

St. David's Monthly Ministry Report to Vestry

Prepared by Jane Krikorian, Treasurer

Date: March 14, 2023

Name of Ministry: Finances

Present Mar. 7: Jane Krikorian, Anne Kellett, Joy Wolf, Loral Priest, Craig Winder, Preschool Director Karen Garcia, P-I-C Mother Susan. APP Team Members: Equilla Luke, Jan Romerdahl. Guest: David Priest

Income/Expenses for Feb 2022

Jan ending cash:	\$61,084	(Balance Sheet: BofA + FC accounts)
Feb Church Income:	\$30,721	(from P&L Church)
Feb Church Expenses:	\$27,511	(from P&L Church)
Feb Preschool income:	\$40,034	(from P&L Preschool)
Feb Preschool expenses:	\$38,891	(from P&L Preschool)
Feb ending cash:	\$67,989	(Balance Sheet: BofA + FC account)

BofA Savings Acct = \$597,014

Total net income year-to-date for the Church and Preschool:	(\$4,807)
Monthly Transfer (\$3,200 x 2) for Verizon Replacement Income :	<u>\$6,400</u>
Net Income after transfers:	\$1,593

Church & Preschool Capitalization Amount for February = \$x,xxx

Church & Preschool Capitalization Amount y-t-d = \$xx,xxx

Informational Matters: (no action needed)

1. The Church had a **positive** net income in Feb of \$3,210.
2. The Preschool had a **positive** net income in Feb of \$1,143.
3. Total net income in Feb for Church and Preschool: \$4,353. Adjusted by \$3,200 transfer = \$7,553.
4. Total income year-to-date for the Church and Preschool is \$137,671.
5. Total expense year-to-date for the Church and Preschool is \$142,478.
6. **Total net income year-to-date for the Church and Preschool = (\$4,807).**
7. Total net income y-t-d for Church is \$886 and total net income y-t-d for Prschl is **(\$5,693)**. Adjusted by \$6,400 transfer = \$1,593.

Discussion Items

1. The Committee reviewed February Financial Reports and noted the positive income for both Church & Preschool.
2. Anne Kellett shared an Excel spreadsheet tracking the costs of remediating the water damage to the preschool from storms in January.
3. Preschool Director Karen Garcia gave her assessment of the Preschool (see Director's report).
4. Committee noted there was a two-week extension granted for St. David's to complete the Parochial Report due March 1, 2023. The Financial page of the PR is complete.

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5. Per the Endowment Charter, base amount adjustment = Current Base x 7% (CPI for 2022) + bequests, etc. $\$49,740 + \$3,481 + \$\$3,000 = \mathbf{\$56,221}$. See action item #1 and see Treasurer's Folder for Endowment Fund Charter.
6. Jan Romerdahl recommended that capitalization figures be included in monthly reports.
7. After speaking with Aline Sun, Endowment Fund Management Program Director at Episcopal Church Foundation, it was clear that the Proceeds Plan money is better suited for short-term investments managed with a 3-5 year time perspective because the money is structured to be spent within that time. The Endowment Funds offered at ECF are managed with a 10-year time perspective so are not suitable for how the Proceeds Plan 2.0 is structured. Committee discussed formation of an investment committee to research short-term investment possibilities. Aline Sun is available as an advisor to the investment committee.

Action Items

- 1) **Adjust Vestry Restricted Amount of Perpetual Endowment Fund to \$56,221.**
- 2) **Form an Investment Committee to review investment possibilities focusing on 3-5 year time perspective.**