



REFLECTING GOD'S LOVE

**ST. PAUL'S EPISCOPAL
CHURCH**

ANNUAL PARISH MEETING

FEBRUARY 4, 2024



ST. PAUL'S EPISCOPAL CHURCH

Annual Parish Meeting

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St. Paul's Episcopal Church Annual Parish Meeting

Agenda

Sunday, February 4th, 2024

10:00 PM	Call to order and Opening Prayer
	Verification of Quorum
	Approval of 2023 Meeting Minutes
	Vestry Nominations Report
	Rector's report
	Recognition of Service
	Vestry Election
	Reports: <ul style="list-style-type: none">• Committees• Ministries
	Financial Reports
	Open Q&A
	Other Business
1:00 PM	Closing and Adjournment



BYLAWS OF
ST. PAUL'S EPISCOPAL CHURCH
OAKLAND, CALIFORNIA

PREAMBLE

Saint Paul's Episcopal Church, Oakland, California having associated as a Parish for the purpose of maintaining the worship of Almighty God according to the faith and usages of The Episcopal Church, has adopted the Articles attached hereto as its Bylaws.

The Protestant Episcopal Church in the United States of America is otherwise known as and hereafter referred to as "The Episcopal Church".

The Episcopal Diocese of California is hereafter referred to as "the Diocese".

St. Paul's Episcopal Church may be hereafter referred to by name, or as "the Parish" or "the church".

ARTICLE I

Governance

1.1 The Constitution, Canons, Regulations and Discipline of the Episcopal Church and the Constitution and Canons of the same Church in the Diocese shall, unless they be contrary to the laws of the State of California or United States, always form and are deemed to be a part of the bylaws of this Parish and shall prevail against anything elsewhere herein contained that may appear to be repugnant to such Constitution, Canons, Rules, Regulations or Discipline.

The bylaws of the Parish and the Diocesan Canons relevant thereto will be maintained both in the church offices and as a link on the church's website.

ARTICLE II

Membership

2.1 All persons who have received the Sacrament of Holy Baptism with water in the name of the Father and of the Son and of the Holy Spirit and whose baptism has been duly recorded in the Parish register and all persons confirmed or received in the church whose confirmation, reception or transfer is duly recorded in the Parish register are members of the Parish.

ARTICLE III

Meetings of members

3.1 Annual Meetings. During the first sixty (60) days of each year there shall be a meeting of the members of the Parish. The date and time of the annual meeting shall be fixed by the Vestry not less than forty-five (45) days in advance thereof. At each annual meeting sufficient members shall be elected to the Vestry to fill the vacant positions, and each Parish organization shall present or make available in writing at or before the meeting reports of its activities and programs during the year and its financial condition. Other matters may be considered at the instance of the Rector or upon motion, duly seconded and carried.

3.2 Special Meetings. A special meeting of the members may be called at any time by the Rector, the Vestry, or by written petition signed by twenty-five (25) members.

- 3.3 Notice. Written notice of annual and special meetings shall be given to the members at least four (4) weeks in advance thereof and publicized at each regularly scheduled service on the Sunday preceding the day upon which an annual meeting is to be held. Notice of annual meetings shall be given in the church's newsletter, website, Sunday bulletin, and, to the extent possible, by email. Notice of special meetings shall be given in like manner, but if the special meeting is to be held at the Parish Church, the time may be shortened to three (3) weeks. The notice of a special meeting shall state the purpose of the meeting and set forth an Agenda of Business to be considered. Only business set forth on the agenda may be considered at a special meeting.
- 3.4 Place of Meetings. Annual meetings of members shall be held at the Parish Church or at any other place designated by the Vestry. Special meetings of members shall be held at the Parish Church or at such place as shall be designated by whom the special meeting is called.
- 3.5 Quorum. A quorum at any meeting of the members shall consist of 10% of the Total Active Parish Members, as defined by Parish rolls as of the preceding year's Parochial Report. No member may attend or vote by proxy.
- 3.6 Adjourned Meetings and Notice Thereof. Any meeting of members, annual or special, whether or not a quorum is present, may be adjourned to another date by a vote of a majority of members present. In the absence of a quorum, no other business may be transacted at such meeting.
- 3.7 Voting. Each person aged sixteen (16) or over whose name has been registered on the Parish register for six (6) months preceding such meeting, and any other person of like age who has, for the same period, been registered in the books of the Treasurer as a regular contributor to the support of the Parish, shall be entitled to vote. Every member present shall be entitled to one vote, and there shall be no voting by proxy or absentee ballot. Except as provided below, voting may be by voice or ballot, and action taken by vote of a majority of the members present shall constitute the action of the members.
- 3.8 Procedure at Meetings. All meetings shall be conducted in an orderly and fair manner guided by the most recent edition of Robert's Rules of Order, and minutes shall be taken.

ARTICLE IV

Vestry

- 4.1 The conduct and management of the business and temporal affairs of this Parish will be vested in, and controlled by, a board of directors, known as the Vestry. The canonically appointed Rector of the Parish will be a voting member of the Vestry, ex officio, and President thereof.
- 4.2 The number of Vestry members is hereby fixed at nine, exclusive of the Rector, which number may be changed by vote made at the annual meeting, in the manner provided hereof, but must be a number between six and 15.
- 4.3 All Vestry members shall be baptized lay persons age 18 or over, and the majority shall be communicants in good standing and registered in the Parish.
- 4.4 Vestry members shall support the congregation, either as participants in the annual Pledge Drive, through regular plate donations, or in any other fashion the Vestry deems wise.

ARTICLE V

Election of the Vestry

5.1. The Vestry members, other than the Rector, will be elected by ballot by the members of the Parish for three (3) year terms at the annual meeting of the Parish; one third of the members of the Vestry shall be elected at each annual meeting to serve for a period of three (3) years, or until their successors are elected. However, in the event of the death, resignation or termination for any reason whatsoever in the term of a member of the Vestry the remaining Vestry members shall appoint a successor for the vacancy and the person so appointed shall serve until the next annual election, at which time the vacancy shall be filled by election of a Vestry member who shall serve for the remainder of the term only and not for a full three (3) year term.

5.2 The term of office of the Vestry members will begin immediately after their election and will continue until their successors are elected.

5.3 No Vestry member will hold office for a continuous period longer than three (3) years, provided, however, that after the lapse of one (1) year from the termination of such three-year period he or she may be reelected to the Vestry.

5.4 The Vestry will appoint a nominating committee to present such nominations for the office to be filled as they deem wise, and in addition to those individuals so nominated, members of this Parish may present nominations from the floor at the annual meeting. The nominating committee shall include two at-large members of the church. The at-large members shall not be members of the Vestry, at the time such nominations are presented.

5.5 The election of Vestry members will be conducted in the manner provided by the Constitution and Canons of the Episcopal Church in the Diocese.

5.6 Any Vestry member who fails to attend three (3) consecutive regular meetings will be deemed to have resigned from Vestry.

ARTICLE VI

Vestry Duties

6.1 The Vestry shall be agents and legal representatives of the congregation in all matters concerning its property and finances and the relations of the congregation to its clergy. The Vestry shall:

- (1) elect a rector subject to the bishop's call;
- (2) assist the clergy in developing and maintaining a mutual ministry and trust to promote the spiritual well-being of the congregation;
- (3) be responsible stewards of the property and physical assets of the congregation;
- (4) ensure regular worship services for the congregation by securing, in accordance with the canons of The Episcopal Church and of this diocese, the services of clergy or qualified lay worship leaders or lay readers;
- (5) transact the temporal business pertaining to the congregation;
- (6) assist in the preparation of and approve an annual parochial report;
- (7) collect and pay to the diocese the monies committed for the support of the budget of the diocese; and
- (8) in general, work with the clergy in promoting the general interest of the congregation.

ARTICLE VII

Governance

7.1 **Parish Officers.** The officers of the Parish shall consist of the Rector, the Senior Warden, the Junior Warden, the Secretary, and the Treasurer.

7.2 **Rector.** The Rector of the Parish, in accordance with the Constitution and Canons of the Diocese shall have exclusive charge for all things pertaining to or affecting the spiritual interests of the Parish. It shall be the duty of the Rector to direct all things related to public worship and liturgy of the Parish. As President of the Vestry, the Rector shall have direction and administration of its business, officers and employees, and manage the use of the Parish buildings and grounds, subject to such control as the Vestry may have under the Diocesan Canons. The Rector shall preside and have the right to vote at meetings of members and of the Vestry, be ex officio a member of all standing or regular committees of the Parish and shall select Assistant Ministers who shall serve at the pleasure of the Rector. The Vestry shall not infringe upon these rights, nor upon any of the ecclesiastical rights, privileges or prerogatives of the Rector, as set forth in the Diocesan Canons.

7.3 **Senior Warden.** The Senior Warden must be a member of the Vestry and shall be appointed by the Rector. The Senior Warden shall be first Vice President of the Parish and be responsible for the Parish in the absence of the Rector.

7.4 **Junior Warden.** The Junior Warden must be a member of the Vestry and shall be elected by the Vestry. The Junior Warden shall be second Vice President of the Parish and shall be responsible for the Parish in the absence of both the Rector and Senior Warden.

7.5 **Secretary.** The Secretary shall be elected by the Vestry, but need not be a member thereof. The Secretary shall give all required notices of all meetings of the members and Vestry, and shall take, or cause to be taken, minutes of all such meetings. Once approved, the minutes shall be made available to the Parish members in a timely manner.

7.6 **Treasurer.** The Treasurer shall be elected by the Vestry, but need not be a member thereof. The Treasurer shall keep and maintain adequate and correct accounts of the properties and business transactions of the Parish, including pledges and other assets, liabilities, receipts, and disbursements, shall deposit all monies and other valuables in the name and to the credit of the Parish with such depository as the Vestry shall designate, shall disburse the funds of the corporation as may be ordered by the Vestry, and shall render to the Rector and Vestry whenever requested an account of all transactions as Treasurer and of the financial condition of the Parish.

7.7 **Committees.** The Vestry may appoint such other Committees as may from time to time be necessary, to serve at its pleasure. The Vestry may delegate to committees such of its powers and duties as it deems appropriate, but shall remain responsible for the temporal affairs of the Parish.

7.8 **Removal and Resignation.** Any officer, except the Rector and the Senior Warden, may be removed from office by vote of a majority of the entire Vestry at the time in office. Any officer may resign without the consent of the Vestry. The resignation shall take effect on the date it is received or at a later date specified therein.

7.9 **Vacancies.** Should the office of Rector become vacant, it may be filled only as provided in the Canons of the Church and the Diocese. Should any other office except that of Senior Warden become vacant, it shall be filled by the Vestry.

ARTICLE VIII

Meetings of the Vestry

8.1 Regular meetings shall be held at a day, time and place established by the current Vestry. Arrangements shall be made for attendance by telephone. The meeting shall be announced at each regularly scheduled service on the preceding Sunday, and any member may attend. Vestry meetings shall be open to all members of the congregation except when the Vestry adjourns to executive session. The Secretary, or in the absence of the Secretary a designate, shall take and keep records of the meeting and votes taken therein.

8.2 When urgent action is required, Provision shall be made for voting telephonically or by email or other electronic means. Such voting procedures should be used only in situations where urgent action is required and physical meeting is not possible or practical. In such situations, a record of the vote taken shall be made, and required notice of the meeting or vote must be given. Any action taken telephonically or by email or other electronic means shall be ratified by the Vestry at its next regular meeting.

8.3 A majority of the Vestry shall constitute a quorum, provided the member of the clergy in charge or [one of] the warden[s] is present.

8.4 The rector or a member of the Vestry designated by the rector shall preside over all meetings. In the absence of the rector and such designation, a warden shall preside.

8.5 No meeting of the Vestry shall be held unless the rector or member of the clergy in charge requests it or upon the call of three members of the Vestry. The Secretary or Rector shall provide all clergy and Vestry members with notice of a meeting at least three days in advance of the meeting.

8.6 Except as may be otherwise required by law, canon, or these bylaws, any action of the Vestry shall require the affirmative votes of a simple majority of those Vestry members in attendance and voting.

8.7 The most recent edition of *Robert's Rules of Order Newly Revised* shall govern all matters of parliamentary procedure not governed by canon or these bylaws.

8.8 Upon a motion that is seconded and approved, the Vestry may convene in executive session, that is, with only the Rector and the members of the Vestry present, to discuss personnel matters or other business of a sensitive nature. The Vestry in its discretion may consider but shall not take any action on matters in executive session. The minutes shall note that the Vestry met in executive session.

ARTICLE IX

Indemnification

9.1 If and to the extent permitted by applicable law and unless proscribed or otherwise limited by the Constitutions or Canons of The Episcopal Church or of the Diocese of California, the congregation shall indemnify, defend, and hold harmless past and present officers and Vestry and committee members (including the rector and other members of the clergy in their capacities as such) and their respective heirs and legal representatives from and against any and all liabilities, costs, and expenses (including attorneys fees and other defense costs) from time to time incurred by or imposed upon them respectively in connection with any threatened, pending, or completed civil, criminal, or administrative proceeding in which any of them may become involved by reason of their service to the congregation in such capacities, except with respect to matters as to which they may finally be adjudged in such proceeding to be liable for willful, wanton, or grossly negligent misconduct. Such indemnification shall be limited to instances in which the Vestry, acting on the advice of counsel and without participation by any party to the proceeding in question, has (a) determined that indemnification is appropriate under the provisions of this Article, and (b) in the event of any settlement of such proceeding prior to a final and binding adjudication of the same, approved the terms of the settlement. The right of indemnification under this Article is not exclusive, and shall be in addition to and not in derogation of any such right under applicable law or by contract. If this Article shall be amended or repealed such action shall

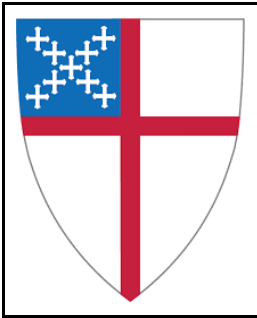
have prospective effect only, and shall not affect the indemnification rights of any individual with respect to proceedings in respect of which indemnification has been properly sought by application to the Vestry in writing by the individual(s) in question prior to the effective date of such action.

