

St. Luke's Episcopal Church, Sister Bay, Wisconsin

Vestry Meeting August 18, 2024

Attendees: Vestry Members Brit Frazier, Ralph Blankenburg, Ross Holton, Pat Lee, Paul Neuman, Chris Roedl, Julie Hubbard, Ray Osinski; Norma Bramsen via teleconference; Trudy Jischke absent, Karen Malzahn and Stan Hoffert in attendance.

Susan Crawford and Carol Ann Osinski present and observed.

The meeting convened at 11:35 AM with an opening prayer by Brit.

Minutes: The minutes of the July 21 Vestry meeting were approved.

Calendar: Brit updated the Vestry on the status and scheduling of the following church events and programs:

- Rector's vacation, away for Sunday Services Sept. 15th and 22nd
- Blessing of the Animals, Sunday afternoon, October 6th
- St. Luke's Day, Wednesday October 16th
- Brit to host Choir-Nicopia ecumenical event in Sturgeon Bay, November 10th

Treasurer's Report: Karen submitted financial statements setting forth the church's assets, liabilities and financial transactions for the month of July 2024. The financial statements are attached to these minutes. Karen and Paul explained that due to the union of the Wisconsin's three Dioceses, the Diocese of Fond du Lac is closing its current investment fund titled Diocesan Common Trust (DCT) and recommending that St. Luke's investment portfolio, currently residing in the DCT, be rolled over to the new Wisconsin Diocese's Trustees of Funds and Endowments (TFE). A motion was made and passed that the St. Luke investment funds in the DCT be moved to the TFE.

Investment Report: Paul summarized the performance and activity of the church's investments in the Diocesan Common Trust Fund and the Nicolet/Schwab account. He provided the Vestry a spreadsheet showing the current 2024 investment results noting that the spread sheet does not show the month by month Diocesan investment account results as that information is provided to the Church on a quarterly basis.

Rector's Report: Brit expressed her appreciation for the work done by the Church's Lay Ministries leaders in updating the descriptions organizational improvements of the various Ministries. She presented an updated Church Policy on Weddings and Funerals. A motion was made and passed to adopt the presented revised policy. Brit informed the Vestry that she will send a letter to the church's members in October to initiate the 2025 Stewardship drive.

Junior Warden's Report: Ross reported that the church's request to the Door County Medical Center to use their parking lot, along with the church's lot, for the Fall Fest fundraising event to raise funds for outreach is on hold pending the Center's receipt of its counsel's opinion on the request. The church's parking lot repair has been completed. A report was provided on the status of the church's second floor renovation work along with listing of the work yet to be done or that has been

completed. Completion of the renovation is anticipated in November or early December of this year.

Senior Warden's Report: Ralph gave an update on the continuing reviews of official church and documented policies. He specifically noted that separate Columbarium and Memorial Garden policies, rather than the current combined policy is being drafted for the Vestry's review. Upon finalization of the two policies, the Vestry will address renovation, design and landscaping of these two grounds.

Outreach Report: With Trudy not being present, the report was tabled until the next vestry meeting.

Old Business: The Vestry discussed of renewal of the "Happy Hour" Zoom member meetings and a decision made to again hold these meetings on a every other week, Thursday, late afternoon basis. Betsy Rodgers who originally set up the Zoom account and coordinated participation, will be asked to do so again and will be reimbursed for the cost of obtaining the needed Zoom account. A revival of the Canterbury Cinema event was discussed favored. Ray is to follow-up by organizing a small committee to determine how films are to be chosen and the logistics of how the program is to function and being coordinated and led by two or more parish members.

New Business: No meeting will be held in September. The next meeting of the Vestry will be Monday, Oct. 7, 2024, at 5:30 PM

The meeting was adjourned at 12:33 PM with a closing prayer by Brit.

