



## Vestry Meeting Agenda

March 16, 2026

### Opening Prayer

*Fr. Frank B. Crumbaugh III*

### February 16, 2026 Meeting's Minutes

*Antoinette MacDowell*

### Priest in Charge Report

*Fr. Frank B. Crumbaugh III*

- *See report attached to agenda*

### Sr. Warden Report

*Lois Vanderbok*

- *See report attached to agenda*

### Jr Warden Report

### Treasurer Report

*Kate McNealy*

- *Financial Reports*
- *Analysis*

*Mike Parker*

### Vestry Liaisons

### New Business

- *Replacement of HVAC in Counting Room*
- *Parochial Report*
- *Convention Comments*

*Lois Vanderbok*

*Lisa Herihy and Patti Snyder*

### Closing Prayer and Adjourn

**Next Meeting – 6:30 pm, Monday, April 20, 2026**

### ***Our Mission***

***At Christ Church Parish Kent Island, you will find worship grounded in our congregation's four centuries of living God's mission. We value Jesus' teaching of all inclusive, non-judgmental love. We are nourishing bodies, mind, and spirits; providing a safe place for renewal and recovery; and cultivating faith through meaningful relationships.***

**Christ Church Parish Kent Island (CCPKI)**  
**February 16, 2026**  
**Vestry Meeting Minutes**

The meeting was called to order at 6:30 pm. Called to order without objection.

**Present:** Father Frank, Lois Vanderbok, Toinette McDowell, Lisa Herlihy, Patti Snyder (via phone), Mike Parker, Jone Taylor, Samantha Hoffman, John Gschwend, Heidi Mlynarski, Kate McNealy, John Reckord, Vicar Terrance Lively

**Absent:** Marguertie Starsonneck, Sue Schaefer,

**Opening Prayer:** Father Frank opened the meeting with a prayer.

**Motion to approve the Agenda was made by Mike Parker. Seconded by Jone Taylor. All were in favor.**

**Last Month's Minutes**

- Review of minutes from January 19, 2026

**Motion to approve the minutes as written was made by Jone Taylor. Seconded by Mike Parker. All were in favor.**

**Father Frank: Rector Report**

- Reviewed his report (see attached)
- Mike Parker raised concerns that some new parishioners may not be feeling fully welcomed or meaningfully engaged by long-time members (Item # 6 in the Rector's Report). A discussion followed regarding ways to strengthen connection and foster a more inclusive parish atmosphere. Suggestions included being more intentional about personal outreach, incorporating a welcome acknowledgment during birthday and anniversary blessings during mass, and considering a return to home visits with new parishioners, as has been done in the past or practiced at other parishes.

**Motion to accept the Rector's Report was made by Jone Taylor. Seconded by John Gschwend. All were in favor; the report will be placed in the files.**

**Lois Vanderbok: Senior Warden Report**

- Reviewed her report (see attached)

**Motion to accept the Senior Warden's Report was made by Jone Taylor. Seconded by Lisa Herlihy. All were in favor; the report will be placed in the files.**

### John Reckord: Junior Warden Report

- Welcome John Reckord to the Vestry!
- No report this month.

### Kate McNealy: Treasurer's Report

Reviewed her report (see attached)

- Reviewed Monthly Financial Reports (see attached)
- Annual Meeting Reports – Finance Committee recommended the Monthly Profit & Loss Sheet not be printed in the Annual Meeting Brochure due to the size font needed to get all of the data on one sheet. Father Frank stated we will still need to have that information available during the meeting if anyone asks to see it.
- The electric bill was a big hit the first part of the year.
- Overall, finances are looking good this time of year.
- Kate explained the reports (especially the Holding Money in Operating Account Report) to the new Vesty Members. Kate offered any assistance if they needed any help understanding the reports.

**Motion to accept the Treasurer's Financial Reports was made by Mike Parker. Seconded by Heidi Mlynarski. All were in favor; the report will be placed in the files.**

### Vestry Liaisons

- Lois explained this section to the new Vestry Members that previously was led by Stan Link. Good for the Vestry to be proactive when supporting the different ministries throughout the parish. This subject tabled until next meeting.

### New Business

- **Additional Hours for Gary Van Essen (2027):** Gary currently works approximately 19 hours per week and has approached Lois about increasing his schedule by an additional 10 hours weekly. Lois provided a summary of Gary's current responsibilities. A thorough discussion followed regarding the request, including the scope of his contributions and the potential impact of expanded hours. Vestry members expressed unanimous appreciation for Gary's service, affirming that he is a tremendous asset to the parish and that additional hours would greatly benefit parish operations. Budget considerations were discussed to ensure the increase could be accommodated. Father Frank remarked, "We are dealing with an extraordinary resource."

**Lois: I move that the Vestry of Christ Church Parish Kent Island commit to Dr. Gary Van Essen an additional 10 hours per week for the fiscal year of 2027 and forward, in accordance with the existing personnel policies. Motion seconded by John Gschwend. All were in favor.**

- Election Of John Reckord as Junior Warden.

**Motion to call John Reckord as Junior Warden for Christ Church Parish KI was made by Jone Taylor. Seconded Mike Parker. All were in favor.**

- **John Reckord:** The second columbarium has arrived. Due to the inclement weather, there is a delay installing it. They are storing it until it can be installed safely.

**Motion to adjourn the meeting was made by Jone Taylor. Seconded by Mike Parker. All were in favor**

**Father Frank led us in prayer.**

**Meeting adjourned at 7:57 pm.**

**Next Meeting – 6:30 pm, Monday, March 16, 2026.**

### ***Our Mission***

***At Christ Church Parish Kent Island, you will find worship grounded in our congregation's four centuries of living God's mission. We value Jesus' teaching of all inclusive, non-judgmental love. We are nourishing bodies, mind, and spirits; providing a safe place for renewal and recovery; and cultivating faith through meaningful relationships.***

The Report of The Priest-in-Charge  
*to*  
The March 2026 Meeting of The Rector, Church Wardens and Vestry  
*of*  
Christ Church Parish  
Stevensville, Kent Island, Maryland  
Monday, 16 March 2026  
6:30pm

- 1) Lent continues apace. Fr. Terrance is now presiding at 0800 liturgies, and the rhythm - the internal poetic meter - of the rite one liturgy is soaking into his priestly soul. I look forward with great joy to May 2026 when he will be aboard fully, and be able to preside and preach in both 0800 and 1000 services. His Sunday evening bible study is well-subscribed.

Holy Week preparations are underway. Mrs. Faulkner and Ms. Grier are well-ahead in the layout and production of the leaflets. Dr. Van Essen and I have provided the necessary editing to those documents. Yearly during the peak days of our observance, I find a deep satisfaction in the joyful competent confidence of our staff; they handle the increased load with graceful aplomb. This has much to do with Mrs. Faulkner's organization of the office, which has always been exceptional. Since the realignment of the staff, her management of the office, particularly the production schedule of printed matter, has proved even more effective. And in a time when she is rightly concerned with her husband's health, the effectiveness of her leadership remains excellent. Christ Church Parish is fortunate indeed that she serves the Gospel *here*, and I am personally grateful to have her as a colleague.

- 2) In a related matter, the 1000EDT liturgy on Easter Day will be an especially splendid service. Bishop Shand has asked to be present and preside. At this writing, we have several Baptisms, Confirmations and Receptions to take place, and the music planned will be to the level of excellence to which Dr. Van Essen, the Choir and our instrumentalists have made us accustomed.
- 3) We have ongoing pastoral concerns including several homebound persons, and chronic illness; it is a part of why we are here.
- 4) On 4 February 2025, I was privileged to offer the invocation opening that day's session of the Maryland Senate. My invocation scheduled for this year will take place on Wednesday, 25 March 2026, which is The Feast of The Annunciation, and the 42<sup>nd</sup> anniversary of the priestly ordination of The Rev'd Gretchen D. Zimmerman. The President of the Senate, Senator William Ferguson of Baltimore, in an effort to complete the year's agenda, is taking measures to maximize the working time of each day; he has ordered that during the last three weeks of the session, each day's invocation will last no more than 45 seconds. I shall pray quickly.

Report of the Senior Warden  
To the Vestry  
March 16, 2026

February's weather took its toll on attendance at some services, however, despite the change to Daylight Savings Time, we saw 20 at the 8 am service and 142 at the 10:00 am service.

Bishop Shand will be celebrating the 10 am service on Easter Sunday, April 5, 2026. During that service he will be confirming, receiving, baptizing and reaffirming baptismal covenants. We are blessed that Bishop Shand sees us as his "home" parish and wants to be with us on that day. If you know of anyone who might be interested, please refer them to me to complete the necessary documents.

The Parochial Report and supplement are completed. If the Vestry approves, the report will be submitted on March 17, 2026. The calculated "ask" from the Diocese of Easton should be \$50,000.00. Approximately \$3,000.00 more than our current apportionment.

The PTAC unit in the counting room is no longer working properly and must be replaced due to its age. The sensor unit is not the problem as originally cited by Velocity HVAC. We have received two bids for the mini split, \$5,250.00 and \$4,000.00. As they are for two different brands of units, I recommend that we allow the Junior Warden, John Reckord to make the final decision and award the contract.

