

Rector's Warden Report
September 16, 2023

We are working with our Interim Priest in Charge, Rev. Kirby Smith.

1. Confirmation & Baptism classes were completed for 5 adults by Rev. Nancy Holland. Rev. Dr. Cherian Pulimootil provided confirmation classes for two youth. Leslie Cohan assisted me in teaching a baptism class for 3 children. Sept. 10, 2023, all were confirmed and/or baptized. It was a special time
2. The by-laws committee put together St. David's by-laws using the diocesan template. The vestry will be voting to approve the by-laws and submit them to the diocesan standing committee for approval.
3. The investment committee put together an Operating Plan and a Gift Acceptance Policy. Vestry will be asked to approve.
4. We need to ask individuals to help the Treasure put together the 2024 budget.
5. We need to form a workgroup to put together a projected budget for 2025-2027. This includes the salary for a full time rector.
6. Think about putting together a nominating committee for 3 positions on the vestry for 2024-2027.
7. Come up with a plan for Round table discussions at coffee hour each Sunday.

THE PEOPLE'S WARDEN REPORT

September 2023 for August 2023

1. Attended Rector/Wardens meetings 8/2, 8/9, 8/24. 8/31
2. Attended App meetings 8/2. 8/23
3. Finance Committee meeting 8/8
4. Vestry meeting 8/15
5. Completed Monthly Operational Report 8/15
6. Eric law Workshop 8/5
7. All Sunday services, except 8/12
8. Met with Chris Tumilty, Communications Director for the Diocese, 8/24
9. Missioninsite seminar, 8/8
10. Ministry Development meeting, 8/30

Thanks be to God, Fr. Kirby arrived mid-month and it has been a pleasure getting to know him and working with him. If you haven't seen his office yet, you MUST stop by and take a look when he is on campus. It is beautiful, comfortable and inviting. Welcome Fr. Kirby!

The month began with another wonderful workshop with Eric Law. This one focused on developing Action Plans to address the APP Team Recommendations. We broke into 5 groups with each group focusing on a different area of concern: Ministry Development, Relationship Development, The Preschool, Financial, and Dynamics of Power. One group, the Ministry Development team has been working very hard to develop their Action Plan. The next Fourth Sunday Forum on Sunday, September 24th (next Sunday) they will present their progress. Hopefully, the other groups will be inspired and will plan to gather and make their own Action plans. I look forward to initiating and working with each of them.

Thank you for your continued prayers and support for our beloved parish. We can do this!

Anne Kellett

People's Warden

St. David's Monthly Ministry Report to Vestry

Prepared by Jane Krikorian, Treasurer

Date: September 19, 2023

Name of Ministry: Finances

Present September 12: Jane Krikorian, Anne Kellett, Elaine Turnbull, Joy Wolf, Loral Priest, Preschool Director Karen Garcia, Parish Administrator Treena Roman. APP Team Members: Equilla Luke, Jan Romerdahl. Guest: David Priest.

Absent: Craig Winder.

Income/Expenses for Aug 2023

July ending cash:	\$93,977	(Balance Sheet: BofA + FC accounts)
Aug Church income:	\$24,618	(from P&L Church)
Aug Church expenses:	\$26,613	(from P&L Church)
Aug Preschool income:	\$36,454	(from P&L Preschool)
Aug Preschool expenses:	\$36,655	(from P&L Preschool)
Aug ending cash:	\$81,154	(Balance Sheet: BofA + FC account)

BofA Savings Acct = \$52,902

Charles Schwab Acct = \$600,152 (includes \$100,000 James Scorey Gift; \$500,000 Verizon sale)

Don Searles Endowment Fund = \$52,791

Informational Matters: (no action needed)

