



Building the Church on the Hill:
Captivating the Heart of the World with the Glory of God

Vestry Meeting Minutes
April 18, 2016
7:00 – 9:30 pm

Attendance: Ricci, Nedved, Dawodu, Willcox, Berghane, Williams, Jennings, Ivanov, Mealor
Fr. Holt, Fr. Sharp

- I. Call to Order & Devotion
 - a. Matthew 5:13 - Salt & Light

- II. Approval of the Minutes
 - a. Change VIII a. from Live to Life
 - b. Change VIII b. from Switched to switching
 - c. Motion to approve minutes; unanimously approved.

- III. Max Life Report – Brent Tallman & Adeemir Dacenay
 - a. Facilitated a brief team builder as a sample of Max Life programming
 - b. Sept. 1 2012 – Brent hired for Dir, Children’s Outreach
 - c. Max Life started in April 2013; 12 kids in first camp of 1st/2nd graders
 - d. As of April 18, 2016 we hit 106 registrations for all summer camps (over 50% capacity)
 - i. 2 full-time; admin assistant; several part-time workers
 - ii. Over 185 connections points every week
 - e. Strong contributions and alignment to the five commissions of St. Peters
 - i. Worship – 85% of kids in programs are not part of St. Peters; estimate 605 are unchurched; Max Life is the gateway connection to St. Peters Church; High School and college staff attend Sundays; half of Middle School pipeline through Max Life
 - ii. Fellowship – Trunk or Treat activities – build authentic relationships
 - iii. Discipleship – currently using Disney villains to tell stories about their weaknesses; connect them to passages related to what the Bible says about those weaknesses
 - iv. Ministry – help kids understand how God has wired them and helping them become who God created them to be
 - v. Mission – Sharing the words of God; Currently picking up from 8 schools around Seminole County – Woodlands to Galileo
 - f. Max Life
 - i. 80 kid Capacity; but that would be pushing it in Barge Hall
 - ii. At this point the buses are not a hindrance to growth

- iii. Current revenue is approx. \$53 per child; fee is \$80 per week per child; discounts for multiple children; scholarships are granted; some children do not attend the entire week
 - iv. Currently no families owe money to Max Life; Admin assistant takes care of families and financials
 - g. Summer Camps:
 - i. 280 total capacity; 130 for Kids Games (VBS week)
 - h. Specialty Camps:
 - i. Growth in Christmas Camps; Spring Break and Summer Bonus Camps
 - i. Next Gen Leader training – separate 2-hour class 4:30 to 6:30 for 7 weeks; Diocese grant so no change to families except polo shirt (4th and 5th graders)
 - j. Global Partnerships – International Sport Coalition; joined the Central FL Christian Chamber of Commerce; Leader Cast Live on May 6
 - k. Needs:
 - i. Field - Without the field out front, quality of programs suffer. Need to discuss how balance the logistics of a new building and impact to school and MaxLife; Note that Ricci and Dawodu have attended Max Life Executive committee meetings in recent weeks
 - ii. Branding – communicating a consistent message inside and outside the Church: ***ACTION ITEM: Fr. Charlie to work to get site and maintain branding as a St. Peter's program; as a component of the church***
 - l. Vestry Questions
 - i. *Ricci: How do people here about you?* the sign, words of mouth, driving the bus around
 - ii. *Holt: May 1 is Max Life Sunday*
 - iii. *Williams: How many volunteers are St. Peter's members?* Perhaps the biggest connection to church is seeing the face of the people who go to St. Peters; the more congregants we get involved the more connections we can make
 - iv. *Jennings: Have we considered extended before-school to other Seminole Country schools?* Considering before school pick-up for additional schools *Jennings: Have we considered provide weekly camps to all school age children rather than grade specific weeks only K/1, 2/3, 4/5, etc.?* Considering future offsite for age-specific camp; All ages here
 - v. ***ACTION ITEM: Nedved request Brent send the Thursday meetings dates to the Vestry***

IV. Treasurer's Report

- a. Plate and Pledge is + \$6K
- b. March was a 3 pay period month
- c. YTD +\$2100
- d. Mealor – Confirm Postage for Capital Campaign is not allocation to General Fund Admin expenses; ***ACTION ITEM: Berghane to research***
- e. Youth food budget – 950 of 1200 spent for the year; ***ACTION ITEM: Fr. Sharp to speak with Youth Ministry regarding parent partnership of food***
- f. ***ACTION ITEM: Telephone Communication budget – Dawodu request Willcox get quote***
- g. Vote: Make the following check signors changes:

- i. Scott Brown no longer serves on the Vestry. We will remove him as check signor from all 8 Seacoast accounts
 - ii. Amy Jennings, New 2016 Vestry member, to be added as check signor for all 8 Seacoast accounts
 - iii. Shana O'Donnell, Preschool Executive Committee Member, to be added as a check signor on the Seacoast Preschool and Kindergarten Operating Account
 - iv. Motion by Berghane, Second by Mealor. Unanimously approved. Nedved abstained.

