

# PARISH OF ST. PAUL



## ANNUAL MEETING REPORT

**January 29, 2023**

1135 Walnut Street, Newton Highlands, MA 02461

[www.parishofstpaul.org](http://www.parishofstpaul.org)

# AGENDA

Page

Opening Prayer

Call to Order

Declaration of Open Session

Minutes of the 2022 Annual Meeting	2
Priest-In-Charge Report	6
Report of the Nominating Committee	7
Co-Wardens' Report	8
Property	11

## **Ministry Reports**

### **Worship**

Regathering	12
Altar Guild	12

### **In-reach**

Pastoral Care Report	13
Hospitality	14

### **Outreach & Mission**

Plenty Project	14
Global Village Children's Project	15
Centre Street Food Pantry	17

### **Stewardship**

Meditation Garden	18
Communications & Technology	19
Treasurer's Report	21

Adjourn

# WARRANT OF ANNUAL MEETING

TO BE HELD *IN-PERSON AND VIRTUAL ZOOM MEETING*

REMOTE and IN-PERSON PARTICIPATION\* ON

**SUNDAY, JANUARY 29, 2023**

(IMMEDIATELY FOLLOWING OUR 9:30AM ON-LINE WORSHIP SERVICE)

**NOTICE IS HEREBY GIVEN** that the 2023 Annual Meeting of the Episcopal Parish of St. Paul, Newton Highlands (the "Parish") will be held in accordance with Section 7.1 of the Parish By-Laws on the date and time and at the locations set forth in this Warrant for the purposes of:

- (a) Acting upon the report of the Nominating Committee which is attached hereto;
- (b) Reviewing and discussing the reports of the Priest-in-Charge, Co-Wardens, Treasurer, Parish Committees and Ministries to be distributed at or before the Annual Meeting; and
- (c) Any other matters that may properly come before the Annual Meeting.

\* The Vestry encourages all Members of the Parish to participate in our Annual Meeting. Article 3 of our By-Laws provides that all baptized persons, sixteen years of age or older, who acknowledge the authority of the By-laws of the Parish and who declare an intention to support the Parish by regular attendance at public worship and by financial support, shall be considered Members of the Parish entitled to vote in its affairs. Without limitation of the foregoing, submission of a signed annual pledge card is deemed presumptive evidence of any such person's necessary declaration of intent.

To attend the Annual Meeting in-person please join us in the Parish Hall at 1135 Walnut Street in Newton.

To join us from your computer, please visit our website: [www.parishofstpaul.org](http://www.parishofstpaul.org) for appropriate link information. Alternatively, you may call in to our meeting from any telephone. If you do not already have a Zoom passcode, or need phone dial-in information, please contact our Parish Administrator Olive ([office@parishofstpaul.org](mailto:office@parishofstpaul.org)) no later than 10:00 am on Thursday, January 26, 2023 to request the necessary link or access codes.

## THE VESTRY

Bernice Cramer, Co-Warden  
Richard Pearce, Treasurer  
Kathryn Anderson  
John McDargh

Kim Koger, Co-Warden  
Stephanie Wu, Clerk  
Margaret Hummel  
Christopher Gruener

Posted on January 15, 2023 by:

Stephanie Wu, Clerk

**Episcopal Parish of St. Paul**  
**Minutes of the Parish Meeting**  
**held virtually by Zoom on Sunday, January 31, 2022**

Reverend Cara Rockhill and Co-Wardens Bernice Cramer and David Montgomery opened the meeting at 10:30. David explained an alternative voting process which would fulfill legal conditions for our annual meeting that a virtual format couldn't accommodate. It was clarified that today's meeting would be a time for review and discussion of the content in the Annual Report. The official votes would be taken on Wednesday, February 2, 2022 physically at the church where David would vote for the Parish members who had signed and returned proxies for such purpose to approve the matters discussed in the Annual Report and during this parish discussion. Bernice motioned to formally adjourn the Annual Meeting until Wednesday, consistent with the above. Susan Boyer seconded. The motion passed unanimously.

Reverend Cara Rockhill opened the discussion of the Annual Report with a prayer.

**Minutes of the 2021 Annual Meeting**

The minutes of last year's Annual Meeting were reviewed. There were no comments or questions from the Parish.

**Priest In Charge Report**

Reverend Rockhill highlighted her focus for the coming year as outlined in her written report. Her key themes included consistency, worship, and radical hospitality.

**Report of the Nominating Committee**

Bernice Cramer will continue as Co-Warden to be joined by Kim Koger as a new Co-Warden. Richard Pearce will be Treasurer. Stephanie Wu will be Clerk. All officers to be elected to one-year terms (as set forth in our by-laws). Vestrypersons to be elected for two-year terms will include Margaret Hummel (continuing in such service), and Kathryn Anderson. John McDargh will be elected for a one-year term as a vestryperson. Continuing as a vestryperson for one more year in her current two-year term will be Mandi Rice.

