

Vestry Agenda for January 15, 2015

- I. Communion from reserved Sacrament
- II. Consideration of Agenda & Minutes
- III. Election of officers and authorization of committees
- IV. Reports: Finance, Treasurer – monthly ACS report
Wardens
Committees: Search; Parish Life; CF/Youth; CAC; newcomers; other reports
 - Interim Pastor
 - Does the new Vestry want to meet with staff before Lent?;
 - Does the Vestry want to train the new members in Sunday duty rotation protocol;
 - Installation at 11 am this Sunday
 - ⊗ Interim clergy will attend TN convention as guest.
 - ⊗ Interim Clergy will be absent for one week of continuing education, Jan. 26 – Feb. 2.
 - ⊗ When possible we will continue to observe special observances and feast days, e.g., saint's day. This Monday we will have a Rite I Holy Communion at 12:15 for the **Confession of Saint Peter**. Not observed will be The Conversion of Saint Paul nor The Presentation as I will be out of town.
- V. Old Business
 - Convention – Jan. 23/24: delegates: Jeannie Babb replacing Kathy Solomon, Marilyn Phelps, Kathleen Sturgis. No alternates as of this compilation.
 - Landscaping: funding and “master plan”
- VI. New Business
 - Salary package and profile for Search Committee
- V. Benediction

Next meeting Feb. 19, 2015, after **Ash Wednesday** is February 18 with services at 12:15 (new time) & 7 pm. This is a principal holy day of obligation as are **Maundy Thursday** and **Good Friday**.

The Installation of the Vestry for 2015, Otey Memorial Parish

Celebrant Beloved in Christ Jesus, as we are baptized by the Holy Spirit into the one Body, so we are given various gifts for ministry to serve that Body. We come to acknowledge and commission those who have served and those who will serve in this place.

As to the Vestry: Are these being presented committed to Jesus Christ as Lord, regular in their attendance to worship and ministry, and apprised of their duties before God and this congregation to serve His Church?

Sponsor I believe they are.

Being so called to minister in Christ's Name, will you perform it with diligence?

Vestry members may respond I will.

Will you faithfully and reverently execute the responsibilities of your ministry to the honor and glory of God, and to the comfort and benefit of His people in this community?

Members I will.

Sponsor These are presented to the ministry of the Vestry.

Celebrant The Lord gives wisdom; from His mouth comes knowledge and understanding; He stores up sound counsel for the upright; He strengthens those who walk with integrity.

V. I am your servant, Lord; grant me understanding:

R. That I may know your decrees.

Let us pray.

O Most Holy Trinity of perfect love, come in power upon Your whole Church, most especially, we pray, upon these who would serve you in this parish; that by their life and labor, by Your model and merit, their work for the advancement of Your Kingdom may always be guided, strengthened, and upheld by Your peace and presence; and this we pray in the Name of Him who died and rose again that we might be reconciled to You and one another. *Amen.*

In the Name of God,✠ Father, Son, and Holy Spirit, and of Otey Memorial Parish and the Diocese of Tennessee, you are commissioned as members of the Vestry.

You are my witnesses, says the Lord, my servants whom I have chosen.

Confirm, with Your heavenly benediction, good Lord, these that with sincere devotion of mind and means they may offer service which is acceptable and pleasing in Your sight; through Jesus Christ our Lord. *Amen*

MINUTES OF THE VESTRY

Otey Memorial Parish Church

January 15, 2015 6:30 PM

Present: Larry Barker; Alex Bruce; Pam Byerly, Steve Ford; Dorothy Gates;; Carol Sampson; Ken Taylor; Laura Willis; Doug Seiters, Sr. Warden; Jess Reeves, Interim Priest;

Absent: Ann Aitken

Visitors: Neil Patterson and Pete Trenchi

The meeting began at 6:30 PM with communion from reserved Sacrament and prayer

APPROVAL of NOVEMBER AND DECEMBER 14, 2014 MEETING MINUTES

Motion: Larry moved that the November meeting minutes be approved as amended.

Doug seconded the motion, and it was unanimously approved.

Motion: Carol moved that the December meeting minutes be approved as amended.

Steve seconded the motion, and it was unanimously approved.

TREASURER'S REPORT – Beth Wiley (See report Attached)

- 1. Financial Report:*** The report for fiscal year 2014 and January 2015 to 01/12/2015 were presented. The 2014 year end shows a shortfall of \$51,160.85. Beth has also provided a summary of the checking, investment and Restricted accounts, as well as an update of the Capital Campaign and Claiborne parish hall expenses.
- 2. Review 2015 Budget:*** After discussion of the 2015 budget, the Vestry agreed to consider whether any further amendments are required during the February meeting.

INTERIM PASTOR'S REPORT

1. New Vestry Members: The Vestry discussed whether to set a meeting of the new Vestry members with the staff and whether the new Vestry will be trained in the Sunday duties before becoming part of the rotation.