- V. Architectural Committee Reports
 - a. Preparing for contractors; trying to fit building requirements into church design with architect

- VI. Capital Campaign Committee Report (Mealor)
 - a. Presented a preview of the Campaign brochure
 - b. Halfway through initial visits scheduled prior to visits
 - c. At a 'good' place with advanced pledges \$496K pledges based on 18 visits; advanced pledges will be announced at Kick-Off
 - d. 145 RSVPs for kick-off; Planning for 175 attendance for Kick-off event on April 23
 - e. Vestry will need to make a decision whether to extend Capital Consultant additional 2 weeks at potential cost of \$14K

- VII. Rector's Report (Holt)
 - a. Request for Vestry Support as a Postulant for Holy Orders – Rebecca Watts; Unanimously approved
 - b. Request for prayers and strategic thinking regarding how we have our congregation reach out and minister to our School and MaxLife

- VIII. Warden's Report
 - a. Sr. Warden
 - i. Green space – ***ACTION ITEM: Ricci to research into designating St. Peter's property as Green space*** to consider potential partnership with adjacent developer to results
 - b. Jr. Warden

- IX. Old Business

- X. New Business

- XI. Adjourn with Prayer at 10:00 PM

Submitted by Amy Jennings

Accounts

Assets

Current Assets

Floridian

1-100110 - Seacoast (General Operating)	\$28,573.65
1-100131 - Seacoast (General MM)	\$9,816.53
2-100115 - Seacoast (Building Fund)	\$25,380.58
2-200122 - Seacoast (Memorial Chapel)	\$30,967.14
3-100120 - Seacoast (Preschool Operating)	\$32,742.11
3-100125 - Seacoast (TE/School Reserve)	\$32,386.81
4-100123 - Seacoast (Jim Grant Endowment)	\$5,294.09
5-100195 - Seacoast (MaxLife Operating)	\$17,271.41

Total Floridian \$182,432.32

PNC Bank

1-100105 - PNC (Honduras Mission)	\$4,667.89
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Total PNC Bank \$4,667.89

5/3 Bank

1-100140 - 5/3rd Priest Discretionary	\$1,378.00
1-100141 - 5/3rd Asst. Priest Discretionary	\$1,550.80
1-100143 - 5/3rd Deacon Wren Discretionary	\$116.88

Total 5/3 Bank \$3,045.68

Petty Cash

1-100150 - Petty Cash	\$100.00
3-100150 - Petty Cash (School)	\$200.00
5-100150 - Petty Cash (MaxLife)	\$150.00

Total Petty Cash \$450.00

Total Current Assets

\$190,595.89

Fixed Assets

Land

2-105110 - Land	\$250,652.00
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Total Land \$250,652.00

Construction in Progress

2-105120 - Building: Construction in Progress	\$133,729.87
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Total Construction in Progress \$133,729.87

Building and Equipment

2-105100 - Facilities Pre 2011	\$1,198,820.00
2-105101 - Family Life Center	\$604,888.97
2-105102 - Site Work	\$417,645.00
2-105200 - Furniture and Fixtures	\$118,394.52
2-105201 - AC	\$20,000.00
2-105202 - Bus	\$32,000.00
2-105203 - Van	\$32,645.00
2-106100 - Accumulated Depreciation	(\$888,431.06)

Total Building and Equipment \$1,535,962.43

Total Fixed Assets

\$1,920,344.30

Other Current Assets

1-103200 - Due From Other Funds	\$80,111.08
4-103200 - Due From Other Funds	\$20,279.97
5-103200 - Due From Other Funds	\$8,623.75

Total Other Current Assets

\$109,014.80

Total Assets

\$2,219,954.99

Liabilities, Fund Principal, & Restricted Funds

Liabilities

Current Liabilities

Accounts Payable

Accounts

1-200000 - Accounts Payable	\$9,472.49	
2-200000 - Accounts Payable	(\$7,000.00)	
5-200000 - Accounts Payable	\$5,537.49	
Total Accounts Payable	<u>\$8,009.98</u>	
Other Current Liabilities		
2-205002 - Due To Jim Grant Fund - A/C	\$15,287.99	
2-205004 - Due To Jim Grant Fund - Van	\$4,991.98	
2-500002 - Van Loan Payable - Seacoast	\$11,301.23	
2-500003 - Building Loan Payable - Seacoast	\$71,758.94	
3-203205 - Deferred Revenue: Tuition	\$12,043.87	
3-203206 - Deferred Revenue: Registration Fee	\$9,500.00	
3-203207 - Deferred Revenue: Activity Fee	\$875.00	
3-205001 - Due To Other Funds	\$8,623.75	
5-205001 - Due To Other Funds	\$80,111.18	
Total Other Current Liabilities	<u>\$214,493.94</u>	
Total Current Liabilities		<u>\$222,503.92</u>
Total Liabilities		<u>\$222,503.92</u>
Net Assets		
1-299999 - General Fund	\$98,525.07	
2-299993 - Church Building	\$68,970.93	
2-299994 - Van	\$11,688.22	
2-299995 - Investment in Facility 2015	\$13,065.25	
2-299996 - Bus	\$18,285.71	
2-299997 - AC	\$1,712.01	
2-299998 - Investment in Facilities Pre-2011	\$790,001.16	
2-299999 - Investment in Facilities 2011	\$920,280.88	
3-299999 - School General Fund	\$34,457.85	
5-299999 - MaxLife	(\$58,562.71)	
Excess Cash Received	(\$19,429.64)	
Total Net Assets and Excess Cash Received		\$1,878,994.73
Restricted Funds		
Total Temporarily Restricted	\$93,456.34	
Total Permanently Restricted	\$25,000.00	
Total Restricted Funds		<u>\$118,456.34</u>
Total Liabilities, Fund Principal, & Restricted Funds		<u><u>\$2,219,954.99</u></u>

