



Church of the Good Shepherd
Vestry Meeting Minutes
Tuesday February 20, 2024

The regular meeting of the Vestry of the Church of the Good Shepherd, Nashua, New Hampshire was held on February 20, 2024 in person in the Parish Hall Lounge. In attendance were Pastor Kathy Boss; Deacon Nancy Meyer; Sue Corman, Senior Warden; Don Yelton, Junior Warden; Amey Fuller, Treasurer; Susan Nutting, Clerk; Thom Arpin; Amanda Blair; Kathy Cormier; Mark Crepeau; Michael Engelsen; Sarah Patton; Denise Thompson-Coutu; and Jane Wilkins. Absent was Doug Liles.

1. The meeting was called to order at 7:03 p.m. by Sue Corman. Susan Nutting offered a prayer to open the meeting. As this was the first meeting of the new Vestry year, introductions were made. Sue welcomed Don Yelton, Thom Arpin, Amanda Blair, Mark Crepeau, Michael Engelsen, and Denise Thompson-Coutu to the Vestry.
2. Pastor Kathy led a brief reflection and study on Mark 8:31-38 and how it applies to our roles on the Vestry and as spiritual leaders.
3. Vestry Discussion – CGS Membership Tracking. Pastor Kathy led a discussion on how CGS membership is counted and tracked, and about our database and ways we can clean up that list as a jumping off point to a calling campaign to members and familiarizing people with Realm. (see attached for discussion notes).
4. Reports. Reports received from clergy, lay leaders, various committees and other ministries are attached to these minutes.

Pastor Kathy added to her report that she has meetings set up with two potential candidates for the half-time curate position.

Hearing no further discussion or questions,

MOTION: A motion was made by **Amey Fuller** and seconded by **Jane Wilkins** to accept and place the reports on file. The motion carried unanimously.

Financial Reports and Treasurer's Review.

Amey Fuller shared a brief overview of the financial records for those new to Vestry. She stated that the Finance Committee is moving away from titling the Book of Remembrance and Admin Funds to Reserve Funds. The unrestricted and restricted designations will remain the same. CGS is also going to try to get away from using the high interest Line of Credit which typically provides a bridge during the summer when funds are low, and build up a cash reserve to use during those lower income months.

The microphone (“Madonna” mics) purchase will be moved from the Operating Fund to the Reserve Fund as that is considered more of a capital expense, and certainly not a miscellaneous operating expense.

Susan Nutting asked about the \$14,050 in the Restricted Admin Fund earmarked for the “O’Keefe Annual Fundraiser where CGS acts as fiscal agent.” Pastor Kathy will ask John about it, but also shared that sometimes CGS holds funds for local non-profits until they can be directed to the proper beneficiary.

Kathy Cormier asked if we had hired or looked at any companies for the audit review. Sue Corman stated that we had not received those recommendations from Benje Ambrogi, the Diocesan CFO, and Pastor Kathy will follow up with him.

MOTION: A motion was made by **Kathy Cormier** and seconded by **Don Yelton**. to accept the financial reports as submitted, subject to financial review. The motion carried unanimously.

5. Business

- John Budzyna bonus. Pastor Kathy shared that the finance committee had discussed giving John Budzyna a one-time bonus in the amount of \$2000 in appreciation for his dedication and hard work.

VOTE: A motion was made by **Don Yelton** and seconded by **Amanda Blair**, to give John Budzyna, Parish Administrator, a \$2000 bonus for all the ways that he went above and beyond in 2023, including managing the application for an ERC (Employee Retention Credit) grant from which the parish will receive over \$50,000 in 2024, chaperoning the Youth Group Mission Trip on his own time, and filling in gaps left by our Sexton leaving. This money will be taken from the unrestricted reserve account to be paid in March and replenished from the ERC grant when received. The motion was unanimously approved by the Vestry.

- Renewal Works Update. Sarah Patton and Susan Nutting shared that highlights of the final Report were shared with the Parish during the Annual Meeting and a link to the full Report was provided in the weekly Announcements. Members of the Renewal Works team have expressed that they would like to continue to meet periodically to follow up on the suggestions made as a result of their work. Pastor Kathy, Sarah and Susan also had a follow up call with the Director of Renewal Works and she will be

providing us with suggestions for Small Group training in discipleship and leadership. The Director also shared that one interesting item about our parish that she found interesting was our stronger belief around the Trinity than other churches.

