In addition to the lease amendment which addresses and clarifies your concerns regarding adult material and tobacco/smoking paraphernalia etc., the following is agreed and accepted by the parties:

1. The store shall close no later than 11pm Sun-Thur. and 12:00 on Friday and Saturday.
2. Landlord and Tenant shall provide additional lighting behind your office building, playground, and basketball area for security purposes.
  - . The store shall provide an individual to police the church campus for trash at least once a week.
4. The owners of the store agree to repair, or compensate the church for repairing, vandalism which is not covered by property insurance that may occur on the church campus after dark. This shall be limited to a maximum of three occurrences per year and a maximum of \$1,000.00 per occurrence.

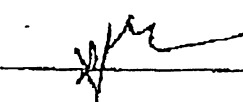
Agreed:

Fr. Michael P. Sclafani



Date: 3/16/11

Vikram Vohra



Date: 3/7/11