St. Luke's Episcopal Church - Sister Bay WI
Balance Sheet as of July 31, 2024

Sunday, August 25, 2024

Page 1 of 1

Account #	Account Name	Period Activity	YTD Balance	Beginning Balance
CURRENT ASSETS				
<i>Endowment Assets</i>				
1.0004	Diocesan Common Trust Fund	(5,947.75)	669,966.16	647,448.59
1.0005	Schwab Investment Fund	9,576.31	510,436.71	481,027.82
	Total Endowment Assets	\$3,628.56	\$1,180,402.87	\$1,128,476.41
<i>Cash Funds on Hand</i>				
1.0001	Checking Account Nicolet Bank	(6,530.02)	177,450.23	31,756.81
1.0002	Operations Money Market Acct	0.00	0.00	20,314.32
	Total Cash Funds on Hand	(\$6,530.02)	\$177,450.23	\$52,071.13
	TOTAL CURRENT ASSETS	(\$2,901.46)	\$1,357,853.10	\$1,180,547.54
LIABILITIES				
<i>Payroll Liabilities</i>				
2.0005	944/941 Federal Tax Withholding	(13.20)	1,620.28	1,738.94
2.0006	Wisconsin Tax Withholding	214.44	1,501.08	1,958.29
	Total Payroll Liabilities	\$201.24	\$3,121.36	\$3,697.23
2.0020	Prepaid Pledges	0.00	0.00	6,195.00
	TOTAL LIABILITIES	\$201.24	\$3,121.36	\$9,892.23
FUND BALANCES				
<i>GENERAL OPERATING FUNDS BALANCE</i>				
3.0001	Operating Fund Balance	6,723.68	45,133.94	38,903.90
	TOTAL GENERAL OPERATING FUNDS BALANCE	\$6,723.68	\$45,133.94	\$38,903.90
<i>NON-OPERATING FUNDS BALANCE</i>				
3.0022	Non-Operating (Pass Through) Fund Balance	2,359.11	17,729.30	0.00
	TOTAL NON-OPERATING FUNDS BALANCE	\$2,359.11	\$17,729.30	\$0.00
<i>BEQUEST, BURIAL & MEMORIAL FUND BALANCE</i>				
3.0049	Burial Fund Balance	0.00	1,100.00	1,100.00
3.0050	<i>Memorial Fund Balance</i>			
3.0052	Ted Laitner Memorial Fund Balance	280.00	2,480.00	700.00
3.0060	Jean Berkenstock Memorial Fund Balance	0.00	125.00	125.00
3.0061	Jane Weis Memorial Fund Balance	0.00	1,600.00	1,350.00
3.0062	Lori Holton Memorial Fund Balance	0.00	4,450.00	0.00
3.0063	Building Fund in Honor of Lori Holton Balance	(16,094.05)	101,710.63	0.00
	<i>Total Memorial Fund Balance</i>	<i>(\$15,814.05)</i>	<i>\$110,365.63</i>	<i>\$2,175.00</i>
	TOTAL BEQUEST, BURIAL & MEMORIAL FUNDS BALANCE	(\$15,814.05)	\$111,465.63	\$3,275.00
TOTAL ENDOWMENT FUNDS BALANCE				
<i>Investment Funds</i>				
3.0005	Schwab Investment Fund Balance	9,576.31	510,436.71	481,027.82
3.0025	Diocesan Common Trust Fund Balance	(5,947.75)	669,966.16	647,448.59
	Total Investment Fund Holdings	\$3,628.56	\$1,180,402.87	\$1,128,476.41
	TOTAL ENDOWMENT FUNDS BALANCE	\$3,628.56	\$1,180,402.87	\$1,128,476.41
	TOTAL FUND BALANCES	(\$3,102.70)	\$1,354,731.74	\$1,170,655.31
	Total LIABILITIES and FUND BALANCES	(\$2,901.46)	\$1,357,853.10	\$1,180,547.54

St. Luke's Episcopal Church - Sister Bay WI
Treasurer's Report as of July 2024

Sunday, August 25, 2024

Page 1 of 5

Account #	Account Name	Period Activity	YTD Balance	Annual Budget	Annual Budget Remaining
-----------	--------------	-----------------	-------------	---------------	-------------------------

INCOME

INCOME FOR OPERATIONS

Pledging Income

4.0001	General Pledge	19,430.00	97,250.00	138,860.00	41,610.00
	Total Pledged	\$19,430.00	\$97,250.00	\$138,860.00	\$41,610.00

Other Revenue for Operations

4.0006	Misc Income for Operations	0.00	0.20		
4.0008	Nicolet Interest and Refunds	83.39	270.37		
4.0010	Designated Parishioner Gifts for Operations	0.00	1,020.00		
4.0400	Canterbury Room Use	150.00	550.00	1,000.00	450.00
	Total Other Revenue for Operations	\$233.39	\$1,840.57	\$1,000.00	\$450.00

Non-Pledge Gifts for Operations

4.0002	Giver of Record	645.00	4,680.00	16,570.00	11,890.00
4.0003	General Plate	670.00	5,587.00	7,477.00	1,890.00
4.0005	Visitor	0.00	215.00	880.00	665.00
4.0012	Christmas Offering	0.00	0.00	340.00	340.00
4.0015	Easter Offering	0.00	745.00	665.00	(80.00)
4.0107	Gifts for Non-Holiday Altar Flowers	0.00	100.00		
	Total Non-Pledge Giving for Operations	\$1,315.00	\$11,327.00	\$25,932.00	\$14,705.00

