

Finance Committee of the Vestry
Saint Michael and All Angels Church
Minutes, September 17th, 2024

Present: Michael Cosby, Chris Wiley, Patrick Jenevein, Bill McGannon, Jeanie Sikes, Janice Bywaters, Mike Reddell, Glen Davison, Becky Odlozil, Jim Smith, Kim Snyder

Absent: Carol Goglia, Kathy Kelley

Ex-officio present: DeeAnn Anigian (Warden At Large), Rob Baber (Director of Finance), The Rev. Dr. Chris Girata (Rector), Caroline Moore (Director of Advancement), Kelly Reddell (Senior Warden)

Fr. Chris Girata opened the meeting in prayer

1. **Approval of the August Minutes** - The minutes from the August meeting were reviewed and approved.
2. **Advancement/Stewardship Committee** – Ms. Snyder reported on Stewardship Committee progress. Stewardship will kick off September 29th. Packets will be mailed September 18th and online pledging will be available that day. The goal includes a 4% increase making the target revenue from pledged \$7.1 million. She is encouraging early pledges, especially from those of us on Finance Committee and other volunteer/leadership groups.
3. **Review of August 2024 Financial Statements** – Mr. Baber reviewed the August financial statements. He noted that pledge revenue was down by \$60K for the month, but year to date is up by \$165K. Unpledged revenue is tracking behind the budget. This is a challenging category to estimate, but there is much thought and analysis in determining the budget amount. Overall, including plate and other income, we have a positive revenue variance of \$85K at the end of August.

On the expense side, most of the variances are positive. Mr. Baber will have an estimated year to date variance report at the next meeting. Communications printing variance is unfavorable due to outside printing we are no longer using, and salaries have favorable difference as positions were open longer than expected. Net total favorable variance on the expense side is about \$100K

Mr. Baber noted that the cash balance is low, but expected towards the end of summer.

4. **Building Progress/Pritchard Report** - Ms. Odlozil updated the committee on the capital expansion project. We have spent \$17 million to date, which is about 25% of total. There is a contingency line item of \$910,310 that has been approved but not yet spent. We have approximately \$2,000,000 of contingency reserve remaining set aside.

Mr. Smith asked about the \$62,000,000 pledged vs the total projected cost of the project.

Fr. Girata mentioned there are some options available to close the gap if that were to occur,

but we want all to participate. We still lack about 300 member units that have not pledged. The goal to close this gap is by the end of the school year.

5. **Audit Report** – Mr. Baber announced we have clean report with \$100 million in assets and no debt. The auditors also issued the regular Management Comment Letter with no material concerns regarding Saint Michael management. Saint Michael does not have any unrelated business income that would trigger any tax or reporting. Frederick Square, SMAA NE, and the school are separate 501(c) entities that are included in the consolidated report for the church.

Vestry approved the Audit Report at their last meeting.

Ms. Odlozil reminded everyone that we will meet in the education wing in October.

Fr. Girata announced the events on September 29th, the Feast of St. Michael Day, include lots of special music, celebration, and the open house in the Education Wing.

As there was no new business, the meeting was adjourned. The next meeting is Tuesday, October 22nd.