

# PARISH OF ST. PAUL



## ANNUAL MEETING REPORT

**January 28, 2024**

1135 Walnut Street, Newton Highlands, MA 02461

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

# AGENDA

Page

Opening Prayer

Collect for Parishes in Search of a Rector

Prayer of Gratitude for the Life and Lay Ministry of Betty Murray

Call to Order

Declaration of Open Session

Minutes of the 2023 Annual Meeting 2

Report of the Nominating Committee 6

Co-Wardens' Report 7

## **Ministry Reports**

### **Worship**

Worship 9

Altar Guild 10

### **In-reach**

Pastoral Care Report 10

Creation Care Report 11

Hospitality 12

### **Outreach & Mission**

Global Village Children's Project 13

Plenty Project 15

Centre Street Food Pantry 16

### **Stewardship**

Communications & Technology 16

Treasurer's Report 19

Adjourn

# WARRANT OF ANNUAL MEETING

TO BE HELD *IN-PERSON AND REMOTE/VIRTUAL ZOOM MEETING* ON

**SUNDAY, JANUARY 28, 2024**

(IMMEDIATELY FOLLOWING OUR 10:30AM WORSHIP SERVICE)

**NOTICE IS HEREBY GIVEN** that the 2024 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 Co-Wardens in charge, 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 church sanctuary at 1135 Walnut Street, Newton Highlands.

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 (at [office@parishofstpaul.org](mailto:office@parishofstpaul.org) or by phone to (617) 527-6642) no later than 1:00pm on Tuesday, January 23, 2024 to request the necessary link or access codes.

## THE VESTRY

Kim Koger, Co-Warden in charge  
Richard Pearce, Treasurer  
Kathryn Anderson  
Margaret Hummel

David Montgomery, Co-Warden in charge  
Bernice Cramer, Clerk  
Christopher Gruener  
John McDargh

Posted on January 14, 2024 by:



---

David P. Montgomery, Co-Warden

**Episcopal Parish of St. Paul**  
**Minutes of the Parish Meeting**  
**In-person and virtual meeting on Sunday, January 29, 2023**  
**10:50 - 11:55 AM**

Rev. Cara Rockhill led attendees in a prayer and opened the Annual Meeting at 10:50 AM.

There were 33 people in attendance of which 10 people were virtual on Zoom and 23 were in-person.

**Minutes of the 2022 Annual Meeting**

The minutes of last year's Annual Meeting were reviewed. There were no comments or questions from the Parish. Reverend Cara called for a vote to accept the 2022 Annual Meeting Minutes. The minutes were accepted by unanimous vote.

**Priest In Charge Report**

Reverend Cara encouraged parishioners to review her written report and yielded her speaking time to Jane Redmont, St. Paul's diocesan consultant during the Priest-In-Charge period. Jane's remarks covered a range of topics including the need for our community's engagement, care and communication during our leadership transition, next steps for the Parish during the final year of the Priest-In-Charge period, and perspective on the challenges faced by all of the diocesan community in the aftermath of the pandemic.

**Report of the Nominating Committee**

Co-Warden Kim Koger reviewed changes to the Vestry membership. Rev. Rockhill recognized and thanked Bernice Cramer as the outgoing Co-Warden and Stephanie Wu as the out-going Clerk.

By unanimous vote, the following persons were elected to Vestry positions for one year:

Co-Wardens:            Kim Koger, David Montgomery

Treasurer:            Richard Pearce

Clerk: Bernice Cramer

Vestrypersons: Margaret Hummel (final year of a 2 year term), John McDargh (2 years), Kathryn Anderson (final year of a 2 year term)

Diocesan Convention Delegate: David Montgomery, Eliza Blay (alternate)

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

Summarizing the opening of the Co-Wardens' written report, Kim Koger recognized and thanked everyone who contributed to the Parish community in multiple ways. Bernice Cramer shared her reasons for stepping down from the Co-Wardenship which included having more time to take care of her husband and that having moved to Woods Hole it was time for the Parish to have Co-Wardens who had more in-person availability. She expressed her gratitude for the Parish community. There was warm and sustained applause in support of Bernice and in acknowledgement of her extraordinary leadership for the past 4 years.

### **Property**

Margaret Hummel declined to give a presentation and instead encouraged everyone to read the report. Kim highlighted the roof and basement repairs, and that we will be sharing the cost of future fence repairs with the neighboring dentist.