Installation: The new Vestry will be installed during the 11 am service on January 18.

2. Interim Clergy Continuing Education: Jess will attend continuing education classes from January 26 to February 2 and will not be in the office.

3. Special observances: This Monday we will have a Rite I Holy Communion at 12:15 for the Confession of Saint Peter.

SENIOR WARDEN'S REPORT - Doug Seiters (No Report)

JR. WARDEN'S REPORT-

There is no report this month.

COMMITTEES (ATTACHMENTS)

1. *Search Committee*- Laura, Steve (No report attached) The Search Committee is preparing a Parish profile, which will be brought to the Vestry this month prior to moving on to nominations. The Vestry decided to meet on February 1 to review the Parish Profile and to set salary and compensation for the new rector.

The Search Committee's news is on the Otey website at <www.oteyparish.org> Click on the Search link at the top left of the page.

2. *Stewardship* - Doug Seiters (No Report)

3. *Parish Life*- (No Report).

4. *Newcomer* – Carol Sampson. (No Report).

5. *CAC* – Larry Barker (Report Attached) Larry summarized the January CAC activity.

6. *Christian Formation*: Alex Bruce. (Report Attached)

FOTM sponsored a Lock-in, and Christmas Caroling at Emerald Hodgson Hospital during December and a presentation by Connie Kelly from the Cumberland Center for Justice and Peace on January 11. Upcoming events include a Super Bowl party, Winter retreat fundraiser and summer Mission trip to Kentucky.

7. *Building Committee*- Barbara Prunty (No Report)

NEW BUSINESS

1. *Election of Officers*: Officers for the 2015 year were elected. They are:

Senior Warden	Steve Ford
Junior Warden	Doug Seiters
Treasurer	Beth Wiley
Clerk	Ann Aitken

2. *Youth Ministry*: Neil Patterson brought to the Vestry questions concerning the path forward for the Otey youth ministry and requested permission for youth fundraisers. Pete Trenchi proposed more financial support for the youth ministries, so that there would be less need for the youth to raise funds.

Motion: Larry moved that fundraisers for and by the youth ministry members be approved. Carol seconded the motion and it was unanimously approved.

CONTINUING BUSINESS

1. *Convention:* Jeannie Babb, Marilyn Phelps and Kathleen Sturgis will represent Otey at the annual convention on January 23 and 24. Jess Reeves will attend as a guest.

OLD BUSINESS

The meeting closed with prayer.

NEXT MEETING IS FEBRUARY 19 at 6:30 pm in the Claiborne Parish Hall.

Respectfully submitted,
Ann Aitken, Clerk of the Vestry

ACTION ITEMS	LEAD
Review the 2015 budget	All
Search Committee meeting	All
Vestry nametags	Steve
Update monthly financial report to show prior year actuals.	Steve

Otey Memorial Parish
Vestry Long Form
Fund: Otey Church General Fund
January to December 2014

Note: The Report Option to include Open Transactions is selected.