1. The Church had a **negative** net income of **(-\$1,995)**.
2. The Preschool had a **negative** net income in Aug of **(-\$201)**.
3. Total net income in Aug for Church and Preschool: **(-\$2,196)**.
4. Total income year-to-date for the Church and Preschool is \$550,656.
5. Total expense year-to-date for the Church and Preschool is \$568,765.
6. **Total net income year-to-date for the Church and Preschool = (-\$18,109)**.
7. Church y-t-d net income is \$4,217 and Preschool y-t-d net income is **(\$22,326)**.
8. After adding in extraordinary income of \$128,113 (Church), deducting extraordinary expenses **(-\$11,077)** (Church – preschool flood) and deducting depreciation for flooring **(-\$9,874)** (Preschool – preschool flood) total net income y-t-d Ch&Prschl: **\$89,052**.
9. Church y-t-d net income = \$121,254 and Preschool y-t-d net income **(-\$32,201)** which = **\$89,052**
10. Transfers to BofA Operating y-t-d: \$15,000 transferred from BofA Savings and \$10,000 from First Citizen Savings to cover preschool classroom repairs, \$10,000 from BofA Savings for new sound system (spent Aug. 2023), \$25,600 (\$3,200 x 8) to cover lost Verizon income = \$60,600.

St. David's Monthly Ministry Report to Vestry

Prepared by Jane Krikorian, Treasurer

Discussion Items- The Finance Committee:

1. The Committee Spent 45 minutes discussing "Income Generation" at the request of APP member Jan Romerdahl. Anne gave a presentation on outside income and groups along with a word document that had all the available times that space around the St. David's campus could be offered for rent or lease. Discussed providing this information to Kidder-Matthews, a commercial real estate firm, to help market and lease space that could generate income for the church.
2. Committee also discussed embarking on a "decarbonization plan" including pairing batteries with a new solar system in order to store and sell electricity. Idea would be to decrease (and possibly eliminate) any future SDG&E bills and create an income stream by selling back excess electricity to the grid.
3. Fr. Kirby mentioned the "unused land" as a possibility for low-income housing. Loral reminded the committee of the unstable way the lower parking area was compacted and the way the property lines were changed when the upper parking lot was paved close to the K-house, meaning any building in and around the lower parking area could be very complicated.
4. Fr. Kirby noted that he and Deacon Nancy needed to get added to the pastoral accounts with the suggestion that Nancy get added to the First Citizens pastoral account and he get added to the Bank of America account. Both will need to go to the respective banks with copies of meeting minutes that show a motion reflecting the changes. First Citizens may require a signed letter from Fr. Michael Tinnon that he is no longer an employee of St. David's Church & Preschool as he was the last signor of the First Citizens pastoral account.
5. David Priest provided an update on facilities including that Dave Holland had found the other end of the drain at the Education Center. An assessment will be made to see if the drain is plugged and needs a jetting procedure.
6. Committee noted that pledges were down nearly \$9,000 y-t-d. While lower pledges are normal for summer, the Committee discussed what type of follow-up may be appropriate at this time. Fr. Kirby agreed to make a few announcements, in person and in print.
7. Preschool Director offered her report. It is still a challenge to hire teachers, enroll students and break even each month. Teachers are hoping for raises and the Director raised concerns of possibly losing a teacher due to needing higher pay. Director will continue working on her revised budget plan with goal of breaking even each month for the rest of this year.

Action Items:

Motion to provide a list of St. David's space and times available for rent or lease to Kidder-Matthews for a listing agreement.

Motion to approve adding Fr. Kirby Smith to the Bank of America Pastoral Account and Deacon Nancy Holland to the First Citizens Pastoral Account.

Motion to direct the \$100,000 Scorey gift from the BofA Savings Account into a 30-day Certificate of Deposit at the Charles Schwab brokerage account.

St. David's Monthly Ministry Report to Vestry

Prepared by Jane Krikorian, Treasurer

Verizon Cell Tower Proceeds – Tracking Chart BofA Savings	
2021 - December	\$700,000
2022 – March	\$30,000 transfer to First Citizens savings
March, May, Aug	\$35,000 transfers to cover Admin office floor/paint
March – December	\$32,000 monthly \$3,200 transfers x 10 months
Interest	\$254
2022 Ending Balance	\$603,254
2023 – March	\$10,000 for new sound system in Sanctuary
	\$15,000 to cover preschool water damage expenses
Jan – Aug	\$25,600 monthly transfers \$3,200 x 8 months
Aug 2023	\$500,000 transfer to Charles Schwab
Interest	\$248
2023 Aug 30 Balance	\$52,902