Thank you to Ken Anderson (vestryperson), Susan Boyer (Treasurer), Amy McGregor-Radin (vestryperson) and David Montgomery (Co-Warden) who are stepping down from their respective positions this year.

Diocesan Convention Delegates for 2022 will be Ken Brooks, Patricia Tyler, and David Montgomery (alternate). Deanery Delegates will be Mary Lou Pierron and Kyrach Rodriguez.

### **Co-Wardens' Report**

Bernice and David described the diocesan three-year Priest-in-Charge process. This included being generous with the Year One timeline for "Getting to Know Each Other" because Reverend Rockhill had to unexpectedly take a medical leave.

### **Property**

Margaret discussed the improvements that will need to be made to the property. Reverend Rockhill has convened an ad-hoc committee to review and prioritize the work that needs to be done.

### **Rectory**

St. Paul's has engaged Wilson as a groundskeeper to help with repairs and upkeep. Wilson will also be staying in one of the Rectory apartments. In response to a question about the apartment's fire egress the Vestry was able to describe how this had been addressed to make it safe. In the future, the Vestry will continue to explore the role of the property in supporting St. Paul's mission sustainability.

### **The Centre Street Minyan Proposal**

Mandi presented exploratory conversations with a Jewish congregation that is searching for a new facility. The Centre Street Minyan approached St. Paul's about potentially renting our space on Saturdays. There have been limited conversations thus far but each time the idea seems to be promising. Reverend Rockhill will call a volunteer group to review and recommend a proposal if interest continues to grow. Kathryn A., Kyrach, Tricia, David, Phil, Betty, and John volunteered to join Mandi in exploring the partnership.

Bernice asked people to share thoughts about potential implications of sharing our space, such as the funerals or weddings that we typically hold on Saturdays.

Reverend Rockhill shared that she offered Minyan the temporary use of St. Paul's if they weren't able to find a permanent location after October, when their current space will no longer be available.

### **Ministry Reports**

#### **Worship**

- Regathering
- Music Ministry
- Altar Guild

#### **In-reach**

- Pastoral Care
- Hospitality

#### **Outreach & Mission Discernment**

- Sanctuary
- Plenty Project
- Global Village Children's Project
- Centre Street Food Pantry
- Knitting Ministry

#### **Stewardship**

- Meditation Garden
- Communications & Technology
- Treasurer's Report

Respectfully submitted,

Stephanie Wu

Clerk

**Minutes of the Formal 2022 Annual Meeting of the Parish of St. Paul  
Wednesday, February 2, 2022 at 10:32AM in the Church Sanctuary**

Reverend Cara Rockhill met with David Montgomery, member and holder of signed proxies for 26 other members of the Parish. In a short meeting, David voted to approve each of the following:

1. To elect each of the following persons to the positions set forth next to their names, each for a period of one year unless otherwise noted:

<u>POSITION</u>	<u>NAME</u>
Co-Wardens:	Bernice Cramer Kim Koger
Treasurer:	Richard Pearce
Clerk:	Stephanie Wu
Vestrypersons:	Margaret Hummel (2 years) John McDargh Kathryn Murphy Anderson (2 years)
Diocesan Convention Delegates:	Ken Brooks Patricia Tyler David Montgomery (alternate)
Deanery Delegates:	Mary Lou Pierron Kyrach Rodriguez

2. To accept the reports of the Priest in Charge, the Co-Wardens, Treasurer, Parish Property and Rectory Committees and of the numerous ministries listed above in the discussion summary.

3. At 10:36, the formal Annual Meeting was adjourned.

Respectfully submitted,

David Montgomery

## **Episcopal Parish of St. Paul Priest-In-Charge Report 2022**

One of the most misunderstood, deeply theological, and deeply personal words I know of is one I hope most of us say, or think, everyday: love. The common definitions of love are about feelings or really liking something. But love; love is so much more than that.

Love is a driving force. It motivates us in incredible ways, if we let it.

And the Parish of St. Paul knows how to love.

When I came to be your priest in charge, your love for one another drew me in like a moth to a flame. To be part of a community who love one another so much was remarkably alluring to me. And it has been a beautiful thing to be part of.

My hope for POSP, what I think is your hope for POSP, is for that love to continue to define and motivate this community as you find your next path forward.

We spent Lent last year exploring and understanding the different paths that we are each on, or that our faith journeys require us to walk upon.

I hope and pray that love remains the path under your feet. That love is the beacon you walk towards. That love is the motivation to move forward.

The love of POSP, to be fair, is not a delicate thing that needs to be protected. Your love for one another is not a fragile nor delicate thing. Your love has survived some incredible things, and it will continue to survive.