St. Peter's Episcopal Church
Summary of Restricted Accounts
January to April 2016

Accounts	Beginning Balance	Restricted Revenue	Restricted Expenses	Credit Adjustments	Debit Adjustments	Ending Balance
Temporary Restricted Building Funds						
1-800200 - Building - General	\$0.00	\$0.00	\$0.00	\$150.00	\$150.00	\$0.00
2-800200 - Building - General	\$50,176.66	\$0.00	\$0.00	\$5,740.00	\$46,262.19	\$9,654.47
2-800215 - Church on the Hill	\$0.00	\$0.00	\$0.00	\$18,175.00	\$8,628.74	\$9,546.26
2-800230 - Memorial Chapel	\$30,951.75	\$0.00	\$0.00	\$15.39	\$0.00	\$30,967.14
2-800250 - Sanctuary Building	\$20,259.85	\$0.00	\$0.00	\$0.00	\$14,080.00	\$6,179.85
4-800500 - Jim Grant Ground Maintenance	\$358.29	\$0.00	\$0.00	\$230.77	\$15.00	\$574.06
Total Building Funds	\$101,746.55	\$0.00	\$0.00	\$24,311.16	\$69,135.93	\$56,921.78
Worship						
1-800150 - Traditional Music Ministry	\$304.38	\$0.00	\$0.00	\$2,875.00	\$3,179.38	\$0.00
1-800153 - Altar Guild	\$628.82	\$0.00	\$0.00	\$360.00	\$0.00	\$988.82
1-800190 - Worship - Other	\$64.72	\$0.00	\$0.00	\$0.00	\$64.72	\$0.00
Total Worship	\$997.92	\$0.00	\$0.00	\$3,235.00	\$3,244.10	\$988.82
Fellowship						
1-800301 - Daughters of King	\$1,305.36	\$0.00	\$0.00	\$330.00	\$306.33	\$1,329.03
1-800305 - Social Seniors Group	\$346.08	\$0.00	\$0.00	\$0.00	\$0.00	\$346.08
Total Fellowship	\$1,651.44	\$0.00	\$0.00	\$330.00	\$306.33	\$1,675.11
Discipleship						
1-800400 - Alpha Course	\$2,012.59	\$0.00	\$0.00	\$0.00	\$2,012.59	\$0.00
1-800401 - Men's Discipleship	\$0.00	\$0.00	\$0.00	\$1,648.00	\$1,597.30	\$50.70
1-800405 - Adult Discipleship	\$72.00	\$0.00	\$0.00	\$2,012.59	\$0.00	\$2,084.59
1-800410 - Children's Discipleship	\$0.00	\$0.00	\$0.00	\$140.00	\$40.00	\$100.00
1-800430 - Women's Discipleship	\$481.79	\$0.00	\$0.00	\$0.00	\$0.00	\$481.79
1-800435 - Abundant Life Ministry	\$495.05	\$0.00	\$0.00	\$0.00	\$0.00	\$495.05
1-800480 - Cursillo	\$1,353.12	\$0.00	\$0.00	\$0.00	\$0.00	\$1,353.12
Total Discipleship	\$4,414.55	\$0.00	\$0.00	\$3,800.59	\$3,649.89	\$4,565.25
Mission						
1-800610 - Youth Mission	\$401.50	\$0.00	\$0.00	\$1,005.00	\$401.50	\$1,005.00
1-800611 - Youth Compassion Fund	\$0.00	\$0.00	\$0.00	\$579.50	\$180.00	\$399.50
1-800620 - Priest Discretionary	\$623.00	\$0.00	\$0.00	\$1,860.00	\$1,105.00	\$1,378.00
1-800622 - Assistant Priest Discretionary	\$429.80	\$0.00	\$0.00	\$1,400.00	\$279.00	\$1,550.80
1-800625 - Deacon Wren Discretionary	\$128.88	\$0.00	\$0.00	\$0.00	\$12.00	\$116.88
1-800631 - Honduras Mission Team Fees	\$3,769.77	\$0.00	\$0.00	\$4,270.00	\$3,371.88	\$4,667.89
1-800650 - Seminary Scholarship	\$260.00	\$0.00	\$0.00	\$300.00	\$560.00	\$0.00
1-800660 - Food Pantry	\$2,856.15	\$0.00	\$0.00	\$1,100.00	\$433.65	\$3,522.50
1-800665 - Giving Garden	\$375.72	\$0.00	\$0.00	\$0.00	\$0.00	\$375.72
1-800670 - Pathways to Home CM Expense Rmbrsmt	\$995.27	\$0.00	\$0.00	\$0.00	\$995.27	\$0.00
1-800671 - Pathways to Home Case Mgmt	\$4,829.86	\$0.00	\$0.00	\$0.00	\$4,829.86	\$0.00
1-800672 - Pathways to Home Family Needs	\$658.13	\$0.00	\$0.00	\$0.00	\$658.13	\$0.00
1-800675 - BackPack Ministry	\$839.18	\$0.00	\$0.00	\$300.00	\$989.18	\$150.00
1-800682 - Grace and Grifts	\$8,746.92	\$0.00	\$0.00	\$3,188.27	\$3,550.00	\$8,385.19