### **Ministry Reports**

#### **Worship**

- Regathering
  - Cara thanked the regathering committee. Cara responded to a question about ending the mask requirement in the future by explaining that it will remain in effect because there is still virus transmission.

- Altar Guild
  - Cara thanked the Altar Guild for their efforts to keep the church beautiful and prepared for Worship in all seasons. Cara strongly encouraged people to volunteer to join Altar Guild.

### **In-reach**

- Pastoral Care
  - Chris Gruener thanked the Pastoral Committee. He invited Parishioners to feel comfortable initiating conversations with committee members about their aspirations for the Parish.
- Hospitality
  - Cara and Kim recognized Betty Murray's long time loving attention and care for St. Paul's hospitality with the presentation of two dozen red and yellow roses. Betty received a standing ovation.

### **Outreach & Mission Discernment**

- Plenty Project
  - Chris provided a voice over of the written report.
- Global Village Children's Project
  - Chris provided a voice over of the written report. He thanked the Boyer family for providing housing to Anne Muyanga for her annual health check-up.
- Centre Street Food Pantry
  - Margaret encouraged people to make foodstuff donations because the number of families in need has increased.
- Cara thanked Mary Lou for her successful grant proposals to support education and housing outreach.

### **Stewardship**

- Meditation Garden
  - Betty Murray reviewed the additions made to the Garden. She shared her affection and regard for the Parish of St. Paul and her sincerest hopes that people would use the Garden.

- Communications & Technology
  - Kim briefly reviewed the different activities required to run a hybrid church. She thanked the many people who worked on engaging content and providing hybrid resources so everyone would feel connected.

Reverend Cara called for a vote to approve the Reports as discussed and presented in the Annual Report, except for the Treasurer's Report. 31 votes to approve. 1 abstention.

- Treasurer's Report
  - Richard Pearce summarized the detailed written report of our financial standing for calendar year 2022 and the proposed budget for 2023. We are ending 2022 with an operating deficit of \$40,014. In 2023, the forecast is a \$27,000 operating shortfall. Richard reviewed the drivers which include a decrease in pledge commitments, lower value of stock investments, and, in 2022, unexpected capital expenses.
  - Richard shared that Vestry is considering increasing the rental income and that the 2023 budget includes a Priest at half time. We could also make a modest draw down of our reserves. There was discussion that the Endowment is a financial strength for the Parish.

The Treasurer's Report was approved by unanimous vote.

Mary Lou motioned adjournment for lunch. Approved by unanimous vote.

Respectfully Submitted,

Stephanie Wu

Clerk

**EPISCOPAL PARISH OF ST. PAUL**  
**JANUARY 2024**  
**REPORT OF THE NOMINATING COMMITTEE**

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 28, 2024 immediately following the Annual Meeting of the Parish. Under our Parish By-laws, officers 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 <sup>1</sup> :	Kim Koger David Montgomery
Treasurer <sup>2</sup> :	Richard Pearce
Clerk <sup>3</sup> :	Bernice Cramer
Vestrypersons <sup>4</sup> :	Margaret Hummel (1 year) Dustin Ledgard (2 years)
Diocesan Convention Delegates:	Open – and waiting for you to raise your hand! (two delegates and one alternate)
Deanery Delegates:	Mary Lou Pierron David Montgomery

Thank you to John McDargh who is stepping down from his position as Vestryperson this year.

Respectfully submitted,

Kim Koger, Co-Warden  
David Montgomery, Co-Warden  
Richard Pearce, Treasurer  
Bernice Cramer, Clerk

---

<sup>1</sup> Kim has served as our Co-Warden for the past two years and David has served for the past year. Both are nominated for an additional one-year term as Co-Warden.

<sup>2</sup> Richard has served for two years as our Treasurer and is nominated for an additional one-year term. Under our Parish By-laws, our Assistant Treasurer (if any) is appointed by the Vestry rather than elected by the Parish. (Susan Boyer served in this position for the past year.)

<sup>3</sup> Bernice has served for one year as our Clerk and is nominated for an additional one-year term.

<sup>4</sup> John McDargh has just completed the first year of a two-year term as Vestryperson. Margaret Hummel has just completed a two-year term (having served continuously in such position for five years) and is presently nominated for an additional one-year Vestryperson term (fulfilling the second year of John's term). Dustin Ledgard is nominated for a two-year term as Vestryperson. Kathryn Anderson and Chris Gruener continue to serve as Vestrypersons pursuant to their election at the 2023 Annual Meeting (with their terms expiring at the 2025 Annual Meeting).