I invite you, in my last Priest-in-Charge annual note, to consider your love for this community. How has it motivated you? How have you been supported by this love? Do you think this love is strong enough to grow and be flexible, as church is changing and adapting in these evolving times?

I've seen love motivate people to do incredible things. To change in ways we wouldn't otherwise believe.

When Jesus uses the word love, he doesn't mean it as feeling a great affection. Jesus wants to use our love the way that he loves us. And he loved us enough to change the world and inadvertently start a religion.

Let love lift you up, carry you forward. Let love support you in uncertain times and in change. Let love be first, and be a guiding light, as you go forward. Put love first. Always and in all things.

Cara+



## **Episcopal Parish of St. Paul Report of the Nominating Committee 2023**

The following slate of nominees is presented to the Parish at its Annual Meeting for approval. The term for each position shall commence on January 29, 2023 immediately following the Annual Meeting.

Under our Parish By-laws, officers of the Parish serve one-year terms and non-officer Vestrypersons serve two-year terms (unless specifically elected for a shorter term). All officers and Vestrypersons are limited to a maximum of six years continuous service in such position.

<u>POSITION</u>	<u>NAME</u>
Co-Wardens:	Kim Koger David Montgomery
Treasurer:	Richard Pearce
Clerk:	Bernice Cramer
Vestrypersons:	John McDargh (2 years) Chris Gruener (2 years)  Margaret Hummel and Kathryn Murphy Anderson are not part of the slate to be voted on this year – they are fulfilling the second year of their two-year terms.
Diocesan ConventionDelegates:	Tricia Tyler Kim Koger OPEN (alternate)
Deanery Delegates:	Mary Lou Pierron OPEN and waiting for you to raise your hand!

Thank you to Stephanie Wu, who is stepping down from her extraordinary service as Clerk this year.

Respectfully submitted,

Rev. Cara Rockhill, Priest-in-Charge  
Kim Koger, Co-Warden  
Margaret Hummel, Nominating Committee Member  
John McDargh, Nominating Committee Member

## **Episcopal Parish of St. Paul Co-Wardens' Report 2022**

The biggest report from the co-wardens as we gather to reflect on another year in communion together is one of gratitude to the stalwart band of-- altar guild members, readers, LEMs, singers, instrument players, and song choosers, communion bread bakers, healing blessers, labyrinth explicators, creation care discussion leaders, drivers to and from church, hospitality providers, pastoral care givers, meditation gardeners, property aware DIYers and contractor-finders, newsletter writers and bulletin editors, convention delegates, bottle and can recyclers, liaisons to the Centre Street Food Pantry, Plenty Project, and Global Village Children's Project, walkers and donators to the Walk for Hunger and Dana-Farber, loving pets on the sofa via Zoom—without whom we would not be the Parish of Saint Paul.

We are grateful to Reverend Cara for her ministry and witness and communication of a strong, holy vision from the pulpit—in a year of continuing international, national, local, and personal challenge in health, politics, community, and daily life.

Beyond the macro world drama, our buildings, grounds, and people needed constant micro attention and presented many decisions to be made and knots to untie. Besides her clerical insight, Rev Cara offered another secret weapon and blessing—her loving attention to delicious, carefully-curated coffee making on Sunday mornings!

The year started with real talk via our after church discussions about the meaning of Saint Paul in the Christian tradition, led by Rev. Cara. We followed with her Zoom discussions on Tuesday nights during Lent jumping off from “The path to \_\_\_\_\_ is long. Don't be distracted.” labyrinth cards.

There was excitement in February when the Minyan congregation, needing a new worship space, approached us to use our Parish Hall on Saturdays. Collaboration with an esteemed, interfaith partner to use our building well and generate much-needed annual income seemed to have “God's fingerprints on it.” Alas, the Minyan decided to move in another direction, in part because of their desire to lock in a long-term lease, which conflicted with the diocese requirement that churches rent their space in one-year increments.

In March, Jane Redmont, our Priest in Charge Consultant, led the Vestry in a retreat to try to capture what POSP has been and what we are now. There were some good discussions, but also some puzzlement about how to re-connect back in time with the needs and feelings of the Sanctuary transition, Gretchen transition, and quarantine transitions in a way that would give life to our tiny community as we consider steps forward together now. How could we balance the need to reflect together, but also to act together, for the good of our parish and the greater world in a way that was consistent with our identity and what the Spirit was calling us to do?

We celebrated Easter with one of our first post-pandemic coffee hours—a brunch at a very festive level-- outside in the front churchyard—followed by the Eventbrite invitation-induced frenzy of an Easter Egg hunt that was open to the community. The families who attended—about 70 people in total-- were happy to have a reason to gather together on the holiday and re-connect with the neighborhood—apart from whatever share of the candy-filled eggs that their children wrangled. We wished we had more contact information on these attendees, but many had arrived via word of mouth without registering on the Eventbrite site—and there were no tickets required. It was an interesting sign that people are out there, but what do they want?

