

Sunday 10 March 2024
Episcopal Church of the Atonement Vestry Meeting Minutes
Final – Approved April 14, 2024

Time: Sunday, March 10, 2024, 1 p.m. to 2:10 p.m.
Location: In-Person, Elizabethan Room of the Episcopal Church of the Atonement, and via Google Meet
Present: Father Charles Everson (Rector), Dave Beil (Warden), Amanda Kim (Warden), Jennifer Ash, Charles Bonilla, Ann Cassidy, Tim Coe (first meeting), Rufus Gonzales, Aaron Johnson, Sena Leikvold (first meeting), Amanda Patrick, Rick Velon, Mike Trumbold (Treasurer)
Absent: Michael Waltz (attempted to connect virtually but poor audio quality)
Guests: None

Next Meeting: Sunday 14 April at 1:00 p.m. at the Episcopal Church of the Atonement and via Google Meet

Father Charles called the meeting to order at 1:00 p.m. and offered a prayer.

Review of January Meeting Minutes: **A motion was made** (Ann Cassidy) **and seconded** (Aaron Johnson) to approve the minutes. With no discussion or questions **the motion passed**.

Treasurer's Report:

January Statement of Financial Position (SOFP) and January Statement of Activity (SOA): Mike Trumbold reported, which included that work on the columbarium has begun, and the Education Fund was used to fund adult and children's catechesis.

A motion was made (Tim Coe) **and seconded** (Ann Cassidy) to receive the financials. With no further discussion or questions **the motion passed**. *Copies of the reports are attached to these minutes.*

February Statement of Financial Position and February Statement of Activity: Mike Trumbold reported: the Columbarium CD and Savings account were closed as work on the columbarium has begun; Care for Friends (CFF) paid two months' rent last month which caused Building Use income to be below budget; and Miscellaneous Expenses included the Vestry retreat, and work related to getting a new water meter.

A motion was made (Amanda Patrick) **and seconded** (Aaron Johnson) to receive the financials. With no further discussion or questions **the motion passed**. *Copies of the reports are attached to these minutes.*

Buildings and Properties/S4 Report: Dave Beil reported that everything for the grant has been submitted to the city; we await confirmation.

A motion was made (Aaron Johnson) **and seconded** (Sena Leikvold) to receive the Buildings and Properties/S4 Report. With no further discussion or questions **the motion passed**. *Copies of the reports are attached to these minutes.*

There was an aside that when David Beil went to the city to obtain the deed for the church he was informed that we owed the city \$1,500 for some no parking signs in the parking lot that had been removed; and a member asked what "S4" means. The answer: "Sustainable Solutions for Sacred Spaces."

General Discussion: Fr. Charles thanked those who submitted their Retreat Write-Ups and said one group's write-up was still missing. That member acknowledged.

Other Reports:

Outreach: A written report was provided, which in part included that the guild discussed upcoming Outreach parish forums and planned to have a "day of service" forum, where the Guild would have parishioners make sack lunches for Sarah's Circle instead of attending a typical forum.

Parish Life: No report received.

Care for Friends (CFF): Ann Cassidy provided a written report prior to the meeting. Additionally, CFF is having its groundbreaking on St. Patrick's Day at 12:30 p.m. Ann Cassidy said she will attend.

Other business:

Camp Chicago/Diocese Youth Budget: Father Charles credited Pauline Sachar and Amanda Kim with drafting much of the letter intended to be sent to the diocese expressing frustration with the diocese over its canceling Camp Chicago for the 2024 season. The letter also includes remedies. The Vestry was asked to affirm this letter.

A motion was made (Rick Velon) and seconded (Rufus Gonzalez) to affirm the letter. With no further discussion or questions the motion passed. Copy of the letter is attached to these minutes.

Endowment Guild Membership: Mike Trumbold reported. Vestry to (hopefully) approve three year terms for:

- Michael Waltz - Chair
- Tom Cassidy
- Pam Ferguson
- Peg Tomaszek-Witry

A motion was made (Dave Beil) and seconded (Tim Coe) to approve three year terms for the nominees. With no further discussion or questions the motion passed.

Other business for future:

Block Party progress. Rufus Gonzales reported that it's slated for August 24th, pending permit(s).

