

**Church of the Good Shepherd
Vestry Meeting Minutes
Tuesday, January 10, 2023**

The regular meeting of the Vestry of the Church of the Good Shepherd, Nashua, New Hampshire was held on January 10, 2023. Attending in person were Pastor Kathy Boss; Deacon Nancy Meyer; Sue Corman, Senior Warden; Sandy Desharnais, Junior Warden; Amey Fuller, Treasurer; Susan Nutting, Clerk; Jenn Atherton; Beth Derderian; Missy Carnevale; Kathy Cormier; Beth Derderian; Paige Schaller; Marybeth Snow; Howard Titus; and Don Yelton. Attending via Zoom was Jackie Marshall. Absent was Amy Cooley.

1. The meeting was **called to order** at 7:02 p.m. by Sue Corman. Pastor Kathy then shared an update on Kate Binder's health and her family. Pastor Kathy reported that Kate, although her prognosis is poor, remains in good spirits and asked that we keep Kate, her family, and her friends in our prayers. Amey requested that offers of help go through her, Joh Graves and Amy Cooley, as they are setting up schedules for visitors, etc. It was noted, in particular, that Richard Binder resigned from the Vestry effective January 7, 2023.

Don Yelton then led the Vestry in prayer before continuing with the meeting.

2. Pastor Kathy led the Vestry in a **Lectio Divina** based upon **John 1:29-42** .

3. **REPORTS**

Priest-in-Charge's Report	<i>Report received and attached to minutes</i>
Deacon's Report	<i>Report received and attached to minutes</i>
Music Director's Report	<i>No report submitted</i>
Sr. Warden's Report	<i>Report received and attached to minutes</i>
Jr. Warden's Report	<i>Report received and attached to minutes</i>
Clerk's Report	<i>Report received and attached to minutes</i>
Treasurer's Report and Financial review	<i>Report received and attached to minutes</i>

4. **ONGOING COMMITTEE/MINISTRY REPORTS**

Youth Group	<i>No report received</i>
Finance Committee	<i>Report received and attached to minutes</i>
Green Committee	<i>Report received and attached to minutes</i>
Fundraising	<i>Report received and attached to minutes</i>
Stewardship	<i>Report received and attached to minutes</i>
Community Action	<i>Report received and attached to minutes</i>
Welcoming/Support	<i>Report received and attached to minutes</i>
Fellowship/Engagement & Activities	<i>No report received</i>
Communication/Website/Social Media	<i>Report received and attached to minutes</i>
Christian Education	<i>Report received and attached to minutes</i>
Lay Ministry	<i>No report received</i>

Vestry liaisons were invited to share highlights of reports submitted. Highlights included:

- Don Yelton shared, on behalf of the Stewardship Committee, that statements will be going out to remind people of their overdue pledges. This year's stewardship campaign resulted 96% of the pledging units responding and hitting ~83% amount

of pledging goal. Pledges will continue to come in over the course of the year as new families join, or people can make additional contributions. Dave Insley will stepping down as Chair, and the committee will be needing new leadership.

- Pastor Kathy shared that highlights that the work of a priest runs the gamut of everything. pastoral care, finances, administration, worship, communications, and she certainly has been busy. There has been a great need for pastoral care recently. Advent and Christmastide have been very busy – great attendance at church services.

MOTION: A motion was made by **Paige Schaller** to accept the reports into record, seconded by **Kathy Cormier**. The motion carried unanimously.

Financial Reports and Treasurer's Review.

Amey reported that numbers for year end look really good. She reminded everyone present that we were looking at a \$93K deficit at the beginning of the year, but were able to reduce it to \$35K. In response to a question, she replied that if 2022 pledges come in during the 2023 fiscal year, they are treated as receivables and credited to 2022 pledge.

MOTION: A motion was made by **Sandy Desharnais** to accept the financial reports as submitted, subject to financial review, seconded by **Marybeth Snow**. The motion carried unanimously.

5. BUSINESS

1. Motion to approve the transfer of funds from BOR and Admin Fund to manage 2022 deficit

Recap: The Finance Committee has discussed how best to handle the remaining deficit of approximately \$39,000 for the current year. The recommendation is to use \$25,000 from the BOR and Admin Fund unrestricted balance, and leave the remaining estimated \$13,000 on the Line of Credit. This balances using what we have on hand with reducing our debt. This leaves \$16,773.39 of unrestricted funds in the BOR & Admin Fund.

MOTION: Upon motion made by **Amey Fuller** and seconded by **Howard Titus**, the transfer of \$25,000 from the Book of Remembrance and Admin Funds to reduce the deficit, and further leave the deficit balance on the Line of Credit to be paid off in 2023. The motion carried unanimously.

2. Susan Nutting asked that the following dates be noted:

01/15/2023	Meet the Candidates (between services)
01/17/2023	Parish-wide Budget Review (7 pm Zoom)
01/22/2023	Annual Meeting (in person + brunch)
02/11/2023 or 2/18/2023	Vestry Retreat (3/4 day)

3. 2023 Budget and Vote Sue Corman/Amey Fuller/Pastor Kathy
Discussion then ensued to review the budget line by line to anticipate questions from the parish and clarify line items. A copy of the final budget and budget narrative are attached. Most of the discussion of the budget was focused on the Music program and hiring professional singers to accompany the choir.