Sue Corman asked for a Motion from the Vestry to put on record a whole-hearted thanks to the Renewal Works team for their hard work and dedication to the Renewal Works project. Upon second by **Amey Fuller**, the motion passed unanimously.

- Fair Share Adjustment Application Update. Sue Corman shared that she and Pastor Kathy attended the Fair Share Adjustment meeting and that more information can be found in her report. CGS should hear in mid-April what the results of the application are. Susan Nutting asked that if the \$10,000 adjustment is approved, will it zero out the \$10,000 from last year, or will we continue to carry the 2023 amount as a “loan” to be paid back when we are able? Pastor Kathy responded that the \$10,000 “loan” from last year will remain on the CGS books until at such time we can make that payment.
- Electronic Votes coming up. Sue Corman explained that the 2023 Parochial Report and Annual Parish Report to the Diocese are due by March 1, 2024. These reports provide valuable information to The Episcopal Church and the Diocese of New Hampshire in spotting trends in parishes and how best to reallocate resources in support of parishes. These reports need the approval of the Vestry so please be on the lookout for these reports in your email and respond as quickly as possible so we can get them filed.

6. Reminders.

- Vestry/Staff Retreat. Saturday, March 16 from 8:30 am – 2:30 pm in the Downstairs Activity Room. The Executive Committee is continuing to work on the Agenda and activities.
- Vestry, Delegates and Representative Gathering. Sunday, February 25 from 2:00 -4:00 pm at Sue Corman’s home at 25 Davidson Avenue, Merrimack. A potluck signup has been distributed.

VOTE: A motion was made by **Sue Corman** and seconded by **Kathy Cormier** for the responsible consumption of alcohol at the Vestry, Delegates and Representative Gathering. The motion carried unanimously.

7. Pastoral Care. Pastor Kathy provided a pastoral care update, reminding those present that information shared during the Vestry meeting is to be kept confidential.

She also requested that if we knew of anyone in need of pastoral care – a phone call, visit, or card – to please let either Deacon Nancy or her know.

There being no other business, upon motion made by **Amey Fuller.** and seconded by **Mark Crepeau** and hearing no objection, the meeting was adjourned at 8:31 p.m.

Respectfully submitted
Susan Nutting
Clerk, CGS Vestry
Attached: Reports to Vestry

Addendum to 2/20/2024 Minutes: Notes on CGS Membership Tracking Discussion

- Approximately 1133 individuals, or 536 families currently in Realm, our database system.
- Because of COVID, clergy changes, etc, we do not have good database integrity.
- Right now members fall into one of three categories
 - ACTIVE – attend services regularly either in person , financially contribute and participate in the life of the church. About 161 families fall into this category
 - OCCASIONAL – attend services occasionally either in person or online, may or may not financially contribute, may or may not be involved. We do not have the number for this group.
 - INACTIVE – do not attend nor are involved with the life of the church. Some of these people are one-time active members who have since moved on to other places of worship or no longer attend any church. Some attended a one-time event at CGS, but do not consider themselves a member of CGS. We do not have the number for this church.

GOALS:

1. Clean up the Realm database by removing those names of individuals who are INACTIVE
2. Reach out to the OCCASIONAL and find ways to engage them in the life of the church – either by providing pastoral care
3. Bring Realm up-to-date and provide training and support to parish members so it can be used as an online church directory, for groups to use as a communication tool, and for individuals to track their giving and make financial contributions electronically.

ACTION ITEMS:

1. Create a survey/questionnaire for the information we want to collect from parishioners (contact info, family, birthdays, vocation, how are they attending services, how are they participating at CGS, etc). Survey can either be online and accessed through a QR code or a hard copy passed out during the church service and returned to the office or in the offering plate. Kathy Cormier has volunteered to put the survey together.
2. Offer an Adult Forum during Coffee Hour to introduce Realm to congregation. CGS Women may be interested in hosting this event. We will need the assistance of Michael Engelsen, who is currently working with JohnB to update Realm and also creating tutorials and videos on using Realm.
3. Create a photo booth during Coffee Hour and help everyone update their profiles and add a photo. VOLUNTEERS: Michael Engelsen and Thom Arpin.
4. Send out a mailing to those who have not responded to initial survey/questionnaire. Follow up with phone calls.
5. Use the annual Time and Talent form to include opportunities to update Realm database. See also survey/questionnaire above.
6. Find volunteers to update Realm database. Deacon Nancy suggested looking to our current trusted office help volunteers who are already respectful of confidential matters.