Dates for Calendar:

- Saturday March 16 - House Concert Fundraiser
- Sunday March 24-Sunday March 31 - Holy Week
- Sunday April 14, 1p.m. - next Vestry meeting

The meeting adjourned at 2:10 p.m. following a blessing by Father Charles.

Respectfully submitted,

Charles Bonilla
Acting Clerk of the Vestry



The Rt. Rev'd Paula Clark
Bishop of Chicago
65 E Huron St.
Chicago, IL 60611

March 11, 2024

Dear Bishop Clark,

The parishioners of the Church of the Atonement are deeply frustrated with the decision to cancel Camp Chicago for the 2024 season. We are not satisfied with the reasons given for this decision, nor with the way it was communicated to parents.

Parents begin mapping out summer activities for the children in January, and most camps have their registrations open in January or February. Several Atonement parents were waiting for registration information from Camp Chicago, and regularly checked both the website and Facebook pages for updated information. On February, 10, 2024, Atonement parishioner Pauline Sachar emailed "director@episcopalccc.org" inquiring about dates and rates for Camp Chicago 2024. On February 12, Deacon Jess Elfring-Roberts wrote back, cc'ing Ali Pepper and Mother Sierra Reyes, telling Ms. Sachar that they would answer her question. Nearly a week after her original email, Mother Reyes wrote back, stating that camp would be on "pause" for the summer. The reasons given for this decision were (1) the need for a new camp venue, (2) staffing realignment so that the camp leadership team felt the full support of the diocese, and (3) the financial stability of our diocesan programs. Mother Reyes suggested two alternative camps, one in Wisconsin, and one in Indiana. We believe that this decision is a major misstep, and suggests that the diocese does not value children, youth, or their families.

The Episcopal Church of the Atonement
5749 N. Kenmore Ave.
Chicago, IL 60660
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Middle Childhood and Early Adolescence are two of the shortest and most important phases of human development. Children are old enough to venture outside of the home and begin building friendships that may last their entire lifetime. They love and need these kinds of experiences! Summer camps are perfect places where children are looked after by adults of all ages who care about them and who encourage them to try things outside of their comfort zones in new environments. At Camp Chicago, an additional element of importance is found, that of building meaningful faith practices and a deeper faith community with other people from your same tradition. It is additionally meaningful for children to rekindle relationships with other campers year after year, forming faith bonds over time. Children and adolescents are still recovering from lost opportunities for experiences and relationships during COVID. This COVID generation continues to desperately need points of connection and relationships that extend beyond their own individual families, their own parishes, and beyond out into the greater faith community of the diocese. Camp should remain a priority in funding and staffing. Indeed, according to the diocesan website, the 2024 budget as approved by Diocesan Council in September and presented to the Diocesan Convention in November included \$152,000 for Camp Chicago.

Many children of Atonement enjoyed Camp Chicago and looked forward to going. Ms. Sachar's daughters attended in 2022. Their entire family "felt the joy of the expanded village, of that crucial role of camp in our lives with all of its silly songs, games, and counselors that worked together to create such a positive experience for our children." Ed Hebson and Rufus Gonzales's son Michael also attended in 2022. When he returned he "was singing out loud (and doing the motions) of *every song* they sang. That never happens at Mass!" The Sachar girls were unable to attend in 2023, due to an asymptomatic positive COVID test. In 2024, they were determined to return! But now, the opportunity is no longer available.

The alternative camps suggested by the Diocese are not an adequate substitute. Both camps are nearly four hours away. Parents would need an entire day of driving on both drop-off and pick-up days to attend either one of these camps. By contrast, Camp Chicago had the option of taking a Camp Bus from St. James, a very thoughtful option for families. Even without a camp bus, driving to Oregon, Illinois from the Chicago area was much more feasible. While we are encouraging families to consider these

alternative camps, the reality is that for many, they are simply inaccessible due to the significant driving distance.

Canceling Camp Chicago for 2024 is a symptom of a Diocese that does not value its youth. There is no better reflection of this than the fact that Youth Ministry has been allotted \$0 in the 2024 budget. As the Diocese is surely aware, the downward trend in religious affiliation and church attendance continues every year. Families who make the effort to bring their children to church are making an active choice to prioritize their faith when so many other things are vying for attention. Children and youth are our present and future church members and they need to be supported in ways that are most appropriate for their development. Canceling this summer's camp sends a message that crucial faith experiences for young people are not worthy of Diocese time or money.