## **Episcopal Parish of St. Paul Co-Wardens' Report 2023**

Dear Beloved Community,

This past year consisted of three distinct phases at POSP. From January to May, we were in the last months of our time with Rev. Cara as our priest-in-charge. From May to September, we had a series of frequent and talented supply clergy—including Revs. Isabel Geller, Lucia Ballantine, and Ed Cardoza—who shared inspired preaching and insightful and caring suggestions for ways forward for us as a parish. As our program year commenced in the Fall, we sought for ways to use our resources, including our property, with greater effect—and to stabilize our finances in hopes of hiring new clergy leadership to revitalize our parish life and mission. Our collaboration with NewCity Church started in October, linking us to a vital worship community with dynamic clergy leadership and the opportunity to use our property more fully. NewCity and its leader, Rev. Devlin Scott, have had challenging times since then, but our space sharing has been a mutual blessing. In October, our new Regional Canon, Rev. Gregory Perez, came on board at the Diocese and began the process of getting to know us and working through with us the diocesan process for calling new clergy. Led by the Vestry—with input from all parishioners welcomed—we are quickly getting our search documents together in hopes of attracting a new half-time clergy person who is energized by the need for parish revitalization and reaching out to the world around our parish with a new sense of mission and a desire to build a church community capable of serving the needs of future generations.

We have many positive attributes to offer in joint ministry with a new priest, including:

- a small but hard-working and appreciative core of parishioners and lay leadership of many years' standing;
- our evolving collaborative relationship with our neighboring Newton parishes;
- our location and a mostly low maintenance and user-friendly property – with no major expenditures expected in the short term;
- the skills and character of our parish administrator, Olive Woodward;
- the caring and dependable work of our handyman-in-residence, Wilson Santana;
- a strong collaborative “in house” relationship with NewCity Church;

- our ongoing relationships with AA, Freelance Players, and DownUnder Yoga with regular plans for renting our space; and the generous bequest by Betty Murray of a rental property to the parish – expected to be made effective in 2024 – which increases the rental income that directly supports our parish budget.

In a long-running period of declining church attendance in general, we will continue to face significant challenges in the months and years to come. Even as we have realized these new property rental opportunities, a decreasing number of active parishioners means that for the first year in memory we are now slated to receive more income from rentals than from pledges in the coming year.

Finding new sources of human energy and leadership and joy in community together will be crucial priorities for our next year together. We anticipate life-giving spirit coming from creating and participating in innovative collaborations with our sister area parishes, building connections with the community in which we reside (allowing us to contribute while simultaneously shaping and informing us as active participants engaged in the present world) and by securing new priestly leadership to help guide and inspire us in these changing times as we work together to build a church community equipped to serve in the present and the future. With the creative ideas and sustaining commitment of our parishioners (both current and those we have yet to meet), a new spiritual leader among us, and a healthy dose of the Holy Spirit, we look forward to these exciting challenges together in blessed community.

Respectfully submitted,

Kim Koger

David Montgomery



## **Episcopal Parish of St. Paul Worship Report 2023**

We've kept ourselves busy throughout the year, coordinating weekly with Olive in the office to produce the Sunday worship bulletin. This involves careful attention to the liturgical seasons, the readings, and the music for our services. We are grateful for the many priests who have so graciously served us after Rev. Cara left us last spring. We think especially of Rev. Ed Cardoza, Rev. Canon Greg Perez, Rev. Isabel Geller, Rev. Lucia Ballantine, Rev. David Killian, and Rev. Canon Jean Baptiste Ntagengwa, all of whom joined us more than once this year. We were particularly delighted that Rev. Ed was able to be with us for several weeks this year, including especially Advent and Christmas. Many of us remember him from years ago as our seminarian, and we have been thrilled that he has been willing and happy to be back at POSP as a capable and inspired celebrant, preacher, and friend of the parish throughout this challenging year.

Big thanks are in order for the many fine folks involved in our music who have made active and melodious contributions to our worship throughout the year. Special thanks to Kathryn Anderson, Elizabeth and Richard Pearce, Ellie Pandorf, Dustin Ledgard, Brenda Carter, Galen Boyer, David Montgomery, and Olive Woodward for your hard work and creativity!

Heartfelt gratitude is also due to our loyal Altar Guild members (Jack Blay, Margaret Hummel, Ellie Pandorf, Mary Lou Pierron, and Amy Jensen-Trueblood) who have kept us on track during a topsy-turvy year by their dedication and devotion to the sacramental nature of our worship. And a special shoutout to Eliza Blay's continued ministry of baking the tasty communion bread we enjoy each week. Many thanks to you all.

