

**Finance Committee of the Vestry
Saint Michael and All Angels Church**

Draft Minutes, December 11, 2012

Present: Steve Black, Bill Felder, Tracy Helms, Kathy Kelley, Suzanne Lipscomb, Alan Pierce, Matt Waller (Treasurer).

Ex-officio present: Rob Baber (Director of Accounting), Bob Dannals (Rector), Sheryl Wylie (Vestry Liaison)

Absent: Randy Kob, Casey McManemin, Jim Smith

1. Approval of agenda and minutes

The agenda and the November 13, 2012 minutes were unanimously approved.

2. Review of November 2012 YTD Income Statement and Balance Sheet

Mr. Baber reviewed the year-to-date results of operations for November 2012. Total year-to-date operating revenue was \$4,294,851 versus a budget of \$4,147,559 resulting in a positive variance of \$147,293. Total year to date operating expenses were \$3,880,842 versus a budget of \$3,887,902 resulting in expense savings to date of \$7,060. Mr. Baber noted that the final additional accrual of \$27K was made in the month of November to fully reflect the annual 5% pension contribution that was not included in the 2012 budget. Mr. Baber added that the 12/31/12 forecast column now represents the anticipated variance at year-end including the full funding of the pension contribution. At this time the anticipated year-end variance is a positive \$128,293 against a budget with a \$76,246 deficit netting in a positive \$52,106 income for the year.

3. 2012 Stewardship Update

Mr. Waller reported an encouraging response the cover letter sent to parishioners in early December with the Giving Statements. Many parishioners have responded by making increasing their 2012 pledges and by voicing their support for additional communications of this type.

4. 2013 Stewardship Update

Mr. Waller updated the finance committee regarding the progress of the 2013 stewardship campaign. As of 12/10/12 we are twelve weeks into the 2013 campaign and we have 884 pledges in hand for a total of \$3,866,022. The number of pledges is 83 behind where we were last year in the same week, but the average pledge is higher than last year by about \$450 over the same time period.

5. Budget Update

Mr. Waller reported that the budgeting process had gone extremely smoothly, and that outcome was a result of the effort put into the process by all of the members of the ministry staff. He also commended Mr. Baber and his staff for running such a professional budget process. On a draft basis, the budget needs were totaling more than in 2012, but that was to be expected given the expansion of several ministry programs and the general increases in expenses year to year. Mr. Waller then walked the committee through the process that will take the results of our 2013 Stewardship campaign and make adjustments to the proposed 2013 budget so that it balances.