Episcopal Church of the Ascension
Vestry Meeting – February 13, 2018

Vestry in Attendance: Monica, Meade, Erik, Rick, Buff, Christina, Wendy, Lauren, Chris, Ann, Andy
Vestry Absent: Angie, Martha, Jim, Kristin

Meeting called to order: 7:04pm

Opening prayer led by Buff+

Rectors Report

- Discussion regarding the visitors in our vestibules, with questions about how parishioners should respond as well as possible security camera, build relationships with Stillwater Police Department and other area resources.
- BackStory Preaching: Buff has re-enrolled in the program. Vestry approved funding the class in 2017, but didn’t end up working with Buff’s schedule.
- Community of Hope shared a report of who was seen in January.

Parochial Report

- Every year Ascension reports to the national church statistics of the parish
- Buff reviewed the document and line items

VOTE: Submit the Parochial Report to the Diocese as described: Motioned by: Andy, Seconded by: Ann, Yes: 10 No: 0

Proposed Bylaws Changes from January Annual Meeting

- Add youth representative with vote to Vestry.
- Adjust term definitions for Standing Committees
- See Document “Proposed Amendments 2012”
- Bylaw changes approved at January 21, 2018 Annual Meeting

VOTE: To accept the Proposed Bylaws from the January Annual Meeting as approved by the congregation: Motioned by: Andy, Seconded by: Rick – Yes: 10 No: 0

BackStory Preaching

Vote: To fund $2,415 for Buff to participate in the BackStory preaching for the 2018 year: Motioned by Rick, Seconded by: Christina – Yes: 10, No: 0

Giving Ministry

- Wendy updated the Vestry regarding her discussion with David Francis regarding building and creating a Giving Ministry committee within Ascension. See attached for the overview with the objectives, influence and initiatives of the Giving Ministry for Ascension.
- There was discussion amongst the group about the next steps of how to build out the Giving Committee team, align on the message and integrate into other initiatives of the church.
- Recommended to invite David to the March Vestry meeting with an initial round of committee members for discussion.
**Human Relations**

- HR Committee met, discussed staff review process and performance goals
- Parish Administrator position
  - Reviewed the job description and had a discussion with the Vestry and made a few edits.
  - Support to move forward by posting online, The Font, website, reach out to Valley Outreach. HR Committee will be the first round of screening of applications/interviews then will share final round of candidates
  - Buff shared his 2018 Targets
    ✓ Increase parish understanding of God’s mission
    ✓ Increase quantity of involved parishioners
    ✓ Lead parish to discern and respond to facilities needs and opportunities

**VOTE: Motion to pursue the new Parish Administrative position with the attached job description:**
Motioned by: Christina, Seconded by: Andy – Yes: 10, No: 0

**Proposal for Parish Hall Updates**

- Chris reviewed the proposal for the three phases for Parish Hall Updates as well as a map
- Vestry approved Chris moving forward

**2018 Vestry Initiatives**

- The group broke out into individual groups to discuss next steps, build out target dates, etc.

Closing Prayer 9:03pm

January Meeting Minutes were approved via Google Poll
2017 Paroachial Report Addendum
Episcopal Church of the Ascension
March 1, 2018

Section 1: Community Engagement

Ascension partners with a number of 501-c-3 organizations to serve a variety of causes. In 2017, our parish collected donations amounting to $6,109.49 for 12 efforts. In most cases, a representative from these organizations speaks during worship or at and educational forum or both to teach us about our neighbors (local, regional, and global), and these donations are paired with action from letter writing to volunteering to partnerships. Please see the report below from our Mission Committee for more information.

In addition, we allocated $12,500 from our operating budget for Mission Initiatives. These include partnering with:

1) the HeadStart Program that leases program space in our building to provide clothes, blankets, and Christmas gifts to the children and families it serves.

2) An organization that we helped found called Our Community Kitchen (OCK), which builds community through gardening and cooking, including serving a pay-as-you-can twice weekly breakfast in our parish hall that, among other things, gets our parishioners to weekly sit down to eat with residents of a Section 8 complex two blocks away, from which activity a number of person-to-person relationships have formed.