Respectfully Submitted,

Kathryn Anderson  
Margaret Hummel  
John McDargh  
David Montgomery



## **Episcopal Parish of St. Paul Altar Guild 2023**

The Altar Guild continues to prepare 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 Jack Blay. New members are always welcome to join us.

Respectfully submitted,  
Ellie Pandorf



## **Episcopal Parish of St. Paul Pastoral Care Report 2023**



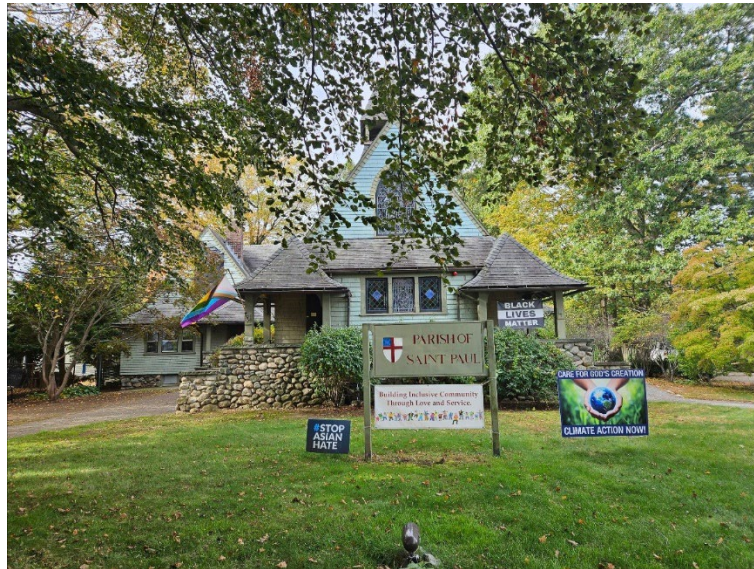
As in the past, throughout 2023 members of the Pastoral Care Team have sought to tune into - and respond supportively to - the spiritual and emotional support needs of all who are part of our St Paul's family. When the team has become aware of sickness, hospitalization, loss, or particular family needs, we have sought to respond with care and connection.

This past fall, the team also experimented with a new element to pastoral care. We initiated a rotating process of taking turns just “checking in” with everyone in our Parish Directory. It is simply our friendly way of saying “Hey neighbor! How’s it going?!” We plan to continue with these occasional calls in the hope of weaving more securely the fabric of our parish family and tuning more effectively into how we may better serve one another. Our team can always use new members. If this form of service may interest you, please contact Chris Gruener at (617) 965-6552 or at [crossroadscounseling101@gmail.com](mailto:crossroadscounseling101@gmail.com).

Respectfully submitted,  
Chris Gruener



### **Episcopal Parish of St. Paul Creation Care 2023**



As the signage in St Paul’s front yard declares, Creation Care calls us all to act now on behalf of climate stabilization, respectful care for all aspects of our planet’s fragile environment, and activism to restore sustainable ecological balance.



This year St Paul's initiated an after-service Sunday study group to inspire acts of care for our planet and to deepen our understanding of the multiple crises that threaten human survival and the well-being of all life on Earth – the crises that we must face and resolve together. Using the educational material created by the Pachamama Alliance – accessible at (<https://pachamama.org/courses>) - we began to explore how we collectively arrived at this dangerous moment and what we can do, if we all work together, to set things right.

The Creation Care study group will reconvene this spring, and everyone is invited to join us. For more information, contact Chris Gruener at (617) 965-6552 or at [crossroadscounseling101@gmail.com](mailto:crossroadscounseling101@gmail.com)

Respectfully submitted,  
Chris Gruener



### **Episcopal Parish of St. Paul Hospitality Report 2023**

The Hospitality Report last annual meeting included the standing ovation and presentation of flowers to Betty Murray, our long-standing grande dame and generous servant leader of the hospitality ministry. With her passing this summer, we pause again, hoping that she is, at least figuratively, in a cozy chair sipping Scottish tea and shortbread in the afterlife. We are mindful and grateful for all the gifts of time, talent, and treasure of our Betty Murray.

We have shared some serious and some festive moments together over refreshment in the Parish Hall over the last year—as well as our weekly “additional sacrament” of coffee hour after our Sunday services.