Carryover Cash for Operations

4.0030	Operating Cash Carried Over From Last Year	0.00	0.00	10,595.00	10,595.00
	Total Carryover Cash for Operations	\$0.00	\$0.00	\$10,595.00	\$10,595.00
	TOTAL INCOME FOR OPERATIONS	\$20,978.39	\$110,417.57	\$176,387.00	\$67,360.00

INCOME FOR NON-OPERATING PURPOSES

Pass-Through Gifts

4.0020	Ingathering Gifts for Masvingo	0.00	5,190.00		
4.0023	Ingathering for UTO	0.00	620.00		
4.4082	NDCC Northern Door ChildrensCtr Ingathering	0.00	1,120.00		
	Total Pass-Through Giving Income	\$0.00	\$6,930.00		

Gifts for Outreach

4.0100	General Outreach Gifts	0.00	2,882.98		
4.4081	Outreach Gifts for Food Pantry	23.00	641.00		
	Total Gifts for Outreach	\$23.00	\$3,523.98		

Carryover Cash for Non-Operating Uses

4.3030	Cash for Food Pantry Carried Over From Last Year	0.00	0.00	561.00	561.00
	Total Carryover Cash for Non-Operating Uses	\$0.00	\$0.00	\$561.00	\$561.00

St. Luke's Episcopal Church - Sister Bay WI
Treasurer's Report as of July 2024

Sunday, August 25, 2024

Page 2 of 5

Account #	Account Name	Period Activity	YTD Balance	Annual Budget	Annual Budget Remaining
Other Non-Operating Income					
4.0009	Pass Through to Discretionary Account	308.36	308.36		
4.0052	Ted Laitner Memorial Income	280.00	1,780.00		
4.0061	Jane Weis Memorial Fund Income	0.00	250.00		
4.0062	Lori Holton Memorial Income	0.00	4,450.00		
4.0063	Building Fund in Honor of Lori Holton Income	0.00	150,000.00		
4.0082	Gifts for Memorial Garden	200.00	1,200.00		
	Total Other Non-Operating Income	\$788.36	\$157,988.36		
Non-Operating Transfers from Investment					
4.0300	Transfer from Diocesan Trust for Non-Operating Use	5,947.75	17,843.25	23,791.00	5,947.75
	Total Investment Transfers for Non-Operating Uses	\$5,947.75	\$17,843.25	\$23,791.00	\$5,947.75
	TOTAL INCOME FOR NON-OPERATING PURPOSES	\$6,759.11	\$186,285.59	\$24,352.00	\$6,508.75
INVESTMENT GAINS (SEE ALSO LOSSES)					
4.0026	Diocesan Fund Gains	0.00	41,738.44		
4.0027	Schwab Fund Gains, Earnings and Dividends	9,785.21	43,206.65		
	TOTAL INVESTMENT GAINS	\$9,785.21	\$84,945.09		
	TOTAL INCOME	\$37,522.71	\$381,648.25	\$200,739.00	\$73,868.75
EXPENSES					
STAFFING					
Rector Salary and Benefits					
5.0010	Rector Pension	2,400.00	9,600.00	10,800.00	1,200.00
5.0500	Rector Salary	4,816.66	33,716.62	57,800.00	24,083.38
5.0501	Rector Housing Allowance	1,850.00	12,950.00	22,200.00	9,250.00
5.0502	Rector Insurance (Health, Dental, Life, HSA)	1,940.10	17,030.70	27,139.00	10,108.30
5.0550	Rector Education	0.00	1,000.00	1,000.00	0.00
5.0551	Rector Travel	0.00	335.42	4,200.00	3,864.58
	Total Rector Salary and Benefits	\$11,006.76	\$74,632.74	\$123,139.00	\$48,506.26
Other Parish Staff Salaries					
5.0553	FICA/Medicare	46.67	404.26	921.00	516.74
5.0600	Parish Bookkeeper	420.28	3,982.73	6,760.00	2,777.27
5.0601	Parish Organist	352.00	3,064.00	5,280.00	2,216.00
	Total Other Parish Staff Salaries	\$818.95	\$7,450.99	\$12,961.00	\$5,510.01
Other Personnel Costs					
5.0103	Supply Clergy Salary	0.00	0.00	520.00	520.00
5.0116	Direct Deposit	12.50	104.68	160.00	55.32
5.0504	Supply Clergy Travel	0.00	0.00	760.00	760.00

