

Sunday, June 8, 2025
Episcopal Church of the Atonement Vestry Meeting Minutes

Final – Approved July 13, 2025

Time: Sunday, June 8, 2025, 1:01 p.m. to 2:10 p.m.
Location: In-Person at Church of the Atonement and via Google Meet
Present: Father Charles Everson (Rector), Dave Beil (Warden) Charles Bonilla (Warden), Jennifer Ash, Evie Coe, Glen Gabert, Aaron Johnson, Sena Leikvold, Amanda Patrick, Charlaire Reynolds, Br. Will White, CMJ, Alex Wyman, Tim Coe (Treasurer), Michael Waltz (Clerk)
Absent: None

Next Meeting: Sunday, July 13, 2025 at Church of the Atonement and via Google Meet.

Father Charles offered a prayer before calling the meeting to order at 1:01 p.m.

Review of May Meeting Minutes: **A motion was made** (Alex Wyman) **and seconded** (Sena Leikvold) to approve the minutes. With no corrections nor discussion **the motion passed**.

Treasurer's Report:

May Statement of Financial Position: Tim Coe reported that, as approved in May, the 2025 five percent withdrawal (\$98,859.11) from the Endowment Fund was completed and used to pay a portion of the solar panel project. A positive market adjustment of approximately \$73,000 greatly reduced the impact of the withdrawal on the fund. The solar payment was completed but, because of timing, it will appear on the June statement. Accounts Payable shows \$35,000 for the work in the Parish House basement. Approximately \$3,000 was used for plastering in the second-floor unit of the Rectory.

May Statement of Activity: Year-to-date fundraising appears to be ahead of goal, but that's because it was all budgeted to be received in August. Parking is well ahead of budget. Miscellaneous income of \$1,600 was a donation for the repair of the sanctuary light. Expenses are about where we projected, although Music looks overdrawn because of the change in accounting. Similarly, Outreach appears below budget but that is because they make a significant amount of their donations late in the year. Overall the month was good, considering the large amount of activity, even though we appear to be slightly in the red.

A motion was made (Aaron Johnson) **and seconded** (Amanda Patrick) to receive the March financials. With no further discussion nor questions **the motion passed**. *Copies of the reports are attached to these minutes.*

Finally, Tim said the new staff credit cards discussed last month will be issued soon and he expects the transfer of payroll to ADP completed by the end of June.

Buildings and Property Report:

Solar Project: Dave Beil said we're still waiting for the funds from the city for the roof. The solar panel installation will begin the week of July 21st. The panels will need to be inspected by the city before they can be turned on. A discussion was held on the best way to pay for the balance of the solar project. When the decision was made to take an extraordinary withdrawal from the Endowment Fund for the roof project the Vestry agreed to donate the City of Chicago's \$250,000 grant for the roof to the Fund when the grant is received. **A motion**

was made (Will White) **and seconded** (Dave Beil) to retain \$100,000 of the city's grant to cover the second payment on the solar project, with the intention of donating the equivalent amount to the Endowment Fund when the State of Illinois grant for solar is received. With no further questions nor discussion **the motion passed**.

Water Meter: The water meter installation for the Church is still pending; once installed it will save approximately \$5,000 annually.

Landmark Status: The Guild is collecting information about possible landmark status for Atonement.

Building Repairs and Improvements: An additional written report provided by Matt Rodgers gave details about the work being done in the buildings. The basement should be ready to use by mid-July. Work continues on the second floor and the garden units of the Rectory. The Columbarium expansion is complete except for the altar.

Copies of the reports are attached to these minutes.

Capital Campaign Subcommittee: It was agreed to form a subcommittee, made up of Father Charles, Will White, and Charles Bonilla, to gather information about a possible campaign. Tasks include updating two previously received proposals and collecting additional information about Emergent Mission. There is consideration of additional proposals, but that may delay the campaign, a decision about which hopefully will be made at the August Vestry meeting.