Larger “one off” events included the Fundraiser for Global Village Children's Fund with Anne Muyanga, Easter Brunch and the Eventbrite Easter Egg Hunt, Rev Cara's Send-Off, Betty Murray's Funeral Lunch, Mandi's Send-Off to Virginia Theological Seminary, the 2-day celebration of the 140<sup>th</sup> anniversary of the parish, the Indigenous Peoples/Tuesday of Thanksgiving Dinner hosted with

NewCity, and the baptism of Bernice's grandson, Arlo Takahashi, on the first Sunday of Advent.

As of this writing, we have 5 out of 6 of our All Weather Rainbow Adirondack Chairs in hand and look forward to unveiling them this spring—offering another form of community hospitality in our church yard—where neighbors, friends, and friends you haven't met yet-- can gather, relax, and converse in timeless peaceful beauty.

Thank you to all who have contributed to coffee hours and events, setting up and cleaning up, bringing food, drink, and decoration, spreading the word, and inviting others to come and participate.

Looking forward to many future happy events!

Respectfully submitted,  
Kim Koger



## **Episcopal Parish of St. Paul Global Village Children's Project Report 2023**



In the image to the left, Eli – one of the orphaned children cared for by the GVCP in Wanyange, Uganda – participates in a local conservation project. This is one way, among many, through which the GVCP helps the children in its care to participate in - and to serve - their larger community.

This year has been an encouraging one for GVCP, as we "officially" became a parish ministry of POSP, which enables us to qualify for more grants than previously.

We received two deanery grants from the diocese totaling \$4,169, along with the \$2,600 donated by parishioners of POSP, as this "match" was a requirement for receiving one of the deanery grants. Those funds paid a full term's tuition for most of our kids, while an individual donor paid the college tuition of another one of the young people in our care.

We also received a grant from the Loretto Community's Carbon Reduction fund for \$500. This helped us move toward achieving our goal of having a working – and ultimately a more extensive - irrigation system at the farm where the GVCP crew, with some help from local Wanyange residents, harvests the majority of their food needs. Completion of the irrigation system will help prevent calamities such as that which occurred last year, when climate change-caused droughts wiped out 3/4 of the anticipated harvest, requiring funds to be spent purchasing food.

This summer, our own Brenda Carter graced us with a piano concert in support of the GVCP. This event - coupled with an informative presentation by GVCP Director, Anne Muyanga and the chance to talk more extensively with Anne in our parish hall over an array of goodies supplied by St Paul's members - raised over \$1,000 and put us in contact with other potential donors - always a good thing!

We look forward this coming year to providing more information for everyone at POSP about the GVCP and to continuing to expand our fundraising base. Volunteers are needed, particularly with fundraising and social media skills to make this possible. Please contact Chris Gruener at [chris.gruener@gvcporphans.org](mailto:chris.gruener@gvcporphans.org) or Mary Lou Pierron at [maryloupierron@aol.com](mailto:maryloupierron@aol.com), if this kind of service may interest you.

Respectfully submitted,  
Chris Gruener





## **Episcopal Parish of St. Paul Plenty Project 2023**



The children pictured at left – in rural Southern Belize - are preparing to till the gardens that St Paul's recycling project has helped to renew, year after year for over two decades. And the child pictured below is contemplating the fruits of their gardening labors – which soon will be harvested and transformed into nutritious school lunches.

Throughout 2023, returns for deposit bottles and cans, recycled by St Paul's parishioners, together with cash donations, have once again enabled St Paul's to donate \$600 to this worthy effort.

"Thank you!" to all who have been dropping off your empty return for deposit containers into the large bins located behind our Parish Hall. Please encourage your friends and neighbors to join you in doing so. And if you would like to help with the actual recycling runs contact Chris Gruener at [crossroadscounseling101@gmail.com](mailto:crossroadscounseling101@gmail.com) or at (617) 965-6552.

Respectfully submitted,  
Chris Gruener



## **Episcopal Parish of St. Paul Centre Street Food Pantry Report 2023**

We helped to found the Centre Street Food Pantry in 2011, and it's still going, stronger than ever. During Lent 2024, we want to collect dollars and food items to help them out. It's hard to believe that the pantry now serves 1,400 households a year (over 5,000 people), and this past year gave out over 6,000 grocery bags. They have adapted over and over again to increasing needs. They have a Kid's Club Shopping List, which we will make available. We salute Trinity Church in Newton Centre, which has faithfully hosted the pantry since its beginning.