ARTICLE X

Amendments

10.1 These Parish by-laws may be altered, repealed or amended, or new bylaws may be adopted, (1) by the vote of the majority of the Vestry at a meeting duly called for that purpose, or (2) by the written consent of a majority of the members of the Parish, or (3) by the vote of a majority of the members at a meeting duly called for such purpose, at which a quorum is present.

As amended and revised February 2015



**St. Paul's Episcopal Church Oakland Minutes
Annual Parish Meeting
February 5, 2023**

**ST. PAUL'S EPISCOPAL CHURCH
ANNUAL PARISH MEETING
FEBRUARY 5, 2023
COMMITTEES AND MINISTRIES REPORTS**

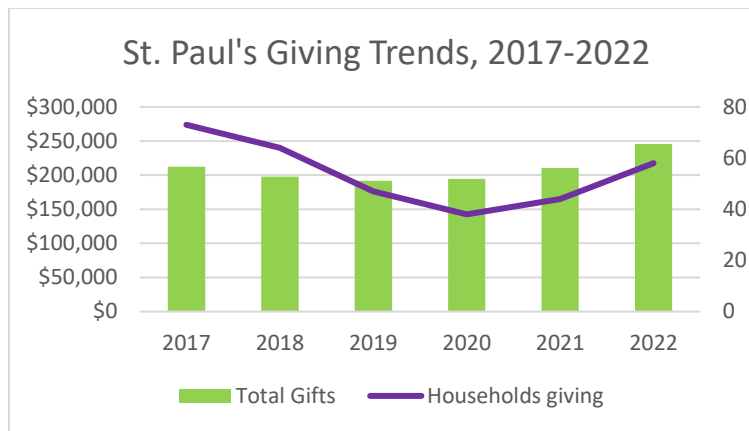
ENVIRONMENTAL STEWARDSHIP - CREATION CARE - *submitted by Indira Balkissoon*

The Environmental Stewardship year began in May, with exploring opportunities to show gratitude to the earth and learning about pollinators specifically Monarch Butterflies and their benefits. This led to monitoring native milkweed for Monarch eggs, and caterpillars at the corner of Harrison and Grand in June and reporting the results to the Pollinator Posse (local Oakland organization) and Monarch Joint Venture (national organization) to support creating a "Monarch corridor". St. Paul's first pollinator garden was installed in July, in front of the Church. In September, a Monarch butterfly painting was created and decorated by the kids at the St. Pauls Playdate/Picnic at Dimond Park. Also, Tora Rocha, Master Gardener and Co-Director of the Pollinator Posse brought her knowledge and Pollinator Museum to Homecoming. St. Paul's also began participation in "Creation Care 101" along with churches across the country. These sessions were summarized in the Good News. In October, an image of a Stewardship Tree was created on the back wall of the church for stewardship messages written on leaf and butterfly notes. Also, in October, St. Paul's reported 13 Monarch eggs and 1 Monarch Butterfly. In November, the second pollinator garden was installed in the Church's back garden and a Monarch caterpillar (install) was reported to the national database. One final note, this year we added a Monarch Butterfly to the St. Paul's logo honoring our commitment as stewards of the environment.

STEWARDSHIP COMMITTEE – *submitted by Sharon Pilmer*

As Christians we acknowledge the many God-given gifts in our lives. In gratitude, we respond to the Gospel invitation to nurture and share those gifts with others. Part of our calling is to be good stewards of those gifts and talents for the sake of our world and particularly of our community. Our committee's work is to encourage and support good stewardship practices of the people of St. Paul's to support the ministry of our church.

The graphic below gives us a glimpse of our giving patterns over the past several years, through the end of 2022. We have surpassed pre-pandemic giving levels in terms of amount given (pledge and plate) and have had an increase in number of households pledging since the nadir in 2020.



We have received 61 pledges to date for 2023 and are hoping for a few more. Total amount pledged to date for 2023 is \$185,000. 12 of the 61 pledges are from households that did not pledge last year. Five of these are households new to the parish and 7 are from individuals who have been attending and giving but not pledging, until now. We continue to receive gifts from members who have not been able to attend during the pandemic, as well as several gifts from members who have moved away.

To put this in perspective, that we were able to increase our giving considering the events of the last three years is remarkable! Your generosity and faithfulness have sustained us and things are moving in the right direction! Thanks be to God!

Another milestone recognized in 2022 is the establishment of the Legacy Society of St. Paul's, spearheaded by Doug Jensen. To date, 11 families/individuals have informed us of their plans to remember the church after their passing. Legacy gifts sustain us when our operating expenses exceed our income, and we are eternally grateful to all those, past and present, who have remembered the church in this way.

I want to express my gratitude to the committee for their Christ-centered, enthusiastic and tireless work over the last year. We are looking forward to expanding our committee and continuing our work in the coming year.

Stewardship Committee: Victoria Larson, Mirela Stanke, Sarah Smith, Anne Jensen, Doug Jensen, Indira Balkissoon.

MUSIC AT ST. PAUL'S – submitted by Ben Bachmann

I was welcomed to the staff of St. Paul's as Music Director on 1 October 2022. I have enjoyed getting to know the people, working with the musicians, and getting to understand this wonderful community.

The choir resumed Thursday rehearsals, suspended because of COVID, in October. We've also welcomed back several members to the choir who hadn't been singing because of the pandemic. This resulted in a re-configuration of the choir seating and the orientation of the organ console. Our First Sunday Evensong service has gradually increased its congregation, and will begin to include an organ recital immediately following in the coming months.

It has been a great joy to get to know the organ, which is a treasure. I have seen and identified all of the various organ pipes in the Tower and Choir vesting room, and have spent extensive time in the organ chamber and working on a long term plan for the organ's care, maintenance, and restoration. St. Paul's is currently working with the firm Hupalo and Repasky for organ maintenance.

It has great to get to know and work with our staff singers, Diana Pray, Amy Kessler, Daniella Urban, and Philip Saunders. Philip in his role as Assistant Director of Music, has been extremely helpful in conducting when I am with a particularly busy organ part! The spirit of music making, collegiality, and passion are as much as a choir director could hope for.

We are interested in continuing to recruit new members, build congregations for our services, diversify our musical offerings, and deepen our relationship with St. Paul's School. I am so honored and pleased to lead the music here at St. Paul's, and I thank the congregation and staff for the support and warmth extended to me.

FRIENDS OF MUSIC AT ST. PAUL'S – submitted by Victoria Larson

MISSION STATEMENT: The Friends of Music (FOM) is a group of individuals who support the music ministry of St. Paul's through their time, talent and treasure. The Friends of Music seeks to further the mission of St. Paul's Episcopal Church, by enhancing music for worship, and seeks to inspire the St. Paul's Congregation and Community.

In January, we welcomed former organist/choir director Mark Bruce (2000-2005) back, as he graciously stepped in to serve as Interim Music Director during the search process for a permanent director. Mark is an outstanding musician and organist, and it was a pleasure to spend those months with his musical gifts and to celebrate his retirement at the end of September.

During the search process, and to prepare for the arrival of our new Music Director, Sharon Pilmer led a team of FOM volunteers in a major clean up the long-neglected choir room, and embarked on many months of cleaning and arranging the music library, sorting and reorganizing years of unfiled sheet music, and various other tasks long-ignored due to the limits of Covid-19 and leadership transitions. Sharon has taken over management of the music library and created a new & improved system for distributing and collecting each week's music. Choir robes and surplices were cleaned, organized, and placed in newly cleaned and labeled cubbies.

The choir has returned to weekly Thursday night rehearsals, a new tenor section leader was hired, and the number of choir volunteers is increasing.

More concert groups returned in 2022 than had in the previous two years, bringing many more people into the church and much more income to the parish. In 2022, Prometheus Symphony Orchestra performed their full season of 5 concerts, San Francisco Choral Artists performed two concerts, Red Hot and Blues of Yale performed one concert, and Kitka Women's Vocal Ensemble returned with their popular *Wintersongs* concerts, enjoyed by two very grateful sell-out crowds.

2022: 11 concerts by 5 groups, approx. 2400 people (in-person), plus stream viewers. Income \$7029.

2021: 3 concerts by 3 groups, approx. 300 people. Income \$1,220.

2020: 2 concerts, 4 groups, approx. 600 people. Income \$1,210.

2019: 17 concerts, 12 groups, approx. 4,200 people. Income \pm \$15,000.

2023 booked so far: 16 events by 8 groups, est. income \$9600.

Last fall, Music at St. Paul's restarted monthly emails highlighting special music at church services and concerts by outside groups and continued to post events on St. Paul's website. In 2023, we look forward to the restart of meetings of the Friends of Music team, identification of new priorities and goals, and making plans to bring more music and people through the doors of our wonderful church.

To be informed about upcoming music events, please sign up on our Friends of Music email list [here](#). Current music events are listed on our website's [Concerts page](#). To volunteer to help, contact Vicki Larson, Ben Bachmann, or any choir member.

For income from donations to music, the organ fund, or the David Farr Fund, please refer to SPEC financial Statements.



by
of
our



MUSIC DIRECTOR SEARCH COMMITTEE – *submitted Sharon Pilmer*

The Music Director Search Committee was formed in February 2022 after the departure of previous Music Director, Chris Kula. We began our work in earnest by first discerning the

vision of the rector and the committee. We conducted a parish-wide survey to understand the perspectives and desires of the congregation in March and April, completed the job posting and job description and posted the position on a variety of sites at the beginning of June. We received applications from fourteen individuals, conducted full committee interviews on four candidates, and auditioned two.

We were blessed and thrilled to welcome Ben Bachmann as our next Director of Music in October, 2022.

I am incredibly grateful to the search committee and want to thank and acknowledge them on behalf of St. Paul's: Victoria Larson, John Prescott, George Strait, Irene Plunkett, Joseph Hughes and Sheila Fischer.

COMMUNITY OUTREACH AND SOCIAL JUSTICE – *submitted by Matthew Schooler*

This year we formed the Community Outreach and Social Justice Committee. The goal was to get the word out about community who need our example of violence and work towards peace in our place of service but now we can do our neighbor as ourselves. It is a terrific helping make St. Paul's Church a place Garden Tools which was a tremendous Christmas Giving Tree to benefit 5 families of the USCF Center for the Vulnerable Child. We had 70 gifts and because of the generosity of St. Paul's family everyone got a gift. We continue to work with Archdeacon Bolton to raise funds and volunteer for Food Pantry and for the holiday feedings. We plan on working this year and look forward to hearing from you to see where we can do more. Thank you to Deacon Bolton and my co-chair Paula Hawthorn for being endless examples of Christ's love.



Outreach and Social Justice Committee. those in need in our surrounding Christ's love. We also must stand against streets. St. Paul's Church has always been a more. We are commanded to love God and order but we can do it. Please join us in of Christ's love. We started with Guns to success. We also had a stellar Advent and

PRAYERS OF THE PEOPLE – submitted by Jeanette Dinwiddie-Moore

"First of all, then, I urge that supplications, prayers, intercessions, and thanksgivings be made for all people." **1 Timothy 2:1**

With the transition to in-person services, writing the prayers of the people, POPs as we affectionately call them, resumed. This provided us, POPs writers, with the opportunity to contribute to the Sunday services again. Sharing our voices by writing prayers, supplications, intercessions and thanksgivings about the things we, as Christians, believe in and are happening in our church, community and world is fulfilling. We marvel at the array of thoughts and approaches we each take and the inspiration when writing POPs. This is already our fifth year of this ministry at St. Paul's and our hope is that the POPs continue to enhance the worship experience and touched your hearts. If spending more time with God in prayer and contemplation is tugging at your heart, please consider joining us as we would

love to have you. Just let the clergy know or you can contact me directly, Jeanette Dinwiddie-Moore, (510) 531-3355 or dinwidd@gmail.com.

Prayerfully,

Pamela Kruse-Buckingham
Alice Gaines
Elizabeth Jenkins
Matthew Whitney
Jeanette Dinwiddie Moore

THE PANTRY OF HOPE – *submitted by The Ven. Canon Carolyn Bolton*

The Pantry of Hope is going into its twelfth year of ministry this year. It has offered wholesome food resources and items free of charge to community members in need. It operates bi-monthly, the second and fourth weekends of the month serving 85-100 clients each week. The pantry is designed to those who may need a bit of extra help to make it through the end of the month. Bags are prepared with volunteered and given out on Sundays with social distancing guide lines to the community.

Through the help of volunteers from the community, school, church and youth we were able to deliver 350 bags for Thanksgiving and 325 meals on Christmas to seniors. The seniors enjoyed turkey, ham, mashed potatoes and gravy, a roll and a delicious piece of lemon cake. Each senior also received a seesucker as a treat.

Special Thank you:

Without the assistance of the church and members we could not have achieved the numbers this year.

All volunteers who assisted in distribution and preparation of the bags.

Arnett Moore and Thomas McGarrell.

All St. Paul's members who provided financial support and donated items to make sure The Pantry bags were full.

Tipping Point Community Foundation donated \$7,000.00 to The Pantry of Hope to help feed the individuals during the holidays.

ACOLYTE REPORT – *submitted by The Ven. Canon Carolyn Bolton*

The acolyte ministry is building slowly back up. Currently, we have the following acolytes, Harriet and Clark Gregory, Michael and Bella Cowart-Kadleck, Dymen, Damiane and Elisha Fisher, Zachary and Nico Strait, Kiandra Wilson Morris, Anette Blue and Scott Buckingham. Thank you to all for your service and especially Harriet Gregory always willing to serve.