Accounts	MTD Actual 2014	MTD Budget 2014	YTD Actual 2014	YTD Budget 2014	% of Annual Budget Used 2014	Annual Budget 2014
Revenues						
Support From Outside Sources						
4111 - Plate Offerings	\$1,153.12	\$583.37	\$6,921.12	\$7,000.00	98.87 %	\$7,000.00
4115 - 1/4th Plate to Rector's Discr Fd	(\$561.63)	(\$145.87)	(\$1,762.23)	(\$1,750.00)	0.00 %	(\$1,750.00)
4131 - Pledge Payments	\$21,631.25	\$26,666.63	\$271,470.96	\$320,000.00	84.83 %	\$320,000.00
4151 - Non-Pledge Gifts	\$4,731.08	\$1,500.00	\$35,168.85	\$18,000.00	195.38 %	\$18,000.00
4191 - Other Outside Support Revenues	\$650.00	\$1,166.63	\$14,599.35	\$14,000.00	104.28 %	\$14,000.00
Total Support From Outside Sources	<u>\$27,603.82</u>	<u>\$29,770.76</u>	<u>\$326,398.05</u>	<u>\$357,250.00</u>	<u>91.36 %</u>	<u>\$357,250.00</u>
Support From Internal Sources						
4511 - Checking Account Interest	\$0.00	\$0.00	\$17.18	\$0.00	0.00 %	\$0.00
4512 - Investment Income	\$0.00	\$0.00	\$25.58	\$0.00	0.00 %	\$0.00
4531 - Gains (Losses) on Investments Sold	\$0.00	\$0.00	\$444.85	\$0.00	0.00 %	\$0.00
4551 - Property Rental Income	\$26.00	\$0.00	\$1,376.00	\$0.00	0.00 %	\$0.00
Total Support From Internal Sources	<u>\$26.00</u>	<u>\$0.00</u>	<u>\$1,863.61</u>	<u>\$0.00</u>	<u>0.00 %</u>	<u>\$0.00</u>
Total Revenues	<u><u>\$27,629.82</u></u>	<u><u>\$29,770.76</u></u>	<u><u>\$328,261.66</u></u>	<u><u>\$357,250.00</u></u>	<u><u>91.89 %</u></u>	<u><u>\$357,250.00</u></u>
Expenses						
Work Outside Congregation						
5111 - Diocesan Assessment	\$3,122.25	\$3,122.25	\$37,467.00	\$37,467.00	100.00 %	\$37,467.00
5121 - Seminary Gift	\$0.00	\$269.75	\$0.00	\$3,237.00	0.00 %	\$3,237.00
5171 - Stephen Ministry Expenses	\$0.00	\$41.63	\$0.00	\$500.00	0.00 %	\$500.00
Total Work Outside Congregation	<u>\$3,122.25</u>	<u>\$3,433.63</u>	<u>\$37,467.00</u>	<u>\$41,204.00</u>	<u>90.93 %</u>	<u>\$41,204.00</u>
Work Within Congregation						
Programs						
Christian Education						
5311 - Christian Education	\$81.90	\$191.63	\$2,317.26	\$2,300.00	100.75 %	\$2,300.00
Total Christian Education	<u>\$81.90</u>	<u>\$191.63</u>	<u>\$2,317.26</u>	<u>\$2,300.00</u>	<u>100.75 %</u>	<u>\$2,300.00</u>
Parish Life						
5331 - Parish Life	\$299.05	\$166.63	\$1,609.86	\$2,000.00	80.49 %	\$2,000.00
Total Parish Life	<u>\$299.05</u>	<u>\$166.63</u>	<u>\$1,609.86</u>	<u>\$2,000.00</u>	<u>80.49 %</u>	<u>\$2,000.00</u>
Worship						
5351 - Altar Supplies	\$5.56	\$83.37	\$1,047.72	\$1,000.00	104.77 %	\$1,000.00
5353 - Communion Prep. & Confirmation	\$0.00	\$16.63	\$0.00	\$200.00	0.00 %	\$200.00
5355 - Music	\$525.00	\$83.37	\$1,123.53	\$1,000.00	112.35 %	\$1,000.00
5357 - Prayer Books and Materials	\$0.00	\$8.37	\$156.75	\$100.00	156.75 %	\$100.00
5359 - Organ and Piano Maintenance	\$0.00	\$116.63	\$950.00	\$1,400.00	67.86 %	\$1,400.00
5398 - Pastoral Care	\$0.00	\$20.87	\$0.00	\$250.00	0.00 %	\$250.00
Total Worship	<u>\$530.56</u>	<u>\$329.24</u>	<u>\$3,278.00</u>	<u>\$3,950.00</u>	<u>82.99 %</u>	<u>\$3,950.00</u>
Youth						

Otey Memorial Parish
Vestry Long Form
Fund: Otey Church General Fund
January to December 2014

Note: The Report Option to include Open Transactions is selected.