Respectfully submitted,  
Margaret Hummel



## **Episcopal Parish of St. Paul Church Communications & Technology Report 2023**

Sharing the news of our life together and putting our worship plans and messages out into the world is a vital aspect of parish business. We experienced severe challenges and ups and downs this year. As noted below, challenges remain, along with the accomplishment of some positive steps to be more stable and up-to-date.

### **The Parish Directory**

David Montgomery was dogged in his efforts to define who should be in the parish directory (those who pledge and/or have been seen at least once in the last year) and to confirm and update the contact information for all currently active parishioners. With so many of us moving between houses and changing phone numbers and e-mail addresses, there seems to be a constant need for updating the paper directory, a process that should probably be carved into our yearly

calendar. Parishioners are urged to contact the parish office when your contact information changes.

### **The Weekly Newsletter, Bulletin, and Zoom Link**

Kathryn Anderson and Kim Koger take turns sending out a weekly e-mail blast using the Mailchimp platform to about 135 subscribers who must opt into the mailing. These e-mailings include the worship bulletin and a link to access our church services via Zoom as well as updates from the Co-Wardens in Charge and as much parish news as we can gather. In recent weeks, when we have been doing field trips to neighboring parishes, it has been interesting to see how others handle the issue of remote access to Sunday services. We have devoted effort and money to making sure our parishioners can attend—and even do readings and offer prayers live—over Zoom. Other parishes offer live one-way streaming via YouTube—and some neighboring parishes, like Grace Church, no longer offer remote access to their services. During this year, most of our services have had between 3 and 10 Zoom attendees—and we have run out of paper bulletins in church a handful of times—when the online bulletins came in very handy. It has been a shock to discover that some are abandoning remote options—despite the ever-presence of illness, snow, and other impediments to attendance.

### **Parish Website**

For a several week period—including the run up to Easter—our website was down—and the prognosis for reviving it from our existing computer experts was not good. In addition, over two years' worth of parish e-mails were erroneously permanently expunged in the course of some upgrades and adjustments that were seemingly mishandled by our professional tech help. It has felt like a victory that we are in a more stable place now—with parish administrator Olive—and others—more aware of how to ask the right questions and learn what we need to know most acutely from our tech experts. It was excellent karma that we connected professionally with Kim Ireland of Santa Clara, CA,, who is a skilled, patient, and communicative WordPress expert and advisor. She assured us that we were not wrong to be using DreamHost for our e-mail and website. She has been both a hands-on fixer of website problems and a ready instructor as we ask questions that help us do better at presenting ourselves via our parishofst.paul.org website. Our overall suite of office software is still not in regular maintenance and good order, but Olive makes it

work with extra effort and persistence. This continues to be an aspect of our parish work that needs to be cleaned up and stabilized.

### **Outreach to the Community**

The key next step for flourishing parish communication is frequent, fun, and functional messages to the outside world to let them know why we value this place and to make it easy and comfortable for new people to come see what we are doing and join in.

We have dabbled in paid advertising via Facebook, Newton Patch, and Instagram for individual events. We seek to do frequent “awareness” posts on neighborhood e-news communities like Nextdoor.com and [wickedlocal.com](http://wickedlocal.com) and community groups on Facebook and Instagram. We advertised our Easter Egg Hunt on Eventbrite.com, which brought swarms of people in to participate in an exciting, kid friendly, holiday event—but we must experiment with active promotion of more low-key offerings to see who is out there looking to be more involved in a spiritual community. We heard from our summer supply clergy friend, Rev Isabel Geller about her very effective targeted snail mailings and community event calendar listings that she used to revitalize the church in Ayer where she was a warden with the help of a grant from the diocese. These are the sort of time-consuming, but crucial efforts, that we will need to undertake to reach out and grow our parish--or not!

Respectfully submitted,

Kim Koger



# **Episcopal Parish of Saint Paul**

## **Treasurer's Report for year ended December 31, 2023, with Proposed Budget for 2024**

### **Summary**

In calendar (fiscal) year 2023, our combined cash holdings (bank balances and money market) fell slightly by \$8,460 (3%). The value of our stock investments rose by \$86,123 (27%), broadly in line with the general market.

Overall, this means that our total net resources (not including the value of our properties) have risen by 16% in 2023, from \$544,525 to the current \$629,349.

Budgeting for a half-time priest throughout the 12 months of 2024, and with other assumptions listed below, we project a small cashflow surplus of \$10,050 for the 2024 year. This heartening change to expected positive cashflow is because of our new relationship with NewCity Church, and what must be the biggest financial event in living memory at St. Paul's: the bequest of a Newton residential property.