St. Luke's Episcopal Church - Sister Bay WI
Treasurer's Report as of July 2024

Sunday, August 25, 2024

Page 3 of 5

Account #	Account Name	Period Activity	YTD Balance	Annual Budget	Annual Budget Remaining
5.0506	Workers Comp Insurance	0.00	532.00	700.00	168.00
5.0740	Diocesan Convention Delegation	0.00	80.00	300.00	220.00
Total Other Personnel Costs		\$12.50	\$716.68	\$2,440.00	\$1,723.32
Total STAFFING		\$11,838.21	\$82,800.41	\$138,540.00	\$55,739.59
MINISTRIES					
Worship & Music Ministries					
5.0111	Printed Materials for Worship	129.94	1,846.93	1,800.00	(46.93)
5.0112	Altar Supplies	0.00	148.81	1,300.00	1,151.19
5.0127	Christmas/Easter Flowers	0.00	581.46	1,250.00	668.54
5.0507	Videography of Sermons	0.00	300.00	600.00	300.00
Total Worship & Music Ministries		\$129.94	\$2,877.20	\$4,950.00	\$2,072.80
Fellowship Ministries					
5.0145	Video Fees / Zoom/Website	0.00	225.00	430.00	205.00
5.0210	Expenses Financed by Designated Parishioner Gifts	0.00	787.00		
Total Fellowship Ministries		\$0.00	\$1,012.00	\$430.00	\$205.00
Total MINISTRIES		\$129.94	\$3,889.20	\$5,380.00	\$2,277.80
Administration					
5.0102	Financial Review	0.00	200.00	500.00	300.00
5.0110	Advertising	0.00	1,640.52	1,700.00	59.48
5.0113	Office Supplies (incl. Postage)	0.00	258.22	1,100.00	841.78
5.0117	Nicolet, Post Office and Tax Fees	(27.24)	(10.24)	300.00	310.24
5.0118	Online Giving Fees (VANCO)	23.95	71.85		
5.0119	Accounting Software and support	0.00	0.00	800.00	800.00
Total ADMINISTRATION		(\$3.29)	\$2,160.35	\$4,400.00	\$2,311.50
FACILITIES					
Utilities					
5.0122	Trash Service	115.50	262.55	450.00	187.45
5.0701	Electricity	137.30	1,283.85	3,800.00	2,516.15
5.0703	Propane	0.00	0.00	2,300.00	2,300.00
5.0704	Landline and Internet	166.77	1,152.75	1,900.00	747.25
5.0705	Water & Sewer	220.67	647.65	1,000.00	352.35
Total Utilities		\$640.24	\$3,346.80	\$9,450.00	\$6,103.20
Building Maintenance and Protection					
5.0115	Repairs & Maintenance	0.00	1,362.76	3,500.00	2,137.24
5.0120	General Cleaning	536.25	4,097.50	4,300.00	202.50
5.0121	General Supplies	0.00	157.65	600.00	442.35

St. Luke's Episcopal Church - Sister Bay WI
Treasurer's Report as of July 2024

Sunday, August 25, 2024

Page 4 of 5

Account #	Account Name	Period Activity	YTD Balance	Annual Budget	Annual Budget Remaining
5.0130	Landscaping Services	235.00	585.00	1,500.00	915.00
5.0131	Lawn Mowing	360.00	990.00	1,150.00	160.00
5.0132	Snow Removal / Salting	0.00	1,325.00	2,800.00	1,475.00
5.0135	Grounds Supplies (salt, mulch, etc.)	5.00	171.00	500.00	329.00
5.0690	Building Insurance	0.00	2,027.50	4,100.00	2,072.50
	Total Building Maintenance and Protection	\$1,136.25	\$10,716.41	\$18,450.00	\$7,733.59
	Total FACILITIES	\$1,776.49	\$14,063.21	\$27,900.00	\$13,836.79
DIOCESAN PLEDGE					
5.0101	Diocesan Pledge	0.00	0.00	22,496.00	22,496.00
	Total DIOCESAN PLEDGE	\$0.00	\$0.00	\$22,496.00	\$0.00
NON-OPERATING EXPENSES					
BENEVOLENCES					
5.0080	Outreach Barb Sajna Camp Scholarship Spending	0.00	1,000.00	1,000.00	0.00
5.0095	Rector Discretionary Account	513.36	1,274.36		
	Total BENEVOLENCES	\$513.36	\$2,274.36	\$1,000.00	\$0.00
Outreach Spending					
5.0081	Outreach Food Pantry Spending	0.00	291.29		
5.0100	Outreach General Spending	3,000.00	3,855.00	10,315.00	6,460.00
	Total Outreach Spending	\$3,000.00	\$4,146.29	\$10,315.00	\$6,460.00
Pass-Through (Outreach) Spending					
5.0022	Masvingo Ingatherings Expenses	0.00	5,190.00		
5.0023	UTO Ingathering Expenses	0.00	620.00		
5.4082	NDCC NorDoorChildrens Center Ingathering Expenses	1,120.00	1,120.00		
	Total Pass-Through (Outreach) Spending	\$1,120.00	\$6,930.00		
Other Non-Operating Expenses					
5.0016	Non-Operating Reserve Fund from Investments	0.00	0.00	5,000.00	5,000.00
5.0082	Memorial Garden Expenses	0.00	0.00	3,500.00	3,500.00
	Total Other Non-Operating Expenses	\$0.00	\$0.00	\$8,500.00	\$8,500.00
	TOTAL OUTREACH AND OTHER NON-OPERATING EXPENSES	\$4,633.36	\$13,350.65	\$19,815.00	\$14,960.00
Memorial and Burial Fund Expenses					
5.0063	Building Fund in Honor of Lori Holton Expense	16,094.05	48,289.37		
	Total MEMORIAL AND BURIAL FUND EXPENSES	\$16,094.05	\$48,289.37		
Investment Losses & Expenses					
5.0025	Diocesan Fund Management Charges	0.00	1,377.62		