Accounts	MTD Actual 2014	MTD Budget 2014	YTD Actual 2014	YTD Budget 2014	% of Annual Budget Used 2014	Annual Budget 2014
5371 - Youth Ministry	(\$502.56)	\$250.00	\$3,000.00	\$3,000.00	100.00 %	\$3,000.00
Total Youth	(\$502.56)	\$250.00	\$3,000.00	\$3,000.00	100.00 %	\$3,000.00
Total Programs	\$408.95	\$937.50	\$10,205.12	\$11,250.00	90.71 %	\$11,250.00
Operating Expenses						
Salaries & Wages						
5411 - Clergy	\$4,354.17	\$4,354.13	\$52,250.04	\$52,250.00	100.00 %	\$52,250.00
5415 - Supply Clergy	\$0.00	\$145.87	\$646.19	\$1,750.00	36.93 %	\$1,750.00
5421 - Youth Minister	\$833.33	\$833.37	\$9,999.96	\$10,000.00	100.00 %	\$10,000.00
5431 - Organ & Choir	\$781.25	\$781.25	\$8,984.38	\$9,375.00	95.83 %	\$9,375.00
5432 - Supply Organ	\$75.00	\$50.00	\$525.00	\$600.00	87.50 %	\$600.00
5451 - Child Care	\$360.00	\$404.13	\$4,747.30	\$4,850.00	97.88 %	\$4,850.00
5461 - Dir. Christian Formation	\$1,035.17	\$1,035.13	\$12,422.04	\$12,422.00	100.00 %	\$12,422.00
5471 - CAC Director (Otey)	\$1,916.67	\$1,416.63	\$18,000.04	\$17,000.00	105.88 %	\$17,000.00
5481 - Office Staff	\$2,708.17	\$2,666.63	\$32,000.04	\$32,000.00	100.00 %	\$32,000.00
5486 - Financial Staff	\$916.67	\$458.37	\$4,794.89	\$5,500.00	87.18 %	\$5,500.00
5493 - Otey Notes	\$266.67	\$266.63	\$3,200.04	\$3,200.00	100.00 %	\$3,200.00
Total Salaries & Wages	\$13,247.10	\$12,412.14	\$147,569.92	\$148,947.00	99.08 %	\$148,947.00
Employee Benefits						
5511 - Clergy Pension	\$0.00	\$1,085.91	\$16,666.54	\$13,031.03	127.90 %	\$13,031.03
5521 - Clergy Insurance	\$1,921.30	\$632.00	\$21,568.90	\$7,584.00	284.40 %	\$7,584.00
5526 - Clergy Housing & Utility Allow.	\$1,250.00	\$1,250.00	\$15,000.00	\$15,000.00	100.00 %	\$15,000.00
5531 - Clergy - SECA Payments	\$434.32	\$428.71	\$5,211.84	\$5,144.63	101.31 %	\$5,144.63
5551 - Staff Payroll Taxes	\$674.57	\$601.49	\$7,167.29	\$7,217.55	99.30 %	\$7,217.55
5561 - Staff Pension	\$367.50	\$240.00	\$3,022.50	\$2,880.00	104.95 %	\$2,880.00
5571 - Staff Insurance	(\$38.50)	\$632.00	\$6,452.90	\$7,584.00	85.09 %	\$7,584.00
Total Employee Benefits	\$4,609.19	\$4,870.11	\$75,089.97	\$58,441.21	128.49 %	\$58,441.21
Insurance						
5611 - Property & Liability Insurance	\$0.00	\$583.37	\$7,688.00	\$7,000.00	109.83 %	\$7,000.00
5631 - Workers Compensation	\$0.00	\$101.12	\$1,424.00	\$1,213.00	117.39 %	\$1,213.00
Total Insurance	\$0.00	\$684.49	\$9,112.00	\$8,213.00	110.95 %	\$8,213.00
Facilities Expenses						
5711 - Repairs & Maintenance	\$800.00	\$208.37	\$2,197.66	\$2,500.00	87.91 %	\$2,500.00
5731 - Equipment Purchases	\$0.00	\$0.00	\$249.99	\$0.00	0.00 %	\$0.00
5751 - Contracted Services	\$970.00	\$1,166.63	\$13,826.96	\$14,000.00	98.76 %	\$14,000.00
5761 - Furnishings	\$569.00	\$166.63	\$569.00	\$2,000.00	28.45 %	\$2,000.00
5771 - Supplies	\$139.47	\$62.50	\$856.39	\$750.00	114.19 %	\$750.00
5781 - Electricity	\$964.03	\$600.00	\$9,839.12	\$7,200.00	136.65 %	\$7,200.00
5783 - Gas	\$585.13	\$266.63	\$3,030.51	\$3,200.00	94.70 %	\$3,200.00
5785 - Water & Sewer	\$171.77	\$216.63	\$1,937.85	\$2,600.00	74.53 %	\$2,600.00

Otey Memorial Parish
Vestry Long Form
Fund: Otey Church General Fund
January to December 2014

Note: The Report Option to include Open Transactions is selected.