Eliza Blay shared her love of the Walk for Hunger with the parish by organizing a group to do a modified, Covid-era virtual Walk for Hunger in Cold Spring Park—even more remote POSP-affiliate teams walked in the form of Team Cara and Amy in Hawaii and Team Abigail and Roommate in PA.

In the early spring, our long-time parish administrator, Carolyn Hoogendoorn announced that she was retiring. Bernice led the search for a new candidate to fill this important role—with Kim, Stephanie and Rev. Cara on the interviewing team. The number of applicants was not vast, but there were promising candidates, including Maura Peterson, whom Carolyn trained with great care and detail. Maura inhabited the position for a couple of weeks before being sidelined by health problems that led her to move on. After another exhaustive search, we were blessed to have Olive Woodward accept the position of parish administrator and dive in with her professional librarian chops to impose her updated sense of order on parish systems and to explore some of the dustier nooks and crannies of parish space and systems that had not been on the front burner for the last several years. Olive's great judgment, skills and can-do spirit are a continual blessing to our parish work—on matters concrete and abstract.

In June, the Vestry held a retreat to explore the themes, programs, and missions that the Parish at this moment might be able to undertake and share with the world, as we anticipated continued re-opening from Covid in the fall. A programming sub-committee was formed that met by Zoom over the summer to consider a variety of options that reflected our identity and our understanding of our particular charisms—including inter-faith collaborations, racial justice and environmental justice work, future church envisioning, and highlighting LGBTQ positive welcome. The Vestry decided that Environmental Justice programming might be an area where our strength, energy, and future direction lie. We would offer a Creation Care program of Wednesday Night Discussions, inspired by and jumping off from the work of the Rev. Margaret Bullitt-Jonas, Missioner for Creation Care of the Diocese of Western Mass. We publicized this programming with paid advertising on social media and community websites—along with a St. Francis Day Blessing of the Animals and a Healing Event for those in need of blessings for their own health and well-being or who felt the weight of the world on their shoulders. We had a small number of new people arrive in person to try our program offerings, but we also built awareness through the hundreds of people who viewed our ads online and discovered, or were reminded, that we exist.

Over the last year, we have been juggling to re-open our parish post-Covid, to revitalize our own community and our presence in the community, and to reach out to parishioners who have been scarce over the last few years. In the process of this unrelenting juggle, it was discerned in communication between Rev Cara, the lay leadership of POSP, and the Diocese that there was a disconnect between the gifts, call to ministry, and financial needs of our priest and the needs and sustainability of our small, older parish, such that we would not be heading toward a permanent rector relationship at the end of the three-year priest-in-charge process. We are in the midst of a conscious un-coupling process, while still faithfully celebrating together God's work as it unfolds week by week through the liturgical year.

Thus, our Advent and Christmas season was celebrated with festive decorations by the Altar Guild, with an Afternoon of Caroling led by the Choir for the benefit of the Centre Street Food Pantry, and through the six-week residence of Rev. Cara's talented friend, Mary Jodice, who led our choir as music director and organist, for extra Advent and Christmas jubilation.

We are currently in the strong transition of setting out to find our place in the world as a congregation—smaller this year than last—but aware of our call to be

beloved community and to hear what the spirit is calling us to do. Looking for partners to use our space at empty times continues to be an important avenue for us to pursue to steward our space wisely, promote useful work in the world—like AA and Children’s Theater!—and to augment our revenue stream for our own good work. Reaching out widely and well to neighboring congregations and community groups to see how we can support each other and do more together will also be a priority. Most important will be communicating with each other with hope and love about the needs and the opportunities that we see for our parish going forward into 2023 and beyond.

Respectfully submitted,

Kim Koger, Co-Warden  
Bernice Cramer, Co-Warden



### **Episcopal Parish of St. Paul Property Report 2022**

In 2022, the parish spent around \$50,000 on improvement and repairs to the church, parish hall and rectory. Though structural issues have been dealt with, some others remain. Another part of the church roof was replaced, as were the front steps at the church entrance. This spring, we will be looking at the fences that surround our property. Through participation by the dentist’s office next to the rectory, part of the fence between us and their office has begun. Thank you to Ken Brooks, Rev. Cara, Wilson, and Olive for shepherding this project.

Respectfully submitted,

Margaret Hummel



## **Episcopal Parish of St. Paul Regathering Report 2022**

The re-gathering committee has not been meeting during 2022, but the parish continues to benefit from the wise protocols that they have put in place.

We continue to mask and be aware of social distance in the Sanctuary. We have our robust, well-produced hybrid church option via Zoom for parishioners who opt to attend church remotely—including those who have Covid or have been markedly exposed to Covid.