3) The Islamic Society of Woodbury, with whom our Women’s Society has met three times for inter-faith dialogue and relationship building, including our supporting their fundraising to build a mosque in Woodbury.

4) Valley Outreach, our local food shelf and emergency assistance program on whose board our rector serves, and with whom we partnered in 2016 to take over the life skills and coaching program that we carried forward when Episcopal Community Services closed.

5) Minnesota Council of Churches Refugee Services who provided education in 2017 and to whom we donated funds for assimilating refugees.

6) Metropolitan Interfaith Council on Affordable Housing (MICAH) who provided education and with whom we partnered to host a East-Metro Regional Legislative breakfast to raise awareness of housing issues and promote legislation to support more affordable housing in our area.

7) Three different family housing shelters and housing services in our area.

8) Minnesota Food Association’s Big River Scholarship Program, a year-long residency program that teaches recent immigrants farming techniques and how to start their own market garden business.

We continued our 20-year long partnership with three local churches of providing a free meal on the last Sunday of the month to 25-30 residents. We partnered with our neighbor Lutheran church on a joint Thanksgiving worship service and with our neighbor Presbyterian Church on a joint Good Friday service and Stations of the Cross liturgy that went through town and honored the lives of many of our common neighbors.
In 2017 with the many needs in the world for outreach and mission, the Mission Committee tried to carefully select for parish participation and parish donations those organizations with which we had a connection, and those that we felt would have an real impact on a world, local or parish level. In our planning and decisions, the Mission Committee took into account the recommendations we received from the Vestry. We made a sincere effort to connect the congregation to the outreach and mission organizations that were selected this year. For example, those organizations designated a “Mission Intention” made a presentation to parishioners each month at 9AM Adult Formation or Sunday services. Each described their activities with an invitation to participate. Monthly Mission Intentions included the St. Croix Valley Chaplaincy Association, Our Community Kitchen, Valley Outreach, Books for Africa, Ascension Youth, Minnesota Council of Churches Refugee Services, the St. Croix River Association, Episcopal Relief and Development Hurricane Relief Fund, the Jon Francis Foundation, Homelessness, Last Sunday Supper, and the Children of Ascension HeadStart Program. Your generous support of these mission intentions provided over $6000 for donation.

The Mission committee, with the guidance of our clergy and the Vestry, donated Ascension Outreach funds to numerous missions including supplemental donations to some of the organizations identified as the Monthly Mission Intention and donations to other programs providing support for local, national and international needs. These included God’s Child Project in Guatemala, the Islamic Society of Woodbury, the American Refugee Committee, Hope for the Journey Home Homeless Shelter, St. Andrew’s Community Resource Center, the new Hugo Homeless Shelter, the Metropolitan Interfaith Council on Affordable Housing (MICAH), and Big River Farm for sponsorship of an immigrant farmer. Detailed financial information is available on request.

Other efforts in 2017 to engage Ascension members included scheduling volunteer time at the Books for Africa warehouse, planning an outdoor service and float trip at Interstate Park, highway cleanup, and food gleaning at Big River Farm. The Committee also encouraged volunteering for Our Community Kitchen, Last Sunday Supper, Valley Outreach, and the Ascension HeadStart program. In 2018 the Committee is planning to coordinate with members of the Adult Forum Committee to further the aim of informing and engaging the congregation in mission and outreach. The Mission Committee welcomes your suggestions and appreciates your generous support for Ascension Outreach.

-- from the 2017 Mission Committee: Andrea Tipple, Chair; Linda Amrein; Martha Frank; Sally Giese; Rev. Brenda Hoffman, Deacon; Ann Kraker, Vestry Liaison; and Tom Warth

Section 2: Community Engagement—for all items see attached.
A. Articles of incorporation
B. Bylaws
C. Deeds to all property

Section 3: Submittal Information
Mailed by U. S. Postal Service on _______ day of February, 2018
Attested by the Rev. Buff Grace, rector.
# ASCENSION EPISCOPAL CHURCH
## Balance Sheet Prev Year Comparison
### As of January 31, 2018