Our request for a grant from the Diocese of Easton for a Nurturing Parenting Program proposed by Jone Taylor and Alesia Grier has, unfortunately, not been funded. I would ask that the Vestry commit to funding this program knowing that we have not budgeted for it in 2026.

I am attaching a list of the ministries for whom Vestry members can advocate. Our new Vestry members can choose a vacant ministry or we can redistribute the existing assignments. I do however recommend that Heidi Mlynarski and Samantha Hoffman advocate for the Youth and Family ministry.

I wish you all a blessed Easter!

Respectfully,  
Lois Vanderbok

**Christ Church Parish Kent Island**  
**Balance Sheet Prev Year Comparison**  
As of February 28, 2026

	Feb 28, 26	Feb 28, 25
<b>ASSETS</b>		
<b>Current Assets</b>		
Checking/Savings		
Checking / Savings Accounts		
SUB Operating Acct - 3781	131,570.49	79,028.16
<b>Total Checking / Savings Accounts</b>	131,570.49	79,028.16
<b>Total Checking/Savings</b>	131,570.49	79,028.16
<b>Total Current Assets</b>	131,570.49	79,028.16
<b>Fixed Assets</b>		
Buildings & Land		
Buildings	3,629,275.00	3,629,275.00
Land - Broad Creek Cemetery	125,000.00	125,000.00
<b>Total Buildings &amp; Land</b>	3,754,275.00	3,754,275.00
Fixtures, Furniture & Equipment		
Fixtures & Furniture - CECDS	5,850.00	5,850.00
Fixtures & Furniture - Church	102,200.00	102,200.00
<b>Total Fixtures, Furniture &amp; Equipment</b>	108,050.00	108,050.00
<b>Total Fixed Assets</b>	3,862,325.00	3,862,325.00
<b>Other Assets</b>		
EEF Investment Accts.		
BCC Columbarium Fund-90010	2,073.38	31,975.13
BCC Perpetual Care Fund-90011	202,802.47	173,154.61
Blunt Fund		
Julianna Blunt Fund - 90007	439,800.00	400,773.96
Released for Rectory	399,184.78	399,184.78
<b>Total Blunt Fund</b>	838,984.78	799,958.74
Endowment Fund - 90008	52,603.01	47,900.72
Grace Youth Ministry Fund-90015	165,764.86	150,829.78
Paca Fund - 90009	84,567.72	77,061.50
The Investment Fund - 90078	134,482.90	110,063.23
<b>Total EEF Investment Accts.</b>	1,481,279.12	1,390,943.71
Shore United Bank Accts.		
Memorial Fund - 9769	13,193.46	13,180.27
<b>Total Shore United Bank Accts.</b>	13,193.46	13,180.27
<b>Total Other Assets</b>	1,494,472.58	1,404,123.98
<b>TOTAL ASSETS</b>	<b>5,488,368.07</b>	<b>5,345,477.14</b>
<b>LIABILITIES &amp; EQUITY</b>		
<b>Liabilities</b>		
Current Liabilities		
Accounts Payable		
Accounts Payable	4,499.47	4,520.73
<b>Total Accounts Payable</b>	4,499.47	4,520.73
Credit Cards		
Church Credit Cards		
Visa #4298 - Lindy Coltharp	1,022.06	1,063.49
Visa #7838 - Brenda Faulkner	325.12	3,434.57
Visa #8117 - Warren Prender	0.00	93.00
Visa #9743 - Leona Parker	580.34	0.00
Visa #9750 - Kathy Sells	540.18	0.00
<b>Total Church Credit Cards</b>	2,467.70	4,591.06

4:29 PM

03/10/26

Accrual Basis

**Christ Church Parish Kent Island**  
**Balance Sheet Prev Year Comparison**  
**As of February 28, 2026**

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	<u>Feb 28, 26</u>	<u>Feb 28, 25</u>
<b>Total Credit Cards</b>	2,467.70	4,591.06
<b>Other Current Liabilities</b>		
<b>Payroll Liabilities</b>		
<b>Federal Taxes Withheld</b>	3,266.14	2,200.74
<b>State Taxes Withheld</b>	1,726.66	978.48
<b>Total Payroll Liabilities</b>	<u>4,992.80</u>	<u>3,179.22</u>
<b>Total Other Current Liabilities</b>	<u>4,992.80</u>	<u>3,179.22</u>
<b>Total Current Liabilities</b>	<u>11,959.97</u>	<u>12,291.01</u>
<b>Total Liabilities</b>	11,959.97	12,291.01
<b>Equity</b>		
<b>Opening Balance Equity</b>	3,681,662.39	3,681,662.39
<b>Prior Years Net Income</b>	1,372,474.75	1,241,316.84
<b>Rectory - Land / Improvements</b>	399,184.78	399,184.78
<b>Net Income</b>	<u>23,086.18</u>	<u>11,022.12</u>
<b>Total Equity</b>	<u>5,476,408.10</u>	<u>5,333,186.13</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><u>5,488,368.07</u></u>	<u><u>5,345,477.14</u></u>

QuickBooks Operating Account 3781 Balance

(after all checks have been written this week)

As Of 3/10/2026 \$ 124,264.79

Holding Funds in Operating Account for:

Children & Family Outreach (started in June, 2021)	\$	<u>4,392.79</u>
Children's Food Ministry (started in March, 2025)	\$	<u>8,465.07</u>
Backpack Program	\$	<u>15,625.44</u>
Due to Others	\$	<u>0.00</u>
Grace Fund	\$	<u>0.00</u>
Memorial Fund	\$	<u>0.00</u>
Youth Group Trips (04/21/25)	\$	<u>1,200.00</u>
Acolyte Trip / Other (04/30/25)	\$	<u>905.97</u>
Funds in Suspense (waiting to be re-allocated) (Sunday 3/1 & 3/8)	\$	<u>8,759.00</u>

Total Funds Holding in Operating Acct \$ 39,348.27

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Funds Available For Operating Use \$ 84,916.52