Accounts	MTD Actual 2014	MTD Budget 2014	YTD Actual 2014	YTD Budget 2014	% of Annual Budget Used 2014	Annual Budget 2014
5790 - Grounds Maintenance	\$390.00	\$291.63	\$2,940.00	\$3,500.00	84.00 %	\$3,500.00
Total Facilities Expenses	\$4,589.40	\$2,979.02	\$35,447.48	\$35,750.00	99.15 %	\$35,750.00
Office Services						
5811 - Audit	\$0.00	\$416.63	\$5,900.00	\$5,000.00	118.00 %	\$5,000.00
5821 - Computer Expenses	\$0.00	\$266.63	\$2,712.77	\$3,200.00	84.77 %	\$3,200.00
5831 - Copying expenses	\$463.48	\$258.37	\$3,197.32	\$3,100.00	103.14 %	\$3,100.00
5841 - Office Supplies	\$215.40	\$175.00	\$1,839.91	\$2,100.00	87.61 %	\$2,100.00
5851 - Office Equipment Purchases	\$0.00	\$41.63	\$353.12	\$500.00	70.62 %	\$500.00
5861 - Postage	\$0.00	\$37.50	\$451.03	\$450.00	100.23 %	\$450.00
5871 - Telephone	\$1,894.28	\$508.37	\$8,903.87	\$6,100.00	145.97 %	\$6,100.00
5891 - Miscellaneous Expense	\$39.99	\$41.63	\$1,461.02	\$500.00	292.20 %	\$500.00
Total Office Services	\$2,613.15	\$1,745.76	\$24,819.04	\$20,950.00	118.47 %	\$20,950.00
Organizational Expenses						
5911 - Clergy Car Expense	\$300.75	\$208.37	\$1,459.66	\$2,500.00	58.39 %	\$2,500.00
5913 - Clergy Expense Allowance	\$255.50	\$83.37	\$407.99	\$1,000.00	40.80 %	\$1,000.00
5921 - Continuing Education	\$503.61	\$166.63	\$2,156.14	\$2,000.00	107.81 %	\$2,000.00
5922 - Continuing Education - Other	\$447.00	\$56.25	\$447.00	\$675.00	66.22 %	\$675.00
5931 - Convention & Travel	\$175.00	\$83.37	\$707.19	\$1,000.00	70.72 %	\$1,000.00
5941 - Ministering to New Members	\$0.00	\$25.00	\$135.00	\$300.00	45.00 %	\$300.00
5961 - Publications	\$214.89	\$83.37	\$1,377.97	\$1,000.00	137.80 %	\$1,000.00
5971 - Communications	\$90.52	\$83.37	\$965.60	\$1,000.00	96.56 %	\$1,000.00
5981 - Stewardship	\$100.00	\$83.37	\$345.00	\$1,000.00	34.50 %	\$1,000.00
5999 - Vestry	\$0.00	\$83.37	\$865.70	\$1,000.00	86.57 %	\$1,000.00
Total Organizational Expenses	\$2,087.27	\$956.47	\$8,867.25	\$11,475.00	77.27 %	\$11,475.00
Total Operating Expenses	\$27,146.11	\$23,647.99	\$300,905.66	\$283,776.21	106.04 %	\$283,776.21
Total Work Within Congregation	\$27,555.06	\$24,585.49	\$311,110.78	\$295,026.21	105.45 %	\$295,026.21
Total Expenses	\$30,677.31	\$28,019.12	\$348,577.78	\$336,230.21	103.67 %	\$336,230.21
Net Total	(\$3,047.49)	\$1,751.64	(\$20,316.12)	\$21,019.79	0.00 %	\$21,019.79
Other Expenses						
7711 - Debt Service Provision	\$4,827.56	\$1,666.63	\$30,169.33	\$20,000.00	150.85 %	\$20,000.00
Special expenses						
7400 - Search/Transition	\$0.00	\$83.37	\$675.40	\$1,000.00	67.54 %	\$1,000.00
Total Special expenses	\$0.00	\$83.37	\$675.40	\$1,000.00	67.54 %	\$1,000.00
Total Other Expenses	\$4,827.56	\$1,750.00	\$30,844.73	\$21,000.00	146.88 %	\$21,000.00
Net Operating Total	(\$7,875.05)	\$1.64	(\$51,160.85)	\$19.79	0.00 %	\$19.79

Otey Memorial Parish
Vestry Long Form
Fund: Otey Church General Fund
January 2015

Note: The Report Option to include Open Transactions is selected.

Accounts	MTD Actual This Year	MTD Budget This Year	YTD Actual This Year	YTD Budget This Year	% of Annual Budget Used This Year	Annual Budget This Year
Revenues						
Support From Outside Sources						
4111 - Plate Offerings	\$163.02	\$500.00	\$163.02	\$500.00	2.72 %	\$6,000.00
4115 - 1/4th Plate to Rector's Discr Fd	\$0.00	(\$125.00)	\$0.00	(\$125.00)	0.00 %	(\$1,500.00)
4131 - Pledge Payments	\$10,414.00	\$28,333.33	\$10,414.00	\$28,333.33	3.06 %	\$340,000.00
4151 - Non-Pledge Gifts	\$1,660.00	\$1,666.67	\$1,660.00	\$1,666.67	8.30 %	\$20,000.00
4191 - Other Outside Support Revenues	\$500.00	\$1,166.67	\$500.00	\$1,166.67	3.57 %	\$14,000.00
Total Support From Outside Sources	\$12,737.02	\$31,541.67	\$12,737.02	\$31,541.67	3.37 %	\$378,500.00
Support From Internal Sources						
4531 - Gains (Losses) on Investments Sold	\$910.79	\$0.00	\$910.79	\$0.00	0.00 %	\$0.00
4551 - Property Rental Income	\$0.00	\$416.67	\$0.00	\$416.67	0.00 %	\$5,000.00
Total Support From Internal Sources	\$910.79	\$416.67	\$910.79	\$416.67	18.22 %	\$5,000.00
Total Revenues	\$13,647.81	\$31,958.34	\$13,647.81	\$31,958.34	3.56 %	\$383,500.00
Expenses						
Work Outside Congregation						
5111 - Diocesan Assessment	\$0.00	\$2,083.33	\$0.00	\$2,083.33	0.00 %	\$25,000.00
Total Work Outside Congregation	\$0.00	\$2,083.33	\$0.00	\$2,083.33	0.00 %	\$25,000.00
Work Within Congregation						
Programs						
Christian Education						
5311 - Christian Education	\$0.00	\$145.83	\$0.00	\$145.83	0.00 %	\$1,750.00
Total Christian Education	\$0.00	\$145.83	\$0.00	\$145.83	0.00 %	\$1,750.00
Parish Life						
5331 - Parish Life	\$0.00	\$83.33	\$0.00	\$83.33	0.00 %	\$1,000.00
Total Parish Life	\$0.00	\$83.33	\$0.00	\$83.33	0.00 %	\$1,000.00
Worship						
5351 - Altar Supplies	\$0.00	\$83.33	\$0.00	\$83.33	0.00 %	\$1,000.00
5355 - Music	\$0.00	\$58.33	\$0.00	\$58.33	0.00 %	\$700.00
5357 - Prayer Books and Materials	\$0.00	\$8.33	\$0.00	\$8.33	0.00 %	\$100.00
5359 - Organ and Piano Maintenance	\$0.00	\$83.33	\$0.00	\$83.33	0.00 %	\$1,000.00
5398 - Pastoral Care	\$0.00	\$12.50	\$0.00	\$12.50	0.00 %	\$150.00
Total Worship	\$0.00	\$245.82	\$0.00	\$245.82	0.00 %	\$2,950.00
Youth						
5371 - Youth Ministry	\$0.00	\$166.67	\$0.00	\$166.67	0.00 %	\$2,000.00
Total Youth	\$0.00	\$166.67	\$0.00	\$166.67	0.00 %	\$2,000.00
Total Programs	\$0.00	\$641.65	\$0.00	\$641.65	0.00 %	\$7,700.00
Operating Expenses						
Salaries & Wages						