St. Luke's Episcopal Church - Sister Bay WI
Treasurer's Report as of July 2024

Sunday, August 25, 2024

Page 5 of 5

Account #	Account Name	Period Activity	YTD Balance	Annual Budget	Annual Budget Remaining
5.0027	Schwab Fund Losses and Fees	208.90	13,797.76		
5.0031	Withdrawal from DC Trust for Non-Operating Uses	5,947.75	17,843.25		
	Total INVESTMENT LOSSES AND EXPENSES	\$6,156.65	\$33,018.63		
	TOTAL EXPENSES	\$40,625.41	\$197,571.82	\$218,531.00	\$111,621.68
	Difference	(\$3,102.70)	\$184,076.43	(\$17,792.00)	

St. Luke's Episcopal Church - Sister Bay WI
Treasurer's Report as of July 2024

Thursday, August 15, 2024

Account #	Account Name	Period Activity	YTD Balance	Annual Budget	Annual Budget Remaining
-----------	--------------	-----------------	-------------	---------------	-------------------------

Page 3 of 7

INCOME

INCOME FOR OPERATIONS

Pledging Income

4.0001	General Pledge				
		Total Pledged	19,430.00	138,860.00	41,610.00
			\$19,430.00	\$138,860.00	\$41,610.00

Other Revenue for Operations

4.0006	Misc Income for Operations	0.00	0.20		
4.0008	Nicolet Interest and Refunds	83.39	270.37		
4.0010	Designated Parishioner Gifts for Operations	0.00	1,020.00		
4.0400	Canterbury Room Use	150.00	550.00	1,000.00	450.00
	Total Other Revenue for Operations	\$233.39	\$1,840.57	\$1,000.00	(\$840.57)

Non-Pledge Gifts for Operations

4.0002	Giver of Record	645.00	4,680.00	16,570.00	11,890.00
4.0003	General Plate	670.00	5,587.00	7,477.00	1,890.00
4.0005	Visitor	0.00	215.00	880.00	665.00
4.0012	Christmas Offering	0.00	0.00	340.00	340.00
4.0015	Easter Offering	0.00	745.00	665.00	(80.00)
4.0107	Gifts for Non-Holiday Altar Flowers	0.00	100.00		
	Total Non-Pledge Giving for Operations	\$1,315.00	\$11,327.00	\$25,932.00	\$14,605.00

Carryover Cash for Operations

4.0030	Operating Cash Carried Over From Last Year	0.00	0.00	10,595.00	10,595.00
	Total Carryover Cash for Operations	\$0.00	\$0.00	\$10,595.00	\$10,595.00

Transfers from Investments to Operating Fund

4.0025	Transfer from Diocesan Fund for Operations	0.00	11,895.50	22,000.00	10,104.50
	Total Transfers from Investments to Operating Fund	\$0.00	\$11,895.50	\$22,000.00	\$10,104.50
	TOTAL INCOME FOR OPERATIONS	\$20,978.39	\$122,313.07	\$198,387.00	\$76,073.93

INCOME FOR NON-OPERATING PURPOSES

Pass-Through Gifts

4.0020	Ingathering Gifts for Masvingo	0.00	5,190.00		
4.0023	Ingathering for UTO	0.00	620.00		
	Total Pass-Through Giving Income	\$0.00	\$5,810.00		

Gifts for Outreach

4.0100	General Outreach Gifts	0.00	2,882.98		
4.4081	Outreach Gifts for Food Pantry	23.00	641.00	2,000.00	1,359.00
4.4082	Outreach Gifts for NDCC Northern Door ChildrensCtr	0.00	1,120.00		
	Total Gifts for Outreach	\$23.00	\$4,643.98	\$2,000.00	(\$2,643.98)