We are aware that the Diocese faces numerous financial challenges. However, allotting \$0 to Youth Ministries, and canceling Camp Chicago, is not the solution. The Diocese needs to prioritize children and youth, and have a vision for their future. This vision must be accompanied by adequate funds, and cannot be viewed as a line item that can be deleted without question.

Most of the children and youth at Atonement were baptized here, in Chicago. This parish – this diocese – promised to these particular children to uphold them in their faith. Upholding them in their faith means investing in opportunities to keep them engaged in church. One of the main ways children in middle childhood and early adolescence stay engaged in church is through positive peer relationships and positive relationships with adults who care about church and who aren't their parents. Community building through events and experiences such as summer camp is vital to keeping youth engaged in the church. Parents are already doing their part. They show up for church every week, teach each other's children in Sunday School, they serve next to their children at the altar, take them to choir practice, plan Christmas pageants and service projects, and more parents are having big conversations with their children at home about what faith means, and saying their prayers every night before bed. In short, parents are doing what it takes every week to engage their children in their faith community. The Diocese should show families that it cares about its children and youth.

We respectfully request that the Diocese 1) publicly apologize for the last-minute cancellation of Camp Chicago, 2) explain why one of the reasons given for canceling camp was “financial sustainability of our diocesan programs” given that Diocesan Council approved a \$152,000 budget, 3) give an actionable, measurable plan on how diocesan leadership will prioritize children and youth events across the diocese including, but not limited to, Camp Chicago.

Sincerely yours in Christ,

A handwritten signature in black ink, appearing to read 'Charles Everson', written in a cursive style.

Fr. Charles Everson, Rector

Amanda Kim, Warden

Dave Beil, Warden

The Vestry

Concerned Parents of the Parish

CC: The Rev'd Canon J. Sierra Reyes, Canon for Ministry
The Rev'd Canon Andrea Mysen, Canon to the Ordinary
The Rev'd Jess Elfring-Roberts, Executive Director, Episcopal Camps and
Conference Centers
The Rev'd Kara Wagner Shearer, Dean
Ms. Toni Daniels, President of the Standing Committee
Ms. Pat Cornelius Woods, President of Diocesan Council

The Church of the Atonement
Statement of Financial Position
As of January 31, 2024

| | As of 1/31/24 | As of 12/31/23 | Change |
|---------------------------------------|---------------------|---------------------|--------------------|
| ASSETS | | | |
| Current Assets | | | |
| Bank Accounts | | | |
| Capital Campaign CD 4.85%. (11/29/24) | 105,318.23 | 104,682.27 | 635.96 |
| Columbarium Money Market | 11,222.79 | 11,222.50 | 0.29 |
| Columbarium Savings Account | 17,242.22 | 42,071.33 | (24,829.11) |
| Education Fund | 29,462.85 | 29,797.46 | (334.61) |
| Money Market | 37,292.89 | 37,291.94 | 0.95 |
| Music Account | 6,970.74 | (2,759.26) | 9,730.00 |
| Operating Account | 34,745.79 | 28,117.51 | 6,628.28 |
| Operating Savings | 154,118.97 | 154,118.97 | 0.00 |
| Rector Discretionary | 5,898.39 | 5,948.39 | (50.00) |
| Vestry Fund | 309.00 | 274.00 | 35.00 |
| Total Bank Accounts | 402,581.87 | 410,765.11 | (8,183.24) |
| Other Current Assets | | | |
| Endowment Fund | 2,221,221.86 | 2,228,286.01 | (7,064.15) |
| Reserve Account | 16,087.86 | 16,294.87 | (207.01) |
| Total Other Current Assets | 2,237,309.72 | 2,244,580.88 | (7,271.16) |
| Total Current Assets | 2,639,891.59 | 2,655,345.99 | (15,454.40) |
| TOTAL ASSETS | 2,639,891.59 | 2,655,345.99 | (15,454.40) |

The work on the columbarium addition has started. This will be funded by the Columbarium Money Market and Columbarium Savings account. To begin this project 25k was withdrawn from the Columbarium Savings account - this was formerly in a CD. The Education Fund was used to fund adult and children's catechesis. Both the Endowment Fund and the Reserve Account experienced losses in January.