St. Peter's Episcopal Church
 Summary of Restricted Accounts
 January to April 2016

Accounts	Beginning Balance	Restricted Revenue	Restricted Expenses	Credit Adjustments	Debit Adjustments	Ending Balance
1-800691 - General Mission	\$0.00	\$0.00	\$0.00	\$1,658.13	\$1,537.21	\$120.92
Total Mission	\$24,914.18	\$0.00	\$0.00	\$15,660.90	\$18,902.68	\$21,672.40
MaxLife						
5-800560 - MaxLife Scholarship Giving	\$750.00	\$0.00	\$0.00	\$5,231.40	\$2,112.68	\$3,868.72
5-800565 - MaxLife After School Donation	\$0.00	\$0.00	\$0.00	\$660.00	\$0.00	\$660.00
5-800566 - MaxLife After School Vehicle	\$200.00	\$0.00	\$0.00	\$250.00	\$450.00	\$0.00
5-800576 - MaxLife PDG Family Life Center	\$776.43	\$0.00	\$0.00	\$0.00	\$437.48	\$288.95
5-800577 - MaxLife PDG Hiring & Staff Training	\$2,188.86	\$0.00	\$0.00	\$0.00	\$2,000.00	\$188.86
5-800578 - MaxLife PDG Next Gen Leader Program	\$765.26	\$0.00	\$0.00	\$0.00	\$138.81	\$626.45
Total MaxLife	\$4,680.55	\$0.00	\$0.00	\$6,141.40	\$5,188.97	\$5,632.98
Pass Through						
1-800450 - Bible Study Media	\$0.00	\$0.00	\$0.00	\$900.00	\$900.00	\$0.00
1-800632 - Mountain of Hope	\$0.00	\$0.00	\$0.00	\$1,300.00	\$1,300.00	\$0.00
1-800645 - Kairos Prison Ministry	\$0.00	\$0.00	\$0.00	\$50.00	\$50.00	\$0.00
1-800646 - Sanford Crisis Pregnancy Center	\$0.00	\$0.00	\$0.00	\$50.00	\$50.00	\$0.00
1-800647 - Safehouse of Seminole County	\$0.00	\$0.00	\$0.00	\$100.00	\$100.00	\$0.00
1-800690 - Mission - Other	\$0.00	\$0.00	\$0.00	\$658.13	\$658.13	\$0.00
Total Pass Through	\$0.00	\$0.00	\$0.00	\$3,058.13	\$3,058.13	\$0.00
Preschool & Kindergarten						
3-800560 - Preschool Scholarship Giving	\$2,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,000.00
Total Preschool & Kindergarten	\$2,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,000.00
Total Temporary Restricted	\$140,405.19	\$0.00	\$0.00	\$56,537.18	\$103,486.03	\$93,456.34

St. Peter's Episcopal Church
 Summary of Restricted Accounts
 January to April 2016

Accounts	Beginning Balance	Restricted Revenue	Restricted Expenses	Credit Adjustments	Debit Adjustments	Ending Balance
Permanent Restricted Endowments	\$25,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25,000.00
4-900444 - Jim Grant Endowment	\$25,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25,000.00
Total Endowments	\$25,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25,000.00
Total Permanent Restricted	\$25,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$25,000.00

Permanent Restricted Endowments
 4-900444 - Jim Grant Endowment
 Total Endowments
 Total Permanent Restricted