Church 2023 Actuals Rprt G	January	February	March	April	May	June	July
Income	\$25,162	\$30,721	\$29,306	\$31,526	\$22,642	\$37,400	\$29,556
Expense	\$27,486	\$27,511	\$50,718	\$34,638	\$31,248	\$7,635	\$20,865
Net Income	(-\$2,324)	\$3,210	(-\$21,412)	(-\$3,112)	(-\$8,606)	\$29,765	\$8,691
Extraordinary Income		\$3,215			\$24,898		\$100,000
Extraordinary Expense						(\$11,077)	
Capitalization						(\$14,966)	
Net before transfers	(-\$2,324)	\$6,425	(-\$21,412)	(-\$3,112)	\$16,292	\$18,688	\$108,691
Verizon Transfers	\$3,200	\$3,200	\$3,200	\$3,200	\$3,200	\$3,200	\$3,200
Water Damage Transfers			\$25,000				
Sound System			\$10,000				
Net after Transfers	\$876	\$9,625	\$16,788	\$88	\$19,492	\$21,888	\$111,891

St. David's Monthly Ministry Report to Vestry

Prepared by Jane Krikorian, Treasurer

Church 2023 Actuals Rprt G	Aug	Totals	Budget
Income	24,618	\$230,934	\$212,721
Expense	26,613	\$226,717	\$228,458
Net Income	(-\$1,995)	\$4,217	(-\$15,737)
Extraordinary Income		\$128,113	
Extraordinary Expense		(\$11,077)	
Capitalization (moved to Balance Sheet)	<i>(\$9,292)</i>	<i>(\$24,258)</i>	
Net before transfers	(-\$1,995)	\$121,254	
Verizon Transfers	\$3,200	\$25,600	
Water Damage Transfers		\$25,000	
Sound System		\$10,000	
Net After Transfers	\$1,205		
Total y-t-d Transfers		\$60,600	
Preschool y-t-d Net Income		(-\$22,326)	

Affording a full-time priest could include a salary of (\$100,000/yr) pension (\$18,000/yr) and healthcare (\$16,800/yr) for a total of \$134,800. The Church is currently paying \$52,000/yr for a part-time interim priest with no healthcare or pension benefits. ***A full-time salary package with these amounts would add \$82,800/yr (\$134,800 - \$52,000 = \$82,800) to the current budget or \$6,900 a month.***

St. David's Monthly Ministry Report to Vestry

Date: September 19, 2023

Name of Ministry: Preschool

Chair: Karen Garcia-Preschool Director

Mission: Provide excellence in play-based early childhood education via a nurturing and purposeful environment that supports a healthy self-image, creative expression, and critical thinking.

Informational Matters: (No Action Needed)

Community Care Licensing received our request to license the Main Room & Women's Restroom of the Education Center. The next step is for them to request the fire marshal to inspect the space. Again the goals are to reduce the need to use the Mission Center as alternate use space so it could be used by other user groups and for us to use the Ed Center daily as a nap space for several classroom groups.

As reported last month we have 38 children enrolled across 4 learning groups. Two of these children will be starting in October which should give us a bump in tuition revenue. I continue to conduct tours and build our waitlist so we may add that fifth learning group when an additional full time teacher is secured.

Fiscal Update:

- August's Draft P & L shows a small negative net income of **-\$201.51** for the preschool.
- The process of developing an updated budget designed to put the preschool back into a fiscally sound position for the final two quarters of the year in a work in progress along with other goals for the preschool came out of the last workshop held with Eric Law.
- Several Preschool Teachers have inquired as to if we will be giving raises this year. The last raise for teaching staff was June of 2022. In the updated budgeting I will include a plan to potentially provide for raises along with adjusting for increasing costs around benefits provided such as health insurance. Although the current approved budget included raises, obviously our income has not met our expenses.