## Christ Church Parish Kent Island Profit & Loss By Month

March 2025 through February 2026

	Mar 25	Apr 25	May 25	Jun 25	Jul 25	Aug 25	Sep 25	Oct 25	Nov 25	Dec 25	Jan 26	Feb 26	TOTAL
<b>Ordinary Income/Expense</b>													
<b>Income</b>													
<b>Building Use</b>													
CECDS	1,370.00	1,370.00	1,370.00	1,370.00	1,370.00	1,370.00	1,370.00	1,370.00	1,370.00	1,370.00	1,370.00	1,370.00	16,440.00
Living Water	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	18,000.00
Other Building Use	1,000.00	1,410.00	700.00	660.00	0.00	900.00	0.00	390.00	525.00	650.00	1,100.00	0.00	7,335.00
<b>Total Building Use</b>	<u>3,870.00</u>	<u>4,280.00</u>	<u>3,570.00</u>	<u>3,530.00</u>	<u>2,870.00</u>	<u>3,770.00</u>	<u>2,870.00</u>	<u>3,260.00</u>	<u>3,395.00</u>	<u>3,520.00</u>	<u>3,970.00</u>	<u>2,870.00</u>	<u>41,775.00</u>
<b>Fundraisers</b>													
Advent Sales (Nov / Dec)	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	103.00	25.00	0.00	0.00	128.00
Soup Sales	5,078.58	5,795.55	6,226.21	7,138.44	6,288.98	5,563.62	5,111.58	7,983.39	4,119.61	8,030.07	4,640.59	4,752.93	70,729.55
<b>Total Fundraisers</b>	<u>5,078.58</u>	<u>5,795.55</u>	<u>6,226.21</u>	<u>7,138.44</u>	<u>6,288.98</u>	<u>5,563.62</u>	<u>5,111.58</u>	<u>7,983.39</u>	<u>4,222.61</u>	<u>8,055.07</u>	<u>4,640.59</u>	<u>4,752.93</u>	<u>70,857.55</u>
<b>General Offerings</b>													
Contributions / Pledges	29,751.26	28,931.76	21,617.45	23,304.26	39,037.06	31,015.76	24,950.26	24,005.45	32,523.76	27,892.65	49,810.24	34,802.64	367,642.55
Plate Contributions	407.00	1,504.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,911.00
Special Offerings	683.00	2,180.00	0.00	0.00	0.00	0.00	0.00	0.00	355.00	2,765.00	81.00	1,829.00	7,893.00
<b>Total General Offerings</b>	<u>30,841.26</u>	<u>32,615.76</u>	<u>21,617.45</u>	<u>23,304.26</u>	<u>39,037.06</u>	<u>31,015.76</u>	<u>24,950.26</u>	<u>24,005.45</u>	<u>32,878.76</u>	<u>30,657.65</u>	<u>49,891.24</u>	<u>36,631.64</u>	<u>377,446.55</u>
<b>Miscellaneous Income</b>													
Altar Guild Donations	935.00	232.00	0.00	0.00	0.00	0.00	0.00	0.00	500.00	770.00	100.00	0.00	2,537.00
Interest-Checking/Savings Accts	1.12	1.09	1.12	1.08	1.12	1.12	1.08	1.12	1.09	1.12	1.12	1.01	13.19
Music Fund Donations	200.00	250.00	150.00	0.00	0.00	100.00	0.00	0.00	0.00	105.00	50.00	100.00	955.00
Other Income / Donations	0.00	1,200.00	0.00	360.40	0.00	0.00	0.00	0.00	30.00	1,570.00	0.00	0.00	3,160.40
<b>Total Miscellaneous Income</b>	<u>1,136.12</u>	<u>1,683.09</u>	<u>151.12</u>	<u>361.48</u>	<u>1.12</u>	<u>101.12</u>	<u>1.08</u>	<u>1.12</u>	<u>531.09</u>	<u>2,446.12</u>	<u>151.12</u>	<u>101.01</u>	<u>6,665.59</u>
<b>Total Income</b>	<u>40,925.96</u>	<u>44,374.40</u>	<u>31,564.78</u>	<u>34,334.18</u>	<u>48,197.16</u>	<u>40,450.50</u>	<u>32,932.92</u>	<u>35,249.96</u>	<u>41,027.46</u>	<u>44,678.84</u>	<u>58,652.95</u>	<u>44,355.58</u>	<u>496,744.69</u>
<b>Gross Profit</b>	<u>40,925.96</u>	<u>44,374.40</u>	<u>31,564.78</u>	<u>34,334.18</u>	<u>48,197.16</u>	<u>40,450.50</u>	<u>32,932.92</u>	<u>35,249.96</u>	<u>41,027.46</u>	<u>44,678.84</u>	<u>58,652.95</u>	<u>44,355.58</u>	<u>496,744.69</u>
<b>Expense</b>													
<b>Administration</b>													
Development / Communications													
Advertising - Communication	0.00	0.00	66.81	202.30	0.00	0.00	0.00	0.00	0.00	0.00	0.00	240.00	509.11
<b>Total Development / Communications</b>	<u>0.00</u>	<u>0.00</u>	<u>66.81</u>	<u>202.30</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>240.00</u>	<u>509.11</u>
<b>Office Expense</b>													
Bookkeeping Services	1,705.00	1,828.75	1,155.00	1,691.25	1,017.50	1,292.50	1,100.00	1,581.25	1,168.75	1,925.00	1,678.75	1,917.50	18,061.25
Copying / Lease													
Bizhub C450l Lease	443.71	443.71	443.71	443.71	443.71	443.71	443.71	443.71	443.71	443.71	443.71	443.71	5,324.52
<b>Total Copying / Lease</b>	<u>443.71</u>	<u>443.71</u>	<u>443.71</u>	<u>443.71</u>	<u>443.71</u>	<u>443.71</u>	<u>443.71</u>	<u>443.71</u>	<u>443.71</u>	<u>443.71</u>	<u>443.71</u>	<u>443.71</u>	<u>5,324.52</u>
Credit Card Merchant Expense	116.65	96.53	136.57	102.88	90.89	93.69	95.43	88.22	30.99	138.76	198.06	101.04	1,289.71
IT Support	714.00	79.00	79.00	3,935.56	314.00	1,884.90	2,196.09	699.03	4,497.30	955.25	1,179.08	1,579.10	18,112.31
Office Supplies	403.97	125.00	1,306.45	0.00	294.92	276.54	1,694.94	232.21	312.79	502.50	0.00	92.28	5,241.60
Payroll Service	118.88	146.38	196.72	118.88	118.88	118.88	118.88	193.32	118.88	182.72	261.30	125.75	1,819.47
Postage	9.05	350.00	300.00	0.00	0.00	0.00	0.00	0.00	247.75	0.00	0.00	0.00	906.80
Stewardship Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,750.00	0.00	363.75	0.00	0.00	2,113.75
Telephone - Church	407.50	407.66	407.66	407.66	406.86	406.86	406.86	407.97	407.97	407.97	407.60	407.60	4,890.17
<b>Total Office Expense</b>	<u>3,918.76</u>	<u>3,477.03</u>	<u>4,025.11</u>	<u>6,699.94</u>	<u>2,686.76</u>	<u>4,517.08</u>	<u>6,055.91</u>	<u>5,395.71</u>	<u>7,228.14</u>	<u>4,919.66</u>	<u>4,168.50</u>	<u>4,666.98</u>	<u>57,759.58</u>
<b>Publications</b>													
Publications	45.00	0.00	0.00	45.00	0.00	45.00	0.00	138.70	0.00	0.00	45.00	45.00	363.70
<b>Total Publications</b>	<u>45.00</u>	<u>0.00</u>	<u>0.00</u>	<u>45.00</u>	<u>0.00</u>	<u>45.00</u>	<u>0.00</u>	<u>138.70</u>	<u>0.00</u>	<u>0.00</u>	<u>45.00</u>	<u>45.00</u>	<u>363.70</u>
<b>Vestry / Diocese</b>													
Convention Expenses	-2,764.08	-715.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	200.00	600.00	-2,679.08
<b>Total Vestry / Diocese</b>	<u>-2,764.08</u>	<u>-715.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>200.00</u>	<u>600.00</u>	<u>-2,679.08</u>

**Christ Church Parish Kent Island  
Profit & Loss By Month**

March 2025 through February 2026

	Mar 25	Apr 25	May 25	Jun 25	Jul 25	Aug 25	Sep 25	Oct 25	Nov 25	Dec 25	Jan 26	Feb 26	TOTAL
<b>Total Administration</b>	1,199.68	2,762.03	4,091.92	6,947.24	2,686.76	4,562.08	6,055.91	5,534.41	7,228.14	4,919.66	4,413.50	5,551.98	55,953.31
<b>Facilities</b>													
Alarm System (Fire/Security)	0.00	350.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	350.00
Camp Wright Lease	0.00	773.75	0.00	0.00	773.75	0.00	0.00	773.75	0.00	0.00	773.75	0.00	3,095.00
Cleaning Supplies	106.18	70.64	503.02	0.00	0.00	128.52	13.49	539.05	19.26	146.74	34.73	624.78	2,186.41
Electric	2,853.96	1,781.71	1,676.18	1,412.63	1,810.15	2,538.53	1,728.02	1,480.09	1,566.17	1,855.67	3,665.73	3,637.96	26,006.80
Gardening Ministry	111.14	1,400.00	110.18	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,621.32
Kitchen Equipment & Maintenance	8,530.01	0.00	780.26	848.26	550.00	985.00	0.00	59.76	0.00	0.00	350.00	2,333.00	14,436.29
Lawn Care / Snow Removal	0.00	0.00	1,750.00	1,000.00	0.00	3,200.00	1,000.00	2,200.00	0.00	1,620.00	1,749.00	450.00	12,969.00
Pest Control	500.00	0.00	0.00	0.00	500.00	0.00	0.00	0.00	500.00	0.00	0.00	0.00	1,500.00
Propane	1,116.53	1,097.21	117.07	161.80	0.00	161.04	207.28	0.00	863.10	3,835.53	3,814.23	4,212.14	15,585.93
Refuse Removal	418.44	417.02	417.02	414.70	420.06	423.62	422.69	422.24	424.35	475.34	475.34	454.59	5,185.41
Repairs & Maintenance - Church	2,300.74	718.80	1,152.77	22,022.13	1,758.29	8,646.72	2,436.96	545.39	2,604.43	566.92	5,281.73	13.45	48,048.33
Repairs & Maintenance - Rectory	1,630.00	0.00	200.00	0.00	1,214.98	200.00	0.00	0.00	0.00	0.00	0.00	0.00	3,244.98
Water & Sewer	0.00	795.56	0.00	0.00	748.28	0.00	0.00	725.56	0.00	0.00	868.85	0.00	3,138.25
<b>Total Facilities</b>	17,567.00	7,404.69	6,706.50	25,859.52	7,775.51	16,283.43	5,808.44	6,745.64	5,977.31	8,500.20	17,013.36	11,725.92	137,367.72
<b>Insurance</b>													
Property / Liability Insurance	0.00	0.00	4,145.50	0.00	0.00	0.00	0.00	4,470.00	0.00	4,469.00	0.00	0.00	13,084.50
Workers Comp Insurance	0.00	325.00	0.00	0.00	0.00	111.00	0.00	0.00	0.00	0.00	0.00	0.00	436.00
<b>Total Insurance</b>	0.00	325.00	4,145.50	0.00	0.00	111.00	0.00	4,470.00	0.00	4,469.00	0.00	0.00	13,520.50
<b>Parish Life</b>													
<b>Christian Education</b>													
Young Children	60.28	0.00	125.58	38.96	38.84	10.60	0.00	0.00	105.90	0.00	18.55	52.63	451.34
Youth	0.00	60.38	375.00	0.00	0.00	64.86	0.00	0.00	0.00	0.00	0.00	124.43	624.67
<b>Total Christian Education</b>	60.28	60.38	500.58	38.96	38.84	75.46	0.00	0.00	105.90	0.00	18.55	177.06	1,076.01
<b>Music</b>													
Choral Intern	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,250.00	0.00	1,250.00
Guest Musicians & Interns	0.00	900.00	1,000.00	0.00	0.00	0.00	0.00	0.00	375.00	250.00	0.00	0.00	2,525.00
Music & Choir Supplies	124.48	416.89	69.79	529.87	911.03	390.00	9.95	963.43	687.21	4.95	277.99	639.98	5,025.57
<b>Total Music</b>	124.48	1,316.89	1,069.79	529.87	911.03	390.00	9.95	963.43	1,062.21	254.95	1,527.99	639.98	8,800.57
<b>Outreach</b>													
Camp Wright	0.00	250.00	0.00	0.00	250.00	0.00	0.00	250.00	0.00	0.00	250.00	0.00	1,000.00
Diocesan Apportionment	3,969.63	3,969.63	3,969.63	3,969.63	3,969.63	3,969.63	3,969.63	3,969.63	3,969.63	3,969.63	4,183.63	4,183.67	48,063.60
Discretionary Fund - Rector	0.00	250.00	0.00	0.00	250.00	0.00	0.00	250.00	0.00	0.00	250.00	0.00	1,000.00
Haven Ministries Church Fund	0.00	250.00	0.00	0.00	250.00	0.00	0.00	250.00	0.00	0.00	250.00	0.00	1,000.00
Haven Ministries Operations	0.00	250.00	0.00	0.00	250.00	0.00	0.00	250.00	0.00	0.00	250.00	0.00	1,000.00
Other Purpose Outside Parish	0.00	0.00	0.00	1,250.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1,250.00
<b>Total Outreach</b>	3,969.63	4,969.63	3,969.63	5,219.63	4,969.63	3,969.63	3,969.63	4,969.63	3,969.63	3,969.63	5,183.63	4,183.67	53,313.60
<b>Parish Ministries</b>													
Coffee Supplies	72.05	0.72	52.29	49.11	0.00	102.50	-1.21	49.95	65.94	296.48	98.91	59.94	846.68
Family Ministry Activities	0.00	306.47	0.00	0.00	0.00	0.00	0.00	0.00	29.97	0.00	0.00	0.00	336.44
Fellowship	0.00	40.65	0.00	474.61	0.00	0.00	239.01	47.61	0.00	0.00	106.44	418.59	1,326.91
Hospitality Ministry Coordinator	2,675.00	2,140.00	2,675.00	2,140.00	2,140.00	2,675.00	2,140.00	2,140.00	2,675.00	2,640.00	2,975.00	2,440.00	29,455.00
Youth Ministry	51.68	122.08	50.77	0.00	0.00	0.00	0.00	178.41	27.36	376.37	144.30	47.28	998.25
<b>Total Parish Ministries</b>	2,798.73	2,609.92	2,778.06	2,663.72	2,140.00	2,777.50	2,377.80	2,415.97	2,798.27	3,312.85	3,324.65	2,965.81	32,963.28
<b>Worship</b>													
Altar Guild	0.00	1,012.86	25.98	0.00	215.25	0.00	0.00	0.00	0.00	480.00	214.50	0.00	1,948.59
Worship & Sanctuary	65.50	90.00	0.00	0.00	509.00	0.00	90.00	0.00	0.00	75.50	90.00	0.00	920.00
<b>Total Worship</b>	65.50	1,102.86	25.98	0.00	724.25	0.00	90.00	0.00	0.00	555.50	304.50	0.00	2,868.59
<b>Total Parish Life</b>	7,018.62	10,059.68	8,344.04	8,452.18	8,783.75	7,212.59	6,447.38	8,349.03	7,936.01	8,092.93	10,359.32	7,966.52	99,022.05
<b>Personnel</b>													