Parish House Boiler Replacement Project: Two bids were received. Williams Stoker recommended a smaller, more appropriately sized boiler than we currently have, and they will service the boiler. There is still a bid for asbestos abatement to be received. **A motion was made** (Glen Gabert) **and seconded** (Alex Wyman) to proceed with the boiler replacement using Williams Stoker. With no further discussion nor questions **the motion passed**.

Vestry Liaisons: Prior to the meeting Charles Bonilla redistributed the Vestry assignments as liaisons to various guilds; there were no concerns about the assignments.

Rector's Report: Father updated the Vestry on brief times he will be away in the next several months.

Written Reports:

Care For Friends: No report received.

Endowment Guild: No report received.

Other Business: Will White asked members to save July 19th when Atonement will host a social gathering of the parishes in the Chicago North Deanery.

Dates for the Calendar:

Wednesday, June 11 – Final Choral Evensong, Mother Meghan Murphy-Gill officiating

Sunday, June 15 – Father's Day

Wednesday, June 18, 6:00 p.m. to 8:30 p.m. – Edgewater Environmental Coalition presents Clean & Green Homes Forum, Montgomery Hall

Thursday, June 19, 7:00 p.m. – Juneteenth Service, Edgewater Presbyterian Church

Sunday, June 22 – Corpus Christi and Chicago Pridefest
Saturday, June 28, 12:30 p.m. to 3:30 p.m. – Board Game Fundraiser
Sunday, June 29 – Pride Parade
Saturday, July 12 – May, June, July Birthday Party in the Rectory
Sunday, July 13 – Next Vestry Meeting

Adjournment: The meeting adjourned at 2:20 p.m.

Respectfully submitted,

Michael Waltz
Clerk of the Vestry

**The Church of the Atonement
Statement of Financial Position
As of May 31, 2025**

COMMENTARY

We're continuing to refine the presentation of our financial reports in the interest of readability and transparency. In the bank accounts, we made the annual 5% draw of approx. \$98k from the Endowment which was transferred to the Operating Account. The Vestry approved the draw at last month's Vestry meeting as well as approving the use of these funds to pay the ~\$99k invoice for the solar panels project. That check has now been cut but as of the end of May, the funds were in our account. You'll notice that despite drawing \$98k from the Endowment, it only shows a change of \$25k-- we had a good month in the market with a \$73k upward adjustment. Likewise, as of May 31st, the \$99k solar invoice is sitting in Accounts Payable as a liability, waiting to get paid (it's now been paid, and will show thusly on the June reporting). There's also about \$35k in Accounts Payable for the work being done in the basement of the parish house as we're fixing that up to become useable space. This expense is being paid out of the Capital Projects fund. You can see that Equity account reducing by \$38k this month to cover the basement work as well as some plastering in the Rectory second floor. Overall we ended the month a bit more than \$5k in the red in our General Fund, meaning we're a little overleveraged on our obligations. This is entirely due to the revenue vs. expenses this month, which you can see more about in the Statement of Financial Activity. Considering this is the first month we haven't recognized any prepaid pledges from 2024, it's not a terrible place to be, but as we head into the summer months and things slow down it's worth keeping an eye on.

	As of May 31, 2025	As of Apr 30, 2025	Change
ASSETS			
Current Assets			
Bank Accounts			
Checking Account 8509	31,545.91	33,148.65	-1,602.74
Money Market	575,971.55	574,848.63	1,122.92
Music Account	1,773.28	408.28	1,365.00
Operating Account	130,436.30	50,598.36	79,837.94
Vanco Clearing	252.91	(264.76)	517.67
Vestry Fund	159.00	138.00	21.00
Total Bank Accounts	740,138.95	658,877.16	81,261.79
Accounts Receivable			
Accounts Receivable	0.00	(3,541.67)	3,541.67
Grant Revenue Receivable	250,000.00	250,000.00	0.00
Total Accounts Receivable	250,000.00	246,458.33	3,541.67
Total Accounts Receivable	250,000.00	246,458.33	3,541.67
Other Current Assets			
Endowment Fund	1,966,435.74	1,991,782.01	(25,346.27)
Prepaid Expenses	5,349.91	10,699.83	(5,349.92)
Undeposited Funds	0.00	0.00	0.00
Total Other Current Assets	1,971,785.65	2,002,481.84	(30,696.19)
Total Current Assets	2,961,924.60	2,907,817.33	54,107.27
TOTAL ASSETS	2,961,924.60	2,907,817.33	54,107.27
LIABILITIES AND EQUITY			
Liabilities			
Current Liabilities			