YOUTH ACTIVITIES – *submitted by The Ven. Canon Carolyn Bolton*

The youth are starting to come back to church. Yea.

On October 30, 2022, the youth led the morning service preaching, Acolyting, Ushering, serving on the alter, administering communion and singing. Kindra Wilson Morris gave a motivating sermon. The youth sang two hymns, "This little light of Mine", and "I want to sing when the spirit says sing". The youth and parents were dressed in identical T-shirts. Thanks to Scott Buckingham, Clark Gregory and Zachary Strait for assisting with the music.

Sunday School has started and I would like to thank the teachers for giving of their time and efforts to make sure our youth are learning about the Bible and this new program (Storymaker) which brings the Bible to life through zines, playbooks, guides and more. It sparks curiosity, hope and faith by drawing individual into God's redemptive narrative in the stories of the bible.

Each adventure offers kids the opportunity to get creative, play, make social-emotional connections, and find themselves in the story of God's love.

Thank you to the following volunteer teachers: Allison Sass, Karla Morris Wright, Scott Buckingham, Priscilla Kingston, Kelli Marie Hickman, Shelia Fischer, Sarah Smith, Athena Honore, (sub) Mirela Stanke, Wes Lagrone, Sergio Prieto

For Christmas this year's family service was given a treat in producing the birth of Jesus. There were two narrators and a number of youth to fill the parts of the story. The youth did a terrific job. They all had fun.

Thank you to Kelli Marie Hickman for her solo.

Things to Come:

1. Getting the Youth of St. Paul's church involved in getting to know the youth of our deanery. Our hope is that by working together we can create a regional group that is viable and supports all our youth.
2. Getting involved in the Acolyte training at Grace Cathedral in March.
3. Group to participate in the "Youth Pilgrimage to Grace Cathedral" – May 21, 2023.
4. Provide activities to involved the youth in building community. (once a month)

St. Paul's Episcopal Church
Balance Sheet
As of December 30, 2022

	<u>Dec 30, 22</u>	<u>Dec 31, 21</u>
ASSETS		
CHECKING & BANKING		
1101 · Community Bank - 7815	32,963	63,870
1102 · RDF Checking - CBB -5638	1,094	1,063
1109.8 · Costco Citi Card Clg x9840/1523	-6,954	-4,549
1109.9 · Card Services Clearing x0428	75	0
Total CHECKING & BANKING	<u>27,178</u>	<u>60,384</u>
ACCOUNTS RECEIVABLE / PREPAIDS		
1201 · St. Paul's Episc.School-current	1,538	5,516
1208 · Other Accounts Receivable	550	4,639
Prepaid Expenses		
1225 · Other Prepaid Expenses	19,371	0
Total Prepaid Expenses	<u>19,371</u>	<u>0</u>
Total ACCOUNTS RECEIVABLE / PREPAIDS	<u>21,459</u>	<u>10,155</u>
INVESTMENTS		
Merrill Lynch		
1305.1 · Merrill Lynch Cash	58,991	141,991
1305.2 · Merrill Lynch Investments	1,791,772	2,568,887
Total Merrill Lynch	<u>1,850,763</u>	<u>2,710,878</u>
Other Funds		
1320.2 · Diocesan Endowment Fund	86,926	86,926
Total Other Funds	<u>86,926</u>	<u>86,926</u>
Total INVESTMENTS	<u>1,937,689</u>	<u>2,797,804</u>
FIXED ASSETS		
1401 · Land	500,000	500,000
1402 · Buildings	7,691,217	7,691,217
1410 · Furniture & Equipment	730,910	730,910
Total FIXED ASSETS	<u>8,922,127</u>	<u>8,922,127</u>
TOTAL ASSETS	<u>10,908,453</u>	<u>11,790,470</u>
LIABILITIES & EQUITY		
Liabilities		
ACCOUNTS PAYABLE.		
2302 · Accounts Payable	7,153	4,223
2301 · Rector's Discretionary Fund	3,957	3,228
2306 · Bolton Arch Deacon's Disc.Fund	2,180	2,180
Passthroughs		
2351 · 150th Anniversary	-1,698	346
2350 · Other Passthroughs	1,309	0
Total Passthroughs	<u>-389</u>	<u>346</u>
Total ACCOUNTS PAYABLE.	<u>12,901</u>	<u>9,977</u>

St. Paul's Episcopal Church
Balance Sheet
As of December 30, 2022

	<u>Dec 30, 22</u>	<u>Dec 31, 21</u>
DEFERRED REVENUE		
2401 · Prepaid Pledges	3,805	0
2404 · Prepaid Rents	4,408	0
Total DEFERRED REVENUE	<u>8,213</u>	<u>0</u>
HOLDING FUNDS		
2503 · Organ Restoration Fund	5,055	5,055
2511 · Sound system	100,001	100,001
2522 · Music Development Fund Income	10,136	10,136
2514 · Altar Guild Fund	1,061	1,016
2540 · David Farr Recognition	52,604	50,120
2550 · Memorial Fund	203,043	200,253
2555 · Hold for Assignment	32,374	32,374
2560 · Guns to Gardens	-858	5,000
Total HOLDING FUNDS	<u>403,416</u>	<u>403,955</u>
Loans Payable		
2805 · Mortgage, Union Bank	337,825	506,422
Total Loans Payable	<u>337,825</u>	<u>506,422</u>
Total Liabilities	762,355	920,354
Equity		
TEMPORARILY RESTRICTED FUNDS		
Vestry Restricted Funds		
3311 · Building Fund	296,830	305,366
3315 · Nancy/Virginia Bradford Mem.Fun	150,000	150,000
3318 · New Initiatives DevelopmentFund	60,000	60,000
Total Vestry Restricted Funds	<u>506,830</u>	<u>515,366</u>
Donor Restricted Funds		
3335 · Pantry of Hope		
3335.1 · Food Pantry Donations Curr Yr	-6,250	0
3335.2 · Food Pantry Expenses Curr Yr	-5,868	0
3335 · Pantry of Hope - Other	20,014	23,814
Total 3335 · Pantry of Hope	<u>7,896</u>	<u>23,814</u>
3336 · Bags - Homeless	3,645	3,645
3322 · Senior Resources Fund	36,042	36,042
3321 · Axel Nelson Fund	25,500	27,000
Total Donor Restricted Funds	<u>73,083</u>	<u>90,501</u>
Total TEMPORARILY RESTRICTED FUNDS	<u>579,913</u>	<u>605,867</u>

St. Paul's Episcopal Church
Balance Sheet
As of December 30, 2022

	<u>Dec 30, 22</u>	<u>Dec 31, 21</u>
PERMANENTLY RESTRICTED FUNDS		
Donor Restricted Funds		
3401 · Columbarium Fund	7,439	6,977
3411 · Diocesan Endowment Funds	86,926	86,926
3412 · Building Endowment Fund	77,062	77,062
Total Donor Restricted Funds	<u>171,427</u>	<u>170,965</u>
Vestry Designated Endow. Funds		
3451 · Walston Endowment Fund	600,000	600,000
3459 · Bradford Endowment Fund	1,001,694	999,801
Total Vestry Designated Endow. Funds	<u>1,601,694</u>	<u>1,599,801</u>
Total PERMANENTLY RESTRICTED FUNDS	<u>1,773,121</u>	<u>1,770,766</u>
FIXED ASSETS..		
3701 · Land	500,000	500,000
3702 · Buildings	7,068,927	7,068,927
3703 · Fixtures & Equipment	725,000	725,000
Total FIXED ASSETS..	<u>8,293,927</u>	<u>8,293,927</u>
3801 · Unrealized Gain / Loss	-357,645	199,556
Net Income	<u>-143,216</u>	<u>0</u>
Total Equity	<u>10,146,100</u>	<u>10,870,116</u>
TOTAL LIABILITIES & EQUITY	<u><u>10,908,455</u></u>	<u><u>11,790,470</u></u>

St. Paul's Episcopal Church
Profit & Loss Y-T-D vs Budget
December 30, 2022

	Dec 22	Budget	Jan - Dec 22	YTD Budget	Annual Budget
Income					
CONTRIBUTIONS & DONATIONS					
4101 · Annual Pledges	38,884	14,167	203,439	170,000	170,000
4102 · Annual Support	9,627	4,583	35,333	55,000	55,000
4103 · Cash Plate	368		4,186		
4104 · Matching Funds from Employers	0		140		
4105 · Special Offerings	1,352	250	2,428	3,000	3,000
4110 · Worship Music	516	250	808	3,000	3,000
4159 · Less Electronic Banking Chrgs	(368)	(21)	(487)	(250)	(250)
Total CONTRIBUTIONS & DONATIONS	50,379	19,229	245,847	230,750	230,750
INVESTMENT INCOME					
4201 · Interest/Dividends Investments	21,311	8,750	45,965	39,000	39,000
4203 · Diocesan Endowment Fund	0	0	6,602	6,000	6,000
4204 · Gas & Oil Lease	541	250	4,574	3,000	3,000
4206.9 · Less Advisory Fees	(1,557)	(1,667)	(20,479)	(20,000)	(20,000)
Total INVESTMENT INCOME	20,295	7,333	36,662	28,000	28,000
SPACE USE					
4301 · Apartment	1,250	1,250	15,000	15,000	15,000
4301.5 · Apartment Expenses	(3,507)		(3,900)		
School Lease					
4303.1 · Basic lease	1,378	1,378	16,536	16,536	16,536
4303.3 · Extra Space - Parish Bldg	2,233	2,667	23,803	32,000	32,000
Total School Lease	3,611	4,045	40,339	48,536	48,536
4305 · Community Music Events	7,620	625	9,279	7,500	7,500
4306 · Church Use - non-music	500	333	500	3,000	3,000
Meeting Space					
4307.1 · Club Meetings	115	125	1,470	1,500	1,500
4307.2 · Site Use Events	0	125	0	1,500	1,500
Total Meeting Space	115	250	1,470	3,000	3,000
4308.9 · Less Expenses of Space Usage	(1,477)		(1,477)		
Total SPACE USE	8,112	6,503	61,211	77,036	77,036
FUND RAISING					
4404 · Misc. Fund Raising	0	0	0	1,000	1,000
Total FUND RAISING	0	0	0	1,000	1,000
Total Income	78,786	33,065	343,720	336,786	336,786

St. Paul's Episcopal Church
Profit & Loss Y-T-D vs Budget
December 30, 2022

Expense	Dec 22	Budget	Jan - Dec 22	YTD Budget	Annual Budget
PERSONNEL					
Clergy					
5100 · Rector Salary & Housing	9,232	9,232	110,782	110,782	110,782
5102 · Rector Diocesan Benefits	3,515	3,464	41,624	41,573	41,573
5103 · Rector Pension	1,662	1,662	19,940	19,941	19,941
5104 · Rector Expense Reimbursement	76	250	5,034	3,000	3,000
5105 · Rector Professional Development	0	250	3,200	3,000	3,000
5107 · Supply Clergy	0	0	2,233	900	900
5109 · Offset for School Chaplancy	(2,500)	(4,167)	(11,472)	(50,000)	(50,000)
Total Clergy	11,985	10,691	171,341	129,196	129,196
Music					
5120 · Music Director Salary	2,537	2,705	39,993	32,462	32,462
5121 · MD P/R Taxes	194	207	3,052	2,483	2,483
5125 · Choir Salaries	1,875	1,300	17,800	15,600	15,600
5126 · Choir P/R Taxes	143	191	1,362	2,295	2,295
5126.1 · Outside Choir	525	1,200	10,610	14,400	14,400
5129 · Supply Organist/Conductor	0	42	500	500	500
Total Music	5,274	5,645	73,317	67,740	67,740
Administration					
5130 · Parish Administrator Salary	1,566	1,407	17,024	16,880	16,880
5131 · PA Taxes	120	108	1,302	1,291	1,291
5137 · Bookkeeper Wages	763	625	8,670	7,500	7,500
5138 · Bookkeeper Taxes	58	48	664	574	574
Total Administration	2,507	2,188	27,660	26,245	26,245
C&Y Ministries					
5140 · C&Y Ministries Salary	3,333	5,417	20,000	65,000	65,000
5141 · C&Y Ministries Taxes	0	414	0	4,972	4,972
5142 · C&Y Ministries Benefits	0	1,667	0	20,000	20,000
5143 · C&Y Ministries Pension	0	488	0	5,850	5,850
5145 · Nursery Attendent Salary	80	100	210	1,200	1,200
5146 · Nursery Attendent Taxes	0	8	0	92	92
Total C&Y Ministries	3,413	8,094	20,210	97,114	97,114
Facility Maintenance					
5150 · Sexton Salary - 20 hr	1,576	1,505	18,131	18,057	18,057
5151 · Sexton P/R Taxes	121	115	1,463	1,381	1,381
5152 · Sexton Benefits Reimbursements	1,077		4,342		
5156 · Housekeeper Salary - 16 hr	1,066	1,066	12,793	12,790	12,790
5157 · Housekeeper P/R Taxes	82	82	979	978	978
Total Facility Maintenance	3,922	2,768	37,708	33,206	33,206
5199 · Workers Comp Insurance	0	0	(72)	1,800	1,800
Total PERSONNEL	27,101	29,386	330,164	355,301	355,301