## Christ Church Parish Kent Island Profit & Loss By Month

March 2025 through February 2026

	Mar 25	Apr 25	May 25	Jun 25	Jul 25	Aug 25	Sep 25	Oct 25	Nov 25	Dec 25	Jan 26	Feb 26	TOTAL
<b>Continuing Education</b>													
Family Ministry Coordinator	0.00	0.00	0.00	0.00	0.00	0.00	0.00	550.00	0.00	0.00	295.29	0.00	845.29
Minister of Music	0.00	0.00	0.00	46.85	0.00	127.00	0.00	0.00	0.00	0.00	0.00	0.00	173.85
<b>Total Continuing Education</b>	0.00	0.00	0.00	46.85	0.00	127.00	0.00	550.00	0.00	0.00	295.29	0.00	1,019.14
<b>Pay Not Subject to Payroll Tax</b>													
Payroll Tax Expense	596.89	598.79	960.13	488.90	529.20	521.84	591.98	935.98	690.50	1,079.09	700.70	1,052.17	8,746.17
Rector / Curate Support													
Lawn Care	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	600.00	-200.00	0.00	400.00
Membership & Lot Fees	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	235.00	0.00	235.00
Pest Control	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Trash Removal	0.00	0.00	0.00	107.48	-107.48	0.00	0.00	0.00	0.00	0.00	246.00	0.00	246.00
Utilities	156.07	205.97	46.37	47.65	119.49	0.00	0.00	200.09	-200.09	0.00	0.00	0.00	575.55
<b>Total Rector / Curate Support</b>	156.07	205.97	46.37	155.13	12.01	0.00	0.00	200.09	-200.09	600.00	281.00	0.00	1,456.55
Stipend - Rector/Interim Rector	2,653.84	2,653.84	5,615.41	3,307.70	3,307.70	3,307.70	3,307.70	4,961.55	3,307.70	3,307.70	3,307.70	3,307.70	42,346.24
Stipend - Asst. to PIC/Curate	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,307.69	4,615.38	6,923.07
Supply Priest	0.00	225.00	425.00	0.00	0.00	0.00	0.00	490.00	100.00	0.00	0.00	0.00	1,240.00
<b>Total Pay Not Subject to Payroll Tax</b>	3,406.80	3,683.60	7,046.91	3,951.73	3,848.91	3,829.54	3,899.68	6,587.62	3,898.11	4,986.79	6,597.09	8,975.25	60,712.03
<b>Pay Subject to Payroll Tax</b>													
Family Ministry Coordinator													
Minister of Music													
Parish Administrator													
Sexton													
<b>Total Pay Subject to Payroll Tax</b>	7,802.25	7,827.50	11,550.50	6,391.00	6,917.50	6,821.50	7,738.50	12,335.00	9,026.00	14,105.87	7,909.44	9,475.46	107,900.52
<b>Transition Costs</b>													
Interview Expenses	0.00	0.00	0.00	0.00	0.00	0.00	1,425.57	0.00	0.00	0.00	0.00	0.00	1,425.57
Search Consultant	0.00	0.00	2,655.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,655.00
Transition Costs - Other	0.00	0.00	0.00	250.00	0.00	0.00	0.00	0.00	0.00	0.00	1,445.09	0.00	1,695.09
<b>Total Transition Costs</b>	0.00	0.00	2,655.00	250.00	0.00	0.00	1,425.57	0.00	0.00	0.00	1,445.09	0.00	5,775.66
<b>Travel and Automobile</b>													
Mileage - Family Ministry Coord	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	118.90	118.90
Mileage - Minister of Music	287.60	277.30	153.50	184.20	287.50	134.00	187.30	214.90	307.50	307.50	287.03	455.83	3,084.16
Mileage - Rector/Interim Rector	186.20	256.20	40.60	141.40	0.00	206.20	430.45	158.20	350.00	162.40	252.30	297.25	2,481.20
Mileage - Supply Priest	0.00	40.60	81.20	0.00	0.00	0.00	0.00	93.80	0.00	0.00	0.00	0.00	215.60
<b>Total Travel and Automobile</b>	473.80	574.10	275.30	325.60	287.50	340.20	617.75	466.90	657.50	469.90	539.33	871.98	5,899.86
<b>Total Personnel</b>	11,682.85	12,085.20	21,527.71	10,965.18	11,053.91	11,118.24	13,681.50	19,939.52	13,581.61	19,562.56	16,786.24	19,322.69	181,307.21
<b>Total Expense</b>	37,468.15	32,636.60	44,815.67	52,224.12	30,299.93	39,287.34	31,993.23	45,038.80	34,723.07	45,544.35	48,572.42	44,567.11	487,170.79
<b>Net Ordinary Income</b>	3,457.81	11,737.80	-13,250.89	-17,889.94	17,897.23	1,163.16	939.69	-9,788.84	6,304.39	-865.51	10,080.53	-211.53	9,573.90
<b>Other Income/Expense</b>													
<b>Other Income</b>													
<b>BCC Columbarium Fund - 90010</b>													
Change in Asset Value	-1,091.56	0.00	932.29	429.84	126.66	257.40	323.10	197.13	41.07	44.33	69.40	18.59	1,348.25
New Gifts / Contributions	0.00	900.00	0.00	0.00	600.00	0.00	0.00	0.00	0.00	900.00	0.00	0.00	2,400.00
Released in Current Year	0.00	0.00	-20,250.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-11,000.00	0.00	-31,250.00
Transfer Out	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Total BCC Columbarium Fund - 90010</b>	-1,091.56	900.00	-19,317.71	429.84	726.66	257.40	323.10	197.13	41.07	944.33	-10,930.60	18.59	-27,501.75
<b>BCC Perpetual Care Fund - 90011</b>													
Change in Asset Value	-5,911.13	33.07	6,451.79	6,490.21	1,914.18	3,899.18	4,894.26	2,986.25	622.13	664.65	3,385.26	1,818.01	27,247.86
<b>Total BCC Perpetual Care Fund - 90011</b>	-5,911.13	33.07	6,451.79	6,490.21	1,914.18	3,899.18	4,894.26	2,986.25	622.13	664.65	3,385.26	1,818.01	27,247.86
<b>Blunt Fund - 90007</b>													