**The Church of the Atonement
Statement of Financial Position
As of February 29, 2024**

| | As of 2/29/24 | As of 1/31/24 | Change |
|---|------------------------|------------------------|----------------------|
| ASSETS | | | |
| Current Assets | | | |
| Bank Accounts | | | |
| Capital Campaign CD 4.85%. (11/29/2024) | 105,588.02 | 105,318.23 | 269.79 |
| Columbarium Money Market | 3,481.14 | 11,222.79 | -7,741.65 |
| Columbarium Savings Account | 0.00 | 17,242.22 | -17,242.22 |
| Education Fund | 27,247.71 | 29,462.85 | -2,215.14 |
| Money Market | 37,293.78 | 37,292.89 | 0.89 |
| Music Account | 2,363.79 | 6,970.74 | -4,606.95 |
| Operating Account | 16,769.96 | 34,745.79 | -17,975.83 |
| Operating Savings | 54,098.97 | 154,118.97 | -100,020.00 |
| Special Donations for Organ | 100,020.00 | 0.00 | 100,020.00 |
| Total Operating Savings | \$ 154,118.97 | \$ 154,118.97 | \$ 0.00 |
| Rector Discretionary | 5,648.39 | 5,648.39 | 0.00 |
| Vestry Fund | 309.00 | 309.00 | 0.00 |
| Total Bank Accounts | \$ 352,820.76 | \$ 402,331.87 | -\$ 49,511.11 |
| Other Current Assets | | | |
| Endowment Fund | 2,278,350.82 | 2,221,221.86 | 57,128.96 |
| Reserve Account | 16,221.02 | 16,087.86 | 133.16 |
| Total Other Current Assets | \$ 2,294,571.84 | \$ 2,237,309.72 | \$ 57,262.12 |
| Total Current Assets | \$ 2,647,392.60 | \$ 2,639,641.59 | \$ 7,751.01 |
| TOTAL ASSETS | \$ 2,647,392.60 | \$ 2,639,641.59 | \$ 7,751.01 |

Commentary:

The Columbarium CD and Savings account have been closed as we begin the addition to the Columbarium.

This month I have divided the Operating Savings account into at least two parts - the account itself and below that what makes up the account. It is an attempt at showing the funds donated as a restricted gift.

The Endowment Fund earned interest of \$734.24, fee expenses for 2023 of \$5,171.40 and a positive market adjustment of \$61,566.12.