St. Paul's Episcopal Church
Profit & Loss Y-T-D vs Budget
December 30, 2022

	Dec 22	Budget	Jan - Dec 22	YTD Budget	Annual Budget
WORSHIP					
5301 · Altar/Liturgical Supplies	72	308	2,330	3,700	3,700
5302 · Altar Flowers	452	217	1,020	2,600	2,600
5302.1 · Flowers Donations	(400)	(208)	(949)	(2,500)	(2,500)
Worship Music					
5352 · Sheet Music	0	0	200	250	250
5353 · Organ & Piano Maintenance	1,890	0	1,890	1,200	1,200
5355 · Music Director Miscellaneous	203	50	997	600	600
Total Worship Music	2,093	50	3,087	2,050	2,050
Total WORSHIP	2,217	367	5,488	5,850	5,850
FAITH FORMATION					
5402 · Youth Education	147	125	3,695	1,500	1,500
5403 · Adult Education	0	42	174	500	500
Total FAITH FORMATION	147	167	3,869	2,000	2,000
CHURCH GROWTH					
Leadership Development					
5501.1 · Vestry Expenses, net	0	0	0	1,000	1,000
5501.2 · Laity Training/Education	0	0	0	300	300
Total Leadership Development	0	0	0	1,300	1,300
Hospitality & Fellowship					
5503.1 · Adult Fellowship	0	21	180	250	250
5503.2 · Coffee Hour, etc.	0	108	603	1,300	1,300
Total Hospitality & Fellowship	0	129	783	1,550	1,550
5504 · Newcomers	0	33	0	400	400
5505 · Stewardship	68	675	2,632	3,000	3,000
5505.1 · Stewardship Offset by Donations	0		(179)		
Communications					
5509.1 · Newsletter Production	0	17	0	200	200
5509.10 · Other Communications Expenses	0	250	0	500	500
5509.3 · Paid Advertising	354		719		
5509.4 · Online Communications	270	58	3,298	700	700
5509.5 · Brochures & Flyers	0	42	0	500	500
5509.6 · Signage	79	250	177	1,500	1,500
Total Communications	703	617	4,194	3,400	3,400
Total CHURCH GROWTH	771	1,454	7,430	9,650	9,650
OUTREACH					
5604 · Outreach Expenditures	220	417	445	5,000	5,000
5608 · Deanery Dues	0	0	0	250	250
Total OUTREACH	220	417	445	5,250	5,250
PASTORAL CARE	0		84		
ADMINISTRATIVE EXPENSE					
6201 · Bank,Credit Card, Payroll Fees	133	67	1,500	800	800
6202 · Professional Services	67	0	1,103	800	800

St. Paul's Episcopal Church
Profit & Loss Y-T-D vs Budget
December 30, 2022

	Dec 22	Budget	Jan - Dec 22	YTD Budget	Annual Budget
6204.1 · Copier Lease	375	375	4,495	4,500	4,500
6204.2 · Copier Usage	265	333	3,443	4,000	4,000
6206 · Office Supplies & Expenses	0	258	4,856	3,100	3,100
6207 · Postage	0	83	116	1,000	1,000
6208 · Telephone	669	308	3,538	3,700	3,700
6209 · Office Equipment & Software	0	167	817	2,000	2,000
6215 · Computer Expenses	0		205		
6299 · Offset Expenses of Space Use	(4,583)		(4,583)		
Total ADMINISTRATIVE EXPENSE	(3,074)	1,591	15,490	19,900	19,900
PROPERTY EXPENSE					
Maintenance & Repair					
6302.1 · Elevator Contract & Repairs	135	117	1,620	1,400	1,400
6302.2 · Building Supplies	0	83	0	1,000	1,000
6302.3 · Gardening	283	283	3,390	3,400	3,400
6302.5 · Janitorial Supplies & Expenses	375	146	670	1,750	1,750
6302.7 · Maintenance & Repair	6,762	333	7,841	4,000	4,000
6302.8 · Safety Issues	171		2,424		
6302.9 · Outside Janitorial Service	1,700		1,700		
6310 · Storage Costs	505		2,753		
Total Maintenance & Repair	9,931	962	20,398	11,550	11,550
Utilities					
6333.1 · Gas & Electric	2,200	1,333	15,356	16,000	16,000
6333.2 · Water & Sewer	902	867	5,213	5,200	5,200
6333.3 · Waste Removal	725	667	8,574	8,000	8,000
6333.9 · Less Expenses of SPES Parish	(797)		(8,766)		
Total Utilities	3,030	2,867	20,377	29,200	29,200
Insurance Taxes Security Safety					
6354 · Property Taxes	3,625	2,900	6,328	5,600	5,600
6355 · Insurance - Prop/Liab/D&O	3,519	0	13,574	13,000	13,000
6357.4 · C2R2 Background Checks	0	0	0	250	250
Total Insurance Taxes Security Safety	7,144	2,900	19,902	18,850	18,850
Total PROPERTY EXPENSE	20,105	6,729	60,677	59,600	59,600
DIOCESAN EXPENSE					
6402 · Assessment	5,250	5,287	63,292	63,441	63,441
Total DIOCESAN EXPENSE	5,250	5,287	63,292	63,441	63,441
Total Expense	52,737	45,398	486,939	520,992	520,992
Net Income	26,049	(12,333)	(143,219)	(184,206)	(184,206)

	2022		2023	
	2021 Actual	Budget	2022 Actual	Budget
INCOME				
CONTRIBUTIONS & DONATIONS				
4101 · Pledges	\$ 160,260	\$ 170,000	\$ 203,439	200,000
4102 · Plate	50,031	55,000	39,659	40,000
4103 · Special Offerings				
4103.2 · Worship Music	1,241	3,000	808	2,000
4103 · Special Offerings - Other	4,468	3,000	2,428	3,000
Total 4103 · Special Offerings	5,709	6,000	3,236	5,000
4104 · - Less PayPal & CrCard Fees	(720)	(250)	(487)	-250
Total CONTRIBUTIONS & DONATIONS	215,280	230,750	245,847	244,750
INVESTMENT INCOME				
4201 · Interest/Dividends Investments	38,072	39,000	45,965	35,000
4203 · Diocesan Endowment Fund	6,116	6,000	6,602	6,000
4204 · Gas & Oil Lease	3,380	3,000	4,574	3,000
4206.9 · Less Advisory Fees	(24,172)	(20,000)	(20,479)	-20,000
Total INVESTMENT INCOME	23,396	28,000	36,662	24,000
SPACE USE				
4301 · Apartment	15,000	15,000	15,000	15,000
4302 · ECS Spaces -ECS_Cr to SPES	-	-		
Diocal	-	-		
4302.99 - Less expenses for space use	(1,581)		(5377)	(1,500)
School Lease				
4303.1 · Basic lease	16,536	16,536	16,536	16,536
4303.3 - Faculty Lounge - St. Martin's Room	30,366	32,000	23,803	32,000
Total School Lease	46,902	48,536	40,339	48,536
Meeting Space				
4304.2 · Club Meetings	1,675	1,500	1,470	1,000
4304.3 · Outside Events	-	1,500	-	1,000
Total Meeting Space	1,675	3,000	1,470	2,000
4305 · Community Music Events	3,600	7,500	9,279	7,500
4306 · Weddings	-	3,000	500	1,000
Total SPACE USE	65,596	77,036	61,211	72,536
FUND RAISING				
4401 Garage & CD sales		-	-	
4404 · Misc. Fund Raising		1,000	-	
New Fundraising opportunities			-	20,000
4406 · Scrip Rebate		-	-	
Total FUND RAISING		1,000	-	20,000
FUND TRANSFERS				
4605 - Bequests				
P.P.P. Loan	56,391	-	-	
Total FUND TRANSFERS			-	
TOTAL INCOME	\$ 360,663	\$ 336,786	\$ 343,720	\$ 361,286
GROSS PROFIT	\$ 360,663	\$ 336,786	\$ 343,720	\$ 361,286

EXPENSES

PERSONNEL

Clergy

5100 · Rector Salary & Housing	\$ 107,351	\$ 110,782	\$ 110,782	\$ 117,429
5101 · Rector Diocesan Benefits	39,740	41,573	41,624	42,732
5102 · Rector Pension	19,323	19,941	19,940	21,137
5103 · Rector Expense Reimbursement	2,417	3,000	5,034	3,000
5104 · Rector Professional Development	89	3,000	3,200	3,000
Rector Total	168,920	178,296	180,580	187,298

5107 · Supply Clergy	8,034	900	2,233	2000
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Total Clergy	176,954	179,196	182,813	189,298
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Music

5120 · Music Director Salary	\$ 26,213	\$ 32,462	39,993	\$ 42,000
5121 · MD P/R Taxes	2,005	2,483	3,052	3,213
5122 · MD Diocesan Benefits		-	-	0
5123 · MD Pension		-	-	3,780
5124.2 · Music Development Donation		-	-	
Total Music Director	28,218	34,945	43,045	48,993

5125 · Choir Salaries	20,441	\$ 30,000	28,410	\$ 37,520
5126 · Choir P/R Taxes	968	2,295	1,362	2,870
Total Choir	21,409	32,295	29,772	40,390

5129 · Supply Organist/Conductor	3,000	500	500	1,000
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Total Music	52,627	67,740	73,317	90,383
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Director of Y & C Ministry and Chaplaincy

Director of Y&C Ministries	-	65,000	20,000	40,000
Director of Y&C Ministries P/R Taxes	-	4,972		3,060
Director of Y&C Ministries Diocesan Benefits	-	20,000		0
Director of Y&C Ministries Pension	-	5,850		0
Chaplaincy Coordinator Offset	(18,220)	(50,000)	(11,472)	-10000
5140 · Nursery Attendant Salary	-	1,200	210	1,760
5141 · Nursery Attendant P/R Taxes	-	92	0	135
Total Youth and Children Ministries	(18,220)	47,114	8,738	34,955

Administration

5130 · Parish Administrator Salary	15,052	\$ 16,880	17,024	\$ 18,028
5131 · PA Taxes	1,151	1,291	1302	1,379
5132 · PA Diocesan Benefits		-		-
5133 · PA Pension		-		-
5134 · Outside Labor		-		-
Total Parish Administrator	16,203	18,172	18,326	19,407

5137 · Bookkeeper Wages	7,537	\$ 7,500	8670	\$ 8,010
5138 · Bookkeeper Taxes	577	574	664	613
Total Bookkeeper	8,114	8,074	9,334	8,623

Total Administration	24,317	26,245	27,660	28,030
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Facility Maintenance				
5150 · Sexton Salary	21,140	\$ 18,057	18131	\$ 19,285
5151 · Sexton P/R Taxes	1,617	1,381	1463	1,475
5151 · Sexton Health Insurance	-	-	4342	-
Total Sexton	22,757	19,438	23,936	20,760
5156 · Housekeeper Salary	12,586	\$ 12,790	12793	\$ 13,660
5157 · Housekeeper P/R Taxes	963	978	979	1,045
	13,549	13,769	13,772	14,705
Total Facility Maintenance	36,306	33,207	37,708	35,465
5199 · Workers Comp Insurance	3,272	1,800	(72)	2,250
Total PERSONNEL	275,256	355,302	330,164	380,381
WORSHIP				
5301 · Altar/Liturgical Supplies	3,224	3,700	2,330	3000
5302 · Altar Flowers	1,325	2,600	1,020	2000
5302.1 · Flowers Donations	(2,055)	(2,500)	(949)	-2000
5303 · Outside Services	2,774	-		
Worship Music				
5351 · Instrumentalists	200	-		
5352 · Sheet Music	200	250	200	250
5353 · Organ & Piano Maintenance	-	1,200	1890	1000
5355 · Music Director Miscellaneous	822	600	997	600
Total Worship Music	1,222	2,050	3,087	1,850
Total WORSHIP	6,490	5,850	5,488	4,850
FAITH FORMATION				
5402 · Youth Education	-	1,500	3695	2,500
5403 · Adult Education	495	500	174	500
5404 · Parish Conferences/Retreats	-	-	0	
Total FAITH FORMATION	495	2,000	3,869	3,000
CHURCH GROWTH				
Leadership Development				
5501.1 · Vestry Expenses, net	578	1,000	0	500
5501.2 · Laity Training/Education	-	300	0	300
Total Leadership Development	578	1,300	-	800
Hospitality & Fellowship				
5503.1 · Adult Fellowship	-	250	180	250
5503.2 · Coffee Hour, etc.	-	1,300	603	1250
Total Hospitality & Fellowship	-	1,550	783	1,500
5504 · Newcomers		400	0	400
5505 · Stewardship	1,990	3,000	2632	3000
5505.01 · Stewardship Offset Donations	-	-	(179)	0
Communications				
5509.1 · Newsletter Production	-	200	0	200
5509.3 · Paid Advertising	-	500	719	500
5509.4 · Online Communications	3,407	700	3298	3000
5509.5 · Brochures & Flyers	174	500	0	500