St. Luke's Episcopal Church - Sister Bay WI
Treasurer's Report as of July 2024

Thursday, August 15, 2024

Page 4 of 7

Account #	Account Name	Period Activity	YTD Balance	Annual Budget	Annual Budget Remaining
Other Non-Operating Income					
4.0009	Pass Through to Discretionary Account	308.36	308.36		
4.0052	Ted Laitner Memorial Income	280.00	1,780.00		
4.0061	Jane Weis Memorial Fund Income	0.00	250.00		
4.0062	Lori Holton Memorial Income	0.00	4,450.00		
4.0063	Building Fund in Honor of Lori Holton Income	0.00	150,000.00		
4.0082	Gifts for Memorial Garden	200.00	1,200.00		
	Total Other Non-Operating Income	\$788.36	\$157,988.36		
Carryover Cash for Non-Operating Uses					
4.3030	Cash for Food Pantry Carried Over From Last Year	0.00	0.00	561.00	561.00
	Total Carryover Cash for Non-Operating Uses	\$0.00	\$0.00	\$561.00	\$561.00
Non-Operating Transfers from Investment					
4.0300	Transfer from Diocesan Trust for Non-Operating Use	0.00	0.00	1,791.00	1,791.00
4.0310	Transfer from Schwab for Non-Operating Use	0.00	0.00	18,024.00	18,024.00
	Total Investment Transfers for Non-Operating Uses	\$0.00	\$0.00	\$19,815.00	\$19,815.00
	TOTAL INCOME FOR NON-OPERATING PURPOSES	\$811.36	\$168,442.34	\$22,376.00	(\$146,066.34)
INVESTMENT GAINS (SEE ALSO LOSSES)					
4.0026	Diocesan Fund Gains	0.00	34,419.20		
4.0027	Schwab Fund Gains, Earnings and Dividends	9,785.21	43,206.65		
	TOTAL INVESTMENT GAINS	\$9,785.21	\$77,625.85		
	TOTAL INCOME	\$31,574.96	\$368,381.26	0.00	(\$368,381.26)
EXPENSES					
STAFFING					
Rector Salary and Benefits					
5.0010	Rector Pension	2,400.00	9,600.00	10,800.00	1,200.00
5.0500	Rector Salary	4,816.66	33,716.62	57,800.00	24,083.38
5.0501	Rector Housing Allowance	1,850.00	12,950.00	22,200.00	9,250.00
5.0502	Rector Insurance (Health, Dental, Life, HSA)	1,940.10	17,030.70	27,139.00	10,108.30
5.0550	Rector Education	0.00	1,000.00	1,000.00	0.00
5.0551	Rector Travel	0.00	335.42	4,200.00	3,864.58
	Total Rector Salary and Benefits	\$11,006.76	\$74,632.74	\$123,139.00	\$48,506.26
Other Parish Staff Salaries					
5.0553	FICA/Medicare	46.67	404.26	921.00	516.74
5.0600	Parish Bookkeeper	420.28	3,982.73	6,760.00	2,777.27
5.0601	Parish Organist	352.00	3,064.00	5,280.00	2,216.00
	Total Other Parish Staff Salaries	\$818.95	\$7,450.99	\$12,961.00	\$5,510.01

St. Luke's Episcopal Church - Sister Bay WI
Treasurer's Report as of July 2024

Thursday, August 15, 2024

Page 5 of 7

Account #	Account Name	Period Activity	YTD Balance	Annual Budget	Annual Budget Remaining
Other Personnel Costs					
5.0103	Supply Clergy Salary	0.00	0.00	520.00	520.00
5.0116	Direct Deposit	12.50	104.68	160.00	55.32
5.0504	Supply Clergy Travel	0.00	0.00	760.00	760.00
5.0506	Workers Comp Insurance	0.00	532.00	700.00	168.00
5.0740	Diocesan Convention Delegation	0.00	80.00	300.00	220.00
	Total Other Personnel Costs	\$12.50	\$716.68	\$2,440.00	\$1,723.32
	Total STAFFING	\$11,838.21	\$82,800.41	\$138,540.00	\$55,739.59
MINISTRIES					
Worship & Music Ministries					
5.0111	Printed Materials for Worship	129.94	1,846.93	1,800.00	(46.93)
5.0112	Altar Supplies	0.00	148.81	1,300.00	1,151.19
5.0127	Christmas/Easter Flowers	0.00	581.46	1,250.00	668.54
5.0507	Videography of Sermons	0.00	300.00	600.00	300.00
	Total Worship & Music Ministries	\$129.94	\$2,877.20	\$4,950.00	\$2,072.80
Fellowship Ministries					
5.0145	Video Fees / Zoom/Website	0.00	225.00	430.00	205.00
5.0210	Expenses Financed by Designated Parishioner Gifts	0.00	787.00		
	Total Fellowship Ministries	\$0.00	\$1,012.00	\$430.00	\$205.00
	Total MINISTRIES	\$129.94	\$3,889.20	\$5,380.00	\$2,277.80
Administration					
5.0102	Financial Review	0.00	200.00	500.00	300.00
5.0110	Advertising	0.00	1,640.52	1,700.00	59.48
5.0113	Office Supplies (incl. Postage)	0.00	258.22	1,100.00	841.78
5.0117	Nicolet, Post Office and Tax Fees	(27.24)	(10.24)	300.00	310.24
5.0118	Online Giving Fees (VANCO)	23.95	71.85		
5.0119	Accounting Software and support	0.00	0.00	800.00	800.00
	Total ADMINISTRATION	(\$3.29)	\$2,160.35	\$4,400.00	\$2,311.50
FACILITIES					
Utilities					
5.0122	Trash Service	115.50	262.55	450.00	187.45
5.0701	Electricity	137.30	1,283.85	3,800.00	2,516.15
5.0703	Propane	0.00	0.00	2,300.00	2,300.00
5.0704	Landline and Internet	166.77	1,152.75	1,900.00	747.25
5.0705	Water & Sewer	220.67	647.65	1,000.00	352.35
	Total Utilities	\$640.24	\$3,346.80	\$9,450.00	\$6,103.20