The Church of the Atonement
Statement of Financial Position
As of May 31, 2025

Accounts Payable			
Accounts Payable (A/P)	129,609.52	9,497.95	120,111.57
Total Accounts Payable	129,609.52	9,497.95	120,111.57
Credit Cards			
Coe Card	103.10	256.51	(153.41)
Everson's Card	33.56	33.56	0.00
JMT Card	1,033.93	1,768.21	(734.28)
Sega's Credit Card	(404.63)	(322.91)	(81.72)
White's Credit Card	0.00	195.09	(195.09)
Total Credit Cards	765.96	1,930.46	(1,164.50)
Other Current Liabilities			
Payroll Liabilities			
403(b) Clergy - Pre-tax	0.00	0.00	0.00
403(b) Lay - Pre-tax	750.00	250.00	500.00
Federal Withholding Tax Payable	0.00	0.00	0.00
Total Payroll Liabilities	750.00	250.00	500.00
Total Other Current Liabilities	750.00	250.00	500.00
Total Current Liabilities	131,125.48	11,678.41	119,447.07
Total Liabilities	131,125.48	11,678.41	119,447.07
Equity			
Donor Restricted Funds			0.00
Capital Campaign	109,377.83	109,377.83	0.00
Capital Projects	325,178.50	363,468.50	(38,290.00)
Education Fund	22,409.28	22,409.28	0.00
Music	23,280.37	23,280.37	0.00
Next Year Pledges	0.00	0.00	0.00
Organ Fund	100,540.00	100,540.00	0.00
Rector's Discretionary	5,382.66	5,892.66	(510.00)
Vestments	4,688.99	4,688.99	0.00
Total Donor Restricted Funds	590,857.63	629,657.63	(38,800.00)
Restricted Funds			
2024 Endowment Fund Distribution	30,741.19	31,369.58	(628.39)
Endowment	2,214,457.07	2,239,728.34	(25,271.27)
Total Restricted Funds	2,245,198.26	2,271,097.92	(25,899.66)
General Fund	(5,256.77)	(4,616.63)	(640.14)
Total Equity	2,830,799.12	2,896,138.92	(65,339.80)
TOTAL LIABILITIES AND EQUITY	2,961,924.60	2,907,817.33	54,107.27

The Church of the Atonement **Statement of Activity Summary** **May 2025**

COMMENTARY

REVENUE: Not a lot in revenue worth drilling into. We are now recognizing Care for Friends revenue in the appropriate month regardless of when they pay -- because they paid April and May at the same time in April, the revenue shown on this report had been previously reported on last month's report. April has been amended so nothing is double-stated. We're well ahead of our fundraising goal for the YTD as we've begun receiving donations for the block party -- all of that revenue was budgeted to be received in August, so we're not on pace for a record year, we're just ahead of schedule. Parking, on the other hand, is on pace for a record year, at 22% above the YTD budget. The \$1600 under Miscellaneous represents a donation from a donor who paid to have the sacuary lamp restored -- unfortunately, \$1600 was the original quote before the contractors got a better look at the situation and realized it will be an additional \$2500. Pledges remain very close to budget, but open plate offering was 30% below budget for the month. As noted, we're now all caught up with our prior year pledges so our revenue for the remainder of the year will be closer to actual. Overall revenue was at 94% to budget, and we are likewise at 94% to budget for the YTD. The open plate offering is a little concerning but we mostly made up for it elsewhere.