Church of the Atonement
Statement of Activity
February 2024

| | Feb 2024 | Feb Budget | YTD Actual | YTD Budget | 2024 Budget |
|---|------------------|------------------|-------------------|------------------|-------------------|
| Revenue | | | | | |
| Building Use | | | | | |
| AA | 334.00 | 375.00 | 714.00 | 750.00 | 4,500.00 |
| Donations (Apt., Elections), Building Use | 0.00 | 3,684.00 | 7,417.55 | 7,368.00 | 44,208.00 |
| Funeral/Wedding/Baptism Donations | 500.00 | 208.33 | 700.00 | 416.66 | 2,500.00 |
| Rectory Utilities | 350.00 | 350.00 | 700.00 | 700.00 | 4,200.00 |
| Total Building Use | 1,184.00 | 4,617.33 | 9,531.55 | 9,234.66 | 55,408.00 |
| Catechesis | | | | | |
| Adult Formation | 150.00 | 150.00 | 452.94 | 150.00 | 1,400.00 |
| Children's Formation | 0.00 | 0.00 | 169.53 | 170.00 | 4,300.00 |
| Total Catechesis | 150.00 | 150.00 | 622.47 | 320.00 | 5,700.00 |
| Fundraising | | | | | |
| Fundraising Events | 875.00 | 0.00 | 1,750.00 | 1,750.00 | 25,000.00 |
| Total Fundraising Events | 875.00 | 0.00 | 1,750.00 | 1,750.00 | 25,000.00 |
| Parish Life Events | 135.00 | 130.00 | 135.00 | 130.00 | 500.00 |
| Total Fundraising | 1,010.00 | 130.00 | 1,885.00 | 1,880.00 | 25,500.00 |
| Other Receipts | | | | | |
| Candles | 48.00 | 75.00 | 170.00 | 150.00 | 900.00 |
| Coffee Hour | 0.00 | 33.00 | 10.00 | 66.00 | 400.00 |
| Evensong | 137.00 | 150.00 | 337.00 | 350.00 | 700.00 |
| Flowers | 0.00 | 0.00 | 20.00 | 72.91 | 875.00 |
| Hospitality | 0.00 | 0.00 | 0.00 | 0.00 | 500.00 |
| Interest Earned | 1.40 | 4.00 | 2.99 | 8.00 | 50.00 |
| Lessons & Carols | 0.00 | 0.00 | 0.00 | 0.00 | 600.00 |
| Miscellaneous | 0.00 | 0.00 | 885.00 | 0.00 | 28,000.00 |
| Outreach | 95.00 | 95.00 | 145.00 | 145.00 | 5,000.00 |
| Parking | 1,460.17 | 1,500.00 | 2,902.21 | 3,000.00 | 28,000.09 |
| Total Other Receipts | 1,741.57 | 1,857.00 | 4,472.20 | 3,791.91 | 65,025.09 |
| Special Offerings | | | | | |
| All Souls | 0.00 | 0.00 | 0.00 | 0.00 | 1,000.00 |
| Ash Wednesday | 352.00 | 350.00 | 352.00 | 350.00 | 350.00 |
| Christmas Offering | 0.00 | 0.00 | 55.00 | 0.00 | 5,500.00 |
| Easter Offering | 0.00 | 0.00 | 0.00 | 0.00 | 2,500.00 |
| Easter Vigil | 0.00 | 0.00 | 0.00 | 0.00 | 2,000.00 |
| Good Friday | 0.00 | 0.00 | 0.00 | 0.00 | 400.00 |
| Maundy Thursday | 0.00 | 0.00 | 0.00 | 0.00 | 900.00 |
| Palm Sunday | 0.00 | 0.00 | 0.00 | 0.00 | 700.00 |
| Pentecost | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Thanksgiving Offering | 0.00 | 0.00 | 0.00 | 0.00 | 1,500.00 |
| Total Special Offerings | 352.00 | 350.00 | 407.00 | 350.00 | 14,850.00 |
| Weekly Offering | | | | | |
| Next Year Pledges | 0.00 | 0.00 | 0.00 | 0.00 | 15,000.00 |
| Open Plate Offerings | 3,810.64 | 4,000.02 | 13,232.36 | 13,500.02 | 50,000.00 |
| Pledges -VANCO | 6,782.00 | 16,250.00 | 26,427.02 | 32,500.00 | 195,000.00 |
| Pledges from Plate | 14,031.24 | 15,083.33 | 40,824.39 | 30,166.66 | 181,000.00 |
| Prior Year Pledges | 0.00 | 0.00 | 2,867.03 | 3,000.00 | 11,000.00 |
| Total Weekly Offering | 24,623.88 | 35,333.35 | 83,350.80 | 79,166.68 | 452,000.00 |
| Total Revenue | 29,061.45 | 42,437.68 | 100,269.02 | 94,743.25 | 618,483.09 |