St. Luke's Episcopal Church - Sister Bay WI
Treasurer's Report as of July 2024

Thursday, August 15, 2024

Page 6 of 7

Account #	Account Name	Period Activity	YTD Balance	Annual Budget	Annual Budget Remaining
<i>Building Maintenance and Protection</i>					
5.0115	Repairs & Maintenance	0.00	1,362.76	3,500.00	2,137.24
5.0120	General Cleaning	536.25	4,097.50	4,300.00	202.50
5.0121	General Supplies	0.00	157.65	600.00	442.35
5.0130	Landscaping Services	235.00	585.00	1,500.00	915.00
5.0131	Lawn Mowing	360.00	990.00	1,150.00	160.00
5.0132	Snow Removal / Salting	0.00	1,325.00	2,800.00	1,475.00
5.0135	Grounds Supplies (salt, mulch, etc.)	5.00	171.00	500.00	329.00
5.0690	Building Insurance	0.00	2,027.50	4,100.00	2,072.50
	Total Building Maintenance and Protection	\$1,136.25	\$10,716.41	\$18,450.00	\$7,733.59
	Total FACILITIES	\$1,776.49	\$14,063.21	\$27,900.00	\$13,836.79
<i>DIOCESAN PLEDGE</i>					
5.0101	Diocesan Pledge	0.00	0.00	22,496.00	22,496.00
	Total DIOCESAN PLEDGE	\$0.00	\$0.00	\$22,496.00	\$22,496.00
<i>BENEVOLENCES</i>					
5.0095	Rector Discretionary Account	513.36	1,274.36		
	Total BENEVOLENCES	\$513.36	\$1,274.36		
<i>NON-OPERATING EXPENSES</i>					
<i>Outreach Spending</i>					
5.0080	Outreach Barb Sajna Camp Scholarship Spending	0.00	1,000.00	1,000.00	0.00
5.0081	Outreach Food Pantry Spending	0.00	291.29	2,000.00	1,708.71
5.0100	Outreach General Spending	3,000.00	3,855.00	10,315.00	6,460.00
5.4082	Outreach NDCC NorthernDoorChildrensCenter Expenses	1,120.00	1,120.00		
	Total Outreach Spending	\$4,120.00	\$6,266.29	\$13,315.00	\$8,168.71
<i>Pass-Through (Outreach) Spending</i>					
5.0022	Masvingo Ingatherings Expenses	0.00	5,190.00		
5.0023	UTO Ingathering Expenses	0.00	620.00		
	Total Pass-Through (Outreach) Spending	\$0.00	\$5,810.00		
<i>Other Non-Operating Expenses</i>					
5.0016	Non-Operating Reserve Fund from Investments	0.00	0.00	5,000.00	5,000.00
5.0082	Memorial Garden Expenses	0.00	0.00	3,500.00	3,500.00
	Total Other Non-Operating Expenses	\$0.00	\$0.00	\$8,500.00	\$8,500.00
	TOTAL OUTREACH AND OTHER NON-OPERATING EXPENSES	\$4,120.00	\$12,076.29	\$21,815.00	\$16,668.71
<i>Memorial and Burial Fund Expenses</i>					
5.0063	Building Fund in Honor of Lori Holton Expense	16,094.05	48,289.37		