<table>
<thead>
<tr>
<th>ASSETS</th>
<th>Jan 31, 18</th>
<th>Jan 31, 17</th>
<th>$ Change</th>
<th>% Change</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Current Assets</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Checking/Savings</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>US BANK CHECKING</strong></td>
<td>62,596.93</td>
<td>130,397.45</td>
<td>-67,800.52</td>
<td>-52.0%</td>
</tr>
<tr>
<td><strong>US Bank Saving</strong></td>
<td>244,002.83</td>
<td>147,279.80</td>
<td>96,723.03</td>
<td>65.7%</td>
</tr>
<tr>
<td><strong>Total Checking/Savings</strong></td>
<td>306,599.76</td>
<td>277,677.25</td>
<td>28,922.51</td>
<td>10.4%</td>
</tr>
<tr>
<td><strong>Other Current Assets</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>AMERITRADE INVESTMENT</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>ECMN - PIF</td>
<td>532,894.36</td>
<td>0.00</td>
<td>532,894.36</td>
<td>100.0%</td>
</tr>
<tr>
<td>R AND R</td>
<td>128,537.65</td>
<td>0.00</td>
<td>128,537.65</td>
<td>100.0%</td>
</tr>
<tr>
<td><strong>Total Other Current Assets</strong></td>
<td>661,432.01</td>
<td>428,474.82</td>
<td>232,957.19</td>
<td>54.4%</td>
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<tr>
<td><strong>Total Current Assets</strong></td>
<td>968,031.77</td>
<td>706,152.07</td>
<td>261,879.70</td>
<td>37.1%</td>
</tr>
<tr>
<td><strong>Fixed Assets</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>FURNISHINGS &amp; EQUIPMENT</td>
<td>253,347.09</td>
<td>253,347.09</td>
<td>0.00</td>
<td>0.0%</td>
</tr>
<tr>
<td>LAND &amp; BUILDINGS</td>
<td>5,220,314.81</td>
<td>5,220,314.81</td>
<td>0.00</td>
<td>0.0%</td>
</tr>
<tr>
<td><strong>Total Fixed Assets</strong></td>
<td>5,473,661.90</td>
<td>5,473,661.90</td>
<td>0.00</td>
<td>0.0%</td>
</tr>
<tr>
<td><strong>TOTAL ASSETS</strong></td>
<td>6,441,693.67</td>
<td>6,179,813.97</td>
<td>261,879.70</td>
<td>4.2%</td>
</tr>
</tbody>
</table>

| LIABILITIES & EQUITY | | | | |
| **Liabilities** | | | | |
| Current Liabilities | | | | |
| **Accounts Payable** | | | | |
| ACCOUNTS PAYABLE | 0.00 | 167.00 | -167.00 | -100.0% |
| **Total Accounts Payable** | 0.00 | 167.00 | -167.00 | -100.0% |
| Credit Cards | | | | |
| US Bank Visa | 0.00 | 6,218.42 | -6,218.42 | -100.0% |
| **Total Credit Cards** | 0.00 | 6,218.42 | -6,218.42 | -100.0% |
| Other Current Liabilities | | | | |
| PAYROLL LIABILITIES | | | | |
| Federal/FICA Payable | 4,562.56 | 3,028.84 | 1,533.72 | 50.6% |
| State Unemployment Pa... | 37.50 | 37.50 | 0.00 | 0.0% |
| State Withholding | 765.15 | 471.15 | 294.00 | 62.4% |
| **Total PAYROLL LIABILITIES** | 5,365.21 | 3,537.49 | 1,827.72 | 51.7% |
| RECYCLING GRANT | 1,972.59 | 0.00 | 1,972.59 | 100.0% |
| **Restrictive Offerings** | | | | |
| Altar Guild | 1,392.71 | 1,446.61 | -53.90 | -3.7% |
| Ascension Women Soci... | 778.15 | 474.41 | 303.74 | 64.0% |
| Buff's Sabatical | 1,878.86 | 41,043.72 | -39,164.86 | -95.4% |
| **Christian Education** | | | | |
| Adult Education | | | | |
| Confirmation | 100.00 | 100.00 | 0.00 | 0.0% |
| Mission Trips | 2,164.56 | 3,183.36 | -1,018.80 | -32.0% |
| Peer Ministry | 854.31 | 854.31 | 0.00 | 0.0% |
| Youth Group | 4,205.72 | 3,011.30 | 1,194.42 | 39.7% |
| Christian Education -... | 267.41 | 499.41 | -232.00 | -46.5% |
| **Total Christian Education** | 7,581.28 | 7,962.14 | -380.86 | -4.8% |
| Church Library | 120.00 | 120.00 | 0.00 | 0.0% |
| Fellowship | 2,992.10 | 92.78 | 2,899.32 | 3,124.9% |
| Healing & Wellness | 3,425.31 | 3,543.72 | -118.41 | -3.3% |
| Historical Committee | 915.52 | 915.52 | 0.00 | 0.0% |
| Julian Guild/Garden Guild | 1,860.20 | 2,087.93 | -227.73 | -10.9% |
| Kitchen Guild | -207.24 | 644.43 | -851.67 | -132.2% |
| Last Sunday Supper | 1,244.92 | 920.74 | 324.18 | 35.2% |
| Music Fund | 5,508.24 | 3,082.51 | 2,425.73 | 78.7% |
## ASCENSION EPISCOPAL CHURCH
### Balance Sheet Prev Year Comparison
#### As of January 31, 2018