Otey Memorial Parish
Vestry Long Form
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January 2015

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Accounts	MTD Actual This Year	MTD Budget This Year	YTD Actual This Year	YTD Budget This Year	% of Annual Budget Used This Year	Annual Budget This Year
5411 - Clergy	\$0.00	\$4,354.17	\$0.00	\$4,354.17	0.00 %	\$52,250.00
5415 - Supply Clergy	\$0.00	\$83.33	\$0.00	\$83.33	0.00 %	\$1,000.00
5421 - Youth Minister	\$0.00	\$416.67	\$0.00	\$416.67	0.00 %	\$5,000.00
5431 - Organ & Choir	\$0.00	\$781.25	\$0.00	\$781.25	0.00 %	\$9,375.00
5432 - Supply Organ	\$0.00	\$50.00	\$0.00	\$50.00	0.00 %	\$600.00
5451 - Child Care	\$0.00	\$404.17	\$0.00	\$404.17	0.00 %	\$4,850.00
5461 - Dir. Christian Formation	\$0.00	\$861.83	\$0.00	\$861.83	0.00 %	\$10,342.00
5471 - CAC Director (Otey)	\$0.00	\$1,416.67	\$0.00	\$1,416.67	0.00 %	\$17,000.00
5481 - Office Staff	\$0.00	\$2,666.67	\$0.00	\$2,666.67	0.00 %	\$32,000.00
5486 - Financial Staff	\$0.00	\$916.67	\$0.00	\$916.67	0.00 %	\$11,000.00
5493 - Otey Notes	\$0.00	\$266.67	\$0.00	\$266.67	0.00 %	\$3,200.00
Total Salaries & Wages	\$0.00	\$12,218.10	\$0.00	\$12,218.10	0.00 %	\$146,617.00
Employee Benefits						
5511 - Clergy Pension	\$0.00	\$1,085.92	\$0.00	\$1,085.92	0.00 %	\$13,031.03
5521 - Clergy Insurance	\$0.00	\$632.00	\$0.00	\$632.00	0.00 %	\$7,584.00
5526 - Clergy Housing & Utility Allow.	\$0.00	\$1,250.00	\$0.00	\$1,250.00	0.00 %	\$15,000.00
5531 - Clergy - SECA Payments	\$0.00	\$428.72	\$0.00	\$428.72	0.00 %	\$5,144.63
5551 - Staff Payroll Taxes	\$0.00	\$686.41	\$0.00	\$686.41	0.00 %	\$8,236.91
5561 - Staff Pension	\$0.00	\$240.00	\$0.00	\$240.00	0.00 %	\$2,880.00
5571 - Staff Insurance	\$0.00	\$632.00	\$0.00	\$632.00	0.00 %	\$7,584.00
Total Employee Benefits	\$0.00	\$4,955.05	\$0.00	\$4,955.05	0.00 %	\$59,460.57
Insurance						
5611 - Property & Liability Insurance	\$0.00	\$583.33	\$0.00	\$583.33	0.00 %	\$7,000.00
5631 - Workers Compensation	\$0.00	\$101.08	\$0.00	\$101.08	0.00 %	\$1,213.00
Total Insurance	\$0.00	\$684.41	\$0.00	\$684.41	0.00 %	\$8,213.00
Facilities Expenses						
5711 - Repairs & Maintenance	\$0.00	\$166.67	\$0.00	\$166.67	0.00 %	\$2,000.00
5731 - Equipment Purchases	\$0.00	\$41.67	\$0.00	\$41.67	0.00 %	\$500.00
5751 - Contracted Services	\$0.00	\$1,166.67	\$0.00	\$1,166.67	0.00 %	\$14,000.00
5761 - Furnishings	\$0.00	\$41.67	\$0.00	\$41.67	0.00 %	\$500.00
5771 - Supplies	\$0.00	\$41.67	\$0.00	\$41.67	0.00 %	\$500.00
5781 - Electricity	\$0.00	\$766.67	\$0.00	\$766.67	0.00 %	\$9,200.00
5783 - Gas	\$0.00	\$266.67	\$0.00	\$266.67	0.00 %	\$3,200.00
5785 - Water & Sewer	\$0.00	\$216.67	\$0.00	\$216.67	0.00 %	\$2,600.00
5790 - Grounds Maintenance	\$0.00	\$291.67	\$0.00	\$291.67	0.00 %	\$3,500.00
Total Facilities Expenses	\$0.00	\$3,000.03	\$0.00	\$3,000.03	0.00 %	\$36,000.00
Office Services						
5811 - Audit	\$0.00	\$416.67	\$0.00	\$416.67	0.00 %	\$5,000.00
5821 - Computer Expenses	\$0.00	\$208.33	\$0.00	\$208.33	0.00 %	\$2,500.00