FEBRUARY 2024 REPORTS TO VESTRY

RECTOR'S REPORT (Rev. Kathy Boss)

1. Worship

Highlights of Worship this month include:

- A lovely family service preceding our Annual Meeting
- The Rev. Denis Brunelle presided and preached on February 4 while I was away visiting family
- Four baptisms on February 11
- Ash Wednesday services—Ashes to Go, and at Courville and Aynsley, and our evening service at CGS

2. Formation, Fellowship and Outreach

- Had a good turnout for our mental health awareness month
- Continue to have almost daily pastoral interactions with the homeless and to work with local organizations on their behalf
- Currently teaching an Inquirers Class
- Adult Forum has begun its regularly scheduled programming
- We have a guest speaker coming this weekend and are working on lining others up for March, April, May and June
- I have lined up teachers for Sacred Ground which will start in April

3. Community Involvement

- I am on the board of the NAIC and regularly attend NAIC meetings.
- I continue to join folks at the Day Café for coffee and conversation one or two times per week.

4. Personnel and Administration

- Annual Meeting went well—thanks to Susan and Sue for doing the lion share of the organizing for it.
- We are working on the Parochial Reports and should have them to the Vestry for approval by the end of the week. They need to be submitted by March 1.
- Plans are underway to better utilize Realm, our church database, as an online directory for our parishioners. Michael Engleson has agreed to help us with this effort.

5. Pastoral

As always, I make regular visits and calls to several parishioners and work with Deacon Nancy to ensure that pastoral needs are met. I will review our current Pastoral needs at our meeting. Please be sure to reach out to me or Deacon Nancy if there is any one you think needs a clergy visit or call or would just like some companionship from one or our companions.

6. Diocesan Connections and Professional Development

- I continue my work as a member of the Our Kids Commission, and the Diocesan Commission.
- I was recommended by the Diocese to be a part of a cohort of priests from Urban Program size churches like ours—Thriving in Ministry with the Virginia Theological Seminary. We began meeting last month and will meet monthly.

Respectfully submitted,
The Reverend Kathy Boss, Rector

DEACON'S REPORT (Rev. Nancy Meyers)

Pastoral Care

I continue to work with Pastor Kathy to provide pastoral care to parishioners and those who call or come to the office for help.

The Lay Pastoral Care Team met February 18, 2024. I have added an educational section to the meetings.

Currently there are 17 parishioners on the team. They are serving in a variety of ministries:

- ❖ 7 make at least monthly visits to 10 homebound parishioners,
- ❖ 1 is available for respite,
- ❖ 3 have card ministries (2 send birthday cards and 1 sends cards to those on the prayer list),
- ❖ 2 provide transportation to parishioners to/from church,
- ❖ 2 are available to deliver flowers,
- ❖ 4 are involved in monthly services to nursing facilities (1 LEV, 3 assistants),
- ❖ 1 is inactive,
- ❖ 1 in not assigned,

We are serving 12 homebound parishioners.

Services at Aynsley Place were able to resume in January after a month of COVID. Courville was able to resume in February after two months of COVID. I continue to conduct the service at Aynsley Place, and I participate in the LEV led service at Courville. We were requested to do something for Ash Wednesday at Aynsley. I conducted an Ash Wednesday service with ashes and Communion on Ash Wednesday. At the last minute we were asked to do ashes at Courville as the person who was scheduled to do it notified them on Ash Wednesday morning that they could not come. I went over with one lay person and we imposed ashes on 35 people. The following day (Feb 15) our regular service with Communion was held at Courville. We have several more people who have voiced an interest in becoming LEV's and I am checking to see if that is something we will provide or if it can be done through the Diocese/School for Ministry.

Worship Services

I continue to serve at the 10am service on Sundays and to conduct a service at The Huntington every Sunday afternoon at 4:30pm. I assisted at the Ash Wednesday service and the funeral for Ray Whalen.

Aging & Spirituality

The graduate group began meeting again after a holiday break. In January we began a discussion of dementia, loneliness, depression, and suicide which was continued at the February meeting.

A new class will begin in April. This class will be on Saturdays to allow people who are working to take the class. We already have 12 people signed up for the course.