Church of the Atonement
Statement of Activity
February 2024

| | Feb 2024 | Feb Budget | YTD Actual | YTD Budget | 2024 Budget |
|--|-----------------|-----------------|------------------|------------------|-------------------|
| Expenditures | | | | | |
| Accounting/Legal | | | | | |
| Bank Fees | 65.00 | 75.00 | 130.00 | 150.00 | 900.00 |
| Banking Supplies | 0.00 | 0.00 | 0.00 | 0.00 | 300.00 |
| Professional Fees | 0.00 | 0.00 | 0.00 | 0.00 | 1,000.00 |
| Vanco Fees | 188.11 | 190.00 | 319.94 | 320.00 | 1,620.00 |
| Total Accounting/Legal | 253.11 | 265.00 | 449.94 | 470.00 | 3,820.00 |
| Building Expenses | | | | | |
| Building Maintenance Supplies | | | | | |
| Church & Parish House | 382.59 | 500.00 | 685.89 | 1,000.00 | 6,000.00 |
| Rectory | 0.00 | 375.00 | 0.00 | 750.00 | 4,500.00 |
| Total Building Maintenance Supplies | 382.59 | 875.00 | 685.89 | 1,750.00 | 10,500.00 |
| Building Services/Repairs | | | | | |
| Church & Parish House | 450.00 | 500.00 | 1,024.00 | 2,000.00 | 18,000.00 |
| Rectory | 0.00 | 416.74 | 0.00 | 833.40 | 5,000.00 |
| Total Building Services/Repairs | 450.00 | 916.74 | 1,024.00 | 2,833.40 | 23,000.00 |
| Commercial Insurance | 0.00 | 0.00 | 12,490.00 | 12,490.00 | 49,960.00 |
| Utilities | | | | | |
| Electric | | | | | |
| Church & Parish House | 1,258.84 | 1,100.00 | 2,210.15 | 1,975.00 | 10,500.00 |
| Rectory | 258.76 | 250.00 | 506.16 | 500.00 | 3,000.00 |
| Total Electric | 1,517.60 | 1,350.00 | 2,716.31 | 2,475.00 | 13,500.00 |
| Gas | | | | | |
| Church & Parish House | 0.00 | 1,311.00 | 0.00 | 1,311.00 | 14,421.00 |
| Rectory | 1,360.21 | 300.00 | 2,516.01 | 1,500.00 | 12,000.00 |
| Total Gas | 1,360.21 | 1,611.00 | 2,516.01 | 2,811.00 | 26,421.00 |
| Water & Sewer | | | | | |
| Sewer Treatment/Reclamation | 0.00 | 0.00 | 220.19 | 222.00 | 222.00 |
| Water/Sewer/Garbage - Church | 0.00 | 20.00 | 0.00 | 20.00 | 220.00 |
| Water/Sewer/Garbage - Parish | 0.00 | 449.60 | 449.60 | 899.20 | 5,395.20 |
| Total Water & Sewer | 0.00 | 469.60 | 669.79 | 1,141.20 | 5,837.20 |
| Total Utilities | 2,877.81 | 3,430.60 | 5,902.11 | 6,427.20 | 45,758.20 |
| Total Building Expenses | 3,710.40 | 5,222.34 | 20,102.00 | 23,500.60 | 129,218.20 |
| Catechesis Expenses | | | | | |
| Adult Formation | 150.00 | 150.00 | 452.94 | 150.00 | 1,400.00 |
| Children's Formation | 0.00 | 0.00 | 169.53 | 170.00 | 4,300.00 |
| Total Catechesis Expenses | 150.00 | 150.00 | 622.47 | 320.00 | 5,700.00 |
| Diocese | | | | | |
| Diocesan Apportionment | 1,562.00 | 1,562.00 | 3,124.00 | 3,124.00 | 18,750.00 |
| Other Diocesan Expenses | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Total Diocese | 1,562.00 | 1,562.00 | 3,124.00 | 3,124.00 | 18,750.00 |
| Endowment Guild (Legacy Society) | 0.00 | 0.00 | 0.00 | 0.00 | 1,000.00 |
| Fundraising Expenses | | | | | |
| Fundraising Events | 0.00 | 0.00 | 0.00 | 0.00 | 10,000.00 |
| Parish Life Events | 0.00 | 0.00 | 0.00 | 0.00 | 500.00 |
| Total Fundraising Expenses | 0.00 | 0.00 | 0.00 | 0.00 | 10,500.00 |
| Music | | | | | |
| Choir | 4,410.00 | 4,700.00 | 7,680.00 | 8,900.00 | 46,716.00 |