**Cash Basis**

<table>
<thead>
<tr>
<th></th>
<th>Jan 31, 18</th>
<th>Jan 31, 17</th>
<th>$ Change</th>
<th>% Change</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>O C K</strong></td>
<td>15.00</td>
<td>0.00</td>
<td>15.00</td>
<td>100.0%</td>
</tr>
<tr>
<td><strong>Offerings for Special Pu...</strong></td>
<td>-555.49</td>
<td>184.24</td>
<td>-739.73</td>
<td>-401.5%</td>
</tr>
<tr>
<td><strong>Quilt Guild</strong></td>
<td>2,169.19</td>
<td>2,399.19</td>
<td>-230.00</td>
<td>-9.6%</td>
</tr>
<tr>
<td><strong>Softball</strong></td>
<td>411.35</td>
<td>0.00</td>
<td>411.35</td>
<td>100.0%</td>
</tr>
<tr>
<td><strong>Stained Glass Restoration</strong></td>
<td>0.00</td>
<td>7,631.00</td>
<td>-7,631.00</td>
<td>-100.0%</td>
</tr>
<tr>
<td><strong>Youth Choir Fund</strong></td>
<td>3,650.42</td>
<td>3,885.90</td>
<td>-235.48</td>
<td>-6.1%</td>
</tr>
<tr>
<td><strong>Youth Outreach/Headstart</strong></td>
<td>853.71</td>
<td>447.71</td>
<td>406.00</td>
<td>90.7%</td>
</tr>
<tr>
<td><strong>Total RESTRICTED OFFERI...</strong></td>
<td>34,033.23</td>
<td>76,882.55</td>
<td>-42,849.32</td>
<td>-55.7%</td>
</tr>
<tr>
<td><strong>Total Other Current Liabilities</strong></td>
<td>41,371.03</td>
<td>80,420.04</td>
<td>-39,049.01</td>
<td>-48.6%</td>
</tr>
<tr>
<td><strong>Total Current Liabilities</strong></td>
<td>41,371.03</td>
<td>86,805.46</td>
<td>-45,434.43</td>
<td>-52.3%</td>
</tr>
<tr>
<td><strong>Long Term Liabilities</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Building Reserve Fund</td>
<td>69,631.00</td>
<td>28,000.00</td>
<td>41,631.00</td>
<td>148.7%</td>
</tr>
<tr>
<td>Carpet/Flooring</td>
<td>0.00</td>
<td>24,000.00</td>
<td>-24,000.00</td>
<td>-100.0%</td>
</tr>
<tr>
<td>Whipkey Music Fund</td>
<td>0.00</td>
<td>2,359.00</td>
<td>-2,359.00</td>
<td>-100.0%</td>
</tr>
<tr>
<td>Youth Renovation Project</td>
<td>1,750.00</td>
<td>2,000.00</td>
<td>-250.00</td>
<td>-12.5%</td>
</tr>
<tr>
<td><strong>Total Long Term Liabilities</strong></td>
<td>71,381.00</td>
<td>56,359.00</td>
<td>15,022.00</td>
<td>26.7%</td>
</tr>
<tr>
<td><strong>Total Liabilities</strong></td>
<td>112,752.03</td>
<td>143,164.46</td>
<td>-30,412.43</td>
<td>-21.2%</td>
</tr>
<tr>
<td><strong>Equity</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>UNRESTRICTED NET ASSETS</td>
<td>6,195,306.12</td>
<td>5,923,069.15</td>
<td>272,236.97</td>
<td>4.6%</td>
</tr>
<tr>
<td>Net Income</td>
<td>133,635.52</td>
<td>113,580.36</td>
<td>20,055.16</td>
<td>17.7%</td>
</tr>
<tr>
<td><strong>Total Equity</strong></td>
<td>6,328,941.64</td>
<td>6,036,649.51</td>
<td>292,292.13</td>
<td>4.8%</td>
</tr>
<tr>
<td><strong>TOTAL LIABILITIES &amp; EQUITY</strong></td>
<td>6,441,693.67</td>
<td>6,179,813.97</td>
<td>261,879.70</td>
<td>4.2%</td>
</tr>
</tbody>
</table>
## ASCENSION EPISCOPAL CHURCH