Pastor Kathy and I have begun to work on getting the course on line with the Diocese. The first meeting of the Interfaith Task Force is this week. We will be discussing and working on an interfaith version of the course which we hope to begin teaching in the community in 2025.

Personal Development

I participate in the weekly Contemplative Prayer time and the book study that follows, at times leading them for Pastor Kathy.

I am doing a Lenten study on the Baptismal Covenant.

I continue to take on-line classes and to read. I have just completed a course and book on Genesis.

I continue coordinating and participating in monthly meetings of the Elder Circle group which began in the Aging & Spirituality Course at Oblate School of Theology.

I continue with monthly spiritual direction.

Meetings

I try to attend monthly Vestry meetings.

I attend monthly Bishop/Clergy meetings, and Bishop/Deacon meeting as they are scheduled.

I attend monthly Nashua Area Interfaith Council meetings.

I attend weekly Nashua Home Host Team meetings relocating/settling a family from the Congo and beginning work on bringing two more people from the family to the US.

Miscellaneous

I continue to be in the church office Mondays, Tuesdays, and Thursdays.

SENIOR WARDEN'S REPORT (Sue Corman)

It was a busy time leading up to our Annual Meeting. The meeting was well attended and engaging. Thank you to all who worked to make this a successful meeting and to those who made presentations. A special welcome to our newly elected leadership.

My involvement with the finance committee continues. I helped to complete our application for a Fair Share Adjustment with the Diocese. Myself, along with Pastor Kathy, presented at the Fair Share Adjustment gathering at St Andrew's in Hopkinton on Saturday the 17th. The meeting went well, we should find out what our adjustment will be sometime in April.

As an Executive Committee, we are planning for our Vestry Retreat to be held in March at CGS.

Fundraising Committee: I gathered a group of parishioners from our Time and Talent responses for fundraising to meet and brainstorm ideas for fundraising in 2024 and beyond. It was quite the engaged group with many ideas brought to the table. A list has been compiled and will be reduced to a few possibilities that will hopefully be the most productive. The next meeting is on March 4, after the 10AM service.

Fellowship: Coffee hour is ongoing, no other fellowship events upcoming at this time.

Harless Scholarship: An announcement will go out in March to begin the application process for the scholarship. The deadline to apply is May 15th.

Personnel Committee has not met.

JUNIOR WARDEN'S REPORT (Don Yelton)

1. CGS Property Committee met twice this month: Tuesday, February 6 and Tuesday February 13.

The former meeting was in person at the church and was chaired by Sandy Desharnais (in my absence – thanks Sandy). Notes from that meeting are below.

- a. Jack Shroeder agreed to take on the following tasks:
 - i. Order light pole bases premade online for the two light poles outside the front of CGS. They are around \$100 each.
 - ii. Will pull together a spec for roof replacement pricing of the roof over the second-floor classrooms and solicit pricing from three reputable roofing contractors. Most likely, AW Therrien, Skyline roofing and Melanson Co.
 - iii. Will review with mason restoration contractor ProPoint owner Lester Baker, the best type of plaster repair to do at the back west wall of the church and will review product and provide an estimated cost to do the repairs.
- b. Mark Crepeau asked for assistance from John B for the following tasks:
 - i. Please order another set of AED pads from Heart Smart, the link is below. Laurie was able to do this in the past. Please let me know when

they come in. The current pads have expired.

<https://www.heartsmart.com/defibtech-lifeline-adult-aed-pads-p>

- ii. I noticed the Fire Extinguishers are overdue for their annual inspection which was due in January. Do you know when Hampshire Fire will be in to retag and inspect all the Fire Extinguishers?
2. The Property Committee meeting on February 13 was done remotely through Zoom and was attended by myself, Pastor Kathy, Jack Schroeder, Wayne Blair and Mark Crepeau.
 - a. Wayne Blair discussed need for replacing/improving the lighting in the stairway and has asked the contractor who bid on the original requirements to provide an updated bid for:
 - i. 4 ceiling lights at the bottom of the stairs in basement, two that are burned out and the two adjacent lights (one is going bad already).
 - ii. 2 recessed can light for the stairway, always on 24/7
 - b. Discussed proposal to modify pews in the altar near the baptismal font to allow for a more permanent and less restrictive use of the current piano and possible use of the piano now in the function hall.
 - c. Discovered (for me) that the kitchen dishwasher has been resurrected back from oblivion in December by replacing the old motor rather than a very expensive complete replacement.
 - d. Jack to research the recurring paint bubbles on the walls by the door (which one?).
 3. Property Committee e Meetings will be scheduled for the first Tuesday of every month. Next meeting will be Tuesday, March 5. We will look at the planned 2024 property maintenance activities and at creating a capital reserve plan for future years.
 4. John Rowntree discovered a problem with one of the heating units on Sunday, February 18 and reported the diagnostic error code from the unit to John B.