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Accrual Basis

### Christ Church Parish Kent Island Profit & Loss By Month

March 2025 through February 2026

	Mar 25	Apr 25	May 25	Jun 25	Jul 25	Aug 25	Sep 25	Oct 25	Nov 25	Dec 25	Jan 26	Feb 26	TOTAL
<b>Change In Asset Value</b>	-13,681.58	0.00	14,850.09	14,938.53	4,401.67	8,945.33	11,228.19	6,850.92	1,427.27	1,513.09	7,341.34	3,941.83	61,756.68
Released In Current Year	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	22,730.64	0.00	0.00	22,730.64
Transfer Out - To Operating Ckg	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-22,730.64	0.00	0.00	-22,730.64
<b>Total Blunt Fund - 90007</b>	-13,681.58	0.00	14,850.09	14,938.53	4,401.67	8,945.33	11,228.19	6,850.92	1,427.27	1,513.09	7,341.34	3,941.83	61,756.68
<b>1999 Endowment Fund - 90008</b>													
Change In Asset Value	-1,635.24	0.00	1,774.89	1,785.46	526.09	1,069.15	1,341.98	818.83	170.59	180.87	878.07	471.56	7,382.25
Released In Current Year	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	2,679.96	0.00	0.00	2,679.96
Transfer Out	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-2,679.96	0.00	0.00	-2,679.96
<b>Total 1999 Endowment Fund - 90008</b>	-1,635.24	0.00	1,774.89	1,785.46	526.09	1,069.15	1,341.98	818.83	170.59	180.87	878.07	471.56	7,382.25
<b>Grace Fund - 90016</b>													
Change In Asset Value	-5,149.01	0.00	5,588.77	5,622.05	1,656.55	3,366.55	4,225.68	2,578.32	537.19	569.70	2,766.19	1,485.99	23,247.98
Grace Fund Contributions	0.00	0.00	0.00	0.00	0.00	0.00	0.00	20.00	0.00	50.00	0.00	0.00	70.00
Released In Current Year	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	8,382.90	0.00	0.00	8,382.90
Transfer Out - To Operating Ckg	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-8,382.90	0.00	0.00	-8,382.90
<b>Total Grace Fund - 90015</b>	-5,149.01	0.00	5,588.77	5,622.05	1,656.55	3,366.55	4,225.68	2,598.32	537.19	619.70	2,766.19	1,485.99	23,317.98
<b>Paca Fund - 90009</b>													
Change In Asset Value	-2,630.73	0.00	2,855.40	2,872.41	846.36	1,720.03	2,158.98	1,317.31	274.44	290.94	1,411.65	758.09	11,874.88
Released In Current Year	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4,368.66	0.00	0.00	4,368.66
Transfer Out	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-4,368.66	0.00	0.00	-4,368.66
<b>Total Paca Fund - 90009</b>	-2,630.73	0.00	2,855.40	2,872.41	846.36	1,720.03	2,158.98	1,317.31	274.44	290.94	1,411.65	758.09	11,874.88
<b>The Investment Fund - 90078</b>													
Change In Asset Value	-3,757.33	0.00	4,078.23	4,102.52	1,208.82	2,456.62	3,083.55	1,881.45	391.96	474.82	2,244.84	1,205.57	17,371.05
<b>Total The Investment Fund - 90078</b>	-3,757.33	0.00	4,078.23	4,102.52	1,208.82	2,456.62	3,083.55	1,881.45	391.96	474.82	2,244.84	1,205.57	17,371.05
<b>Acolyte Trip / Other Fundraiser</b>													
Acolyte Trip / Other - Income	0.00	20.00	0.00	1,195.00	385.00	0.00	20.00	0.00	0.00	0.00	0.00	0.00	1,620.00
Acolyte Trip / Other - Expense	-387.96	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-326.07	0.00	0.00	-714.03
<b>Total Acolyte Trip / Other Fundraiser</b>	-387.96	20.00	0.00	1,195.00	385.00	0.00	20.00	0.00	0.00	-326.07	0.00	0.00	905.97
<b>Backpack Program</b>													
Backpack Program - Income	7,402.59	20.00	747.00	700.00	100.00	500.00	1,263.22	1,000.00	900.00	1,390.00	303.00	0.00	14,325.81
Backpack Program - Expenses	-1,681.00	-1,385.65	-590.52	-362.04	-243.52	-453.92	-354.18	-1,158.44	-760.66	-1,294.86	-576.58	-1,439.86	-10,301.23
<b>Total Backpack Program</b>	5,721.59	-1,365.65	156.48	337.96	-143.52	46.08	909.04	-158.44	139.34	95.14	-273.58	-1,439.86	4,024.58
<b>Bishops Discretionary Fund</b>													
Bishops Discretion Fund -Income	0.00	0.00	0.00	0.00	0.00	0.00	0.00	10.00	0.00	0.00	0.00	0.00	10.00
Bishops Discretion Fund-Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-10.00	0.00	0.00	0.00	0.00	-10.00
<b>Total Bishops Discretionary Fund</b>	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Capital Improvement Fund</b>	0.00	50.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	50.00
<b>CFM (Children's Food Ministry)</b>													
Children Food Ministry-Income	0.00	0.00	5,020.00	1,660.00	5,720.00	390.00	670.00	340.00	955.00	6,480.00	100.00	500.00	21,835.00
Children Food Ministry-Expenses	-1,144.46	-854.80	-1,734.84	-1,176.48	-1,047.36	-1,357.48	-1,164.70	-1,128.70	-478.38	-916.96	-1,187.47	-1,178.30	-13,369.93
<b>Total CFM (Children's Food Ministry)</b>	-1,144.46	-854.80	3,285.16	483.52	4,672.64	-967.48	-494.70	-788.70	476.62	5,563.04	-1,087.47	-678.30	8,465.07
<b>Food Pantry</b>													
Food Pantry Donations	0.00	0.00	0.00	40.00	0.00	0.00	900.00	65.00	50.00	0.00	0.00	0.00	1,055.00
Haven Min. Food Pantry Donation	0.00	0.00	0.00	-40.00	0.00	0.00	-900.00	-65.00	-50.00	0.00	0.00	0.00	-1,055.00
<b>Total Food Pantry</b>	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Grant - Vanguard</b>													
Grant - Vanguard - Income	0.00	0.00	-1,200.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-1,200.00

4:31 PM

03/10/26

Accrual Basis

**Christ Church Parish Kent Island  
Profit & Loss By Month  
March 2025 through February 2026**

	Mar 25	Apr 25	May 25	Jun 25	Jul 25	Aug 25	Sep 25	Oct 25	Nov 25	Dec 25	Jan 26	Feb 26	TOTAL
<b>Total Grant - Vanguard</b>	0.00	0.00	-1,200.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-1,200.00
<b>Handbells</b>													
Handbell Donations - Income	4,950.00	50.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	5,000.00
Handbell - Expenses	-5,000.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-5,000.00
<b>Total Handbells</b>	-50.00	50.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Special Event</b>													
Westminster Bell Ringer-Income	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	853.50	0.00	0.00	853.50
Westminster Bell Ringer-Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	-700.00	-100.00	0.00	-800.00
<b>Total Special Event</b>	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	153.50	-100.00	0.00	53.50
<b>Total Other Income</b>	-29,717.41	-1,167.38	18,523.10	38,257.50	16,194.45	20,792.86	27,690.08	15,703.07	4,080.61	10,174.01	5,635.70	7,581.48	133,748.07
<b>Other Expense</b>													
Rector's Discretionary Funds	100.00	-25.00	25.00	-25.00	25.00	-100.00	100.00	0.00	0.00	0.00	0.00	0.00	100.00
<b>Total Other Expense</b>	100.00	-25.00	25.00	-25.00	25.00	-100.00	100.00	0.00	0.00	0.00	0.00	0.00	100.00
<b>Net Other Income</b>	-29,817.41	-1,142.38	18,498.10	38,282.50	16,169.45	20,892.86	27,590.08	15,703.07	4,080.61	10,174.01	5,635.70	7,581.48	133,648.07
<b>Net Income</b>	<u>-26,359.60</u>	<u>10,595.42</u>	<u>5,247.21</u>	<u>20,392.56</u>	<u>34,066.68</u>	<u>22,056.02</u>	<u>28,529.77</u>	<u>5,914.23</u>	<u>10,385.00</u>	<u>9,308.50</u>	<u>15,716.23</u>	<u>7,369.95</u>	<u>143,221.97</u>