**Profit & Loss Prev Year Comparison**

**January 2018**

### Ordinary Income/Expense

<table>
<thead>
<tr>
<th>Income</th>
<th>Jan 18</th>
<th>Jan 17</th>
<th>$ Change</th>
<th>% Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>GRANTS &amp; FOUNDATIONS</td>
<td>100,000.00</td>
<td>100,000.00</td>
<td>0.00</td>
<td>0.0%</td>
</tr>
<tr>
<td>OPERATING FUND GRANTS</td>
<td>100,000.00</td>
<td>100,000.00</td>
<td>0.00</td>
<td>0.0%</td>
</tr>
<tr>
<td>Total GRANTS &amp; FOUNDATIONS</td>
<td>100,000.00</td>
<td>100,000.00</td>
<td>0.00</td>
<td>0.0%</td>
</tr>
</tbody>
</table>

### Operating Income

<table>
<thead>
<tr>
<th>Income</th>
<th>Jan 18</th>
<th>Jan 17</th>
<th>$ Change</th>
<th>% Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>BUILDING USE/RENTAL INCOME</td>
<td>2,300.00</td>
<td>1,307.50</td>
<td>992.50</td>
<td>75.9%</td>
</tr>
<tr>
<td>INTEREST/DIV/CAP GAIN DIST</td>
<td>48.83</td>
<td>10.00</td>
<td>38.83</td>
<td>388.3%</td>
</tr>
<tr>
<td>Total OPERATING INCOME</td>
<td>70,684.41</td>
<td>62,385.34</td>
<td>8,299.07</td>
<td>13.3%</td>
</tr>
</tbody>
</table>

### Total Operating Income

<table>
<thead>
<tr>
<th>Jan 18</th>
<th>Jan 17</th>
<th>$ Change</th>
<th>% Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>74,073.07</td>
<td>63,702.84</td>
<td>10,370.23</td>
<td>16.3%</td>
</tr>
</tbody>
</table>

### Total Income

<table>
<thead>
<tr>
<th>Jan 18</th>
<th>Jan 17</th>
<th>$ Change</th>
<th>% Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>174,073.07</td>
<td>163,702.84</td>
<td>10,370.23</td>
<td>6.3%</td>
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### Gross Profit

<table>
<thead>
<tr>
<th>Jan 18</th>
<th>Jan 17</th>
<th>$ Change</th>
<th>% Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>174,073.07</td>
<td>163,702.84</td>
<td>10,370.23</td>
<td>6.3%</td>
</tr>
</tbody>
</table>