YOUTH GROUP (Nancy Madeira)

The Youth Group will not be meeting for the next two Sundays because of President's Day and NH school vacation week. Deposits are due for Mission Trip. Confirmands are asked to forward the name of their mentor to Nancy. Harless Scholarship applications have been distributed to HS Seniors and are due back by May 20.

NASHUA INTERFAITH COUNCIL (John Rowntree)

The Nashua Interfaith Council is planning a new Spring event at 7 pm on April 10th at (and with) the Nashua Public Library. We will have a panel presenting sacred poetry across different religious traditions. Susan Moyle of CGS has been invited as a panelist.

We are also planning to offer a 4-week zoom series on Monday's starting April 29th discussing the book 'My Neighbor's Faith.' We will have a different leader for each of the four sessions.

Our board wants to expand our community events with these added in the Spring. We sponsor the CropWalk and Community Thanksgiving Service each fall. This results in our programming falling in just one part of the each year.

FRONT DOOR AGENCY (Mary O'Reilly)

During this cold and flu season, CGS has once again connected with the Front Door Agency (FDA) to provide Get-Well Buddy Bags for their families as well as additional items for Mary's House, which is the FDA's recently acquired property, which stands for: Ministry Alliance For Regaining Your Safety House.

A Sign-up Genius has been created, for the congregation to select items and donate them to the FDA. This year they are asking for 461 items. The tentative plan is to drop the bags off to the FDA February 22th.

Next month CGS will again connect with the Front Door Agency (FDA) to provide Easter basket for their families. This will be CGS' 9th year CGS has organized this Easter tradition. Easter eggs will be available to be selected that contain a child's name, age, interests, and pronoun. They will be on hand in the Auditorium on Sundays leading up to Easter. More to follow in the coming weeks.

SOCIAL JUSTICE (Seth Bonvouloir)

Sunday, February 25th the committee will be hosting a potluck lunch, followed by a talk given by recently ordained Episcopal Priest, the Rev. Fred Chisom, currently serving as Priest-in-Charge at St. John's – Walpole NH.

CGS WOMEN (Denise Thompson)

Feb. 11th, I lead a meeting in the lounge and on zoom with the CGSW's group to open up discussion of other ministries that this group would like to take on. We also talked about changing the leadership. We did accomplish a lot as a whole.

PRAYER SHAWL (Jane Wilkins)

The prayer shawl ministry provided 4 baby blankets at baptisms recently and are working on more.

A baby sweater was given to Jackie Marshall for her little one.

Prayer shawls have been requested and given and the pocket prayers are multiplying.

CGS USHERS (Sharmini Peiris)

We are so glad that Mary O'Reilly joined the 8.00 a.m. usher group. This means we have complete usher teams for both services. It would really help if we can get a few more ushers who can help with the special services or cover for anyone who can't make it. Hoping we can get the usher group to volunteer for the coffee hour once a month to help spread the word.