4:30 PM

03/10/26

Accrual Basis

**Christ Church Parish Kent Island**  
**Profit & Loss Budget vs. Actual - Current Year**  
**January through February 2026**

	Jan - Feb 26	Budget	% of Budget
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
<b>Building Use</b>			
CECDS	2,740.00	16,444.00	16.7%
Living Water	3,000.00	18,000.00	16.7%
Other Building Use	1,100.00	7,500.00	14.7%
<b>Total Building Use</b>	6,840.00	41,944.00	16.3%
<b>Fundraisers</b>			
Soup Sales	9,393.52	70,000.00	13.4%
<b>Total Fundraisers</b>	9,393.52	70,000.00	13.4%
<b>General Offerings</b>			
Contributions / Pledges	84,612.88	365,000.00	23.2%
Plate Contributions	0.00	7,500.00	0.0%
Special Offerings	1,910.00	5,000.00	38.2%
<b>Total General Offerings</b>	86,522.88	377,500.00	22.9%
<b>Miscellaneous Income</b>			
Altar Guild Donations	100.00	1,800.00	5.6%
Interest-Checking/Savings Accts	2.13	75.00	2.8%
Music Fund Donations	150.00	600.00	25.0%
Other Income / Donations	0.00	3,000.00	0.0%
<b>Total Miscellaneous Income</b>	252.13	5,475.00	4.6%
<b>Total Income</b>	103,008.53	494,919.00	20.8%
<b>Gross Profit</b>	103,008.53	494,919.00	20.8%
<b>Expense</b>			
<b>Administration</b>			
<b>Development / Communications</b>			
Advertising - Communication	240.00	500.00	48.0%
Expense Allowance - Rector	0.00	500.00	0.0%
Gifts / Incentives	0.00	250.00	0.0%
Planned Giving - 1631 Society	0.00	500.00	0.0%
<b>Total Development / Communications</b>	240.00	1,750.00	13.7%
<b>Office Expense</b>			
Bank Service Charges	0.00	10.00	0.0%
Bookkeeping Services	3,596.25	22,500.00	16.0%
Copying / Lease			
Bizhub C450l Lease	887.42	6,000.00	14.8%
<b>Total Copying / Lease</b>	887.42	6,000.00	14.8%
Credit Card Merchant Expense	299.10	1,400.00	21.4%
IT Support	2,758.18	8,408.00	32.8%
Office Supplies	92.28	5,000.00	1.8%
Payroll Service	387.05	2,350.00	16.5%
Postage	0.00	1,800.00	0.0%
Stewardship Expense	0.00	1,200.00	0.0%
Telephone - Church	815.20	5,000.00	16.3%
<b>Total Office Expense</b>	8,835.48	53,668.00	16.5%
<b>Publications</b>			
Publications	90.00	300.00	30.0%
<b>Total Publications</b>	90.00	300.00	30.0%
<b>Vestry / Diocese</b>			
Convention Expenses	800.00	500.00	160.0%
<b>Total Vestry / Diocese</b>	800.00	500.00	160.0%

**Christ Church Parish Kent Island**  
**Profit & Loss Budget vs. Actual - Current Year**  
**January through February 2026**

	Jan - Feb 26	Budget	% of Budget
<b>Total Administration</b>	9,965.48	56,218.00	17.7%
<b>Facilities</b>			
Alarm System (Fire/Security)	0.00	700.00	0.0%
Camp Wright Lease	773.75	3,095.00	25.0%
Cleaning Supplies	659.51	2,000.00	33.0%
Electric	7,303.69	24,000.00	30.4%
Gardening Ministry	0.00	5,770.00	0.0%
Kitchen Equipment & Maintenance	2,683.00	10,000.00	26.8%
Lawn Care / Snow Removal	2,199.00	10,000.00	22.0%
Pest Control	0.00	2,275.00	0.0%
Propane	8,026.37	26,000.00	30.9%
Refuse Removal	929.93	5,200.00	17.9%
Repairs & Maintenance - Church	5,295.18	30,000.00	17.7%
Repairs & Maintenance - Rectory	0.00	5,000.00	0.0%
Water & Sewer	868.85	2,500.00	34.8%
<b>Total Facilities</b>	28,739.28	126,540.00	22.7%
<b>Insurance</b>			
Property / Liability Insurance	0.00	17,877.00	0.0%
Workers Comp Insurance	0.00	400.00	0.0%
<b>Total Insurance</b>	0.00	18,277.00	0.0%
<b>Parish Life</b>			
<b>Christian Education</b>			
Adults	0.00	200.00	0.0%
Young Children	71.18	300.00	23.7%
Youth	124.43	500.00	24.9%
<b>Total Christian Education</b>	195.61	1,000.00	19.6%
<b>Music</b>			
Choral Intern	1,250.00	2,692.00	46.4%
Guest Musicians	0.00	2,000.00	0.0%
Music & Choir Supplies	917.97	3,000.00	30.6%
<b>Total Music</b>	2,167.97	7,692.00	28.2%
<b>Outreach</b>			
Camp Wright	250.00	1,000.00	25.0%
Diocesan Apportionment	8,367.30	50,204.00	16.7%
Discretionary Fund - Rector	250.00	1,000.00	25.0%
Haven Ministries Church Fund	250.00	1,000.00	25.0%
Haven Ministries Operations	250.00	1,000.00	25.0%
Other Purpose Outside Parish	0.00	750.00	0.0%
<b>Total Outreach</b>	9,367.30	54,954.00	17.0%
<b>Parish Ministries</b>			
Coffee Supplies	158.85	500.00	31.8%
Connections-Welcoming	0.00	100.00	0.0%
Family Ministry Activities	0.00	1,200.00	0.0%
Fellowship	525.03	1,600.00	32.8%
Hospitality Ministry Coordinator	5,415.00	31,500.00	17.2%
Youth Ministry	191.58	1,500.00	12.8%
<b>Total Parish Ministries</b>	6,290.46	36,400.00	17.3%
<b>Worship</b>			
Acolytes	0.00	150.00	0.0%
Altar Guild	214.50	2,000.00	10.7%
Worship & Sanctuary	90.00	700.00	12.9%
<b>Total Worship</b>	304.50	2,850.00	10.7%
<b>Total Parish Life</b>	18,325.84	102,896.00	17.8%
<b>Personnel</b>			

4:30 PM  
03/10/26  
Accrual Basis

**Christ Church Parish Kent Island**  
**Profit & Loss Budget vs. Actual - Current Year**  
**January through February 2026**

	Jan - Feb 26	Budget	% of Budget
<b>Benefits</b>			
Health Insurance Premium-Curate	0.00	10,000.00	0.0%
Life/Disability Ins - Curate	0.00	450.00	0.0%
Pension - Curate	0.00	18,000.00	0.0%
<b>Total Benefits</b>	0.00	28,450.00	0.0%
<b>Continuing Education</b>			
Family Ministry Coordinator	295.29	400.00	73.8%
Minister of Music	0.00	400.00	0.0%
Rector	0.00	500.00	0.0%
<b>Total Continuing Education</b>	295.29	1,300.00	22.7%
<b>Pay Not Subject to Payroll Tax</b>			
Housing Allowance-Rector/Curate	0.00	8,000.00	0.0%
Payroll Tax Expense	1,752.87	7,400.00	23.7%
Rector / Curate Support			
Cell Phone	0.00	1,000.00	0.0%
Lawn Care	-200.00	700.00	-28.6%
Membership & Lot Fees	235.00	200.00	117.5%
Pest Control	0.00	200.00	0.0%
Trash Removal	246.00	500.00	49.2%
Utilities	0.00	3,800.00	0.0%
<b>Total Rector / Curate Support</b>	281.00	6,400.00	4.4%
Stipend - Rector/Interim Rector	6,615.40	43,000.00	15.4%
Stipend - Asst. to PIC/Curate	6,923.07	63,750.00	10.9%
Supply Priest	0.00	780.00	0.0%
<b>Total Pay Not Subject to Payroll Tax</b>	15,572.34	129,330.00	12.0%
<b>Pay Subject to Payroll Tax</b>			
Family Ministry Coordinator			
Minister of Music			
Parish Administrator			
Sexton			
<b>Total Pay Subject to Payroll Tax</b>	17,384.90	127,417.00	13.6%
<b>Transition Costs</b>	1,445.09	3,000.00	48.2%
<b>Travel and Automobile</b>			
Mileage - Family Ministry Coord	118.90	300.00	39.6%
Mileage - Minister of Music	742.86	2,500.00	29.7%
Mileage - Rector/Interim Rector	549.55	2,400.00	22.9%
Mileage - Supply Priest	0.00	500.00	0.0%
<b>Total Travel and Automobile</b>	1,411.31	5,700.00	24.8%
<b>Total Personnel</b>	36,108.93	295,197.00	12.2%
<b>Total Expense</b>	93,139.53	599,128.00	15.5%
<b>Net Ordinary Income</b>	9,869.00	-104,209.00	-9.5%
<b>Other Income/Expense</b>			
<b>Other Income</b>			
BCC Columbarium Fund - 90010			
Change In Asset Value	87.99		
Released in Current Year	-11,000.00		
Transfer Out	0.00		
<b>Total BCC Columbarium Fund - 90010</b>	-10,912.01		
BCC Perpetual Care Fund - 90011			
Change In Asset Value	5,203.27		
<b>Total BCC Perpetual Care Fund - 90011</b>	5,203.27		