Otey Memorial Parish
Vestry Long Form
Fund: Otey Church General Fund
January 2015

Note: The Report Option to include Open Transactions is selected.

Accounts	MTD Actual This Year	MTD Budget This Year	YTD Actual This Year	YTD Budget This Year	% of Annual Budget Used This Year	Annual Budget This Year
5831 - Copying expenses	\$0.00	\$208.33	\$0.00	\$208.33	0.00 %	\$2,500.00
5841 - Office Supplies	\$8.00	\$125.00	\$8.00	\$125.00	0.53 %	\$1,500.00
5851 - Office Equipment Purchases	\$0.00	\$41.67	\$0.00	\$41.67	0.00 %	\$500.00
5861 - Postage	\$0.00	\$41.67	\$0.00	\$41.67	0.00 %	\$500.00
5871 - Telephone	\$0.00	\$508.33	\$0.00	\$508.33	0.00 %	\$6,100.00
5891 - Miscellaneous Expense	\$0.00	\$41.67	\$0.00	\$41.67	0.00 %	\$500.00
Total Office Services	<u>\$8.00</u>	<u>\$1,591.67</u>	<u>\$8.00</u>	<u>\$1,591.67</u>	<u>0.04 %</u>	<u>\$19,100.00</u>
Organizational Expenses						
5911 - Clergy Car Expense	\$0.00	\$83.33	\$0.00	\$83.33	0.00 %	\$1,000.00
5913 - Clergy Expense Allowance	\$0.00	\$41.67	\$0.00	\$41.67	0.00 %	\$500.00
5921 - Continuing Education	\$0.00	\$166.67	\$0.00	\$166.67	0.00 %	\$2,000.00
5922 - Continuing Education - Other	\$0.00	\$41.67	\$0.00	\$41.67	0.00 %	\$500.00
5931 - Convention & Travel	\$0.00	\$62.50	\$0.00	\$62.50	0.00 %	\$750.00
5941 - Ministering to New Members	\$0.00	\$16.67	\$0.00	\$16.67	0.00 %	\$200.00
5961 - Publications	\$0.00	\$62.50	\$0.00	\$62.50	0.00 %	\$750.00
5971 - Communications	\$0.00	\$16.67	\$0.00	\$16.67	0.00 %	\$200.00
5981 - Stewardship	\$0.00	\$33.33	\$0.00	\$33.33	0.00 %	\$400.00
5999 - Vestry	\$0.00	\$8.33	\$0.00	\$8.33	0.00 %	\$100.00
Total Organizational Expenses	<u>\$0.00</u>	<u>\$533.34</u>	<u>\$0.00</u>	<u>\$533.34</u>	<u>0.00 %</u>	<u>\$6,400.00</u>
Total Operating Expenses	<u>\$8.00</u>	<u>\$22,982.60</u>	<u>\$8.00</u>	<u>\$22,982.60</u>	<u>0.00 %</u>	<u>\$275,790.57</u>
Total Work Within Congregation	<u>\$8.00</u>	<u>\$23,624.25</u>	<u>\$8.00</u>	<u>\$23,624.25</u>	<u>0.00 %</u>	<u>\$283,490.57</u>
Total Expenses	<u>\$8.00</u>	<u>\$25,707.58</u>	<u>\$8.00</u>	<u>\$25,707.58</u>	<u>0.00 %</u>	<u>\$308,490.57</u>
Net Total	\$13,639.81	\$6,250.76	\$13,639.81	\$6,250.76	18.18 %	\$75,009.43
Other Expenses						
7711 - Debt Service Provision	\$0.00	\$4,744.90	\$0.00	\$4,744.90	0.00 %	\$56,938.80
Special expenses						
7400 - Search/Transition	\$0.00	\$1,500.00	\$0.00	\$1,500.00	0.00 %	\$18,000.00
Total Special expenses	<u>\$0.00</u>	<u>\$1,500.00</u>	<u>\$0.00</u>	<u>\$1,500.00</u>	<u>0.00 %</u>	<u>\$18,000.00</u>
Total Other Expenses	<u>\$0.00</u>	<u>\$6,244.90</u>	<u>\$0.00</u>	<u>\$6,244.90</u>	<u>0.00 %</u>	<u>\$74,938.80</u>
Net Operating Total	\$13,639.81	\$5.86	\$13,639.81	\$5.86	19311.64 %	\$70.63