With the grace, generosity, and good will of the altar guild, it continues to be a blessing, comfort and wise public health decision to receive teacup communion rather than sharing a common communion cup.

Respectfully submitted,

Kim Koger (with consultation with the Regathering Committee)



## **Episcopal Parish of St. Paul Altar Guild 2022**

The Altar Guild prepares for Sunday Services by setting the communion table and caring for the linens and vessels used for communion. Altar Guild members are Margaret Hummel, Amy Jensen-Trueblood, Marylou Pierron, Ellie Pandorf, and this year Jack Blay, John McDargh and Tim Dunn have joined our ranks. This year has been the first year since 2019 that our services have been continually in the church. For Christmas services this year we again had the altar prepared with the best white hangings, surrounded by red poinsettias. John McDargh and Tim Dunn decorated the church with greens and wreaths to add to the beauty for the holiday.

New members are always welcome to join us.

Respectfully submitted,

Ellie Pandorf

## Episcopal Parish of St. Paul Pastoral Care Report 2022

The role of the Pastoral Care Committee is to tune into, and respond effectively to, the spiritual and emotional needs of our St Paul's family. Toward that end throughout 2022 members of the committee have endeavored to be in regular supportive contact with members of our congregation who have been ill, or homebound or navigating particularly difficult stretches in their life's journey. Additionally, in light of the changes our parish is currently navigating collectively, members of the committee have begun initiating conversations with Parish members to clarify our individual aspirations for our parish community so that we may ultimately evolve a shared collective vision that feels on target to all of us. Everyone in St Paul's is warmly invited to initiate this kind of conversation with a member of the Pastoral Committee, rather than to wait for a Pastoral Committee member to start that conversation ball rolling. Members of the Pastoral Care Committee – each of whom would welcome your call – are Cara Rockhill, Phil Whitbeck, Margaret Hummel, David Montgomery, Bernice Crammer, John McDargh, Mary Lou Pierron and Chris Gruener.



Respectfully submitted,

Chris Gruener



## Episcopal Parish of St. Paul Hospitality Report 2022

Hospitality has returned to the Parish of St. Paul!

In St. Paul's style, the return of the usual goodies is now there to share.

Kim Koger has stepped into the leadership role of Hospitality. With her hand on the wheel, she has been instrumental in bringing back the return of Hospitality.

Thank you, Kim for all that you do.

Respectfully submitted,

Betty Murray  
Hospitality Chair



## Episcopal Parish of St. Paul Plenty Project 2022

For 25+ years, the Parish of Saint Paul has been collecting and **recycling** return for deposit bottles and cans to support Plenty's sustainable development work in Southern Belize: <https://plenty.org>. Throughout 2022 Saint Paul's commitment of sending Plenty \$50 per month (1000 recycled containers or cash donations) has once again been met. And now that the worst of the Pandemic has passed, the drop off location for containers has shifted back from Chris Gruener's driveway to the large plastic tubs located in our Parish backyard.

The beverage containers St Paul's Parishioners have recycled this year have literally turned "trash into treasure", as funds raised became school lunches made from school gardens and solar Panels erected on isolated rural rooftops.

Mindful of the abundance with which we have been blessed, and in tune with the motto of our friends at Plenty, we celebrate this Truth:



**“As we are willing to share, there is PLENTY”**



For questions about Project Plenty, or to volunteer to join our Plenty Support Committee, please contact me at (617) 965-6553 or at [crossroadscounseling101@gmail.com](mailto:crossroadscounseling101@gmail.com).

Respectfully submitted

Chris Gruener

### **Episcopal Parish of St. Paul Global Village Children’s Project Report 2022**

The Parish of St Paul began our engagement with the Global Village Children’s Project, located in Wanyange Uganda, over 15 years ago – back before the GVCP had even achieved official 501c3, non-profit status.

Over this decade plus of our involvement, Parish members have supported the growth of the project through both volunteer efforts and financial donations. These gifts of love have resulted in indoor plumbing, malaria protective

screening on windows, and solar power, all being built into the GVCP community center – where Director Ann Muyanga and seven of the GVCP’s orphans live.

This past year, long time St Paul’s parishioner, Mary Lou Pierron, has joined our hearty group of volunteers. Along with her enthusiastic volunteer spirit, Mary Lou has brought her grant writing skills into play, resulting in a number of large grants furthering the work of the GVCP, and making a huge difference in the lives of the children the organization serves. Likewise, Susan and Galen Boyer – long time Parish members and allies of the GVCP – once again have generously welcomed Anne into their home for an extended stay, as she navigated her need for ongoing medical care.

### **Your gifts to the GVCP in action!**



With 300+ orphans in Wanyange still needing our support, the GVCP needs your unique volunteer skills. Grant writers, social media savvy folks, article writers, web wizards, and people just eager to spread word of this worthy project, all have their unique place waiting for them on our St Paul’s GVCP support committee. Call Chris Gruener please to find the spot in the game that is just right for you!