Church of the Atonement
Statement of Activity
February 2024

| | Feb 2024 | Feb Budget | YTD Actual | YTD Budget | 2024 Budget |
|-------------------------------------|-----------------|-----------------|-----------------|-----------------|------------------|
| Music Library | 20.00 | 20.00 | 20.00 | 20.00 | 1,000.00 |
| Orchestra/Bagpipers | 0.00 | 0.00 | 0.00 | 0.00 | 500.00 |
| Organ Repairs | 0.00 | 0.00 | 850.00 | 850.00 | 3,400.00 |
| Special Events | 277.40 | 0.00 | 277.40 | 0.00 | 0.00 |
| Total Music | 4,707.40 | 4,720.00 | 8,827.40 | 9,770.00 | 51,616.00 |
| Office Supplies | | | | | |
| Computer Software | 0.00 | 0.00 | 0.00 | 0.00 | 100.00 |
| Janitorial Supplies | 194.24 | 200.00 | 245.77 | 200.00 | 4,000.00 |
| Kitchen Supplies | 1,265.15 | 1,200.00 | 1,265.15 | 1,200.00 | 2,000.00 |
| Office Supplies | 7.99 | 0.00 | 232.33 | 0.00 | 3,000.00 |
| Postage | 0.00 | 0.00 | 118.80 | 0.00 | 450.00 |
| Printing | 197.87 | 200.00 | 197.87 | 200.00 | 200.00 |
| Total Office Supplies | 1,665.25 | 1,600.00 | 2,059.92 | 1,600.00 | 9,750.00 |
| Office/Parish Expenses | | | | | |
| Advertising | 0.00 | 0.00 | 0.00 | 0.00 | 400.00 |
| Coffee/Water Service | 115.91 | 120.00 | 266.62 | 240.00 | 1,000.00 |
| Copier | | | | | |
| Click Charges | 366.95 | 400.00 | 466.85 | 500.00 | 1,000.00 |
| Copier Lease | 626.79 | 570.00 | 1,196.60 | 1,140.00 | 6,840.00 |
| Copier Supplies | 175.01 | 0.00 | 175.01 | 0.00 | 300.00 |
| Total Copier | 1,168.75 | 970.00 | 1,838.46 | 1,640.00 | 8,140.00 |
| Dues & Subscriptions | 446.75 | 516.74 | 1,610.68 | 1,033.40 | 6,200.00 |
| Hospitality | 19.89 | 0.00 | 19.89 | 0.00 | 1,000.00 |
| Media/Communications | 0.00 | 0.00 | 0.00 | 0.00 | 250.00 |
| Miscellaneous | 2,986.87 | 0.00 | 2,986.87 | 0.00 | 400.00 |
| Stewardship | 0.00 | 0.00 | 0.00 | 0.00 | 750.00 |
| Website | 0.00 | 0.00 | 0.00 | 0.00 | 300.00 |
| Total Office/Parish Expenses | 4,738.17 | 1,606.74 | 6,722.52 | 2,913.40 | 18,440.00 |
| Outreach Expenses | 660.21 | 670.00 | 1,272.21 | 1,282.00 | 18,750.00 |
| Personnel | | | | | |
| 403(b) - Match | | | | | |
| Lay | 20.00 | 20.00 | 40.00 | 40.00 | 240.00 |
| Total 403(b) - Match | 20.00 | 20.00 | 40.00 | 40.00 | 240.00 |
| Assisting Clergy | 0.00 | 0.00 | 0.00 | 0.00 | 2,500.00 |
| Gross Salaries | 25,276.44 | 24,635.50 | 40,216.18 | 49,271.00 | 295,626.00 |
| Health Insurance | 2,789.66 | 2,790.00 | 5,579.32 | 5,580.00 | 33,180.00 |
| Health Savings Account | 0.00 | 0.00 | 800.00 | 800.00 | 3,200.00 |
| Insurance - Workers Compensation | 0.00 | 0.00 | 0.00 | 0.00 | 4,000.00 |
| Medicare (employer) | 265.02 | 270.00 | 525.15 | 540.00 | 3,240.00 |
| Payroll Service | 161.00 | 167.50 | 682.00 | 692.50 | 2,210.00 |
| Pension Premiums | | | | | |
| Clergy | 1,875.90 | 1,875.90 | 3,683.32 | 3,683.40 | 22,442.40 |
| Lay | 767.08 | 767.08 | 1,534.16 | 1,534.16 | 9,204.96 |
| Total Pension Premiums | 2,642.98 | 2,642.98 | 5,217.48 | 5,217.56 | 31,647.36 |
| Rector Continuing Education | 0.00 | 0.00 | 0.00 | 0.00 | 1,500.00 |
| Rector Expense & Hospitality | 0.00 | 0.00 | 94.79 | 0.00 | 1,000.00 |
| Rector Travel Expenses | 0.00 | 0.00 | 0.00 | 0.00 | 150.00 |
| Self Employment Tax Allowance | 487.68 | 487.77 | 975.36 | 975.45 | 5,852.25 |