Otey Memorial Parish Church Investments and Restricted Accounts Information

Report Date: January 12, 2015

	<u>Amounts</u> 9/16/14	<u>Amounts</u> 1/12/15
Regions Operations Checking Account:	\$86,544	\$116,150
Investments:		
Vanguard	\$157,889	\$162,170
Regions Money Market	<u>\$ 13,421</u>	<u>\$ 13,423</u>
Total	\$171,310	\$175,593
Minus Reserve	<u>-\$100,000</u>	<u>-\$100,000</u>
	\$ 71,310	\$ 75,593

Restricted Accounts/Committed: (balance)

Buildings Repair	\$0	\$ 0
Memorials	\$6,455	\$ 6,455
CAC	\$5,147	\$ 6,146
Other	<u>\$2,508</u>	
Sacristy		\$ 0
ECW		\$ 725
EYC Fundraiser		\$ 66
Flowers		\$ 2,228
Shrove Tuesday		\$ 1,065
Miscellaneous Restricted		\$ 1,184
Parish House		<u>\$31,213**</u>
Total	\$14,110	\$49,082

Investments Available for PH Construction/Other:	\$75,593
** To be verified; auditor's adjusting entry	<u>-\$49,082</u>
Involved	\$26,511

1st Tennessee Bank Construction Loan

\$682,088 [of approved \$725,000 amount]

Interest Payments:

April 1, 2014	\$ 523.08	Interest Only
May 1, 2014	\$ 469.48	Interest Only
June 1, 2014	\$ 1,204.57	Interest Only
July 1, 2014	\$ 1,672.78	Interest Only
August 1, 2014	\$ 2,166.07	Interest Only
September 1, 2014	\$ 2,055.74	Interest Only
October 1, 2014	\$ 6,212.42	Principal & Interest
November 1, 2014	\$ 6,265.60	Principal & Interest
December 1, 2014	\$ 4,772.03	Principal & Interest
January 1, 2015	<u>\$ 4,827.56</u>	Principal & Interest
<i>2014 Total</i>	<i>\$30,169.33</i>	

Other Information:

Phase II Design/Construction Costs – To Date: \$2,192,451.96*

Capital Campaign Pledge Payments & Gifts: \$1,202,185.90* as of December 31, 2014 with about \$74,285* in active pledges outstanding.

Expect to write off about \$30,000-\$46,000 in pledges. No activity or limited & dated activity in these pledges.

Construction Recap

\$ 2,192,452 Costs (Paid)*

-\$1,202,186 Gifts*

-\$ 682,088 Borrowed

-\$ 300,000 Transferred from investments

\$ 8,178 Absorbed (checking account balance)

New Debt Service Reduction Account Gifts to Date:

Pledged - \$57,895

Gifts to Date - \$1,530 (Pledge payments and additional gifts)

Report to Vestry, January 2015

December and January FOTM Events:

Friday, December 5: Lock-in in Brooks Hall.

We had a lock-in from 5 PM Friday to 8 AM Saturday. Adults in attendance were Neil Patterson, Pete Trenchi, and Graff Wilson (Sewanee student). There were 10 FOTM attendees. There were two high school attendees and 8 middle school students.

Sunday, December 5: Christmas Caroling at Emerald Hodgson Hospital

Five adults (Tom Adamson on guitar, Al Bardi, Kristie Oehlemeyer, Amy Patterson, Pete Trench, Neil Patterson) and 7 youth sang songs, followed by snacks at the Patterson's.

Sunday, January 11: CCJP presentation and brainstorming for winter retreat

Connie Kelly from Cumberland Center for Justice and Peace brought sign-up forms for the "Be the Change" all day retreat at Otey/St. Marks Hall in February. FOTM members who had previously attended CCJP events led an activity and answered questions about past retreats. Following this, we brainstormed things to do at the Youth Winter Retreat to Grace Point retreat center.

Upcoming events:

Sunday, February 1: Super Bowl Party, Masters' residence

Friday, February 20 to Sunday, February 22: Winter retreat at Grace Point Retreat Center (www.gracepoint.org).

FOTM silent auction fundraiser: Proposed dates: April 12 and 19 (announced on Easter).

FOTM Mission trip to Kentucky: tentative dates: the last week of July, 2015.