5509.6 · Signage	-	1,500	177	500
5509.10 · Other Communications Expenses	-	-		
Total Communications	3,581	3,400	4,194	4,700
Total CHURCH GROWTH	4,159	9,650	7,430	7,400
OUTREACH				
5604 · Outreach Expenditures	1,233	5,000	445	3,000
5604.1 · Shelter in Place Expenses	-	-	0	
PASTORAL CARE	-	-	84	
Total OUTREACH	1,233	5,000	529	3,000
ADMINISTRATIVE EXPENSE				
6201 · Bank,Credit Card, Payroll Fees	1,417	800	1,500	840
6202 · Annual Audit	600	800	1,103	850
Copier				
6203.1 · Equipment Lease	8,138	4,500	4,495	4,500
6203.2 · Copy & Supply Costs	7,143	4,000	3,443	4,500
Total Copier	15,281	8,500	7,938	9,000
6206 · Office Supplies	2,439	3,100	4,856	3,500
6207 · Postage	218	1,000	116	450
6208 · Telephone	5,949	3,700	3,538	3,700
6209 · Office Equipment & Software	320	2,000	817	2,000
6215 · Computer Expenses	615		205	
6299 · Offset Expenses Use of Space			(4,583)	
Total ADMINISTRATIVE EXPENSE	26,839	19,900	15,490	20,340
PROPERTY EXPENSE				
Maintenance & Repair				
6302.1 · Elevator Contract & Repairs	3,168	1,400	1,620	1,700
6302.2 · Building Supplies	-	1,000	-	1,000
6302.3 · Gardening	3,240	3,400	3,390	3,500
6302.5 · Janitorial Supplies	948	1,750	670	1,000
6302.7 · Maintenance & Repair	13,460	4,000	7,841	4,000
6302.8 · Safety Issues	5,561	-	2,424	1,500
6302.9 · Outside Janitorial Services	727	-	1,700	
6310 · Storage Costs	2,711	-	2,753	2,820
Total Maintenance & Repair	29,815	11,550	20,398	15,520
Utilities				
6303.1 · Gas & Electric	11,673	16,000	15,356	17,000
6303.2 · Water & Sewer	3,782	5,200	5,213	6,000
6303.3 · Waste Removal	7,652	8,000	8,574	8,750
6333.9 · Less Expenses of SPES parish	-	-	(8,766)	-
Total Utilities	23,107	29,200	20,377	31,750
Insurance Taxes Security Safety				
6304 · Property Taxes	4,983	5,600	6328	6,000
6305 · Insurance - Prop/Liab/D&O	12,929	13,000	13574	14,000
6309 Expenses Reclassified				
6307.4 · C2R2 Background Checks		250	0	250
Total Insurance Taxes Security Safety	17,912	18,850	19,902	20,250
Total PROPERTY EXPENSE	70,834	59,600	60,677	67,520

DIOCESAN EXPENSE				
6401 · Deanery Pledge	-	250	0	250
6402 · Assessment	74,770	63,441	63,292	66,585
Total DIOCESAN EXPENSE	74,770	63,691	63,292	66,835
TOTAL EXPENSE	460,076.00	520,992.60	486,939.00	553,325.91
NET ORDINARY INCOME	\$ (99,413)	\$ (184,207)	\$ (143,219)	\$ (192,040)
NET INCOME	\$ (99,413)	\$ (184,207)	\$ (143,219)	\$ (192,040)

2024 VESTRY NOMINATIONS

THREE YEAR TERM

David Anderson

Paula Hawthorn



I have been a member of St. Paul's for a little over 30 years. I am a member of the Altar Guild and the Social Justice Committee, and previously have served on the Stewardship Committee and the Vestry. My husband, Michal Ubell, and I have 2 sons, 2 amazing daughters-in-law, and 5 adorable grandchildren. Well, the 30 yr. old Marine grandson probably would not like being called adorable, but he is. I have a PhD in Electrical Engineering and Computer Science from UC Berkeley. Most of my career was spent managing the software engineering departments of tech companies, usually start-ups. Since retiring I have focused on working on gun violence prevention.

Doug Jensen



After my marriage to Anne, a life-long Episcopalian, it was an easy decision to join the Episcopal Church. My work career covered 40 years in Human Resources positions in large corporations and consulting, retiring in 2005 here in Oakland. I have served in many ministries including Sunday school teacher, lector, usher, acolyte, subdeacon, and vestry member. After Anne retired from Interim Ministry in 2014, St. Paul's became our parish home and beloved community. While Anne served as Associate Priest here, due to a potential conflict of interest, I couldn't serve on the vestry. Now I'm ready and honored to be asked to serve.

2023 DEANERY DELEGATE NOMINATIONS

DELEGATES:

Jeannette Dinwiddie-Moore

George Strait

Dylan Versteeg

ALTERNATES:

Paula Hawthorne

Pamela Kruse- Buckingham

TBD

ST. PAUL'S EPISCOPAL CHURCH
ANNUAL PARISH MEETING
FEBRUARY 4, 2024
COMMITTEES AND MINISTRIES REPORTS

ENVIRONMENTAL STEWARDSHIP - CREATION CARE - *submitted by Indira Balkissoon*

The Environmental Stewardship year began in May, with exploring opportunities to show gratitude to the earth and learning about pollinators specifically Monarch Butterflies and their benefits. This led to monitoring native milkweed for Monarch eggs, and caterpillars at the corner of Harrison and Grand in June and reporting the results to the Pollinator Posse (local Oakland organization) and Monarch Joint Venture (national organization) to support creating a "Monarch corridor". St. Paul's first pollinator garden was installed in July, in front of the Church. In September, a Monarch butterfly painting was created and decorated by the kids at the St. Pauls Playdate/Picnic at Dimond Park. Also, Tora Rocha, Master Gardener and Co-Director of the Pollinator Posse brought her knowledge and Pollinator Museum to Homecoming. St. Paul's also began participation in "Creation Care 101" along with churches across the country. These sessions were summarized in the Good News. In October, an image of a Stewardship Tree was created on the back wall of the church for stewardship messages written on leaf and butterfly notes. Also, in October, St. Paul's reported 13 Monarch eggs and 1 Monarch Butterfly. In November, the second pollinator garden was installed in the Church's back garden and a Monarch caterpillar (install) was reported to the national database. One final note, this year we added a Monarch Butterfly to the St. Paul's logo honoring our commitment as stewards of the environment.

STEWARDSHIP COMMITTEE – *submitted by Sharon Pilmer*

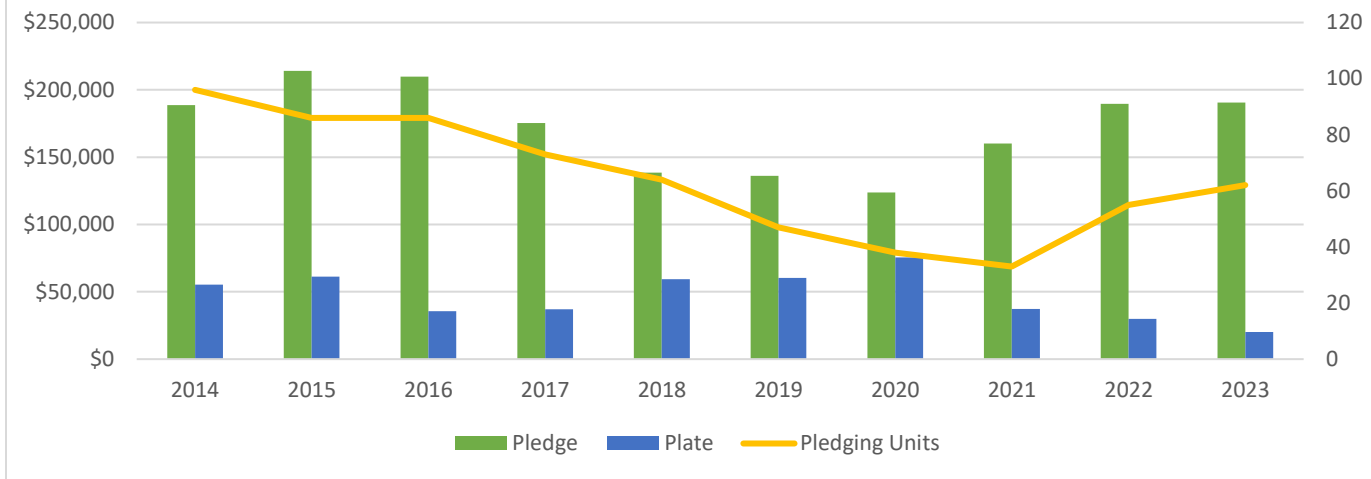
The theme for the 2023 fall Giving Campaign was "Reflecting God's Love". We considered how we reflect God's love for us through our words, actions and giving. On November 12 we came together for our ingathering of Giving Forms and a spaghetti lunch that benefitted the Pantry of Hope.

Gifts from parishioners and friends are our largest source of revenue. In 2023, we received pledges from 62 pledging units for a total amount pledged of \$199,820. We received 95% of this amount for \$190,615. We received an additional \$20,076 from 18 individuals who attend regularly but did not make a pledge in 2023. End of year statements are in the mail to you.

We have received Giving Forms for 2024 from 58 households as of mid-January. Ten of these were new pledges. It is never too late to make a gift! Giving forms are available in the narthex and can be found here: https://www.stpaulsoakland.org/uploads/8/9/7/2/89723977/giving_form_2024_fillable.pdf Information about How to Make Your Promise, How to Donate, and the Parish Budget (where the money comes from and how it's spent) are on the [GIVE page](#) of our website.

The following graphic represents giving trends over the last 10 years, and are actual amounts based on end of year financials. We continue to recover well from the effects of the pandemic but have not yet reached our highest levels of pre-pandemic giving (pledging units and total giving).

Giving Trends 2014-Present St. Paul's Episcopal Church



Two more families joined the Legacy Society in 2023, now made up of twelve members who have remembered St. Paul's in their estate plans.

The committee wishes to express their gratitude to all for your enduring support of the parish. We are grateful for all gifts of financial support of any size and the volunteer efforts that make ministry possible. We also recognize that there may be personal circumstances that may impact attendance and giving. We pray for any who may be struggling right now.

Please address questions to any member of the committee.

We want to thank and acknowledge Pam Buckingham who stepped in to lead the committee despite having a very full plate in 2023!

Committee:

Pamela Buckingham, Co-Chair and Vestry Representative

Mirela Stanke, Co-Chair

Doug Jensen, Victoria Larson, Sharon Pilmer, Sarah Smith

MUSIC AT ST. PAUL'S – submitted by Benjamin Bachmann

2023 was my first full calendar year serving St. Paul's. We began the year with fourteen singers and ended with twenty, with at least three on a part, Sopranos, Altos, Tenors, and Basses. We've recruited both from within the parish and out, attracting adult singers from the wider community. The choir sang thirty-eight Sunday morning Eucharists, eleven Compline services, eight Evensongs, Holy Week services, a celebratory Evensong for Carolyn Bolton, four funeral masses, and the annual service for Absalom Jones in February. In 2023, we (re)introduced a Choral Requiem on the feast of All Saints. We expanded our regular Thursday Evening rehearsal from 6:30-8:00pm to 6:00-8:00PM. The choir also reestablished the tradition of a retreat, this year held at St. Dorothy's Rest which allowed us fellowship and working on music more intensely than we get on Thursday evening rehearsals. A great deal of thanks is owed to our staff singers, Diana Pray, Amy Kessler, Daniella Urban, and Philip Saunders for their above and beyond work. In addition to singing, Mr. Saunders can always be counted on as Assistant Director of Music to lead rehearsals, prepare scores for the choir, and offer wisdom and advice.

The process of recruitment is an ongoing one, and in the coming months I'd like to recruit more from the community, particularly young adults who may already sing who may be looking for a spiritual community.

Preliminary work has been to explore the feasibility of a children's choir at St. Paul's. I have been introduced to several local elementary school music teachers to discuss the interest in recruiting members for a chorus. Although there is some general interest, a framework needs to be created both to secure a regular stream of children/young adults to sing and conceivably be part of the church community. This is an ongoing conversation.

We have strengthened our relationships with other musical organizations outside the parish. In addition to the wonderful concerts from Clare College, the SF Girls Chorus, Prometheus, and Kitka to name a few, we have also collaborated with various musicians and musical groups to bring new offerings to St. Paul's. It is our hope that we can bring more diverse offerings like Jazz Evensong and Gospel collaborations in the future.

Much work has been done to improve the choir library and other music related parts of the campus. A large-scale cleaning out of redundant or too-old-to-use copies of music led to creative use of worn out materials as well as clear out much needed space from the room. A schedule of vestment cleaning has been established, and the choir vesting room has cleared out to make way for more foot traffic and a little hospitality. St. Paul's collection of handbells has found a new, more secure home in the choir library, and the handbells were brought back into use liturgically in 2023.

We have accepted two proposals for exploring a restoration of the organ. Many thanks are owed to Michael Page; his work saved us untold time and money by tending to the most critical needs of the organ. The console of the organ, the "cockpit" from which the organist plays, is in need of replacement, and many old and damaged pipes need to be cleaned and/or repaired. We will be working with the Vestry and Rector to choose a best way forward.

I have had a wonderful time getting to know St. Paul's, the building and the people. It is a wonderful honor to serve with you, I am very proud of the work we do and look forward to more adventures.

FRIENDS OF MUSIC AT ST. PAUL'S – *submitted by Victoria Larson*

MISSION STATEMENT: The Friends of Music (FOM), aka Music at St. Paul's, is a group of individuals who support the music ministry of St. Paul's through their time, talent and treasure. The Friends of Music seeks to further the mission of St. Paul's Episcopal Church, by enhancing music for worship, and seeks to inspire the St. Paul's Congregation and Community.

We are happy to report the Choir is strong and enthusiastic, looking forward to singing together, working with our Music Director Ben Bachmann, continuing to improve, and bringing new music to enhance parishioner worship experience.

Choir membership continues to increase. By February 1, 2024, we will have grown to twenty choristers, plus three more who join us for Evensong and/or Compline.

One highlight of 2023 was the arrival of Choir of Clare College Cambridge for a fabulous Christmas Concert in December. Thirty-two Cambridge College students and staff were welcomed into the homes of fifteen generous parishioners and friends for two nights.

Clare's Choir loved singing in our beautiful building, noting its renowned acoustics for choral music; especially nice for us to hear from this outstanding group that sings in remarkable locations all over the world!

We offer sincere thanks to St. Paul's community for a gracious welcoming presence to our British visitors, and to outstanding volunteers who went "above and beyond," organizing and coordinating homestays, publicizing the concert, preparing a delicious pre-concert dinner for the choir, forming a "crack" box office team (new for us!), ushering, and to our fantastic homestay hosts for providing housing, meals, and conversations.