Statement of Activities 2024 Jan.xlsx

	Actual Jan 2024	Budget Jan 2024	Actual Jan- Dec 2023	Budget Jan- Dec 2024	Budget Feb- Dec 2024	Notes
Revenues						
Total Commitment Income	\$ 22,260	\$ 25,992	\$ 325,918	\$ 330,000	\$ 304,008	
Total Non-Pledge Income	\$ 686	\$ 2,500	\$ 27,772	\$ 33,000	\$ 30,500	
Total Special Commitments	\$ 25	\$ -	\$ 11,809	\$ 12,000	\$ 12,000	
Total Loose Offerings	\$ 266	\$ 200	\$ 3,556	\$ 3,000	\$ 2,800	
Total Special Contributions	\$ 366	\$ 933	\$ 14,640	\$ 5,400	\$ 4,467	
Total Endowment	\$ -	\$ -	\$ 61,806	\$ 55,000	\$ 55,000	
Total Building Use	\$ 1,352	\$ 1,815	\$ 11,901	\$ 12,200	\$ 10,385	
Total Fundraising	\$ -	\$ -	\$ 4,402	\$ 5,750	\$ 5,750	
Total Diocesan Grants	\$ -	\$ -	\$ 9,473	\$ 23,125	\$ 23,125	
Total Revenues	\$ 24,320	\$ 31,440	\$ 471,278	\$ 479,475	\$ 448,035	
Expenses						
A) Clergy & Staff Salaries						
1) Rector						
Total 1) Rector	\$ 9,834	\$ 10,154	\$ 124,254	\$ 128,834	\$ 118,680	
Total 2) Curate	\$ -	\$ -	\$ -	\$ 20,418	\$ 20,418	
Total 4) Parish Administrator	\$ 5,107	\$ 5,256	\$ 62,067	\$ 63,077	\$ 57,821	
Total 5) Communications/Outreach	\$ 715	\$ 642	\$ 5,110	\$ 7,700	\$ 7,058	
Total A) Clergy & Staff Salaries	\$ 15,657	\$ 16,052	\$ 191,430	\$ 220,029	\$ 203,977	A
B) Church Overhead						
Total 1) Staff Taxes	\$ 1,745	\$ 1,557	\$ 18,102	\$ 18,682	\$ 17,125	
Total 3) Staff Pensions	\$ 68	\$ 71	\$ 257	\$ 850	\$ 779	
Total 4) Health, WC, Disab, Life Ins.	\$ -	\$ -	\$ 1,248	\$ 1,280	\$ 1,280	
Total 5) Staff Development	\$ -	\$ 167	\$ 1,961	\$ 2,000	\$ 1,833	
Total B) Church Overhead	\$ 1,813	\$ 1,794	\$ 21,568	\$ 22,812	\$ 21,018	
C) Office Overhead						
Total 1) Telephone & Internet	\$ 461	\$ 467	\$ 4,975	\$ 5,600	\$ 5,133	
Total 2) Postage	\$ 202	\$ 292	\$ 3,381	\$ 4,150	\$ 3,858	
Total 3) Copy & Print	\$ 310	\$ 620	\$ 6,474	\$ 7,800	\$ 7,180	
Total 4) Office Expenses	\$ 309	\$ 567	\$ 5,912	\$ 7,000	\$ 6,433	
Total 7) Computer Expenses	\$ 1,784	\$ 1,020	\$ 10,125	\$ 12,240	\$ 11,220	
Total 8) Financial review	\$ -	\$ -	\$ -	\$ 5,000	\$ 5,000	
Total 9) Safe Church Personnel Safety	\$ 20	\$ 50	\$ 203	\$ 500	\$ 450	
Total C) Office Overhead	\$ 1,967	\$ 3,015	\$ 31,070	\$ 42,290	\$ 39,275	
Total D) Diocesan Assessment	\$ 5,823	\$ 5,833	\$ 58,643	\$ 70,000	\$ 64,167	
F) Worship						
Total 1) Organist/Music Program	\$ 472	\$ 416	\$ 5,205	\$ 5,000	\$ 4,584	
Total 2) Music Director	\$ 2,167	\$ 2,179	\$ 34,793	\$ 26,150	\$ 23,971	
Total 3) Supply Clergy	\$ -	\$ -	\$ 2,800	\$ 3,300	\$ 3,300	
Total 4) Altar Flowers	\$ -	\$ 180	\$ 1,600	\$ 2,200	\$ 2,020	
5) Candles, Bread & Wine						
Total 5) Candles, Bread & Wine	\$ -	\$ -	\$ 1,338	\$ 885	\$ 885	
Total F) Worship	\$ 2,639	\$ 2,776	\$ 45,737	\$ 37,535	\$ 34,760	