### Expense

<table>
<thead>
<tr>
<th>Expense</th>
<th>Jan 18</th>
<th>Jan 17</th>
<th>$ Change</th>
<th>% Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>B and B EVENT EXPENSES</td>
<td>0.00</td>
<td>1,968.00</td>
<td>-1,968.00</td>
<td>-100.0%</td>
</tr>
<tr>
<td>OPERATING EXPENSES</td>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>BANK/PROFESSIONAL FEES</td>
<td>644.95</td>
<td>719.68</td>
<td>-74.73</td>
<td>-10.4%</td>
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<tr>
<td>TECHNOLOGY</td>
<td>299.00</td>
<td>249.00</td>
<td>50.00</td>
<td>20.1%</td>
</tr>
<tr>
<td>COMMUNICATIONS (computer/mail) - Other</td>
<td>211.25</td>
<td>374.20</td>
<td>-162.95</td>
<td>-43.6%</td>
</tr>
<tr>
<td>Total OPERATING EXPENSES</td>
<td>11,434.73</td>
<td>22,606.50</td>
<td>-11,171.77</td>
<td>-49.4%</td>
</tr>
</tbody>
</table>

### Total Utilities

<table>
<thead>
<tr>
<th>Jan 18</th>
<th>Jan 17</th>
<th>$ Change</th>
<th>% Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>2,698.39</td>
<td>3,888.85</td>
<td>-1,190.46</td>
<td>-30.6%</td>
</tr>
</tbody>
</table>

### Total Operating Expenses

<table>
<thead>
<tr>
<th>Jan 18</th>
<th>Jan 17</th>
<th>$ Change</th>
<th>% Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>11,434.73</td>
<td>22,606.50</td>
<td>-11,171.77</td>
<td>-49.4%</td>
</tr>
</tbody>
</table>

### Wages & Benefits

<table>
<thead>
<tr>
<th>Benefit</th>
<th>Jan 18</th>
<th>Jan 17</th>
<th>$ Change</th>
<th>% Change</th>
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</thead>
<tbody>
<tr>
<td>CLERGY PAYROLL &amp; BENEFITS</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>CLERGY-MILEAGE/PHONE</td>
<td>183.07</td>
<td>213.96</td>
<td>-30.89</td>
<td>-14.4%</td>
</tr>
<tr>
<td>CLERGY -reimbursement</td>
<td>537.28</td>
<td>0.00</td>
<td>537.28</td>
<td>100.0%</td>
</tr>
<tr>
<td>CLERGY PENSION</td>
<td>1,913.43</td>
<td>-600.00</td>
<td>2,513.43</td>
<td>418.9%</td>
</tr>
<tr>
<td>CLERGY WAGES</td>
<td>7,372.25</td>
<td>7,787.44</td>
<td>-415.19</td>
<td>-5.3%</td>
</tr>
<tr>
<td>UNEMPLOYMENT TAX EXPENSE</td>
<td>0.00</td>
<td>0.00</td>
<td>0.00</td>
<td>0.0%</td>
</tr>
<tr>
<td>Total CLERGY PAYROLL &amp; BENEFITS</td>
<td>10,006.03</td>
<td>7,401.40</td>
<td>2,604.63</td>
<td>35.2%</td>
</tr>
</tbody>
</table>

### Payroll Tax Expense

<table>
<thead>
<tr>
<th>Jan 18</th>
<th>Jan 17</th>
<th>$ Change</th>
<th>% Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>730.43</td>
<td>724.88</td>
<td>5.55</td>
<td>0.8%</td>
</tr>
</tbody>
</table>

### Program Wages

<table>
<thead>
<tr>
<th>Jan 18</th>
<th>Jan 17</th>
<th>$ Change</th>
<th>% Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>2,099.90</td>
<td>2,241.00</td>
<td>-141.10</td>
<td>-6.3%</td>
</tr>
</tbody>
</table>