Concert bookings were strong in 2023, with results better than expected. Performing groups included San Francisco Choral Artists, Prometheus Symphony Orchestra, San Francisco Girls Chorus School, and, of course, St. Paul's Choir. In 2023, we were delighted to welcome for the first time, the Choir of Clare College Cambridge, Volti San Francisco, Fog City Singers, East Bay Harmony Chorus (returning after Covid), and SFAGO's Composition Recital featuring Dr. Wyatt Smith and Dr. Tracelyn Getseland. Kitka's annual *Wintersongs* concert in December was postponed to February 2024. 2023 Concerts 17 concerts by 10 groups (5 new), 3000 people. Income: \$12,500 (78% increase from 2022).

2024 concerts scheduled as of January 26: 8 groups (including 3 new) for 18 concerts, with est. income of \$12,750.

Keep an eye out for special music events in 2024, and consider attending and bring a friend (many are free or have low ticket prices). The variety of concerts coming up in 2024 may surprise you, as we are trying our best to bring high quality new groups and music to St. Paul's every year!

We continue to send emails to our Music at St. Paul's email list, with good results. Email signups increased 19% in 2023, from 497 to 589 people, with 51% opens (9% increase). New publicity efforts include notices of special services on the Diobytes newsletter and calendar, and on Eventbrite.

Work on the Choir Library continued in 2023, with massive updating and reorganizing. We pulled out hundreds of sheets of damaged, unused, or duplicate choral music, and invited local music directors and choral music fans to visit and help themselves, giving us an opportunity to connect with other Bay Area music lovers and continuing our commitment to recycle/reuse. Parishioners grabbed some, too, including Pamela Buckingham, who transformed sheets into beautiful wreaths that decorated the church for Christmas. Other creative crafting ideas by some of our creative choristers are still afoot, but we still have boxes of old music in the choir room looking for reuse, so please help yourself!

Bill Davis replaced the latches on the Choir Cubbies (they all close now!). We are planning more improvements to the Library and Choir Room in 2024, refining our systems, and making the spaces more efficient and usable.

Annette Blue stepped up to help with choir vestment tailoring, using her expert sewing skills to adjust robes to fit each choir member.

Thank you to all the many people who supports music at St. Paul's!

Please volunteer to help with concerts as a Keyhost or assist with bookings, offer to help with Choir Library and Choir Room organization and improvements, help with weekly music distribution and filing, or assist with music event publicity. We also need ushers for Compline and Evensong. Contact Vicki Larson, Sharon Pilmer, Ben Bachmann, or any choir member.

Support Music at St. Paul's by donating to [Worship Music](#) (helps to fund music in the operating budget), to the [David Farr Fund](#) (funds expenses for enhanced music, e.g., instrumentalists) and to the [Organ Fund](#).

To be informed about upcoming music events, please sign up on our Friends of Music email list [here](#). Current concert events are listed on our website's [Concerts](#) page.

COMMUNITY OUTREACH AND SOCIAL JUSTICE – *submitted by Matthew Schooler*

Social Justice and Community Outreach at St. Paul's is an inclusive agency of ministries that strives to live the Christian life by example.

Included is the work of the Pantry of Hope ministry brought through the hard work of Archdeacon Bolton. Families are fed every 2nd and 4th Sunday of the month.

This committee is fortunate to have Chair, Paula Hawthorn who works endlessly to lead us all in taking a stand against gun violence in our communities. Many guns have been taken off the streets with our Guns to Gardens buyback events with the Oakland PD. Paula also works offering children hope, through our Giving tree which brings joy to 4 families of USCF Center for the Vulnerable Child. Their reports will follow.

Social Justice entails many of the things we are doing at St Paul's Oakland with our school backpack program led by Jeanette Dinwiddie-Moore, and with the past the efforts of Caroyne Knapp who worked to help with fighting malaria with the Nets over Creche fundraisers.

This committee allows us to interact with other communities and raise interest in the needs of those who surround us.

Thank you to all those who have helped as volunteers, to those who gave money and to all who helped in talking to everyone about the work of St Paul's Episcopal Church Oakland.

GUNS TO GARDENS – *submitted by Paula Hawthorn*

In 2023 there were two Guns to Gardens events, one in June at the church "At Thy Word" in East Oakland, and one in November at the historic West Oakland church Mt. Zion Baptist. The June event netted about 36 guns, which was below the 141 guns that we got at the June 2022 event (our first), so members of the Social Justice Committee, especially Scott Buckingham, concentrated on better publicity for the November event, which resulted in getting 72 guns.

Soon after the November event there was a front-page story in the New York Times that reported that police departments who ran gun buybacks in some cities were turning the surrendered guns over to firms that would take the guns' firing mechanisms & sell them to people to make new guns from them, including the awful, homemade "ghost guns" that are impossible to trace. This story caused many questions among supporters of Guns to Gardens about what happens to the guns we acquire. Our guns are forged into garden tools, not given to anyone else, but the article cast buybacks in a bad light, which we hope will not affect support for our next one, which we hope will be in June of 2024.

CVC FAMILY-TO-FAMILY PROGRAM – *submitted by Paula Hawthorn*

St. Paul's has been working with the Center for the Vulnerable Child (CVC) for several years, and this year's Giving Tree was, as always, a sweet addition to our holidays.

Twenty-one parishioners shopped for the gifts, wrapped them & brought them to St. Paul's. We had 4 families, and a total of about 50 gifts. This year our assigned social worker was Elizabeth Jensen, the daughter of Doug & Anne. It was so good to see her happy face as she & helpers unloaded the brightly wrapped packages! Another successful partnership with the CVC, helping families in need!

PRAYERS OF THE PEOPLE – *submitted by Jeanette Dinwiddie-Moore*

And take the helmet of salvation, and the sword of the Spirit, which is the word of God, praying at all times in the Spirit, with all prayer and supplication. Ephesians 6:17

Most weeks St. Paul's is blessed to have its own Prayers of the People that reflect what is currently occurring in our church, community, society and the world. The Prayers of the People are reflections on the scriptures covering specific topics/biddings that encourage us to take action and a way of living. Anyone who loves spending time pondering the scriptures and engaging in conversations/prayers with God can write Prayers of the People. Prayers of the

People are offered for:

The Universal Church, its members, and its mission

Those whom You have called to serve in the Church consume, interpret and share your laws. We ask that you allow our clergy to continue to meditate on Your word day and night, that we may consume and apply your teachings beyond the walls of this sanctuary. (Madyé Parrish)

The Nation and all in authority

Bless our national, state and local leaders to serve all people with integrity. Purge from us all hatred and prejudice, and build within us your love, that in our dealings with each-other and the other nations of earth we may be servants of peace, truth and justice. (Pamela Kruse-Buckingham)

The welfare of the world

The world is torn into so many threads now. Help us to stitch them back together into a whole where all can live in harmony. (Alice Brilmayer)

The concerns of the local community

Help us to take a stand against gun violence and the epidemic of crime in Oakland and the surrounding communities. Keep us safe and give everyone the sense of urgency to bring about peace and kindness. (Matthew Schooler)

Those who suffer and those in any trouble

Lord, make abundant our gifts to the Pantry of Hope, as all abundance is from you. Make each bit our Neighbors eat delicious with your lovingkindness. May ever full belly be testimony of your boundless love. (Diana Pray)

The departed (with commemoration of a saint when appropriate)

Finally, let the water of your comfort wash our aching hearts. For we all mourn, we all miss someone and need assurance that they are in your loving arms. (Elizabeth Jenkins)

Writing prayers can be done anywhere and at any time. Please consider joining us as we would love to have you. Just let the clergy know or you can contact me directly, Jeanette Dinwiddie-Moore, (510) 531-3355 or dinwidd@gmail.com.

Prayerfully,

Pamela Kruse-Buckingham

Alice Gaines

Elizabeth Jenkins

Madyé Parrish

Diana Pray

Matthew Schooler

Jeanette Dinwiddie Moore

THE PANTRY OF HOPE – *submitted by The Ven. Canon Carolyn Bolton*

The Panty of Hope has operated for the last thirteen years.

A.

1. Started off serving every Sunday with a limited amount of bags.
2. Number increased to 50 bags every Sunday.
3. Participants were able to choose their items they wanted. Each Sunday. Individuals were able to receive lunch, produce, vegetables, breads and Clothing.
4. After Covid and rules were changed The Pantry reorganized and moved to distributing from the church and stopped choice selection to ready pack non-selection bagging.
5. We are distributing 85-100 bags every 2nd and 4th Sunday of the month from the church. The process is working.

B. Volunteers

1. There are volunteers who help with pick ups on Fridays from the food Bank (6). We also get assistance from Smart Builders to transport when needed and church members. (Special thanks to Arnett Moore, Eric Strait, Greg Ward, Matthew Schooler and Jeanette Dinwiddie-Moore for the use of her car in transporting.)
2. Every 2nd & 4th Saturday a group of 12 church members volunteer to Assemble bags to give out on Sunday. That process runs from 10-12.
3. On Sunday we have another group to help distribute the bags prepared.

C. Bags and Cost

1. January 1, 20223 – December 2023 we have distributed over 14,788lbs of produce, and 60,437lbs. non produce to participants.
2. \$11,424.30 was spent on fresh vegetables and fruit, bags and other.
3. Items needed to give to our participants.
4. The Pantry received \$14,665.33 donations.
5. The Homeless Bags has a balance in its account.

D. Holiday Events

We received \$10,000 from Tipping Point to assist with St. Paul's Holiday feeding programs where we were able to deliver 361 families Thanksgiving bags and delivered over 375 Christmas dinners to seniors.

Special thanks:

1. To St. Paul's School 3rd graders who put the bags together every distribution and the students and parents who volunteered to distribute our Thanksgiving and Christmas bags and meals.
2. Youth of St. Paul's – Kendra & MJ Wilson-Morris, Zachery & Nico Zachery Strait, Clark & Harriet Gregory, Julia & Shiovan Stanke, Elijah & Desjone Fisher, Lucy Lagrone.
3. Soroptimist International of Oakland members.
4. Members of St. Paul's Church who continue to volunteer, who's name is not named.
5. Members of St. Paul's Towers.

ACOLYTE REPORT – *submitted by The Ven. Canon Carolyn Bolton*

An Acolyte is part of the worship team. Becoming an acolyte, they understand and agree that the individuals expected to perform the duties of an acolyte and assignment faithfully, reverently and seriously.

The Acolyte ministry is building slowly back up. Currently, we have the following Acolytes, Harriet and Clark Gregory, Michael and Bella Cowart-Kadleck, Elijah and Damiane Fisher, Zachary and Nicholas Strait, Kiandra and MJ Wilson Morris, Anette Blue, Maxwell & Miles Colley, Saundra Robinson and Julia Stanke the newest Acolyte. Thank you to all for your service and especially always willing to serve.

YOUTH ACTIVITIES – *submitted by The Ven. Canon Carolyn Bolton*

In April and October 2023, the youth led the morning service preaching, Acolyting, Ushering, serving on the alter, administering communion and singing. Harriet Gregory gave the sermon in April and Nico Strait gave the sermon in October. The youth sang two hymns, “This “I want to sing when the spirit says sing”. The youth and parents were dressed in identical T-shirts. Thanks to Scott Buckingham, Clark Gregory and Zachary Strait for assisting with the music. Would like to say thank you to the parent who assisted with the service.

Sunday School has started and I would like to thank the teachers for giving of their time and efforts to make sure our youth are learning about the Bible and this new program (Storymaker) which brings the Bible to life through zines, playbooks, guides and more. It sparks curiosity, hope and faith by drawing individual into God’s redemptive narrative in the stories of the bible.

Each adventure offers kids the opportunity to get creative, play, make social-emotional connections, and find themselves in the story of God’s love.

Thank you to the following volunteer teachers: Allison Sash, Karla, Morris Wright, Scott Buckingham, Pricilla Kingston, Kelli Marie Hickman, Shelia Fischer, Sarah Smith, Athena Honore, (sub) Mirela Stanke, Wes Lagrone, SergioPrieto

For Christmas this year’s family service was given a treat in producing the birth of Jesus. The narrator was Cara Meredith and a number of the youth filled in as actors. The youth did a terrific job. They all had fun.

Accomplished:

1. Family picnic at Diamond Park
2. Overnighter celebration Of MLK with deanery youth.
3. MLK day of service – clean up around the lake.
4. May pilgrimage to the Cathedral.
5. Mustard Seed room remodeled.
6. Hired attendant for the mustard seed.

Things to Come:

1. Getting the Youth of St. Paul’s church involved in getting to know the youth of our deanery. Our hope is that by working together we can create a regional group that is viable and supports all our youth.
2. Getting involved in the Acolyte training at Grace Cathedral in March.
3. Group to participate in the “Youth Pilgrimage to Grace Cathedral” – May, 2024.
4. Provide activities to involved the youth in building community.

FELLOWSHIP - *submitted by Alice Brilmayer*

When I look back at last year's report, I'm extremely gratified by the progress we've made in social gatherings at St. Paul's. Then, we were hoping and praying we'd be able to reinstate potlucks by Easter. We did, and it was a glorious gathering. We had an outdoor potluck, complete with grilling, for homecoming in October. Coffee hours are well-attended. Our prayers were answered.

We are almost back to the number of hosts and teams we had for coffee hour, pre-COVID. Last year we had eleven. Now, we have eighteen. We're not at full staffing until we hit twenty-two or so. I'd like to return to asking hosts to provide food no more than twice a year.

Please consider acting as a coffee hour host. It's not an onerous job. Contact me at authoralicegaines@gmail.com or leave me a voice mail at 510-409-9814.

USHERS REPORT – *submitted by Doug Jensen and Ray Baxter*

We are blessed with a great group of fully trained ushers who plan on continuing with us in 2024. They are: Aida Alvarez, Jesse Alvarez, Scott Buckingham, Ann Del Simone, Will Gregory, Maura Lane, John Simmons, Melanie Blake, Allison Sass, Maria Shalita, and George and Lisa Strait. We are very grateful for their faithful service!