Respectfully submitted,

Chris Gruener (617) 965-6552



## **Episcopal Parish of St. Paul Centre Street Food Pantry Report 2022**

In November and December of 2022, the Pantry, located at Trinity Church in Newton Centre, served 2,300 families. Over 8,000 people in all received food, including refugees from the Ukraine, Afghanistan and Haiti. As you may recall, St. Paul's helped to found the Pantry in 2011. (At our first Saturday hours then, we were visited by less than 20 people.)

The Pantry provides families with consistent access to nutritious food in a dignified, sensitive and inclusive environment. They also give out school supplies, gift cards, and lately hats, socks and mittens. We supported them particularly during Lent, and at our recent Carol Sing. We will continue our support. They are always looking for volunteers.

Respectfully submitted,

Margaret Hummel



## Episcopal Parish of St. Paul Meditation Garden Report 2022

The Meditation Garden is now complete: The paved walk is in place, yew shrubs have been planted, the garden bench and chairs are ready for use.



We can worship here with prayer and meditation any time of the year. The garden is for all of us. Invite visitors and friends to come. Recently a wedding took place in this sacred space.

The Winter is here, but one doesn't need to wait for Spring. Remember, this garden is for you.

I leave you with a few lines from "The Lord God Planted a Garden" (Dorothy Frances Gurney, British Poet 1858 – 1932):

The kiss of the sun for pardon  
The song of the birds for mirth,--  
One is nearer God's heart in a garden  
Than anywhere else on earth.

Respectfully submitted,

Betty Murray  
Meditation Garden Chair



## **Episcopal Parish of St. Paul**

### **Church Communications & Technology Report 2022**

#### **Newsletter**

At the start of Parish Year 2022, Kathryn Murphy-Anderson and Kim Koger took over the newsletter from Mandi Rice and Kyrarah Rodriguez, who were quite adept and stylish at publication via Mailchimp. Mandi shared passwords and training that got us functioning—and we have never missed a week. We still have a lot to learn, but our greatest joy is sharing content that helps us all grow in community and participate in the life of the parish and the world. We urge all newsletter readers to be quick to send us news of your life and family or media offerings that you have discovered that inspire you.

#### **Website**

Mandi steered Kathryn and Kim toward awareness of keeping the information on our Parish of Saint Paul website, [parishofstpaul.org](http://parishofstpaul.org), current, but real progress and transition in this aspect of communication occurred with the coming of Olive Woodward, our tip-top parish administrator, who has added updating the website with weekly adjustments to the calendar, etc. to her other administrative roles. Please check out the website regularly and send along suggestions of important additions. Amy Radin, for example, noted that we need more information about how to rent our building on the website to encourage this hoped-for source of relevance and income.

#### **Bulletin**

David Montgomery has been the most active lay participant in the publication of the weekly bulletins for our Sunday services, which entail a surprising amount of subtlety, attention to detail, moving parts from multiple sources, and things that can go slightly wrong. We are grateful to all who engage in this time-sensitive and unrelenting work for the grace, peace and glory of our worship life both in person and via Zoom. We have had three different parish administrators in the lead of this effort over the past year—Carolyn, Maura, and Olive—and it is a joy and relief to have this function in good hands in 2023.



## **Communication Outreach to the Community**

Bernice Cramer has shared her professional expertise in marketing with the parish to use various online publications and social media sites to get the word out about what Parish of Saint Paul is and has to offer to the wider world. Facebook, Eventbrite, Newton Patch, Nextdoor.com, and Instagram are some examples of this communications outreach. We have made our presence known through the publicity around our Creation Care series, Healing Opening House, and Christmas Caroling for the Benefit of the Centre Street Food Pantry.

The need to raise awareness of who we are and what we do continues--through ever-evolving online communications channels and through the vintage methods of being out and about in our real-life community, being forthcoming about what we value about our parish to those we encounter in our daily lives.

Respectfully submitted,

Kim Koger, Co-Warden



# **Episcopal Parish of Saint Paul**

## **Treasurer's Report for year ended December 31, 2022, with Proposed Budget for 2023**

### **Summary**

In calendar (fiscal) year 2022, our combined cash holdings (bank balances and money market) fell by \$110,457 (27%). The cash went to meet our operating shortfall, capital improvement (renovation) expenses and monthly repayments on our loan (remaining from when the church heating system was installed).

The value of our stock investments fell by \$87,182 (22%), broadly in line with the general market.

Overall, this means that our total net resources (not including the value of our properties) have fallen by approximately one quarter in 2022, from \$736,198 to the current \$544,525.