Statement of Activities 2024 Jan.xlsx

	Actual Jan 2024	Budget Jan 2024	Actual Jan- Dec 2023	Budget Jan- Dec 2024	Budget Feb- Dec 2024	Notes
G) Building & Grounds						
Total 1) Property	\$ 3,281	\$ 3,175	\$ 32,524	\$ 31,000	\$ 27,825	
Total 2) Utilities	\$ 1,772	\$ 2,003	\$ 28,485	\$ 24,400	\$ 22,397	
Total 3) Insurance	\$ 2,623	\$ 2,775	\$ 7,868	\$ 11,000	\$ 8,225	
Total 4) Sexton Salary	\$ 150	\$ 250	\$ 12,978	\$ 3,000	\$ 2,750	
Total G) Building & Grounds	\$ 7,825	\$ 9,453	\$ 81,854	\$ 84,400	\$ 74,947	B
H) Christian Education						
Total 1) Adult	\$ (106)	\$ 292	\$ 3,795	\$ 3,500	\$ 3,208	C
Total 2) Children	\$ 149	\$ -	\$ 551	\$ 800	\$ 800	
Total 3) Youth	\$ -	\$ -	\$ 829	\$ 800	\$ 800	
Total 4) Youth Director Salary	\$ 909	\$ 938	\$ 9,085	\$ 9,376	\$ 8,438	A
Total 5) Sunday School Coordinator	\$ 895	\$ 924	\$ 8,951	\$ 9,237	\$ 8,313	A
Total 6) Nursery	\$ -	\$ 83	\$ -	\$ 1,000	\$ 917	
Total H) Christian Education	\$ 1,847	\$ 2,236	\$ 23,212	\$ 24,713	\$ 22,477	
I) Other Programs & Org.						
1) Fellowship & Special Events						
9200 Fellowship Supplies	\$ 13	\$ 200	\$ 805	\$ 1,600	\$ 1,400	
9204 Food License	\$ -	\$ -	\$ -	\$ 100	\$ 100	
9208 Miscellaneous	\$ 1,119	\$ -	\$ 425	\$ 500	\$ 500	D
Total 1) Fellowship & Special Events	\$ -	\$ 200	\$ 1,230	\$ 2,200	\$ 2,000	
Total 2) Stewardship	\$ -	\$ -	\$ 472	\$ 451	\$ 451	
Total I) Other Programs & Org.	\$ -	\$ 200	\$ 1,702	\$ 2,651	\$ 2,451	
Total Expenses	\$ 38,960	\$ 41,360	\$ 457,813	\$ 504,430	\$ 463,070	
Net Total	\$ (14,005)	\$ (9,920)	\$ 13,465	\$ (24,955)	\$ (15,035)	
A - Salary increses will be reflected by the end of Feb						
B - Invoice timing late for clearing company, will catch up by the end of Feb						
C -Reflects payments for classes, expenses will catch up in Feb/Mar						
D - Microphone Purchase for Clergy						

Operating Cash Balance as of Dec 31, 2023			\$	62,789.60
Jan Income			\$	24,319.92
Jan Expenses			\$	(38,960.12)
Jan Expenses not cleared			\$	(2,239.18)
Operating Cash Balance as of Jan 31, 2024			\$	45,910.22
Book of Remembrance		1/31/2024		
Hall	Nash	Total BOR		
\$ 16,759.10	\$ 7,010.81	\$ 23,769.91		
Still pursuing solar rebate from State of NH and Federal Government				
Admin Fund		12/31/2023		
Unrestricted	Restricted*	Total Admin		
\$ 13,006.46	\$ 30,664.25	\$ 43,670.71		
*Includes \$14,050 for O'Keefe Annual Fundraiser where CGS acts as fiscal agent				
Commitment Income	Budget	Actual	Diff	(Ahead)/ Behind YTD
Jan	\$ 25,992	\$ 21,625	\$ 4,367	\$ 4,367
Feb				
Mar				
Apr				
May				
Jun				
Jul				
Aug				
Sep				
Oct				
Nov				
Dec				

	Balance	
Assets	1/31/2024	
Operating Checking	\$ 45,910.22	
Admin Fund (Unrestricted portion)	\$ 13,006.46	
Short term Receivables (90 Days)	\$ 46,510.53	
Outstanding checks	\$ 2,239.18	
Total Assets	\$107,666.39	
Liabilities & Net Assets		
Liabilities		
Building Loan with Diocese	\$20,000.00	\$6,178.01 available
Line of Credit	\$33,232.95	
Total Liabilities*	\$53,232.95	
Net Assets		
Book of Remembrance (Restricted)	\$ 23,769.19	
Admin Fund (Restricted)	\$ 30,664.25	
Total Net Assets	\$ 54,433.44	
Total Liabilities & Net Assets	\$ 107,666.39	
* Still owe \$10,000 to NH Diocese Fair Share		