EXPENSES: A lot of these expenses are where we expect them to be, more or less. Music is well above budget for the month, but the YTD is very close to in-line with budget; when Charlie turned in his 2025 budget it wasn't broken up by month, just category, so we're ahead on expenses here but will get caught up over the summer break when there's no choir. There's an \$18 credit for coffee/water service because of a return after getting the water fountain installed. Outreach shows as well below budget, but just like the choir, we don't have a solid month-to-month budget for Outreach -- usually what happens is they use their funds as they see fit throughout the year and then make several donations toward the end of the year to use up what's left. Overall expenses were about 11.5% below budget, but above our revenue, so we wound up \$4,075.83 in the red for the month on regular operating expenses. That said, in the Other Revenue/Other Expenditures section, we recognized a great deal of revenue that had been in restricted funds, including funds to cover the work in the Parish House basement -- that invoice was dated for an earlier month, so while it looks like our May was \$31k in the black on the bottom line, it nets out to that same \$4k in the red really.

OVERALL: Overall not a bad month, with a lot of extraordinary activity -- solar panels, rectory and basement projects. We're still largely on pace to meet our budget, and while the General Fund did dip into the red this month, our budget expected this month to be worse off than it was, so there's no reason to be concerned. YTD we're behind the budget by about \$4k, which is nowhere near insurmountable -- and \$2k of that can be chalked up to choir, which as I mentioned above will sort itself out. Despite the red I think we're in a strong position coming into the summer.

	May 2025	May Budget	YTD Actual	YTD Budget	2025 Budget	YTD Actual vs Budget
Revenue						
Building Use	4,928.67	5,617.33	22,664.35	28,086.65	88,606.00	81%
Fundraising	2,300.00	0.00	6,529.01	3,966.68	25,500.00	165%
Other Receipts	5,287.57	3,941.25	20,432.52	14,951.58	43,642.26	137%
Special Offerings	1,137.00	0.00	8,503.84	9,265.00	17,865.00	92%
Weekly Offering	28,776.51	35,496.12	206,970.68	225,858.16	474,331.05	92%
Total Revenue	42,429.75	45,054.70	265,175.40	282,128.07	649,944.31	94%
Expenditures						
Accounting/Legal	265.25	226.25	1,640.62	1,191.25	3,075.00	138%
Building Expenses	9,056.26	10,375.18	46,981.27	52,097.98	124,724.20	90%
Catechesis Expenses	0.00	166.66	450.41	833.30	2,000.00	54%
Diocese	1,666.66	1,666.67	8,642.64	8,333.35	20,000.00	104%
Endowment Guild (Legacy Society)	0.00	0.00	0.00	0.00	1,000.00	0%
Fundraising Expenses	0.00	0.00	160.00	145.00	8,000.00	110%
Music	5,235.00	1,183.33	30,237.97	28,866.65	56,400.00	105%
Office Supplies	75.55	666.67	4,632.53	3,533.35	8,750.00	131%
Office/Parish Expenses	150.59	1,668.34	6,224.38	8,341.70	20,420.00	75%
Outreach Expenses	0.00	1,666.67	5,500.00	8,333.35	20,000.00	66%
Personnel	29,108.36	33,944.16	151,294.49	159,022.40	379,025.36	95%
Telephone & Internet	947.91	692.67	5,032.25	3,463.35	8,312.00	145%
Worship/Altar Guild	0.00	291.67	6,286.43	4,043.35	8,100.00	155%
Total Expenditures	46,505.58	52,548.27	267,082.99	278,205.03	659,806.56	96%
Net Operating Revenue	(4,075.83)	(7,493.57)	(1,907.59)	3,923.04	(9,862.25)	-49%
Total Other Revenue	138,900.79	1,284.17	201,661.87	6,420.85	15,410.00	
Total Other Expenditures	102,977.50	0.00	193,810.25	0.00	0.00	
Net Other Revenue	35,923.29	1,284.17	7,851.62	6,420.85	15,410.00	
Net Revenue	31,847.46	(6,209.40)	5,944.03	10,343.89	5,547.75	57%