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12:33 PM

ASCENSION EPISCOPAL CHURCH

Cash Basis
### ASCENSION EPISCOPAL CHURCH

#### Profit & Loss Prev Year Comparison

**January 2018**

<table>
<thead>
<tr>
<th>Category</th>
<th>Jan 18</th>
<th>Jan 17</th>
<th>$ Change</th>
<th>% Change</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>STAFF HEALTH INSURANCE</strong></td>
<td>2,311.90</td>
<td>1,220.95</td>
<td>1,090.95</td>
<td>89.4%</td>
</tr>
<tr>
<td><strong>STAFF MILEAGE/PHONE</strong></td>
<td>455.08</td>
<td>210.00</td>
<td>245.08</td>
<td>116.7%</td>
</tr>
<tr>
<td><strong>STAFF PENSION</strong></td>
<td>337.50</td>
<td>0.00</td>
<td>337.50</td>
<td>100.0%</td>
</tr>
<tr>
<td><strong>STAFF WAGES</strong></td>
<td>7,298.30</td>
<td>7,084.33</td>
<td>213.97</td>
<td>3.0%</td>
</tr>
<tr>
<td><strong>Total PROGRAM WAGES</strong></td>
<td>12,502.68</td>
<td>10,756.28</td>
<td>1,746.40</td>
<td>16.2%</td>
</tr>
<tr>
<td><strong>CONTRACT LABOR</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>CONTRACT- ADMIN</td>
<td>550.00</td>
<td>1,250.00</td>
<td>-700.00</td>
<td>-56.0%</td>
</tr>
<tr>
<td>Outside Contractors</td>
<td>970.00</td>
<td>1,255.00</td>
<td>-285.00</td>
<td>-22.7%</td>
</tr>
<tr>
<td><strong>Total CONTRACT LABOR</strong></td>
<td>1,520.00</td>
<td>2,505.00</td>
<td>-985.00</td>
<td>-39.3%</td>
</tr>
<tr>
<td><strong>Total WAGES &amp; BENEFITS</strong></td>
<td>24,759.14</td>
<td>21,387.56</td>
<td>3,371.58</td>
<td>15.8%</td>
</tr>
<tr>
<td><strong>PROGRAM EXPENSES</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>ALTAR GUILD/WORSHIP</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>CHRISTIAN ED &amp; AYG</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Christian Ed. Youth</td>
<td>2,811.56</td>
<td>2,479.81</td>
<td>331.75</td>
<td>13.4%</td>
</tr>
<tr>
<td><strong>Total CHRISTIAN ED &amp; AYG</strong></td>
<td>2,811.56</td>
<td>2,479.81</td>
<td>331.75</td>
<td>13.4%</td>
</tr>
<tr>
<td>FELLOWSHIP</td>
<td>0.00</td>
<td>451.96</td>
<td>-451.96</td>
<td>-100.0%</td>
</tr>
<tr>
<td>MUSIC</td>
<td>596.20</td>
<td>134.29</td>
<td>461.91</td>
<td>344.0%</td>
</tr>
<tr>
<td>OUTREACH</td>
<td>410.50</td>
<td>0.00</td>
<td>410.50</td>
<td>100.0%</td>
</tr>
<tr>
<td>PARISH DEVELOPMENT</td>
<td>368.52</td>
<td>343.95</td>
<td>24.57</td>
<td>7.1%</td>
</tr>
<tr>
<td>RECTORS DISCRETIONARY FUND</td>
<td>0.00</td>
<td>200.00</td>
<td>-200.00</td>
<td>-100.0%</td>
</tr>
<tr>
<td><strong>Total PROGRAM EXPENSES</strong></td>
<td>4,243.68</td>
<td>3,692.76</td>
<td>550.92</td>
<td>14.9%</td>
</tr>
<tr>
<td><strong>Total Expense</strong></td>
<td>40,437.55</td>
<td>49,654.82</td>
<td>-9,217.27</td>
<td>-18.6%</td>
</tr>
<tr>
<td><strong>Net Ordinary Income</strong></td>
<td>133,635.52</td>
<td>114,048.02</td>
<td>19,587.50</td>
<td>17.2%</td>
</tr>
<tr>
<td><strong>Other Expense</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>SANCTUARY SOUND SYSTEM</td>
<td>0.00</td>
<td>467.66</td>
<td>-467.66</td>
<td>-100.0%</td>
</tr>
<tr>
<td><strong>Total Other Expense</strong></td>
<td>0.00</td>
<td>467.66</td>
<td>-467.66</td>
<td>-100.0%</td>
</tr>
<tr>
<td><strong>Net Other Income</strong></td>
<td>0.00</td>
<td>-467.66</td>
<td>467.66</td>
<td>100.0%</td>
</tr>
<tr>
<td><strong>Net Income</strong></td>
<td>133,635.52</td>
<td>113,580.36</td>
<td>20,055.16</td>
<td>17.7%</td>
</tr>
</tbody>
</table>
Proposal for Parish Hall Updates

According to the recent congregation survey, Coffee Hour was the third highest response for ‘Opportunities for improvement’. With a generous donation of $4,000 and a proposal for $3,900 to build some permanent structures, I think we are on our way to improving our coffee hour.