Facility/Grounds Update:

- It was noted on 9/18/23 that the large pine tree in the small playground had several branches broken and was ready to fall directly over the entrance to the entire playground. As per emergency protocol, our Rector's Warden approved to have them trimmed by Cal Tree Service who has done work for us in the past. The three large trees on the playground were last trimmed/laced in April of 2021. We should explore how often these very large trees should get this service done to keep them healthy and prevent this from happening in the future.

Other Updates:

- A new $\frac{3}{4}$ time support teacher Ms. Ashley Coleman was hired and began working with us last week. I continue the search for an additional lead teacher for a fifth learning group.

Wants/needs/prayers:

Please pray for the health of all teachers, especially our teachers and for our children and families as we enter into the cold/flu (COVID) season! Pray that the new teaching team members we need and families who can benefit from our excellent education program are placed before us.



St. David's Preschool Core Teaching Staff

L to R: Ms. Jaime Moyer, Ms. Cindy Kelly, Ms. Zyntia Acosta,
Ms. Karen Garcia, & kneeling Ms. Kendra Bowen

As a staff we keep moral up by celebrating our birthdays with pot lucks and other fun shenanigans! Ms. Kendra requested we all dress like her on her birthday 9/8. It was a fun and wacky way to celebrate and we included the children in singing to both of us as we gave them mini brownies as a treat!



Loose Parts Play

Wolf and new student Owen create a miniature world scene using natural and recycled loose parts materials. These types of open ended materials create endless possibilities in play and learning for the children.



Fr. Kirby leading our first Preschool Chapel of the school year! The children enjoyed singing and hearing the bible story he told us! Preschool Chapel will be held on Wednesdays for our older 3 and 4 year olds with Fr.

**Ministry Development Action Plan Team
Report to Vestry
September 2023**

Team: Shirley Culver, Rev. Nancy Holland, Chris Timmins, Phal Chourp, Jeannette McFadden, Many He and Joy Wolf
People's Warden – Anne Kellett

This Action Plan team has been working faithfully since our meeting with Eric Law. We accepted the challenge and went to work. We have shared several drafts with the People's Warden. There are many items that are being addressed and responsible people being appointed. We are happy to share the format with any of the other Action Plan Teams.

One of the new items is the formation of a ESDS Community Engagement Team for St. David's. The team includes: Phal Chourp, Debby Park, Joy Wolf and we are trying to add a preschool parent. We will be meeting with Deann Rios, 9/20 4 pm viz ZOOM to get our team ready for the four- training sessions to prepare us to draft our Community Engagement Plan.

ACTION ITEM: Request for St. David's to join the Clairemont Town Council

<https://www.clairemontonline.com>

Non-Profit Organization Membership - \$30.00 (USD)*Subscription period: 1 year No automatically recurring payments*

We look forward to sharing the DRAFT Ministry Development Action Plan with St. David's

Blessings
Joy Wolf – Convenor

Welcoming Ministry Report to Vestry September 2023

Mission: We greet, we welcome, we invite, we engage, we educate and we foster commitment to service to God with love.

Ministry Members: Nancy Holland, Chris Timmons, Jamie Wood, MK Mason, Phal Chourp, Kathleen Hoot, Anne Kellet and Joy Wolf

The Welcoming Ministry has continued to provide a welcoming greeting and giving nametags to all parishioners and guests when they attend church service. The new location of the table next to the parking lot is working well.

The welcoming greeters are in place by 9 am (thank you to Dave for the table set-up and take down). The greeter stays in place until around 9:45am then heads into church. After the service they collect the nametags and prepare them for the following week.

Deacon Nancy created additional/new nametags for the Bishops visit. Nancy has provided the supplies for the nametags at this point. Joy provided the Celtic tablecloth being used. The basket with the nametags and tablecloth is located on the Ushers table for the Welcoming Greeter to pick up on Sundays.

There has been a very positive response from parishioners and guests.

Next steps – Work with Father Kirby to plan newcomer welcome brunches for 2024.

Request for Vestry: Looking for more greeters- now that choir has resumed.

Would like to request \$500 for Welcoming Ministry supplies budgeted in 2024

Joy Wolf- Welcoming Ministry Vestry Liaison