**The Church of the Atonement
Statement of Activity
May 2025**

	May 2025	May Budget	YTD Actual	YTD Budget	2025 Budget	YTD Actual vs Budget
Revenue						
Building Use						
AA	337.00	375.00	1,733.00	1,875.00	4,500.00	92%
Donations (Apt., Elections), Building Use	4,241.67	4,684.00	19,178.35	23,420.00	77,406.00	82%
Funeral/Wedding/Baptism Donations	0.00	208.33	3.00	1,041.65	2,500.00	0%
Rectory Utilities	350.00	350.00	1,750.00	1,750.00	4,200.00	100%
Total Building Use	4,928.67	5,617.33	22,664.35	28,086.65	88,606.00	81%
Fundraising	0.00					
Fundraising Events	2,300.00	0.00	6,529.01	3,550.00	25,000.00	184%
Parish Life Events	0.00	0.00	0.00	416.68	500.00	0%
Total Fundraising	2,300.00	0.00	6,529.01	3,966.68	25,500.00	165%
Grant Revenue	0.00	0.00	0.00	0.00	0.00	
Other Receipts						
Candles	20.00	75.00	493.00	375.00	900.00	131%
Coffee Hour	34.00	33.00	152.00	165.00	400.00	92%
Columbarium - Niche/Plaque	0.00	458.33	2,500.00	2,291.65	5,500.00	109%
Flowers	306.91	208.33	1,482.91	1,041.65	2,500.00	142%
Hospitality	0.00	0.00	0.00	0.00	500.00	0%
Miscellaneous	1,600.00	0.00	2,200.00	0.00	0.00	0%
Outreach	75.00	0.00	370.70	245.00	5,000.00	151%
Parking	3,251.66	3,166.59	13,033.91	10,833.28	28,842.26	120%
Total Other Receipts	5,287.57	3,941.25	20,432.52	14,951.58	43,642.26	137%
Special Offerings	1,137.00	0.00	8,503.84	9,265.00	17,865.00	92%
Weekly Offering						
Next Year Pledges	0.00	0.00	0.00	0.00	0.00	0%
Open Plate Offerings	2,859.56	7,083.33	24,509.64	35,416.65	85,000.00	69%
Pledges	25,916.95	28,412.79	132,748.47	142,063.95	340,953.49	93%
Prior Year Pledges	0.00	0.00	49,712.57	48,377.56	48,377.56	103%
Total Weekly Offering	28,776.51	35,496.12	206,970.68	225,858.16	474,331.05	92%
Total Revenue	42,429.75	45,054.70	265,175.40	282,128.07	649,944.31	94%
Expenditures						
Accounting/Legal						
Bank Fees	80.00	90.00	418.15	450.00	1,080.00	93%
Banking Supplies	0.00	0.00	374.45	0.00	300.00	0%
Late Fees	0.00	0.00	0.00	0.00	0.00	0%
NSF	0.00	0.00	0.00	0.00	0.00	0%
Professional Fees	0.00	6.25	0.00	31.25	75.00	0%
Square Fees	0.00	0.00	5.12	0.00	0.00	0%
Vanco Fees	185.25	130.00	842.90	710.00	1,620.00	119%
Total Accounting/Legal	265.25	226.25	1,640.62	1,191.25	3,075.00	138%
Building Expenses						
Building Maintenance Supplies	0.00	416.67	989.20	2,083.35	5,000.00	47%
Building Services/Repairs	154.00	1,916.66	2,189.36	9,583.38	23,000.00	23%
Commercial Insurance	5,349.92	4,414.25	23,942.59	22,071.25	52,971.00	108%
Utilities						
Electric						
Church & Parish House	1,017.16	1,083.33	4,720.47	5,416.65	13,000.00	87%
Rectory	247.16	300.00	1,288.90	1,500.00	3,600.00	86%
Total Electric	1,264.32	1,383.33	6,009.37	6,916.65	16,600.00	87%
Gas						
Church & Parish House	1,108.00	1,108.00	4,432.00	5,540.00	13,296.00	80%
Rectory	718.82	666.67	7,036.20	3,333.35	8,000.00	211%
Total Gas	1,826.82	1,774.67	11,468.20	8,873.35	21,296.00	129%
Water & Sewer						
Sewer Treatment/Reclamation	0.00	0.00	0.00	222.00	222.00	0%
Water/Sewer/Garbage - Church	0.00	20.00	100.00	100.00	240.00	100%
Water/Sewer/Garbage - Parish House	461.20	449.60	2,282.55	2,248.00	5,395.20	102%
Total Water & Sewer	461.20	469.60	2,382.55	2,570.00	5,857.20	93%
Total Utilities	3,552.34	3,627.60	19,860.12	18,360.00	43,753.20	108%
Total Building Expenses	9,056.26	10,375.18	46,981.27	52,097.98	124,724.20	90%
Catechesis Expenses						