Phase 1:
Add electrical outlets and build buffet, recycling bin, and window shelf

Phase 2:
Add marker board, standing tables, coffee cart, and coat rack

Phase 1 - $3,900 + electrician fees

- Built-in Buffet = $3,900
  - Hand-built, 7’ solid red oak (to match existing woodwork in Parish Hall) buffet with locking cabinets under a maple butcher block counter top. A magnetic marker board with a shelf on top with provide a space for advertising our Church Groups.
- Trash/Recycling/Compost Bin
  - Hand-built, red oak, with three doors and three holes to dispose of the specified items.
- Window Counter
  - Located on the south wall, nearest the dirty dish area, a red oak shelf will run 13’ and provide a new space for the coffee, beverages and desserts. Coffee mugs will be hung from hooks on the wall. (We will hold a coffee mug drive and ask for donated novelty mugs)
- Electrical Outlets = Waiting for proposal
  - Outlets will be added to the buffet and window counter to provide access for appliances.

Phase 2 - $2,316

- 3 standing-height round tables = $896.
  - Standing-height 30” round tables to give people some space to stand and have brief discussions/meetings. Keep the blood flowing! These can be moved to other rooms too, more flexibility.
- Mobile coat rack = $275.
• Across from the coffee right when you walk into the space is a MOBILE coat rack. This alleviates the concern for coats out in the hall (out of sight)and can be moved when coffee sessions are not happening. The benefit to this style coat rack is that it can be moved anywhere, giving you more flexibility.
• Mobile beverage cart = $545.
• Centrally, we have a beverage cart with locking casters. It can be locked into place when above the floor outlets but unlocked it can be pushed back to the coffee station for filling.
• Marker board = $500
• The 6’x4’ magnetic dry-erase marker board will be mounted above the buffet and provide a space for the church groups to market themselves.
• Coffee mug racks = $100
• Red oak strips with hooks with provide a convenient way to hang the mugs by the coffee station.

Grand Total - $6,216
Giving Ministry Report – February 2018
Wendy Fernstrum

I met with David Francis to discuss his proposal for creating a Giving Ministry at Ascension. The objectives of this ministry include:

- Teach and preach Christian giving
- Foster renewed generosity
- Increase offerings of time, talent, and treasure
- Build Ascension mission and ministry

As proposed, the Giving Ministry would significantly shape the way Ascension approaches:

- Annual pledges
- Endowments/bequests
- Capital campaigns

And it would influence:

- Mission work
- Community outreach

Thus, the 2018 Vestry initiatives that would dovetail with the Giving Ministry include:

- Improve outreach efforts
- Continue communications efforts
- 2018 mission plan
- Promote endowment fund and building reserve fund
- Develop procedure for endowment gifts

Questions for the Vestry:

1. Would you like David Francis to present his proposal at the March Vestry meeting? If so, how much time can we devote to that?
2. Are you in favor of David beginning recruitment for the Giving Ministry team?
3. Since the Giving Ministry will inform 5 of the Vestry initiatives, should at least one member of each team also be a member of the Giving Ministry team?
February 2018
Mission Committee Report to Vestry
Submitted by: Martha Fox Frank

After hearing report from Our Community Kitchen, the Mission Committee decided to give OCK $4,000 in 2018, paid quarterly at the beginning of a quarter.

Brenda reported on the success of the MICAH legislative breakfast help at Ascension with meal served by OCK. MICAH is interested in holding the annual breakfast meetings at Ascension in the future.

The Mission Committee has recruited two new members: Sue Langer, who will represent Valley Outreach and Janis Donnelly. The committee is still seeking one more person for the committee. Andrea Tipple has stepped down from the Mission Committee in Dec. 2017.

**Members include:**
Deacon – Brenda Hoffman
Rector – Buff Grace
Director Children and Youth Ministry – Mindy Boynton
Vestry liaison – Martha Frank
Chair – Sally Giese
Lay persons – Tom Warth
  Linda Amrein
  Sue Langer – Nominee
  Janis Donnelly - Nominee