Accounts	YTD Actual (2016)	YTD Budget (2016)	Annual Budget (2016)
Revenues			
Plate and Pledge	\$231,354.60	\$238,333.32	\$715,000.00
Other Contributions Income	\$1,705.00	\$833.32	\$2,500.00
Other Income	\$306.25	\$233.32	\$700.00
Fees	\$4,435.25	\$1,500.04	\$4,500.00
Total Revenues	<u>\$237,801.10</u>	<u>\$240,900.00</u>	<u>\$722,700.00</u>
Expenses			
Program Expenses			
Worship			
Music Ministries	\$1,417.10	\$966.64	\$2,900.00
Guilds, Acolytes, Etc.	\$1,252.03	\$1,316.64	\$3,950.00
Total Worship	<u>\$2,669.13</u>	<u>\$2,283.28</u>	<u>\$6,850.00</u>
Discipleship			
Adult	\$7,790.53	\$1,666.68	\$5,000.00
Children	\$82.82	\$799.96	\$2,400.00
Total Discipleship	<u>\$7,873.35</u>	<u>\$2,466.64</u>	<u>\$7,400.00</u>
Fellowship	\$1,717.75	\$1,900.04	\$5,700.00
Mission			
Clergy Discretionary	\$0.00	\$0.00	\$0.00
Youth Ministry	\$2,875.31	\$2,666.72	\$8,000.00
Foreign Mission	\$3,529.96	\$4,666.64	\$14,000.00
School & MaxLife	\$5,000.00	\$5,000.00	\$15,000.00
Local Outreach	\$2,788.61	\$3,273.32	\$9,820.00
Pathways to Home	(\$995.27)	\$0.00	\$0.00
Diocesan Assessment	\$23,135.47	\$23,833.32	\$71,500.00
Total Mission	<u>\$36,334.08</u>	<u>\$39,440.00</u>	<u>\$118,320.00</u>
Total Program Expenses	<u>\$48,594.31</u>	<u>\$46,089.96</u>	<u>\$138,270.00</u>
General & Administrative Exp			
Office Expenses	\$15,870.66	\$12,590.00	\$37,770.00
Communications	\$96.13	\$1,000.00	\$3,000.00
Other Administrative Expenses	\$1,506.82	\$1,683.32	\$5,050.00
Total General & Administrative Exp	<u>\$17,473.61</u>	<u>\$15,273.32</u>	<u>\$45,820.00</u>
Building and Grounds			
Offset from School & MaxLife	(\$21,400.00)	(\$21,400.00)	(\$64,200.00)
Building and Grounds	\$42,579.23	\$35,258.40	\$105,775.00
Total Building and Grounds	<u>\$21,179.23</u>	<u>\$13,858.40</u>	<u>\$41,575.00</u>
Personnel Expenses			
Salaries and Wages	\$104,249.80	\$100,383.32	\$301,150.00
Professional Fees	(\$996.03)	\$5,633.32	\$16,900.00
Employee Benefits	\$52,135.60	\$54,162.00	\$162,486.00
Training and Development	\$588.58	\$733.32	\$2,200.00
Payroll Taxes	\$5,056.26	\$4,665.68	\$13,997.00
Total Personnel Expenses	<u>\$161,034.21</u>	<u>\$165,577.64</u>	<u>\$496,733.00</u>
Total Expenses	<u>\$248,281.36</u>	<u>\$240,799.32</u>	<u>\$722,398.00</u>
	Net Total	(\$10,480.26)	\$100.68
Other Revenues & Expenses			
Loan Expenses	\$104.05	\$100.68	\$302.00
Contingency	\$0.00	\$0.00	\$0.00
Discounts & Scholarships	\$0.00	\$0.00	\$0.00
Ending Fund Balance	\$0.00	\$0.00	\$0.00
Total Other Revenues & Expenses	<u>\$104.05</u>	<u>\$100.68</u>	<u>\$302.00</u>

Analysis of Revenues & Expenses - Report April 2016

General Fund

January to April 2016

Accounts

YTD Actual
(2016)

YTD Budget
(2016)

Annual Budget
(2016)

Net Operating Total

(\$10,584.31)

\$0.00

\$0.00

January to April 2016

Accounts	YTD Actual (2016)	YTD Budget (2016)	Annual Budget (2016)
Revenues			
Other Contributions Income	\$5,458.14	\$9,083.32	\$27,250.00
Fees	\$63,523.27	\$54,141.68	\$162,425.00
Total Revenues	<u>\$68,981.41</u>	<u>\$63,225.00</u>	<u>\$189,675.00</u>
Expenses			
Program Expenses			
Camp Program	\$388.51	\$3,666.64	\$11,000.00
After School Program	\$478.59	\$1,283.32	\$3,850.00
Other Program Expenses	\$6,734.34	\$5,874.96	\$17,625.00
Transportation Expense	\$7,228.58	\$2,391.68	\$7,175.00
Total Program Expenses	<u>\$14,830.02</u>	<u>\$13,216.60</u>	<u>\$39,650.00</u>
General & Administrative Exp			
Office Expenses	\$2,011.87	\$933.32	\$2,800.00
Communications	\$3,370.36	\$1,833.32	\$5,500.00
Fundraising Expenses	\$3,684.42	\$600.00	\$1,800.00
Other Administrative Expenses	\$790.91	\$5.00	\$15.00
Total General & Administrative Exp	<u>\$9,857.56</u>	<u>\$3,371.64</u>	<u>\$10,115.00</u>
Personnel Expenses			
Salaries and Wages	\$41,697.53	\$39,350.36	\$118,051.00
Professional Fees	\$0.00	\$333.32	\$1,000.00
Employee Benefits	\$3,550.61	\$3,697.36	\$11,092.00
Training and Development	\$183.73	\$633.32	\$1,900.00
Payroll Taxes	\$2,989.86	\$2,990.68	\$8,972.00
Grant Support Offset	(\$2,000.00)	(\$666.68)	(\$2,000.00)
Total Personnel Expenses	<u>\$46,421.73</u>	<u>\$46,338.36</u>	<u>\$139,015.00</u>
Total Expenses	<u>\$71,109.31</u>	<u>\$62,926.60</u>	<u>\$188,780.00</u>
	Net Total		
	(\$2,127.90)	\$298.40	\$895.00
Other Revenues & Expenses			
Loan Expenses	\$306.88	\$282.00	\$846.00
Discounts & Scholarships	\$4,239.00	(\$3,333.32)	(\$10,000.00)
Total Other Revenues & Expenses	<u>\$4,545.88</u>	<u>(\$3,051.32)</u>	<u>(\$9,154.00)</u>
	Net Operating Total		
	(\$6,673.78)	\$3,349.72	\$10,049.00