**The Church of the Atonement
Statement of Activity
May 2025**

	May 2025	May Budget	YTD Actual	YTD Budget	2025 Budget	YTD Actual vs Budget
Adult Formation	0.00	83.33	225.00	416.65	1,000.00	54%
Children's Formation	0.00	83.33	225.41	416.65	1,000.00	54%
Total Catechesis Expenses	0.00	166.66	450.41	833.30	2,000.00	54%
Diocese						
Convention	0.00		0.00	0.00	0.00	0%
Diocesan Apportionment	1,666.66	1,666.67	8,228.64	8,333.35	20,000.00	99%
Other Diocesan Expenses	0.00		414.00	0.00	0.00	0%
Total Diocese	1,666.66	1,666.67	8,642.64	8,333.35	20,000.00	104%
Endowment Guild (Legacy Society)	0.00	0.00	0.00	0.00	1,000.00	0%
Fundraising Expenses						
Other Fundraising Events	0.00	0.00	0.00	0.00	7,500.00	0%
Parish Life Events	0.00	0.00	0.00	145.00	500.00	0%
Total Fundraising Expenses	0.00	0.00	160.00	145.00	8,000.00	110%
Music						
Choir	5,235.00	900.00	28,305.00	26,150.00	51,000.00	108%
Music Library	0.00	0.00	244.50	1,000.00	1,500.00	24%
Orchestra/Bagpipers	0.00	0.00	0.00	300.00	500.00	0%
Organ Repairs	0.00	283.33	370.00	1,416.65	3,400.00	26%
Special Events	0.00		805.57	0.00	0.00	0%
Total Music	5,235.00	1,183.33	30,237.97	28,866.65	56,400.00	105%
Office Supplies						
Computer Software	0.00	0.00	2,349.05	0.00	100.00	0%
Janitorial Supplies	0.00	250.00	684.76	1,250.00	3,000.00	55%
Kitchen Supplies	0.00	166.67	611.52	833.35	2,000.00	73%
Office Supplies	75.55	250.00	987.20	1,250.00	3,000.00	79%
Postage	0.00	0.00	0.00	0.00	450.00	0%
Printing	0.00	0.00	0.00	200.00	200.00	0%
Total Office Supplies	75.55	666.67	4,632.53	3,533.35	8,750.00	131%
Office/Parish Expenses						
Advertising	0.00	0.00	0.00	0.00	400.00	0%
Coffee/Water Service	(18.00)	166.67	215.89	833.35	2,000.00	26%
Copier						
Click Charges	168.59	191.67	1,114.86	958.35	2,300.00	116%
Copier Lease	0.00	600.00	2,371.32	3,000.00	7,200.00	79%
Total Copier	168.59	791.67	3,486.18	3,958.35	9,500.00	88%
Dues & Subscriptions	0.00	625.00	743.00	3,125.00	7,500.00	24%
Furniture	0.00		105.18	0.00	0.00	0%
Hospitality	0.00	10.00	876.17	50.00	120.00	1752%
Media/Communications	0.00	20.83	0.00	104.15	250.00	0%
Miscellaneous	0.00	0.00	600.00	0.00	0.00	0%
Software	0.00		0.00	0.00	0.00	0%
Stewardship	0.00	29.17	0.00	145.85	350.00	0%
Website	0.00	25.00	19.96	125.00	300.00	16%
Total Office/Parish Expenses	150.59	1,668.34	6,224.38	8,341.70	20,420.00	75%
Outreach Expenses	0.00	1,666.67	5,500.00	8,333.35	20,000.00	66%
Personnel						
403(b) - Match						
Lay	0.00	20.00	0.00	100.00	240.00	0%
Total 403(b) - Match	0.00	20.00	0.00	100.00	240.00	0%
Assisting Clergy	0.00	0.00	0.00	0.00	2,000.00	0%
Gross Salaries	24,208.92	23,884.01	123,036.35	119,420.05	286,608.07	103%
Health Insurance	2,938.50	2,790.00	14,288.30	13,950.00	33,480.00	102%
Health Savings Account	0.00	0.00	0.00	1,600.00	3,200.00	0%
Insurance - Workers Compensation	0.00	3,160.00	0.00	3,160.00	3,424.00	0%
Medicare (employer)	247.69	234.29	1,267.29	1,171.45	2,811.46	108%
Payroll Service	166.50	150.00	1,035.00	1,160.00	2,210.00	89%
Pension Premiums						
Clergy	0.00	1,875.90	3,751.80	9,311.10	22,442.40	40%
Lay	0.00	250.00	0.00	1,250.00	3,000.00	0%
Total Pension Premiums	0.00	2,125.90	3,751.80	10,561.10	25,442.40	36%
Rector Continuing Education	0.00	100.00	0.00	500.00	1,200.00	0%