Church of the Atonement
Statement of Activity
February 2024

| | Feb 2024 | Feb Budget | YTD Actual | YTD Budget | 2024 Budget |
|---------------------------------------|--------------------|-------------------|-------------------|--------------------|--------------------|
| Social Security (employer) | 1,133.15 | 1,134.00 | 2,245.41 | 2,259.40 | 13,599.40 |
| Total Personnel | 32,775.93 | 32,147.75 | 56,375.69 | 65,375.91 | 398,245.01 |
| Telephone & Internet | | | | | |
| Landline Equipment Lease | 210.10 | 211.00 | 420.20 | 422.00 | 2,532.00 |
| Landline Service | 331.04 | 331.00 | 835.33 | 662.00 | 3,972.00 |
| Rector's Cell Phone | 115.00 | 115.00 | 230.00 | 231.00 | 1,391.00 |
| Total Telephone & Internet | 656.14 | 657.00 | 1,485.53 | 1,315.00 | 7,895.00 |
| Worship/Altar Guild | | | | | |
| Christmas Decorations | 0.00 | 0.00 | 552.84 | 550.00 | 900.00 |
| Easter Decorations | 0.00 | 0.00 | 0.00 | 0.00 | 500.00 |
| Flowers | 0.00 | 0.00 | 0.00 | 0.00 | 2,000.00 |
| Vestments | 50.00 | 100.00 | 142.00 | 200.00 | 1,100.00 |
| Wine/Bread | 417.45 | 420.00 | 1,006.35 | 1,020.00 | 2,500.00 |
| Total Worship/Altar Guild | 467.45 | 520.00 | 1,701.19 | 1,770.00 | 7,000.00 |
| Total Expenditures | 51,346.06 | 49,120.83 | 102,742.87 | 111,440.91 | 680,684.21 |
| Net Operating Revenue | (22,284.61) | (6,683.15) | (2,473.85) | (16,697.66) | (62,201.12) |
| Other Revenue | | | | | |
| Other Ordinary Income | 0.00 | 0.00 | 26,000.00 | 26,000.00 | 26,000.00 |
| Transfer from Endowment Fund | 0.00 | 0.00 | 0.00 | 0.00 | 32,000.00 |
| Total Other Revenue | 0.00 | 0.00 | 26,000.00 | 26,000.00 | 58,000.00 |
| Net Revenue | (22,284.61) | (6,683.15) | 23,526.15 | 9,302.34 | (4,201.12) |

Commentary:

Revenue: CFF paid two months rent last month which caused Building Use income to be below budget. Fundraising efforts were from the March House Concert and the Shrove Tuesday dinner. Outreach income consisted of donations to Souper Bowl Sunday and those funds will be sent to Care for Real in March. Weekly Offerings were below budget by \$10,709.45. Last month Total Weekly Offerings were over budget by \$14,893.59 which indicates this is just a cash flow/timing issue. Income for the month was below budget by \$14,209.47 - the weekly offering deficit and Care For Friends paying two months rent in January.

Expenditures: Most expenditures in February were either below or at budget. Total Building Expenses were below budget by \$1,511.94. Miscellaneous Expenses were for the Vestry retreat (250), work related to getting a new water meter (1,500), some renovation work being done on the 3rd floor music department (277) and payment to the City Dept of Transportation for signage near the parking lot (960). The clergy pension premium number is now an accurate monthly expense. Total Expenses for February were over budget by \$2,681.30. Due to the deficit in revenue for February we end the month with a larger deficit than anticipated. Again, this is mainly due to cash flow and over budget income received in January.

Buildings & Property Guild/S4 Report

Monday, March 4, 5:30p in person (2nd fl Rectory) and online

Notes:

- **Space Sharing**
 - Contract: Collaborate with Edgewater Presbyterian Church. Review lease with Care for Friends and identify previous learnings.
 - Taxes: Consult with a tax attorney: income and property tax considerations
 - Preparation: Audit available spaces and needed maintenance to make them functional. Review existing space-sharer relationships.
 - Pricing model: Fr. Charles has a resource for market research?
- **Internal Organization Structure**
 - Split S4 and B&P so S4 can focus on space-sharing and other revenue stream opportunities. B&P will continue working on maintenance, remodels, (and CIF?).
 - Fr. Charles, Dave, and Caleb will huddle to create descriptions for potential sub-committees on space-sharing; one to focus on preparing space and processes and another will focus on prospecting new potential sharers. We will send out descriptions and a form so everyone can express interest in which subcommittee they would like to join.
 - Create an internal Drive folder and doc w/ running minutes. Dave will share the Google Drive. Caleb will then compile all the meeting notes.
- **Basement Remodel**
 - Asbestos abatement contractor is coming after Easter; sending deposit this week.
- **CIF - Climate Initiative Fund**
 - Everything is submitted to Guidehouse, waiting on them to send it to the city
- **Water Meter**
 - Waiting on city permit, but completion is imminent

Next meeting Monday, April 1, 2024