St. Peter's Episcopal Church
 Analysis of Revenues & Expenses - Preschool
 Fund: Preschool Fund
 APRIL

Accounts	2016 April	2016 April	School Year Jul 2015 to Apr 2016	School Year Jul 2015 to Apr 2016	School Year Jul 2015 to Jun 2016
	MTD Actual	MTD Budget	YTD Actual	YTD Budget	Annual Budget
Revenues					
Other Income					
3-400890 - Interest Income	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Other Income	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Fees					
3-400110 - Tuition & Fees: Registration Fees	\$0.00	\$1,095.83	\$9,877.00	\$10,958.33	\$13,150.00
3-400120 - Tuition & Fees: Activity Fees	\$0.00	\$1,004.17	\$8,637.50	\$10,041.67	\$12,050.00
3-400130 - Tuition & Fees: Tuition	\$20,281.62	\$16,808.33	\$168,308.94	\$168,083.33	\$201,700.00
3-400135 - Tuition & Fees: VPK Tuition	\$10,328.78	\$8,104.17	\$95,960.98	\$81,041.67	\$97,250.00
3-400136 - Tuition & Fees: VPK Extra Hr Add-on	\$4,881.75	\$3,916.67	\$45,339.52	\$39,166.67	\$47,000.00
3-400140 - Tuition & Fees: Early Drop Off	\$273.00	\$833.33	\$1,430.07	\$8,333.33	\$10,000.00
3-400150 - Tuition & Fees: Mother's Day Out	\$5,685.00	\$5,000.00	\$47,710.00	\$50,000.00	\$60,000.00
3-400160 - Tuition & Fees: Lunch Bunch	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
3-400170 - Tuition & Fees: Extended Day	\$1,275.50	\$916.67	\$8,044.10	\$9,166.67	\$11,000.00
3-400180 - Field Trip Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Fees	\$42,725.65	\$37,679.17	\$385,308.11	\$376,791.67	\$452,150.00
School Fundraiser Income					
3-400301 - Golf Tournament	\$0.00	\$333.33	\$0.00	\$3,333.33	\$4,000.00
3-400302 - Coupon Books	\$0.00	\$83.33	\$0.00	\$833.33	\$1,000.00
3-400303 - Photographs	\$0.00	\$25.00	\$300.00	\$250.00	\$300.00
3-400304 - Art Show	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
3-400305 - Cheers for Children	\$0.00	\$583.33	\$9,010.30	\$5,833.33	\$7,000.00
3-400306 - Book Fair	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
3-400307 - Box Tops	\$0.00	\$33.33	\$256.10	\$333.33	\$400.00
3-400308 - Special People	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
3-400309 - T-Shirt Sales	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
3-400310 - Misc.	\$120.00	\$0.00	\$194.14	\$0.00	\$0.00
3-400311 - Special People Club	(\$38.16)	\$100.00	\$1,209.16	\$1,000.00	\$1,200.00
3-400312 - Original Works	\$0.00	\$50.00	\$1,001.50	\$500.00	\$600.00
Total School Fundraiser Income	\$81.84	\$1,208.33	\$11,971.20	\$12,083.33	\$14,500.00
Total Revenues	\$42,807.49	\$38,887.50	\$397,279.31	\$388,875.00	\$466,650.00
Expenses					
Program Expenses					