**The Church of the Atonement
Statement of Activity
May 2025**

	May 2025	May Budget	YTD Actual	YTD Budget	2025 Budget	YTD Actual vs Budget
Rector Expense & Hospitality	0.00	0.00	58.60	0.00	500.00	0%
Rector Travel Expenses	0.00	0.00	0.00	0.00	150.00	0%
Self Employment Tax Allowance	487.68	478.17	2,438.40	2,390.85	5,738.00	102%
Social Security (employer)	1,059.07	1,001.79	5,418.75	5,008.95	12,021.43	108%
Total Personnel	29,108.36	33,944.16	151,294.49	159,022.40	379,025.36	95%
Telephone & Internet						
Landline Equipment Lease	947.91	211.00	2,867.52	1,055.00	2,532.00	272%
Landline Service	0.00	481.67	2,164.73	2,408.35	5,780.00	90%
Rector's Cell Phone	0.00	0.00	0.00	0.00	0.00	0%
Total Telephone & Internet	947.91	692.67	5,032.25	3,463.35	8,312.00	145%
Worship/Altar Guild						
Christmas Decorations	0.00	0.00	0.00	0.00	600.00	0%
Easter Decorations	0.00	0.00	494.39	1,000.00	1,000.00	49%
Flowers	0.00	291.67	424.88	1,458.35	3,500.00	29%
Vestments	0.00	0.00	3,371.41	0.00	0.00	0%
Wine/Bread	0.00	0.00	1,772.81	1,585.00	3,000.00	112%
Total Worship/Altar Guild	0.00	291.67	6,286.43	4,043.35	8,100.00	155%
Total Expenditures	46,505.58	52,548.27	267,082.99	278,205.03	659,806.56	86%
Net Operating Revenue	(4,075.83)	(7,493.57)	(1,907.59)	3,923.04	(9,862.25)	-49%
Other Revenue						
Interest Earned	1,123.29	800.00	5,780.21	4,000.00	9,600.00	
Other Ordinary Income	0.00	0.00	0.00	0.00	0.00	
Transfer from Endowment Fund	99,487.50	0.00	99,487.50	0.00	0.00	
Use of Restricted Funds	38,290.00	484.17	96,394.16	2,420.85	5,810.00	
Total Other Revenue	138,900.79	1,284.17	201,661.87	6,420.85	15,410.00	
Other Expenditures						
Capital Projects	102,977.50		193,810.25	0.00	0.00	
Depreciation Expense	0.00		0.00	0.00		
Fraud	0.00		0.00	0.00	0.00	
Total Other Expenditures	102,977.50	0.00	193,810.25	0.00	0.00	
Net Other Revenue	35,923.29	1,284.17	7,851.62	6,420.85	15,410.00	
Net Revenue	31,847.46	(6,209.40)	5,944.03	10,343.89	5,547.75	57%

Buildings & Property Report

June 2, 2025 @ 5:30p in the Elizabethan Room

Attendees: Dave Beil (chair), Fr. Charles, Rick Velon, Richard Benson (online), Carl Klein (online)

Agenda:

1. Climate grant funds
2. Solar installation
3. Water meter installation
4. Capital Campaign
5. Chicago landmark designation
6. Regular building updates (Matt)
7. Others?