Assuming that we receive \$90,000 in pledged income during 2023 (compared to \$94,000 we received in 2022), and assuming a half-time priest throughout the year, we are projecting a total cashflow shortfall of \$47,024 for calendar 2023. With a three-quarter time priest for the full year, the projected total cashflow shortfall for 2023 rises to around \$82,000.

### **2023 Stewardship and Pledges**

As of this writing we have received 22 pledges totaling \$82,457. This is a reduction from 2022 of \$15,040. There are no new pledgers this year, and 2 have dropped out. 8 have not yet responded.

The average pledge of 2023 responders so far is \$3,748 and the median is \$3,350. The comparison with previous years is in the following table:

	2018	2019	2020	2021	2022
Total Amount Pledged	139,766	133,075	130,148	116,039	97,497
Number of Pledges	55	45	47	37	32
Average	2,719	3,092	2,769	3,136	3,046
Median	2,000	2,000	1,920	2,000	2,600

## **2022 Operating Results & our 2023 Budget**

### **2023 Budgeted Revenue**

The total budgeted revenues for 2023 are \$176,780, slightly higher than we received in 2022. Our 2023 revenue budget assumptions include:

- Pledges totaling \$90,000, down from the \$94,000 we received in 2022.
- Our usual ongoing 4% draw on the endowment.
- Slightly increased rental revenue from our properties.
- Miscellaneous ad hoc donations of \$5,000.
- \$5,000 diocesan grants to support our ministries.

### **2023 Budgeted Expenses**

Our total budgeted expenses for 2023 are \$204,454, which is \$8,607 lower than our operating expenses in 2022. Our 2023 expense budget projections include:

- The total payroll budget being \$13,679 less than 2022 expenses. This includes moving to a half-time priest and a wage increase for the parish administrator.
- The facilities budget is increasing by \$7,553 over 2022 expenses, in anticipation of continually higher utility fees and generally higher prices for ongoing maintenance costs.
- The annual diocesan assessment is decreasing by \$8,571, as calculated by the diocese.
- We have tentatively left the program budget unchanged for 2023, even though this is a little over \$4,000 more than our actual program expenses for last year.
- The outreach budget of \$2,850 equates to outreach expenses in 2023, and approximately matches projected outreach revenues.
- The operations budget is increased by approximately 10% over 2023 expenses to allow for rising prices.

### **2023 Budgeted Operating Shortfall**

The budget assumptions enumerated above result in a budgeted shortfall for 2023 of \$27,674. This is after receiving the normal 4% draw from our endowment (calculated for 2023 at \$19,350).



## 2022 Operating Results

We ended the 2022 calendar (fiscal) year with an operating deficit of \$40,014. This is after receiving the normal 4% draw from our endowment (\$22,081 for 2022). This is a small saving over the budgeted shortfall of \$49,570, mainly brought about by miscellaneous savings on salaries (musicians, church school director, child care, supply priests) managing to offset lower than projected pledge receipts and grants.

The Table below presents actual and budgeted revenues & expenses, grouped by category. Anyone interested in reviewing greater detail is welcome to request a copy of the monthly Treasurer's Report to the Vestry.

**Table: 2022 Operating Results, 2022 Budget, 2023 Budget**

				<b>2022 Actual</b>	<b>2022 Annual Budget</b>	<b>2023 Annual Budget</b>
<b><u>OPERATING RECEIPTS</u></b>						
<b>Pledges &amp; Donations</b>				94,413	110,237	95,000
<b>Rentals</b>				49,765	52,500	52,500
<b>Sunday Plate, Outreach &amp; Flowers</b>				3,805	4,880	4,880
<b>Fundraisers</b>				0	0	0
<b>Grants</b>				0	5,000	5,000
<b>Bank Interest</b>				38	50	50
<b>Reserve Draw</b>				22,081	22,081	19,350
<b>Other</b>				2,945	0	0
<b>Total Operating Receipts</b>				173,047	194,748	176,780
<b><u>OPERATING DISBURSEMENTS</u></b>						
<b>Payroll</b>				130,745	152,509	117,066
<b>Facilities</b>				35,051	38,454	42,604
<b>Diocesan Assessment</b>				18,571	18,571	10,000
<b>Program</b>				4,979	9,209	9,209
<b>Outreach</b>				2,805	2,850	2,850
<b>Operations</b>				20,910	22,725	22,725
<b>Total Operating Disbursements</b>				213,061	244,318	204,454
<b><u>OPERATING SURPLUS/(SHORTFALL)</u></b>				<b>(40,014)</b>	<b>(49,570)</b>	<b>(27,674)</b>

2021 and previous operating results are as follows:

	2018 Actual	2019 Actual	2020 Actual	2021 Actual
<b>Operating Receipts</b>				
Pledge and Donations	127,936	160,391	114,123	121,403
Rentals	38,830	41,155	38,896	34,792
Sunday Plate, Outreach and Flowers	7,741	7,590	1,150	1,846
Fundraisers	-	-	-	-
Grants	6,563	-	1,408	-
Bank Interest	52	36	42	43
Reserve Draw	15,200	15,200	-	20,416
Other	20	202	3,403	3,805
<b>Total Operating Receipts</b>	<b>196,342</b>	<b>224,574</b>	<b>159,022</b>	<b>182,305</b>
<b>Operating Disbursements</b>				
Payroll	141,696	134,990	41,381	103,328
Facilities	29,696	29,262	24,409	33,709
Diocesan Assessment	19,395	18,654	19,933	19,747
Program	7,824	6,600	1,828	5,257
Outreach	2,085	2,701	1,848	2,250
Operations	12,061	9,672	12,821	14,134
<b>Total Operating Disbursements</b>	<b>212,757</b>	<b>201,879</b>	<b>102,220</b>	<b>178,425</b>
<b>Operating Surplus/(Shortfall) before transfers</b>	<b>(16,415)</b>	<b>22,695</b>	<b>56,802</b>	<b>3,880</b>

### 2022 Capital Improvements

As well as the operating shortfall of \$40,014 in 2022, we also had considerable capital expenditures, totaling \$48,083. The list of work completed is:

<b><u>Non-Operating Expenditures in 2022</u></b>	
	<b>Completed Cost</b>
<b>Church Improvements/Repairs</b>	
Basement Structural-January	3,040
Dormer windows-July	2,800
Roof-replace rubber portion-July	10,900
Remaining roof-July	13,250
Church entry-June	9,200
<b>Rectory Repairs</b>	
Chimney Liner Replacement-January	7,734
New Dishwasher-April	1,159
<b>Total Expenditures</b>	<b>48,083</b>

Additionally, our alarm system has been renewed and fence work has been partially completed. These costs were absorbed as part of ongoing operations.

Projects still outstanding that have been discussed but not finalized or scheduled: painting the sanctuary, window repair work in the administrator's office, the bathroom heater, and the furnace in the rectory.

Prior to commencement, the approval of all significant projects is discussed and minuted at vestry meetings, based on competitive bids for the work.

### **2022 Year End Cash and Investments**

	12/31/2020	12/31/2021	12/31/2022
Cash:			
Brookline Bank - Checking	101,541	89,668	70,387
Brookline Bank - Clergy Discretionary	420	920	1,420
Brookline Bank - Security Deposit	5,909	3,500	3,500
Brookline Bank - Sanctuary	8,993	0	0
Brookline Bank - Reserves	90,301	82,655	31,043
<b>Total Cash at Bank</b>	<b>207,163</b>	<b>176,743</b>	<b>106,350</b>
Investments:			
Fidelity	156,588	124,779	83,553
Vanguard Money Market	107,141	107,160	108,322
<b>Total Cash Investments</b>	<b>263,728</b>	<b>231,939</b>	<b>191,875</b>
Stocks:			
Diocesan Fossil Free Fund	129,487	158,264	125,846
KLD Funds held at Vanguard	16,099	23,173	18,188
Vanguard Social Index	150,726	216,223	166,444
<b>Total Stock Investments</b>	<b>296,312</b>	<b>397,660</b>	<b>310,478</b>
<b>Total Cash and Investments</b>	<b>767,204</b>	<b>806,342</b>	<b>608,703</b>
Less Sanctuary Funds	8,993	0	0
Less Loan	76,419	70,144	64,178
<b>Total Cash &amp; Invests less Loan &amp; SancFnds</b>	<b>681,793</b>	<b>736,198</b>	<b>544,525</b>

In calendar year 2022, the value of our stock investments fell by \$87,182 (22%), broadly in line with the general market. Our combined cash holdings (bank balances and money market) fell by \$110,457 (27%). The cash went to meet our operating shortfall, capital improvement expenses and monthly repayments on our loan (remaining from when the church heating system was installed).

Overall, this means that our total net resources (not including the value of our properties) have fallen by approximately one quarter in 2022, from \$736,198 to the current \$544,525.

## Reserve and Restricted accounts

Finally, in various years prior to 2022, a small number of restricted reserve accounts, a capital campaign reserve fund, and a vestry-designated surplus carry-over reserve fund have been set up. These are reflected in the following tables that are copied from our last year's annual report:

[illegible]

The only changes to these tables that took place in 2022 (apart from a very small amount of accumulated interest) are the planned transfer of \$44,000 to cover the budgeted 2022 operating cashflow shortfall, and approximately \$8,000 from the capital campaign reserve balance that went towards ongoing monthly payments on the heating system loan.

As previously recorded, through 12/31/2020, we collected a total \$219,504 for the capital campaign that was associated with the new heating system. There have been no changes to that amount in 2021 or 2022.

Respectfully submitted,

Richard Pearce  
Treasurer