### **Stewardship and Pledges**

Based on the 20 annual pledge returns we have received so far, we are lowering our expectations for 2024 stewardship income to \$85,000. This compares to 2023 when we received \$96,072 from 28 pledging units, an average of \$3,431 per unit. There have been no new pledgers over the past year, and while we know of no-one dropping out completely (apart from one passing away), some have reduced their amounts (and some have increased their amounts!).

The comparison with 2022 and prior 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

## **2023 Operating Results & our 2024 Budget**

### **2024 Budgeted Revenue**

The total budgeted revenues for 2024 are \$209,050, which is \$33,545 higher than our actual revenues in 2023. Our 2024 revenue budget assumptions include:

- Pledge income down 10% from 2022 & 2023
- Similar draw from endowment investments as 2022 & 2023
- Full 12 months' rent at \$2,000 p.m. from NewCity Church
- Income of \$20,000 per year from new residential property

### **2024 Budgeted Expenses**

Our total budgeted expenses for 2024 are \$199,000, which is \$24,070 higher than our actual operating expenses in 2023. Our 2024 expense budget assumptions include:

- Half-time priest for full 12 months
- Minimal capital projects in 2024
- Minimal change in utility costs from 2023

### **2024 Budgeted Small Operating Surplus**

The budget assumptions enumerated above result in a budgeted surplus for 2024 of \$10,050. This is after receiving the normal 4% draw from our endowment (calculated for 2024 at approximately \$20,000).

### **2023 Operating Results**

We ended the 2023 calendar (and fiscal) year with an operating surplus of \$575, after receiving the normal 4% draw from our endowment (\$19,350 for 2023). This is a saving over the originally budgeted shortfall of \$28,249, due to savings on salaries and having to spend little on repair and renovation costs this year.

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: 2023 & 2022 Operating Results, 2023 Budget, 2024 Budget**

	2022	2023	2023	2024
	Actual	Actual	Annual Budget	Annual Budget
<b><u>OPERATING RECEIPTS</u></b>				
Pledges & Donations	94,413	96,072	95,000	85,000
Rental Income	49,765	55,733	52,500	98,000
Sunday Plate, Outreach & Flowers	3,805	3,762	4,880	1,000
Fundraisers	0	0	0	0
Grants	0	0	5,000	5,000
Bank Interest	38	73	50	50
Reserve Draw	22,081	19,350	19,350	20,000
Other	2,945	515	0	0
<b>Total Operating Receipts</b>	<b>173,047</b>	<b>175,505</b>	<b>176,780</b>	<b>209,050</b>
<b><u>OPERATING DISBURSEMENTS</u></b>				
Payroll	130,745	93,795	117,066	110,000
Facilities	83,051	37,409	42,604	40,000
Diocesan Assessment	18,571	10,509	10,000	11,000
Program	4,979	4,260	9,209	10,000
Outreach	2,805	3,670	2,850	3,000
Operations	20,910	25,287	22,725	25,000
<b>Total Operating Disbursements</b>	<b>261,061</b>	<b>174,930</b>	<b>204,454</b>	<b>199,000</b>
<b><u>OPERATING SURPLUS/(SHORTFALL)</u></b>				
	<b>(88,014)</b>	<b>575</b>	<b>(27,674)</b>	<b>10,050</b>

By comparison, 2021 and previous operating results are as follows:

	2018 Actual	2019 Actual	2020 Actual	2021 Actual
Operating Receipts				
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
Total Operating Receipts	196,342	224,574	159,022	182,305
Operating Disbursements				
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
Total Operating Disbursements	212,757	201,879	102,220	178,425
Operating Surplus/(Shortfall) before transfers	(16,415)	22,695	56,802	3,880

### **Renovations and Repairs**

After having to spend a total of over \$80,000 on repairs and renovations in 2021 and 2022, spending in 2023 was minimal. We expect minimal spending again in 2024.