1. Climate grant funds - all documentation provided, awaiting next steps from the City
2. Solar installation
 1. Slated installation at the end of July
 2. Invite politicians, media, to a ceremony recognizing roof and solar- set a date and communicate to everyone
 3. Date around St. Frances Day - late September
 4. Give politicians a gift to commemorate it
 5. Article in e-news, include details about how we are paying for it
 6. June/July vestry meetings - discuss final payment source
3. Water meter installation
 1. Costs us \$5,000 per year to be without a water meter for church sanctuary
 2. Potential breakage of water service line may lead to higher replacement costs
 3. Any money available through MWRD?
 4. Any money through Episcopal Charities?
 5. Episcopal Church United Thank Offering focuses on water this year, any options?
 6. Contact alderwoman Leni's office
 7. Ask Matt to ask new plumber
4. Capital campaign
 1. diocesan arrangement - contract with consultant
 2. need more info
 3. first phase is a listening phase
5. Chicago Landmarks
 1. Grant opportunities through Adopt-a-Landmark
 2. Last May was a meeting to recommend properties for designation
 3. First step is to do the suggestion form
 4. Carl did a report for another building recently and is familiar with the process
 5. Recommend to vestry when we have sufficient information
 6. Who's the staff person at the City?
 7. Edgewater Historical Society - Bob Remer
 8. Epworth is a newly designated Landmark
6. Building updates - Matt provided a report, see attached
7. None

End of report.

Brief update on Atonement B&P (June 2, 2025)

Parish House Basement

We've begun work on the old Sunday school area of the parish house basement that flooded a couple years ago. Our contractor has completed demo of the space and is moving thru the rebuild process.

- A new concrete floor was poured over the existing floor which was prepared by removing all imbedded wood. This new 2" of concrete will make the floor solid and level.
- All the plumbing was checked, cleaned, and repaired to accommodate the bathroom fixtures and the kitchenette in the main meeting room.
- A false ceiling was installed to hide the electrical in the ceiling and provide a more finished look. New electrical was run to provide better lighting in the space.
- The area has been drywalled, taped, and mudded to prepare for painting.
- Still to do, they will install the new vinyl plank flooring, place light fixtures, install glass block windows, complete bathroom to make the space usable.

The space should be prepared for final fixture install during the beginning of July. (The contractor is out for two-weeks at the end of June for family issues.) The room should be ready for use by mid-July.

Rectory 2nd Floor

The electrical and plaster repair has been completed. I have submitted an estimate to skim-coat the closets and pantry to create a better space. Once that is completed, we will bring in a cleaning crew to wipe down, scour all surfaces. We will then have a discussion on painting and finishing touches for the space. The vestments currently stored there will be moved to the 3rd floor of the parish house.

Rectory Basement Apartment

We have begun the work on preparing this space for rental.

- The old carpet is being removed, and a new vinyl plank floor will be installed over the concrete areas (the wood floor will be cleaned).
- We are fixing a leak in the rear bathroom due to a damaged pipe. The plumber is coming to make those repairs on Thursday, then the wall will be patched and painted.
- Part of the wood soffit used to cover pipes in the living room has pulled away from the ceiling. Our contractor will be making suggestions on the best way to repair it. Until we begin that work, it is currently being supported by an 8' 2x4.
- A couple of the appliances need to be replaced, and the space will need a deep cleaning.

Columbarium

The columbarium has all the niche covers secured, the floor is finished, and the new door installed. The only remaining build is the altar on the south wall. I am working with Jay to get this going.

Lots of general repair/maintenance issues as well.

Have asked for an estimate on placing all the church lights on switches (no longer using the circuit breakers as switches).

Repairs to the electrical service covers in the alley which were damaged probably by a passing vehicle.

Making the required improvements to the emergency lighting, exit signs and other fire safety improvements.