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Accounts	2016 April	2016 April	School Year Jul 2015 to Apr 2016	School Year Jul 2015 to Apr 2016	School Year Jul 2015 to Jun 2016
	MTD Actual	MTD Budget	YTD Actual	YTD Budget	Annual Budget
Education Program Expense					
3-520160 - Education Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
3-520161 - Background Checks for Parents	(\$61.00)	\$83.33	(\$266.00)	\$833.33	\$1,000.00
3-520162 - Art Supplies	\$0.00	\$16.67	\$198.28	\$166.67	\$200.00
3-520163 - Books	\$0.00	\$33.33	\$175.83	\$333.33	\$400.00
3-520164 - Class Projects	\$155.56	\$291.67	\$2,415.07	\$2,916.67	\$3,500.00
3-520165 - Class Supplies	\$613.04	\$708.33	\$6,115.79	\$7,083.33	\$8,500.00
3-520166 - Curriculum - General	\$2,851.44	\$458.33	\$4,116.70	\$4,583.33	\$5,500.00
3-520167 - Curriculum - Music Program	\$53.75	\$0.00	\$250.73	\$0.00	\$0.00
3-520168 - Curriculum - Reading Materials	\$0.00	\$0.00	\$167.85	\$0.00	\$0.00
3-520169 - Field Trip	\$232.00	\$187.50	\$2,139.59	\$1,875.00	\$2,250.00
3-520170 - Parent Meetings	\$0.00	\$12.50	\$227.03	\$125.00	\$150.00
3-520172 - Mother's Day Out Expenses	\$0.00	\$50.00	\$79.30	\$500.00	\$600.00
Total Education Program Expense	\$3,824.79	\$1,841.67	\$15,620.17	\$18,416.67	\$22,100.00
General & Administrative Exp	\$3,824.79	\$1,841.67	\$15,620.17	\$18,416.67	\$22,100.00
Office Expenses					
3-520100 - Office Supplies & Paper	\$146.16	\$250.00	\$1,759.75	\$2,500.00	\$3,000.00
3-520105 - Office Equipment Lease & Main.	\$0.00	\$66.67	\$508.34	\$666.67	\$800.00
3-520115 - Technology Expenses	\$206.00	\$183.33	\$2,788.27	\$1,833.33	\$2,200.00
3-520120 - Postage and Delivery	\$6.05	\$13.33	\$155.96	\$133.33	\$160.00
3-520137 - Office Expenses Other	\$0.00	\$0.00	\$19.24	\$0.00	\$0.00
3-520171 - Printing and Reproduction	\$0.00	\$0.00	\$230.04	\$0.00	\$0.00
Total Office Expenses	\$358.21	\$513.33	\$5,461.60	\$5,133.33	\$6,160.00
Communications					
3-520150 - Advertising & Public Relations	\$0.00	\$41.67	\$360.00	\$416.67	\$500.00
Total Communications	\$0.00	\$41.67	\$360.00	\$416.67	\$500.00
Fundraising Expenses					
3-520500 - Fundraising Expenses	\$0.00	\$0.00	\$2,096.30	\$0.00	\$0.00
Total Fundraising Expenses	\$0.00	\$0.00	\$2,096.30	\$0.00	\$0.00
Other Administrative Expenses					
3-520140 - Bank Service Charges	\$10.00	\$116.67	\$1,156.49	\$1,166.67	\$1,400.00
3-520145 - Merchant Fees & Late Fees	\$303.62	\$0.00	\$801.74	\$0.00	\$0.00

St. Peter's Episcopal Church
 Analysis of Revenues & Expenses - Preschool
 Fund: Preschool Fund
 APRIL

	2016	2016	School Year	School Year	School Year
	April	April	Jul 2015 to Apr 2016	Jul 2015 to Apr 2016	Jul 2015 to Jun 2016
Accounts	MTD Actual	MTD Budget	YTD Actual	YTD Budget	Annual Budget

3-520640 - Dues & Subscriptions	\$0.00	\$50.00	\$725.61	\$500.00	\$600.00
3-520655 - Accreditation for Preschool	\$0.00	\$150.00	\$648.44	\$1,500.00	\$1,800.00
3-520657 - Licenses and Permits	\$0.00	\$8.33	\$100.00	\$83.33	\$100.00
3-520658 - Shirts/Uniforms	\$0.00	\$41.67	\$20.00	\$416.67	\$500.00
3-520659 - Hospitality	\$0.00	\$125.00	\$518.51	\$1,250.00	\$1,500.00
Total Other Administrative Expenses	\$313.62	\$491.67	\$3,970.79	\$4,916.67	\$5,900.00
Total General & Administrative Exp	\$671.83	\$1,046.67	\$11,888.69	\$10,466.67	\$12,560.00

Building and Grounds

3-520107 - Building Repair and Maintenance	\$0.00	\$125.00	\$3,247.67	\$1,250.00	\$1,500.00
3-520110 - Facilities Use Fee for School	\$4,516.67	\$4,516.67	\$45,166.70	\$45,166.67	\$54,200.00
3-520180 - Furnishings/Fixtures	\$124.72	\$250.00	\$3,133.27	\$2,500.00	\$3,000.00
3-520235 - Janitorial Supplies	\$98.80	\$0.00	\$278.87	\$0.00	\$0.00
3-520315 - Insurance - Property	\$0.00	\$41.67	\$0.00	\$416.67	\$500.00
Total Building and Grounds	\$4,740.19	\$4,933.33	\$51,826.51	\$49,333.33	\$59,200.00
Total Building and Grounds	\$4,740.19	\$4,933.33	\$51,826.51	\$49,333.33	\$59,200.00