**Christ Church Parish Kent Island**  
**Profit & Loss Budget vs. Actual - Current Year**  
**January through February 2026**

	Jan - Feb 26	Budget	% of Budget
<b>Blunt Fund - 90007</b>			
Change In Asset Value	11,283.17		
Blunt Fund - 90007 - Other	0.00	22,490.63	0.0%
<b>Total Blunt Fund - 90007</b>	11,283.17	22,490.63	50.2%
<b>1999 Endowment Fund - 90008</b>			
Change In Asset Value	1,349.63		
1999 Endowment Fund - 90008 - Other	0.00	2,679.95	0.0%
<b>Total 1999 Endowment Fund - 90008</b>	1,349.63	2,679.95	50.4%
<b>Grace Fund - 90015</b>			
Change In Asset Value	4,252.18		
Grace Fund - 90015 - Other	0.00	8,382.93	0.0%
<b>Total Grace Fund - 90015</b>	4,252.18	8,382.93	50.7%
<b>Paca Fund - 90009</b>			
Change In Asset Value	2,169.74		
Paca Fund - 90009 - Other	0.00	4,368.69	0.0%
<b>Total Paca Fund - 90009</b>	2,169.74	4,368.69	49.7%
<b>The Investment Fund - 90078</b>			
Change In Asset Value	3,450.41		
The Investment Fund - 90078 - Other	0.00	66,286.80	0.0%
<b>Total The Investment Fund - 90078</b>	3,450.41	66,286.80	5.2%
<b>Backpack Program</b>			
Backpack Program - Income	303.00		
Backpack Program - Expenses	-2,016.44		
<b>Total Backpack Program</b>	-1,713.44		
<b>CFM (Children's Food Ministry)</b>			
Children Food Ministry-Income	600.00		
Children Food Ministry-Expenses	-2,365.77		
<b>Total CFM (Children's Food Ministry)</b>	-1,765.77		
<b>Special Event</b>			
Westminster Bell Ringer-Expense	-100.00		
<b>Total Special Event</b>	-100.00		
<b>Total Other Income</b>	13,217.18	104,209.00	12.7%
<b>Other Expense</b>			
Rector's Discretionary Funds	0.00		
<b>Total Other Expense</b>	0.00		
<b>Net Other Income</b>	13,217.18	104,209.00	12.7%
<b>Net Income</b>	<b>23,086.18</b>	<b>0.00</b>	<b>100.0%</b>

**Christ Church Parish Kent Island  
Vestry Financial Summary**

**Balance Sheet – Prior Year Comparison**

**As of February 28, 2026**

**1. Overall Financial Position**

**Total Assets / Equity Position: \$5,488,368 (2026)**

**Prior Year: \$5,345,477 (2025)**

**Overall balance sheet strength increased by approximately \$142,891 year-over-year, reflecting strong investment performance and positive operating results.**

**2. Liabilities**

**Total Liabilities: \$11,959.97 (2026)**

**Prior Year: \$12,291.01 (2025)**

**Liabilities remain very low relative to the parish balance sheet and declined slightly from the prior year.**

**Key items:**

- **Credit Cards: \$2,467.70 (down from \$4,591.06)**
- **Payroll Liabilities: \$4,992.80 (up from \$3,179.22)**
  - **Federal taxes withheld: \$3,266.14**
  - **State taxes withheld: \$1,726.66**

**Overall liability levels remain minimal and stable.**

**3. Equity**

**Total Equity: \$5,476,408.10 (2026)**

**Prior Year: \$5,333,186.13 (2025)**

**Major components:**

- **Opening Balance Equity: \$3,681,662.39**
- **Prior Years Net Income: \$1,372,474.75**
- **Rectory Land & Improvements: \$399,184.78**
- **Current Year Net Income: \$23,086.18**

**Equity increased primarily due to accumulated surpluses and positive investment performance.**

#### **4. Key Vestry Takeaways**

- **Balance sheet remains extremely strong.**
- **Total equity increased by approximately \$143K year-over-year.**
- **Liabilities remain very small relative to parish assets.**
- **Credit card balances declined compared to last year.**
- **Current year operations are generating a positive surplus.**
- **Long-term accumulated net income continues to strengthen the parish financial position.**

#### **Bottom Line**

**Christ Church Parish Kent Island continues to maintain a very strong balance sheet. Liabilities are minimal, equity continues to grow, and current operations are producing positive financial results. The parish remains financially stable with a strong net asset base.**

## **Christ Church Parish Kent Island**

Vestry Financial Summary -- Profit & Loss – Budget vs. Actual (Accrual)

January – February 2026

### **1. Overall Financial Position**

Total Expenses (Jan–Feb): \$93,139.53

Annual Budget: \$599,128

Percent of Budget Used: 15.5% (roughly in line with the 16.7% expected after two months)

Operating Result

Net Ordinary Income: +\$9,869

Including Designated Funds / Investments

Net Other Income: +\$13,217

Total Net Income: +\$23,086

The parish is financially ahead of plan early in the year.

### **2. Major Expense Categories**

**Personnel** – \$36,108.93 (12.2% of annual personnel budget)

Personnel remains well below the expected 16.7% pace, primarily due to:

- Benefits not yet posted
- Housing allowance not yet recorded
- Early timing of certain payroll items

#### **Key items:**

- Rector/Curate stipend:
- Assistant to PIC/Curate:
- Music Director:
- Family Ministry Coordinator:
- Parish Administrator:
- Sexton:

**Transition costs: \$1,445 (48% of the small annual transition budget already used)**

**Facilities – \$28,739.28 (22.7% of budget)**

Largest drivers:

- Propane: \$8,026 (winter heating)
- Electric: \$7,304
- Repairs & Maintenance – Church: \$5,295
- Kitchen Maintenance: \$2,683
- Lawn/Snow: \$2,199

**Parish Life – \$18,325.84 (17.8% of budget)**

Major components:

- Outreach: \$9,367
- Diocesan Apportionment: \$8,367
- Hospitality Ministry Coordinator: \$5,415
- Music: \$2,168

**Administration – \$9,965 (17.7% of budget)**

**Insurance – \$0 YTD (premiums typically post later in the year)**

### **3. Ministry Programs (Net Results YTD)**

Backpack Program: -\$1,713

Children's Food Ministry: -\$1,766

Early deficits reflect timing of purchases versus donations and typically balance later in the year.

#### **4. Designated Funds & Investments**

Blunt Fund: +\$11,283

Grace Fund: +\$4,252

Perpetual Care Fund: +\$5,203

Investment Fund: +\$3,450

Paca Fund: +\$2,170

1999 Endowment: +\$1,350

Columbarium Fund release: -\$11,000

#### **5. Key Vestry Takeaways**

- Overall financial position is strong and ahead of budget pace
- Personnel costs are well controlled early in the year
- Facilities costs slightly elevated due to winter utilities
- Parish life and outreach spending tracking close to budget
- Insurance costs will appear later in the year
- Investment funds showing positive market performance early in 2026

Bottom Line:

Christ Church Parish Kent Island begins 2026 in a stable financial position with expenses below budget pace, controlled personnel costs, and a positive operating surplus early in the year.

# Christ Church Parish Kent Island

## Vestry Financial Summary

*Profit & Loss – Accrual Basis | March 2025 – February 2026*

### 1. Overall Financial Position

- Total Operating Expenses: \$487,170.79
- Net Ordinary Income (Operating): +\$9,573.90
- Net Other Income (primarily investments & designated fund activity): +\$133,648.07
- Total Net Income: +\$143,221.97

The parish finished the rolling 12-month period with a positive operating surplus and a very strong overall surplus once designated funds and investment activity are included.

### 2. Major Expense Categories (Operating)

Personnel – \$181,307.21 — largest expense category.

- Rector/Interim Rector stipend:
- Assistant to PIC/Curate:
- Family Ministry Coordinator:
- Minister of Music:
- Parish Administrator:
- Sexton:
- Payroll tax expense: \$8,746
- Transition costs: \$5,776

Observation: Personnel remains the parish's single largest cost center, with transition-related costs still a visible but manageable component.

Facilities – \$137,367.72 — second-largest category and primary source of volatility.

- Repairs & Maintenance – Church: \$48,048
- Electric: \$26,007
- Propane: \$15,586
- Kitchen Equipment & Maintenance: \$14,436
- Lawn Care / Snow Removal: \$12,969

Observation: Facilities spending continues to be the biggest source of month-to-month swings, especially major church repairs and winter utility costs.

Parish Life – \$99,022.05.

- Outreach: \$53,314 (including Diocesan Apportionment: \$48,064)
- Parish Ministries: \$32,963
- Music: \$8,801
- Worship: \$2,869
- Christian Education: \$1,076

Observation: Outreach remains a major mission commitment and the largest single component within Parish Life.