We can always use additional ushers who will only have to serve no more than once a month. If you are interested, let Doug or Ray know, and we will schedule you at your convenience and provide on-the-job training at that time.

St. Paul's Episcopal Church
Balance Sheet
As of December 31, 2023

	<u>Dec 31, 23</u>	<u>Dec 31, 22</u>
ASSETS		
CHECKING & BANKING		
1101 · Community Bank - 7815	12,201	22,480
1102 · RDF Checking - CBB -5638	1,126	1,094
1109.8 · Costco Citi Card Clg x9840/1523	-287	-6,954
1109.9 · Card Services Clearing x0428	0	75
Total CHECKING & BANKING	<u>13,040</u>	<u>16,695</u>
ACCOUNTS RECEIVABLE / PREPAIDS		
1201 · St. Paul's Episc.School-current	8,651	1,538
1208 · Other Accounts Receivable	316	0
1225 · Other Prepaid Expenses	1,212	19,371
Total ACCOUNTS RECEIVABLE / PREPAIDS	<u>10,179</u>	<u>20,909</u>
INVESTMENTS		
Merrill Lynch		
1305.1 · Merrill Lynch Cash	10,843	58,991
1305.2 · Merrill Lynch Investments	1,780,164	1,791,772
Total Merrill Lynch	<u>1,791,007</u>	<u>1,850,763</u>
1320.2 · Diocesan Endowment Fund	86,926	86,926
Total INVESTMENTS	<u>1,877,933</u>	<u>1,937,689</u>
FIXED ASSETS		
1401 · Land	500,000	500,000
1402 · Buildings	7,691,217	7,691,217
1410 · Furniture & Equipment	730,910	730,910
Total FIXED ASSETS	<u>8,922,127</u>	<u>8,922,127</u>
TOTAL ASSETS	<u><u>10,823,279</u></u>	<u><u>10,897,420</u></u>

St. Paul's Episcopal Church
Balance Sheet
As of December 31, 2023

	<u>Dec 31, 23</u>	<u>Dec 31, 22</u>
LIABILITIES & EQUITY		
Liabilities		
ACCOUNTS PAYABLE.		
2302 · Accounts Payable	0	7,153
2301 · Rector's Discretionary Fund	3,696	3,957
2306 · Bolton Arch Deacon's Disc.Fund	519	2,180
Passthroughs		
2350 · Other Passthroughs	984	0
2350.1 · Back to School	1,888	1,309
2350.2 · Guns to Gardens	2,615	0
2350.3 · 150th Anniversary	-936	-1,698
Total Passthroughs	<u>4,551</u>	<u>-389</u>
Total ACCOUNTS PAYABLE.	8,766	12,901
DEFERRED REVENUE		
2401 · Prepaid Pledges	3,450	2,805
2404 · Prepaid Rents	0	4,408
2405 · Prepaid Space Deposits	300	0
2406 · Prepaid Space Deposits next yr	300	0
Total DEFERRED REVENUE	<u>4,050</u>	<u>7,213</u>
HOLDING FUNDS		
2503 · Organ Restoration Fund	6,705	5,055
2511 · Sound system	100,001	100,001
2522 · Music Development Fund Income	10,136	10,136
2514 · Altar Guild Fund	1,061	1,061
2540 · David Farr Recognition	43,893	50,000
2550 · Memorial Fund	201,278	203,043
Total HOLDING FUNDS	<u>363,074</u>	<u>369,296</u>
Loans Payable		
2805 · Mortgage, Union Bank/US Bank	337,825	475,000
2806 · -- Mortgage Pay Down	0	-137,175
Total Loans Payable	<u>337,825</u>	<u>337,825</u>
Total Liabilities	713,715	727,235

St. Paul's Episcopal Church
Balance Sheet
As of December 31, 2023

	<u>Dec 31, 23</u>	<u>Dec 31, 22</u>
Equity		
TEMPORARILY RESTRICTED FUNDS		
Vestry Restricted Funds		
3311 · Building Fund	254,416	285,419
3315 · Nancy/Virginia Bradford Mem.Fun	150,000	150,000
3318 · New Initiatives DevelopmentFund	60,000	60,000
Total Vestry Restricted Funds	<u>464,416</u>	<u>495,419</u>
Donor Restricted Funds		
3335 · Pantry of Hope	23,809	7,896
3336 · Bags - Homeless	3,645	3,645
3322 · Senior Resources Fund	21,042	36,042
3321 · Axel Nelson Fund	19,474	19,474
Total Donor Restricted Funds	<u>67,970</u>	<u>67,057</u>
Total TEMPORARILY RESTRICTED FUNDS	<u>532,386</u>	<u>562,476</u>
PERMANENTLY RESTRICTED FUNDS		
Donor Restricted Funds		
3401 · Columbarium Fund	8,036	7,439
3411 · Diocesan Endowment Funds	86,926	86,926
3412 · Building Endowment Fund	77,062	77,062
Total Donor Restricted Funds	<u>172,024</u>	<u>171,427</u>
Vestry Designated Endow. Funds		
3451 · Walston Endowment Fund	600,000	600,000
3459 · Bradford Endowment Fund	900,000	900,000
Total Vestry Designated Endow. Funds	<u>1,500,000</u>	<u>1,500,000</u>
Total PERMANENTLY RESTRICTED FUNDS	<u>1,672,024</u>	<u>1,671,427</u>
FIXED ASSETS..		
3701 · Land	500,000	500,000
3702 · Buildings	7,068,927	7,068,927
3703 · Fixtures & Equipment	725,000	725,000
Total FIXED ASSETS..	<u>8,293,927</u>	<u>8,293,927</u>
3801 · Unrealized Gain / Loss	-155,888	-357,645
Net Income	-232,884	0
Total Equity	<u>10,109,565</u>	<u>10,170,185</u>
TOTAL LIABILITIES & EQUITY	<u>10,823,279</u>	<u>10,897,420</u>

St. Paul's Episcopal Church
Profit & Loss Y-T-D vs Budget
December 2023

	Dec 23	Budget	Jan - Dec 23	YTD Budget	Annual Budget
Income					
CONTRIBUTIONS & DONATIONS					
4101 · Annual Pledges	39,753	21,333	197,988	200,000	200,000
4102 · Annual Support	3,090	3,333	20,906	40,000	40,000
4103 · Cash Plate	762		8,506		
4104 · Matching Funds from Employers	20		1,610		
4105 · Special Offerings	2,079	1,000	4,045	3,000	3,000
4110 · Worship Music	426	750	1,867	2,000	2,000
4159 · Less Electronic Banking Chrgs	(50)	(21)	(423)	(250)	(250)
Total CONTRIBUTIONS & DONATIONS	46,080	26,395	234,499	244,750	244,750
INVESTMENT INCOME					
4201 · Interest/Dividends Investments	4,185	2,917	26,296	35,000	35,000
4203 · Diocesan Endowment Fund	0	0	6,555	6,000	6,000
4204 · Gas & Oil Lease	0	250	1,960	3,000	3,000
4206.9 · Less Advisory Fees	(1,340)	(1,667)	(16,846)	(20,000)	(20,000)
Total INVESTMENT INCOME	2,845	1,500	17,965	24,000	24,000
SPACE USE					
4301 · Apartment	1,250	1,250	15,000	15,000	15,000
4301.5 · Apartment Expenses	(5,187)		(5,677)		
4302.9 · Less expenses of Space Use	(566)	(750)	(566)	(1,500)	(1,500)
School Lease					
4303.1 · Basic lease	2,756	1,378	16,536	16,536	16,536
4303.3 · Extra Space - Parish Bldg	4,466	2,667	28,169	32,000	32,000
Total School Lease	7,222	4,045	44,705	48,536	48,536
4305 · Community Music Events	674		8,139		
4306 · Church Use - non-music	0		2,000		
Meeting Space					
4307.1 · Club Meetings	115	83	1,380	1,000	1,000
4307.2 · Site Use Events	250	83	750	1,000	1,000
Total Meeting Space	365	166	2,130	2,000	2,000
4308.9 · Less Expenses of Space Usage	(2,083)		(2,083)		
Total SPACE USE	1,676	4,711	63,650	64,036	64,036
FUND RAISING					
4401 · Rummage/Garage Sale	0	5,000	0	20,000	20,000
4403 · St. Paul Choir Concerts	0	625	582	7,500	7,500
4404 · Misc. Fund Raising	0	83	0	1,000	1,000
Total FUND RAISING	0	5,708	582	28,500	28,500
Total Income	50,601	38,314	316,696	361,286	361,286

St. Paul's Episcopal Church
Profit & Loss Y-T-D vs Budget
December 2023

	Dec 23	Budget	Jan - Dec 23	YTD Budget	Annual Budget
Expense					
PERSONNEL					
Clergy					
5100 · Rector Salary & Housing	9,786	9,786	117,429	117,429	117,429
5102 · Rector Diocesan Benefits	3,598	3,561	43,325	42,732	42,732
5103 · Rector Pension	1,761	1,761	21,555	21,137	21,137
5104 · Rector Expense Reimbursement	90	250	5,293	3,000	3,000
5105 · Rector Professional Development	0	250	2,266	3,000	3,000
5107 · Supply Clergy	0	0	2,332	2,000	2,000
5109 · Offset for School Chaplancy	3,316	(1,000)	369	(10,000)	(10,000)
Total Clergy	18,551	14,608	192,569	179,298	179,298
Music					
5120 · Music Director Salary	3,329	3,667	43,292	42,000	42,000
5121 · MD P/R Taxes	255	268	3,335	3,213	3,213
5122 · MD Diocesan Benefits	63		569		
5123 · MD Pension	900	315	4,433	3,780	3,780
5125 · Choir Salaries	2,880	3,000	31,480	30,000	30,000
5126 · Choir P/R Taxes	220	239	2,381	2,870	2,870
5126.1 · Outside Choir	80	752	1,755	7,520	7,520
5128 · Organist	0	0	0	1,000	1,000
5129 · Supply Organist/Conductor	300		2,800		
5122.9 · Trf expense to fund	0		(3,746)		
Total Music	8,027	8,241	86,299	90,383	90,383
Administration					
5130 · Parish Administrator Salary	949	1,502	16,247	18,028	18,028
5131 · PA Taxes	73	115	1,243	1,379	1,379
5137 · Bookkeeper Wages	815	668	9,367	8,010	8,010
5138 · Bookkeeper Taxes	62	51	717	613	613
Total Administration	1,899	2,336	27,574	28,030	28,030
C&Y Ministries					
5140 · C&Y Ministries Salary	0	3,333	35,000	40,000	40,000
5141 · C&Y Ministries Taxes	0	255	0	3,060	3,060
5145 · Nursery Attendent Salary	170	147	710	1,760	1,760
5146 · Nursery Attendent Taxes	0	11	0	135	135
Total C&Y Ministries	170	3,746	35,710	44,955	44,955
Facility Maintenance					
5150 · Sexton Salary - 20 hr	1,607	1,607	19,282	19,285	19,285
5151 · Sexton P/R Taxes	123	123	1,550	1,475	1,475
5152 · Sexton Benefits Reimbursements	0		3,919		
5156 · Housekeeper Salary - 16 hr	1,138	1,138	13,656	13,660	13,660
5157 · Housekeeper P/R Taxes	87	87	1,045	1,045	1,045

St. Paul's Episcopal Church
Profit & Loss Y-T-D vs Budget
December 2023

	Dec 23	Budget	Jan - Dec 23	YTD Budget	Annual Budget
Total Facility Maintenance	2,955	2,955	39,452	35,465	35,465
5199 · Workers Comp Insurance	0	0	1,704	2,250	2,250
Total PERSONNEL	31,602	31,886	383,308	380,381	380,381
WORSHIP					
5301 · Altar/Liturgical Supplies	217	250	3,539	3,000	3,000
5302 · Altar Flowers	0	167	772	2,000	2,000
5302.1 · Flowers Donations	(170)	(167)	(1,234)	(2,000)	(2,000)
Worship Music					
5351 · Instrumentalists	0		400		
5352 · Sheet Music	0	0	606	250	250
5353 · Organ & Piano Maintenance	880	0	2,035	1,000	1,000
5355 · Music Miscellaneous	96	50	1,520	600	600
Total Worship Music	976	50	4,561	1,850	1,850
Total WORSHIP	1,023	300	7,638	4,850	4,850
FAITH FORMATION					
5402 · Youth Education	0	250	2,383	2,500	2,500
5403 · Adult Education	0	42	290	500	500
Total FAITH FORMATION	0	292	2,673	3,000	3,000
CHURCH GROWTH					
Leadership Development					
5501.1 · Vestry Expenses, net	0	0	281	500	500
5501.2 · Laity Training/Education	0	25	0	300	300
Total Leadership Development	0	25	281	800	800
Hospitality & Fellowship					
5503.1 · Adult Fellowship	0	21	1,296	250	250
5503.2 · Coffee Hour, etc.	0	104	1,783	1,250	1,250
Total Hospitality & Fellowship	0	125	3,079	1,500	1,500
5504 · Newcomers	0	33	0	400	400
5505 · Stewardship	0	250	522	3,000	3,000
Communications					
5509.1 · Newsletter Production	0	17	0	200	200
5509.3 · Paid Advertising	708	42	1,062	500	500
5509.4 · Online Communications	277	250	3,497	3,000	3,000
5509.5 · Brochures & Flyers	0	42	0	500	500
5509.6 · Signage	0	42	0	500	500
Total Communications	985	393	4,559	4,700	4,700
Total CHURCH GROWTH	985	826	8,441	10,400	10,400
OUTREACH					
5604 · Outreach Expenditures	0	250	0	3,000	3,000
5608 · Deanery Dues	0	0	350	250	250
Total OUTREACH	0	250	350	3,250	3,250