Personnel Expenses

SALARIES AND WAGES					
3-530151 - School Admin Staff	\$5,031.70	\$5,416.67	\$56,812.02	\$54,166.67	\$65,000.00
3-530152 - School Teaching Staff	\$21,052.57	\$16,296.67	\$179,036.64	\$162,966.67	\$195,560.00
3-530153 - School Early Drop Off Staff	\$356.26	\$166.67	\$1,789.97	\$1,666.67	\$2,000.00
3-530154 - School Extended Day Staff	\$1,199.98	\$850.00	\$9,050.13	\$8,500.00	\$10,200.00
3-530155 - School Lunch Bunch Staff	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
3-530156 - School Mother's Day Out Staff	\$2,315.61	\$2,500.00	\$28,603.37	\$25,000.00	\$30,000.00
3-530157 - School Music Staff	\$160.00	\$266.67	\$1,914.15	\$2,666.67	\$3,200.00
3-530158 - School Spanish Staff	\$120.00	\$90.00	\$978.28	\$900.00	\$1,080.00
3-530159 - School Art Staff	\$120.00	\$90.00	\$954.15	\$900.00	\$1,080.00
Total Salaries and Wages	\$30,356.12	\$25,676.67	\$279,138.71	\$256,766.67	\$308,120.00
PROFESSIONAL FEES					
3-520125 - Professional Fees	\$0.00	\$191.67	\$441.50	\$1,916.67	\$2,300.00
3-530250 - Workers Compensation	\$0.00	\$291.67	\$0.00	\$2,916.67	\$3,500.00
3-530320 - Payroll Preparation Expense	\$131.96	\$333.33	\$1,561.33	\$3,333.33	\$4,000.00
Total Professional Fees	\$131.96	\$816.67	\$2,002.83	\$8,166.67	\$9,800.00

St. Peter's Episcopal Church
 Analysis of Revenues & Expenses - Preschool
 Fund: Preschool Fund
 APRIL

Accounts	2016 April	2016 April	School Year Jul 2015 to Apr 2016	School Year Jul 2015 to Apr 2016	School Year Jul 2015 to Jun 2016
	MTD Actual	MTD Budget	YTD Actual	YTD Budget	Annual Budget
Employee Benefits					
3-530210 - Employee Relations Staff Gifts	\$9.98	\$0.00	\$119.45	\$0.00	\$0.00
3-530211 - Employee Relations Staff Luncheon	\$0.00	\$41.67	\$0.00	\$416.67	\$500.00
3-530220 - Life and Health Insurance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
3-530222 - Health Savings Account	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
3-530240 - Pension Expense	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
3-530600 - Staff Tuition Credit	\$62.50	\$52.08	\$562.50	\$520.83	\$625.00
Total Employee Benefits	\$72.48	\$93.75	\$681.95	\$937.50	\$1,125.00
Training and Development					
3-530190 - Personnel Review and Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
3-530340 - Employee Continuing Education	\$0.00	\$333.33	\$2,990.00	\$3,333.33	\$4,000.00
3-530345 - Risk Management	\$12.00	\$83.33	\$884.00	\$833.33	\$1,000.00
Total Training and Development	\$12.00	\$416.67	\$3,874.00	\$4,166.67	\$5,000.00
Payroll Taxes					
3-530231 - Payroll Tax Expense - Admin	\$384.92	\$414.42	\$4,110.03	\$4,144.17	\$4,973.00
3-530232 - Payroll Tax Expense - Teachers	\$1,736.38	\$1,246.67	\$15,486.26	\$12,466.67	\$14,960.00
3-530233 - Payroll Tax Expense - Childcare	\$200.95	\$269.17	\$1,803.26	\$2,691.67	\$3,230.00
Total Payroll Taxes	\$2,322.25	\$1,930.25	\$21,399.55	\$19,302.50	\$23,163.00
Total Personnel Expenses	\$32,894.81	\$28,934.00	\$307,097.04	\$289,340.00	\$347,208.00
Total Expenses	\$42,131.62	\$36,755.67	\$386,432.41	\$367,556.67	\$441,068.00
Other Revenues & Expenses					
Discounts & Scholarships	\$675.87	\$2,131.83	\$10,846.90	\$21,318.33	\$25,582.00
3-590001 - Discounts Taken - Scholarships	\$1,285.00	\$1,014.67	\$11,165.32	\$10,146.67	\$12,176.00
3-590002 - Discounts Taken - VPK No Add-On Hrs	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
3-590003 - Scholarships Preschool	(\$416.67)	(\$416.67)	(\$4,166.70)	(\$4,166.67)	(\$5,000.00)
Total Discounts & Scholarships	\$868.33	\$598.00	\$6,998.62	\$5,980.00	\$7,176.00
Total Other Revenues & Expenses	\$868.33	\$598.00	\$6,998.62	\$5,980.00	\$7,176.00
Net Operating Total	(\$192.46)	\$1,533.83	\$3,848.28	\$15,338.33	\$18,406.00