St. Luke's Episcopal Church - Sister Bay WI
Treasurer's Report as of July 2024

Thursday, August 15, 2024

Page 7 of 7

Account #	Account Name	Period Activity	YTD Balance	Annual Budget	Annual Budget Remaining
Total MEMORIAL AND BURIAL FUND EXPENSES					
	<i>Investment Losses & Expenses</i>				
5.0025	Diocesan Fund Management Charges	0.00	678.29		
5.0027	Schwab Fund Losses and Fees	208.90	13,797.76		
5.0030	Withdrawal from Diocesan Common Trust for Operati	0.00	5,947.75		
	Total INVESTMENT LOSSES AND EXPENSES	\$208.90	\$20,423.80		
	TOTAL EXPENSES	\$34,677.66	\$184,976.99	\$220,531.00	\$113,330.39
	Difference	(\$3,102.70)	\$183,404.27	(\$220,531.00)	

St. Luke's Episcopal Church - Sister Bay WI
Balance Sheet as of July 31, 2024

Thursday, August 15, 2024

Page 1 of 1

Account #	Account Name	Period Activity	YTD Balance	Beginning Balance
CURRENT ASSETS				
<i>Endowment Assets</i>				
1.0004	Diocesan Common Trust Fund	(5,947.75)	669,294.00	647,448.59
1.0005	Schwab Investment Fund	9,576.31	510,436.71	481,027.82
	Total Endowment Assets	\$3,628.56	\$1,179,730.71	\$1,128,476.41
<i>Cash Funds on Hand</i>				
1.0001	Checking Account Nicolet Bank	(6,530.02)	177,450.23	31,756.81
1.0002	Operations Money Market Acct	0.00	0.00	20,314.32
	Total Cash Funds on Hand	(\$6,530.02)	\$177,450.23	\$52,071.13
	TOTAL CURRENT ASSETS	(\$2,901.46)	\$1,357,180.94	\$1,180,547.54
LIABILITIES				
<i>Payroll Liabilities</i>				
2.0005	944/941 Federal Tax Withholding	(13.20)	1,620.28	1,738.94
2.0006	Wisconsin Tax Withholding	214.44	1,501.08	1,958.29
	Total Payroll Liabilities	\$201.24	\$3,121.36	\$3,697.23
2.0020	Prepaid Pledges	0.00	0.00	6,195.00
	TOTAL LIABILITIES	\$201.24	\$3,121.36	\$9,892.23
FUND BALANCES				
<i>GENERAL OPERATING FUNDS BALANCE</i>				
3.0001	Operating Fund Balance	6,723.68	57,029.44	38,903.90
	TOTAL GENERAL OPERATING FUNDS BALANCE	\$6,723.68	\$57,029.44	\$38,903.90
<i>NON-OPERATING FUNDS BALANCE</i>				
3.0022	Non-Operating (Pass Through) Fund Balance	(3,588.64)	(113.95)	0.00
	TOTAL NON-OPERATING FUNDS BALANCE	(\$3,588.64)	(\$113.95)	\$0.00
<i>BEQUEST, BURIAL & MEMORIAL FUND BALANCE</i>				
3.0049	Burial Fund Balance	0.00	1,100.00	1,100.00
3.0050	<i>Memorial Fund Balance</i>			
3.0052	Ted Laitner Memorial Fund Balance	280.00	2,480.00	700.00
3.0060	Jean Berkenstock Memorial Fund Balance	0.00	125.00	125.00
3.0061	Jane Weis Memorial Fund Balance	0.00	1,600.00	1,350.00
3.0062	Lori Holton Memorial Fund Balance	0.00	4,450.00	0.00
3.0063	Building Fund in Honor of Lori Holton Balance	(16,094.05)	101,710.63	0.00
	<i>Total Memorial Fund Balance</i>	<i>(\$15,814.05)</i>	<i>\$110,365.63</i>	<i>\$2,175.00</i>
	TOTAL BEQUEST, BURIAL & MEMORIAL FUNDS BALANCE	(\$15,814.05)	\$111,465.63	\$3,275.00
TOTAL ENDOWMENT FUNDS BALANCE				
<i>Investment Funds</i>				
3.0005	Schwab Investment Fund Balance	9,576.31	510,436.71	481,027.82
3.0025	Diocesan Common Trust Fund Balance	0.00	675,241.75	647,448.59
	Total Investment Fund Holdings	\$9,576.31	\$1,185,678.46	\$1,128,476.41
	TOTAL ENDOWMENT FUNDS BALANCE	\$9,576.31	\$1,185,678.46	\$1,128,476.41
	TOTAL FUND BALANCES	(\$3,102.70)	\$1,354,059.58	\$1,170,655.31
	Total LIABILITIES and FUND BALANCES	(\$2,901.46)	\$1,357,180.94	\$1,180,547.54