St. Paul's Episcopal Church
Profit & Loss Y-T-D vs Budget
December 2023

	Dec 23	Budget	Jan - Dec 23	YTD Budget	Annual Budget
ADMINISTRATIVE EXPENSE					
6201 · Bank,Credit Card, Payroll Fees	147	70	1,948	840	840
6202 · Professional Services	72	0	844	850	850
6204.1 · Copier Lease	386	375	4,866	4,500	4,500
6204.2 · Copier Usage	513	375	5,172	4,500	4,500
6206 · Office Supplies & Expenses	0	292	2,972	3,500	3,500
6207 · Postage	0	38	575	450	450
6208 · Telephone	295	308	4,989	3,700	3,700
6209 · Office Equipment & Software	0	167	348	2,000	2,000
6215 · Computer Expenses	0		611		
6290 · Offset by Direct Donation	0		(374)		
Total ADMINISTRATIVE EXPENSE	1,413	1,625	21,951	20,340	20,340
PROPERTY EXPENSE					
Maintenance & Repair					
6302.1 · Elevator Contract & Repairs	147	142	1,868	1,700	1,700
6302.2 · Building Supplies	0	83	0	1,000	1,000
6302.3 · Gardening	305	292	3,910	3,500	3,500
6302.5 · Janitorial Supplies & Expenses	641	83	1,334	1,000	1,000
6302.7 · Maintenance & Repair	0	333	5,111	4,000	4,000
6302.8 · Safety Issues	398	125	546	1,500	1,500
6310 · Storage Costs	270	235	2,891	2,820	2,820
Total Maintenance & Repair	1,761	1,293	15,660	15,520	15,520
Utilities					
6333.1 · Gas & Electric	1,800	1,417	22,027	17,000	17,000
6333.2 · Water & Sewer	885	1,000	5,511	6,000	6,000
6333.3 · Waste Removal	806	729	9,447	8,750	8,750
6333.9 · Less Expenses of SPES Parish	(1,594)		(9,563)		
Total Utilities	1,897	3,146	27,421	31,750	31,750
Insurance Taxes Security Safety					
6354 · Property Taxes	4,096	3,150	7,722	6,000	6,000
6355 · Insurance - Prop/Liab/D&O	0	0	14,551	14,000	14,000
6357.4 · C2R2 Background Checks	350	0	350	250	250
Total Insurance Taxes Security Safety	4,446	3,150	22,623	20,250	20,250
6309 · Expenses Reclassified	(7,430)		(7,430)		
Total PROPERTY EXPENSE	674	7,589	58,273	67,520	67,520
DIOCESAN EXPENSE					
6402 · Assessment	5,700	5,549	66,946	66,585	66,585
Total DIOCESAN EXPENSE	5,700	5,549	66,946	66,585	66,585
Total Expense	41,397	48,317	549,580	556,326	556,326
Net Income	9,203	(10,003)	(232,884)	(195,040)	(195,040)

	2022 Budget	2022 Actual	2023 Budget	2024 Budget
INCOME				
CONTRIBUTIONS & DONATIONS				
4101 · Pledges	\$ 170,000	\$ 203,439	200,000	200,000
4102 · Plate	55,000	39,659	40,000	40,000
4103 · Special Offerings				
4103.2 · Worship Music	3,000	808	2,000	2,000
4103 · Special Offerings - Other	3,000	2,428	3,000	3,000
Total 4103 · Special Offerings	6,000	3,236	5,000	5,000
4104 · - Less PayPal & CrCard Fees	(250)	(487)	-250	-500
Total CONTRIBUTIONS & DONATIONS	230,750	245,847	244,750	244,500
INVESTMENT INCOME				
4201 · Interest/Dividends Investments	39,000	45,965	35,000	40,000
4203 · Diocesan Endowment Fund	6,000	6,602	6,000	6,500
4204 · Gas & Oil Lease	3,000	4,574	3,000	2,000
4206.9 · Less Advisory Fees	(20,000)	(20,479)	-20,000	-20,000
Total INVESTMENT INCOME	28,000	36,662	24,000	28,500
SPACE USE				
4301 · Apartment	15,000	15,000	15,000	20,000
4302 · ECS Spaces -ECS_Cr to SPES	-			
Diocal	-			
4302.99 - Less expenses for space use		(5377)	(1,500)	(2,000)
School Lease				
4303.1 · Basic lease	16,536	16,536	16,536	16,536
4303.3 - Faculty Lounge - St. Martin's Room	32,000	23,803	32,000	32,000
Total School Lease	48,536	40,339	48,536	48,536
Meeting Space				
4304.2 · Club Meetings	1,500	1,470	1,000	1,500
4304.3 · Outside Events	1,500	-	1,000	1,500
Total Meeting Space	3,000	1,470	2,000	3,000
4305 · Community Music Events	7,500	9,279	7,500	7,500
4306 · Weddings	3,000	500	1,000	1,000
Total SPACE USE	77,036	61,211	72,536	78,036
FUND RAISING				
4401 Garage & CD sales	-	-		0
4404 · Misc. Fund Raising	1,000	-		
New Fundraising opportunities		-	20,000	5,000
4406 · Scrip Rebate	-	-		
Total FUND RAISING	1,000	-	20,000	5,000
FUND TRANSFERS				
4605 - Bequests	-	-	0	0
Total FUND TRANSFERS	-	-	-	-
TOTAL INCOME	\$ 336,786	\$ 343,720	\$ 361,286	\$ 356,036

GROSS PROFIT	\$ 336,786	\$ 343,720	\$ 361,286	\$ 356,036
EXPENSES				
PERSONNEL				
Clergy				
5100 · Rector Salary & Housing	\$ 110,782	\$ 110,782	\$ 117,429	\$ 120,834
5101 · Rector Diocesan Benefits	41,573	41,624	42,732	45,600
5102 · Rector Pension	19,941	19,940	21,137	21,750
5103 · Rector Expense Reimbursement	3,000	5,034	3,000	3,000
5104 · Rector Professional Development	3,000	3,200	3,000	3,000
Rector Total	178,296	180,580	187,298	194,184
5107 · Supply Clergy	900	2,233	2000	2000
Total Clergy	179,196	182,813	189,298	196,184
Music				
5120 · Music Director Salary	\$ 32,462	39,993	\$ 42,000	\$ 45,000
5121 · MD P/R Taxes	2,483	3,052	3,213	3,443
5122 · MD Diocesan Benefits	-	-	0	1700
5123 · MD Pension	-	-	3,780	4,050
5124.2 · Music Development Donation	-	-		
Total Music Director	34,945	43,045	48,993	54,193
5125 · Choir Salaries	\$ 30,000	28,410	\$ 37,520	\$ 38,608
5126 · Choir P/R Taxes	2,295	1,362	2,870	2,954
Total Choir	32,295	29,772	40,390	41,562
5129 · Supply Organist/Conductor	500	500	1,000	3,000
Total Music	67,740	73,317	90,383	98,754
Director of Y & C Ministry and Chaplaincy				
Director of Y&C Ministries	65,000	20,000	40,000	-
Director of Y&C Ministries P/R Taxes	4,972		3,060	-
Director of Y&C Ministries Diocesan Benefits	20,000		0	0
Director of Y&C Ministries Pension	5,850		0	0
Chaplaincy Coordinator Offset	(50,000)	(11,472)	-10000	
5140 · Nursery Attendant Salary	1,200	210	1,760	2,600
5141 · Nursery Attendant P/R Taxes	92	0	135	199
Total Youth and Children Ministries	47,114	8,738	34,955	2,799
Administration				
5130 · Parish Administrator Salary	\$ 16,880	17,024	\$ 18,028	\$ 35,000
5131 · PA Taxes	1,291	1302	1,379	2,678
5132 · PA Diocesan Benefits	-		-	-
5133 · PA Pension	-		-	-
5134 - Outside Labor	-		-	-
Total Parish Administrator	18,172	18,326	19,407	37,678

5137 · Bookkeeper Wages	\$ 7,500	8670	\$ 8,010	\$ 9,061
5138 · Bookkeeper Taxes	574	664	613	693
Total Bookkeeper	8,074	9,334	8,623	9,754
Total Administration	26,245	27,660	28,030	47,432
Facility Maintenance				
5150 · Sexton Salary	\$ 18,057	18131	\$ 19,285	\$ 19,844
5151 · Sexton P/R Taxes	1,381	1463	1,475	1,475
5152 · Sexton Health Insurance	-	4342	-	1,900
Total Sexton	19,438	23,936	20,760	23,219
5156 · Housekeeper Salary	\$ 12,790	12793	\$ 13,660	\$ 14,056
5157 · Housekeeper P/R Taxes	978	979	1,045	1,075
	13,769	13,772	14,705	15,132
Total Facility Maintenance	33,207	37,708	35,465	38,351
5199 · Workers Comp Insurance	1,800	(72)	2,250	2,300
Total PERSONNEL	355,302	330,164	380,381	385,820
WORSHIP				
5301 · Altar/Liturgical Supplies	3,700	2,330	3000	3000
5302 · Altar Flowers	2,600	1,020	2000	2000
5302.1 · Flowers Donations	(2,500)	(949)	-2000	-2000
5303 · Outside Services	-			
Worship Music				
5351 · Instrumentalists	-			
5352 · Sheet Music	250	200	250	250
5353 · Organ & Piano Maintenance	1,200	1890	1000	1000
5355 · Music Director Miscellaneous	600	997	600	600
Total Worship Music	2,050	3,087	1,850	1,850
Total WORSHIP	5,850	5,488	4,850	4,850
FAITH FORMATION				
5402 · Youth Education	1,500	3695	2,500	2,500
5403 · Adult Education	500	174	500	500
5404 · Parish Conferences/Retreats	-	0		
Total FAITH FORMATION	2,000	3,869	3,000	3,000
CHURCH GROWTH				
Leadership Development				
5501.1 · Vestry Expenses, net	1,000	0	500	500
5501.2 · Laity Training/Education	300	0	300	300
Total Leadership Development	1,300	-	800	800
Hospitality & Fellowship				
5503.1 · Adult Fellowship	250	180	250	250
5503.2 · Coffee Hour, etc.	1,300	603	1250	1250
Total Hospitality & Fellowship	1,550	783	1,500	1,500
5504 · Newcomers	400	0	400	400
5505 · Stewardship	3,000	2632	3000	3000

5505.01 · Stewardship Offset Donations	-	(179)	0	0
Communications				
5509.1 · Newsletter Production	200	0	200	200
5509.3 · Paid Advertising	500	719	500	500
5509.4 · Online Communications	700	3298	3000	3000
5509.5 · Brochures & Flyers	500	0	500	500
5509.6 · Signage	1,500	177	500	500
5509.10 · Other Communications Expenses	-			
Total Communications	3,400	4,194	4,700	4,700
Total CHURCH GROWTH	9,650	7,430	7,400	10,400
OUTREACH				
5604 · Outreach Expenditures	5,000	445	3,000	3,000
5604.1 · Shelter in Place Expenses	-	0		
PASTORAL CARE	-	84		
Total OUTREACH	5,000	529	3,000	3,000
ADMINISTRATIVE EXPENSE				
6201 · Bank,Credit Card, Payroll Fees	800	1,500	840	1,775
6202 · Annual Audit	800	1,103	850	850
Copier				
6203.1 · Equipment Lease	4,500	4,495	4,500	4,650
6203.2 · Copy & Supply Costs	4,000	3,443	4,500	5,700
Total Copier	8,500	7,938	9,000	10,350
6206 · Office Supplies	3,100	4,856	3,500	3,500
6207 · Postage	1,000	116	450	450
6208 · Telephone	3,700	3,538	3,700	5,520
6209 · Office Equipment & Software	2,000	817	2,000	2,000
6215 · Computer Expenses		205		
6299 · Offset Expenses Use of Space		(4,583)		
Total ADMINISTRATIVE EXPENSE	19,900	15,490	20,340	24,445
PROPERTY EXPENSE				
Maintenance & Repair				
6302.1 · Elevator Contract & Repairs	1,400	1,620	1,700	2,000
6302.2 · Building Supplies	1,000	-	1,000	-
6302.3 · Gardening	3,400	3,390	3,500	3,800
6302.5 · Janitorial Supplies	1,750	670	1,000	1,000
6302.7 · Maintenance & Repair	4,000	7,841	4,000	7,000
6302.8 · Safety Issues	-	2,424	1,500	-
6302.9 · Outside Janitorial Services	-	1,700		
6310 · Storage Costs	-	2,753	2,820	2,820
Total Maintenance & Repair	11,550	20,398	15,520	16,620
Utilities				
6303.1 · Gas & Electric	16,000	15,356	17,000	24,000
6303.2 · Water & Sewer	5,200	5,213	6,000	6,000
6303.3 · Waste Removal	8,000	8,574	8,750	9,800
6333.9 · Less Expenses of SPES parish	-	(8,766)	-	(9,563)

Total Utilities	29,200	20,377	31,750	30,237
Insurance Taxes Security Safety				
6304 · Property Taxes	5,600	6328	6,000	9,850
6305 · Insurance - Prop/Liab/D&O	13,000	13574	14,000	15,000
6309 Expenses Reclassified				
6307.4 · C2R2 Background Checks	250	0	250	250
Total Insurance Taxes Security Safety	18,850	19,902	20,250	25,100
Total PROPERTY EXPENSE	59,600	60,677	67,520	71,957
DIOCESAN EXPENSE				
6401 · Deanery Pledge	250	0	250	250
6402 · Assessment	63,441	63,292	66,585	71,717
Total DIOCESAN EXPENSE	63,691	63,292	66,835	71,967
TOTAL EXPENSE	520,992.60	486,939.00	553,325.91	575,439
NET ORDINARY INCOME	\$ (184,207)	\$ (143,219)	\$ (192,040)	\$ (219,403)
NET INCOME	\$ (184,207)	\$ (143,219)	\$ (192,040)	\$ (219,403)