- Administration: \$55,953.31
- Insurance: \$13,520.50

Administration remained a steady baseline category, while insurance was concentrated in periodic premium months rather than evenly spread through the year.

### **3. Monthly Operating Pattern**

Stronger operating months:

- July: +\$17,897
- April: +\$11,738
- January: +\$10,081

Weaker operating months:

- June: -\$17,890
- May: -\$13,251
- October: -\$9,789
- February: -\$212 (essentially break-even)

Takeaway: Monthly swings continue to be driven primarily by facilities and repair timing, insurance timing, seasonal utility costs, and normal giving fluctuations.

### **4. Ministry Program Net Results**

These figures reflect income minus expenses for designated ministry programs.

- Backpack Program: +\$4,024.58
- Children's Food Ministry: +\$8,465.07
- Acolyte Trip / Other Fundraiser: +\$905.97
- Special Event: +\$53.50

Observation: Both Backpack and Children's Food Ministry remained net positive over the full 12-month period, even though the most recent months showed short-term deficits due to the timing of expenses and donations.

### **5. Designated Funds & Investments (Non-Operating Highlights)**

- Blunt Fund: +\$61,756.68
- Perpetual Care Fund: +\$27,247.86
- Grace Fund: +\$23,317.98
- Investment Fund: +\$17,371.05
- Paca Fund: +\$11,874.88
- 1999 Endowment Fund: +\$7,382.25
- BCC Columbarium Fund: -\$27,501.75 (driven by releases during the year)

Observation: Strong investment performance across most funds more than offset Columbarium releases and helped produce a very favorable total bottom line.

### **6. Key Vestry Takeaways**

- Parish ended the 12-month period with a positive operating surplus.
- Overall financial position is very strong when investment and fund activity are included.
- Facilities costs remain the largest volatility and risk area.
- Personnel costs remain manageable, though still the largest single expense category.
- Outreach commitments and diocesan obligations were maintained.
- Backpack Program and Children's Food Ministry both remained net positive over the full year.
- Investment funds posted strong gains over the 12-month period.

## **Bottom Line**

Christ Church Parish Kent Island closed this rolling 12-month period in a stable and positive financial position: operations finished in the black, designated funds and investments significantly strengthened the overall result, facilities remains the area requiring the closest monitoring, and core ministry commitments continued to be funded and sustained.



ESTIMATE	#1976
ESTIMATE DATE	Mar 12, 2026
EXPIRATION DATE	Apr 10, 2026

Christ Church Parish  
 830 Romancoke Rd  
 Stevensville, MD 21666

CONTACT US  
 1102 Butterworth Court, Suite 100  
 Stevensville, MD 21666

(410) 643-5921  
 jwarden@ccpki.org

(410) 739-4232  
 alias@shorelinecomfort.com

ESTIMATE

PTAC

Services	qty	unit price	amount
PTHP HEAT PUMP	1.0	\$2,500.00	\$2,500.00

ESTIMATE IS TO REMOVE OLD PTAC AND INSTALL NEW 14,700 BTU COOLING/ 13,500 BTU REVERSE HEATING UNIT WITH 5KW HEAT KIT. WILL INCLUDE NEW THERMOSTAT. TECH WILL PULL OLD UNIT OUT AND DISPOSE OF PROPERLY. NEW SYSTEM WILL BE INSTALLED AND TESTED TO ENSURE PROPER FUNCTION.

M# DHP153J50BA  
 S#

1 YEAR LABOR WARRANTY FROM SHORELINE COMFORT

5 YEAR LIMITED WARRANTY, WHICH INCLUDES 1-YEAR COVERAGE FOR PARTS & LABOR, AND 2ND THROUGH 5TH-YEAR COVERAGE FOR SPECIFIC FUNCTIONAL PARTS AND SEALED SYSTEM COMPONENTS FROM THE MANUFACTRER OF GOODS (AMANA).

TERMS AND CONDITIONS: THIS ESTIMATE SHALL BE GOVERNED BY SHORELINE'S STANDARD TERMS AND CONDITIONS TO PROPOSAL ATTACHED HERETO AND ARE INCORPORATED INTO AND MADE A PART OF THIS ESTIMATE BY THIS REFERENCE.

Services subtotal: \$2,500.00

**Total \$2,500.00**

MINI SPLIT

Services	qty	unit price	amount
HEIL R454B MINI SPLIT - HEIL 9,000 BTU MINI SPLIT	1.0	\$4,000.00	\$4,000.00

INSTALLED NEW 9,000 BTU HEIL MINI SPLIT HEAT PUMP SYSTEM. ALL NEW COMMUNICATION CABLE, LINE SET, LINE HIDE, DRAIN LINE, SURGE PROTECTOR AND WALL BRACKET.

ELECTRICAL FROM THE EXISTING POWER SOURCE TO BE INSTALLED BY OTHERS

THE BREAKER WILL PROBABLY NEED TO BE REDUCED AS THE MINI SPLIT DOES NOT REQUIRE AN ELECTRIC BACK UP HEATER

M# D5CSRAH09AAK- CONDENSER  
 S#

M# D5FSHAH09XAK- WALL MOUNT EVAPORATOR  
S#

10 YEAR PARTS WARRANTY FROM MANUFACTURER OF GOODS AND EQUIPMENT.

1 YEAR LABOR WARRANTY FROM SHORELINE FOR PERFORMANCE OF THE SERVICES IN A WORKMANLIKE MANNER

\*\*\* UPON APPROVAL AND SCHEDULING OF THE SERVICES AN INVOICE WILL BE SENT FOR DOWN PAYMENT OF 50 PERCENT. EQUIPMENT WILL NOT BE ORDER UNTIL PAYMENT IS RECEIVED. FINAL PAYMENT IS DUE UPON COMPLETION OF INSTALL\*\*\*

FINANCING IS AVAILABLE THROUGH OUR WEBSITE @ SHORELINECOMFORT.COM SCROLL DOWN AND CLICK ON WELLS FARGO LINK TO APPLY

12 MONTHS ZERO PERCENT INTEREST IF PAID IN FULL WITH SPECIAL MONTHLY PRICING

36 MONTHS 0% INTEREST IF PAID IN FULL

120 MONTHS AT 9.99% WITH A (\$7,500 MINIMUM PURCHASE)

TERMS AND CONDITIONS: THIS ESTIMATE SHALL BE GOVERNED BY SHORELINE'S STANDARD TERMS AND CONDITIONS TO PROPOSAL ATTACHED HERETO AND ARE INCORPORATED INTO AND MADE A PART OF THIS ESTIMATE BY THIS REFERENCE.

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Services subtotal: \$4,000.00

**Total**

**\$4,000.00**

PLEASE SEE TERMS AND CONDITIONS

WORK ORDER / INVOICE

office@ccptki.org

0412

Hamilton Heating & Air, LLC  
 Stevensville MD  
 301-748-9345  
 info@hamiltonheatingair.com

Estimate  Invoice

QTY	ITEM OR PART DESCRIPTION	UNIT
	PTAC exact replacement (AMANA)	
	Mitsubishi minisplit new install (electrical circuit not included - need electrician)	
TOTAL MATERIALS		

DATE: 3-4-2026

NAME: Christ Church Parish K I

ADDRESS: 830 Roman Lake Rd.

CITY: Stevensville, MD 21664

PHONE: 410-643-5921

WARRANTY:  WARRANTY  CONTRACT  DISTRICT CONTRACT  WORK  CHES.  COMM.

DESCRIPTION OF WORK	SERVICE
Amana P-TAC	Mitsubishi minisplit
PTH153J50AXXX - 15K Btu 2.8/2.30, 30 amp, R-32 Green	MUZWX09NL - 9K Btu, 18 Seer, R-457B Inverter Heat Pump
\$ 4300 <sup>00</sup>	MSZWX09NL - 9K Btu Indoor head equipment Pad risers 1/4 x 3/8 /inlet 1 1/4 minisplit 600V Cable dram Piping disc. box w/ surge protector
	<del>4300</del> \$5,250 <sup>00</sup>

RECOMMENDATIONS:

1 Year Parts and labor warranty

5 Year manufacture warranty on both products

I HEREBY AUTHORIZE THE ABOVE WORK TO BE DONE AS SO ORDERED AND ORDERED ABOVE. IT IS AGREED THAT THE SELLER WILL RETAIN TITLE TO ANY EQUIPMENT OR MATERIAL FURNISHED UNTIL COMPLETE PAYMENT HAS BEEN MADE. IF SETTLEMENT IS NOT MADE AS AGREED, THE SELLER HAS THE RIGHT TO REMOVE EQUIPMENT AND MATERIAL WITHOUT BEING HELD RESPONSIBLE FOR ANY DAMAGES RESULTING FROM THE REMOVAL OF EQUIPMENT.

X

ABOVE ORDERED WORK HAS BEEN COMPLETED AND I ACKNOWLEDGE RECEIPT OF MY COPY.

TOTAL MATERIALS	
TOTAL LABOR	
TAX	
OTHER CHARGES	
TOTAL	

Thank You