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



## **2023 Year End Cash and Investments**

	12/31/2020	12/31/2021	12/31/2022	12/31/2023
<b>Cash:</b>				
Brookline Bank - Checking	101,541	89,668	70,387	75,481
Brookline Bank - Clergy Discret.	420	920	1,420	1,420
Brookline Bank - Security Deposit	5,909	3,500	3,500	3,854
Brookline Bank - Reserves	90,301	82,655	31,043	23,546
<b>Total Cash at Bank</b>	<b>198,171</b>	<b>176,743</b>	<b>106,350</b>	<b>104,301</b>
<b>Cash Investments:</b>				
Fidelity	156,588	124,779	83,553	71,102
Vanguard Money Market	107,141	107,160	108,322	114,362
<b>Total Cash Investments</b>	<b>263,728</b>	<b>231,939</b>	<b>191,875</b>	<b>185,464</b>
<b>Stocks:</b>				
Diocesan Fossil Free Fund	129,487	158,264	125,846	158,048
KLD Funds held at Vanguard	16,099	23,173	18,188	22,608
Vanguard Social Index	150,726	216,223	166,444	215,945
<b>Total Stock Investments</b>	<b>296,312</b>	<b>397,660</b>	<b>310,478</b>	<b>396,601</b>
<b>Total Cash and Investments</b>	<b>758,212</b>	<b>806,342</b>	<b>608,703</b>	<b>686,366</b>
<b>Less Loan</b>	<b>76,419</b>	<b>70,144</b>	<b>64,178</b>	<b>57,017</b>
<b>Total Cash &amp; Invests less Loan</b>	<b>681,793</b>	<b>736,198</b>	<b>544,525</b>	<b>629,349</b>

In calendar year 2023, the value of our stock investments rose by \$86,123 to \$396,601 (27%), broadly in line with the general market. Our combined cash holdings (bank balances and money market) at year-end totaled \$289,765, down slightly after making some principal payments on our diocesan loan (remaining from when the church heating system was installed).

Overall, this means that our total net liquid and semi-liquid resources (not including the value of our properties) rose by 16% in 2022, from \$544,525 to the current \$629,346. A tabulation of our full financial position including properties follows below:

# Statement of Financial Position as of 12/31/2023

	12/31/2022	12/31/2023
<b>ASSETS</b>		
<b>Cash:</b>		
Brookline Bank - Checking	70,387	75,481
Brookline Bank - Clergy Discretionary	1,420	1,420
Brookline Bank - Security Deposit	3,500	3,850
Brookline Bank - Reserves	31,043	23,546
<b>Total Cash at Bank</b>	106,350	104,297
<b>Investments:</b>		
Fidelity	83,553	71,102
Vanguard Money Market	108,322	114,362
<b>Total Cash Investments</b>	191,875	185,464
Diocesan Fossil Free Fund	125,846	158,048
KLD Funds held at Vanguard	18,188	22,608
Vanguard Social Index	166,444	215,945
<b>Total Stock Investments</b>	310,478	396,601
<b>Total Cash and Investments</b>	608,703	686,362
<b>Fixed Assets: (approx.*)</b>		
Sanctuary and Parish Hall	2,000,000	2,000,000
Rectory	1,500,000	1,500,000
Rental Property	0	600,000
Furnishings and Equipment	50,000	50,000
<b>Total Fixed Assets*</b>	3,550,000	4,150,000
Less Security Deposit	3,500	3,850
Less Loan for 2017 heating system	64,178	57,017
<b>TOTAL NET ASSETS</b>	4,091,025	4,775,495

## **ASSETS BY CATEGORY**

Buildings and Equipment net of Loan	3,485,822	4,092,983
Misc. Donor Restricted Cash Funds	6,097	6,097
<b>Vestry Designated Funds:</b>		
Parishioner Hardship Fund	6,000	6,000

Long-Term Endowment	444,360	506,062
<b>Total Vestry Designated Funds:</b>	450,360	512,062
Cash at Bank	106,350	104,297
Operating Reserve	42,396	60,056
<b>TOTAL NET ASSETS</b>	<b>4,091,025</b>	<b>4,775,495</b>

### Small Miscellaneous Restricted Accounts

In various years prior to 2022, a small number of donor restricted and vestry designated accounts have been set up. These are reflected in the statement of financial position above and in detail in the table below. There has been no activity in these accounts in 2022 or 2023.

Reserve Account Activity				
	12/31/18	12/31/19	12/31/20	12/31/21
Temporarily Restricted Reserves:				
Vestry Designated Parishioner Hardship Fund	6,000	6,000	6,000	6,000
Alter Guild Fund	422	422	422	422
Clergy Sabbatical	3,464	3,464	3,464	3,464
Meditation Garden	100	100	850	850
Garden Fund	641	641	641	641
Knitting Ministry	370	370	370	370
Music Fund	200	200	200	200
Swain Memorial	150	150	150	150
Total Reserve Fund balances with no activity	11,347	11,347	12,097	12,097

This concludes the treasurer's report for calendar (fiscal) year 2023.

Respectfully submitted,

Richard Pearce  
Treasurer