MOTION: Upon motion made by Missy Carnevale and seconded by Sandy Desharnais, the 2023 proposed budget with an amendment to be made to tax line item, was approved by the Vestry, to be affirmed by the parish at the 2023 Annual Meeting to be held January 22, 2023. The motion carried by majority vote as there was one vote of opposition.

4. Sue Corman shared the recommendation of the Mutual Ministry Review team that Pastor Kathy be hired as Rector.

EXECUTIVE SESSION

The Vestry went into Executive Session at 9:08 p.m. to discuss and take any necessary action on the Mutual Ministry Committee's recommendation. At 9:34 p.m. **Kathy Cormier** made a motion to end the Executive Session which was seconded by **Paige Schaller**. The motion to end the Executive Session was accepted unanimously, and the meeting was reopened

The Vestry welcomed Pastor Kathy back into the meeting and shared the joyous news that she had been voted unanimously to be the new Rector of Church of the Good Shepherd. She was presented with a coffee cup that reads "I never thought I would grow up to be a super cool pastor, but here I am, killing it." Sue Corman will prepare a notice to go to the Parish announcing this vote.

Upon motion made by Sandy Desharnais and seconded by Missy Carnevale, the meeting was adjourned at 9:45 pm., followed by a closing prayer offered by Don Yelton.

Respectfully submitted
Susan Nutting
Clerk, CGS Vestry
Attached: Reports

2023 BUDGET

Budget Narrative

Revenues

We anticipate final pledge numbers to be about \$350,000, slightly more than the 2022 final number, which includes the Bloom Campaign. The decrease in revenues reflects the \$20,000 Bishop's Grant we received in 2022 which we will not receive in 2023.

Expenses

Section A - Clergy and Staff Salaries and Benefits

First off, we brought all the benefit and taxes associated with Pastor Kathy and John into a single section of the Budget. This allows a more clear view of what makes up their compensation package.

The 2023 Budget does not include any funds for a Curate or second clergy person. It does, however, include \$15,000 for a very part-time Communications and Outreach Coordinator to help Pastor Kathy and John. This does not replace the need for a Curate, but is the current compromise our Budget allows.

Section B - Church Overhead

This section covers taxes and pensions for the rest of the staff - Music Director, Youth Coordinator and Sunday School Coordinator. It also includes Worker's Compensation insurance for the staff, and funds for Clergy Development.

Section C - Office Overhead

This section covers phones, internet, computers, copy machine lease, paper and office supplies. Postage is also included. This line has gone up due to the simple increase in the costs of these items.

Section D - Diocesan Assessment

The Assessment, also known as the Fair Share, represents our Tithe to the Diocese, and is 15% of our revenues. The significant increase is because we received Fair Share Adjustment last year. We do not expect to receive an adjustment this year.

Section E - Community Action

This section, along with the associated revenues, have been removed from the Budget at the recommendation of the Diocese. These monies never belong to the church - they are the result of fundraising events that go directly to the Soup Kitchen, the Front Door Agency, and any others we choose, such as the Harvey Shaw Auto Show.

Section F - Worship

This section includes the Music Director and Program, and supply clergy, who cover for Pastor Kathy when she takes time off.

Section G - Buildings and Grounds

This section went way over Budget in 2022 due to some unexpected expenses and repairs. We boosted the Property section to reflect the continuing need to fix deferred maintenance on our building.

This section also contains the Utilities, which have gone up exponentially this year, the Sexton and the building insurance.

Section H - Christian Formation

This section contains modest amounts for Formation for adults, children and youth. The Youth Coordinator and Sunday School Coordinator salaries are in this section. It went up significantly because we will have a Sunday School Coordinator for the full year.

We have also added \$1000 to reinvigorate our Nursery program.

Line of Credit

The Line of Credit funds moving in and out of the account are no longer recognized as part of the Budget, at the recommendation of the Diocese. Only the interest payable for the year is included in the Budget.

Summary

While there is a modest deficit of about \$20,000, we anticipate this will resolve over the course of the year.

Church of the Good Shepherd 2023 Proposed Budget

Respectfully submitted 1/9/2023 by the CGS Finance Committee and the Rev. Kathy Boss

	Year End as of 1/6/2022	Budget 2023	Inc. (Dec.) vs. Proj Year End
Revenues			
Total Commitment Income	\$332,190	\$350,000	\$17,810
Total Non-Pledge Income	\$34,844	\$24,516	-\$10,328
Total Special Commitments	\$7,538	\$7,617	\$79
Total Loose Offerings	\$3,631	\$3,158	-\$473
Total Special Contributions	\$5,748	\$5,397	-\$351
Total Endowment	\$61,806	\$61,806	\$0
Total Previous Budget Surplus	\$5,130	\$0	-\$5,130
Total Building Use	\$12,913	\$12,429	-\$484
Total Fundraising*	\$1,972	\$4,000	\$2,028
Total Gifts & Bequests	\$79	\$0	-\$79
Total Designated Gifts	\$0	\$0	\$0
Total Diocesan Grants	\$26,250	\$5,000	-\$21,250
Total Revenue	\$492,101	\$473,923	-\$18,178
Expenses			
A) Clergy and Staff Salaries and Benefits**			
Total 1) Rector***	\$60,294	\$111,952	\$51,658
Total 2) Curate	\$31,134	\$0	-\$31,134
Total 3) Priest in Charge	\$84,403	\$0	-\$84,403
Total 4) Parish Administrator	\$60,793	\$60,793	\$0
Total 5) Communications and Outreach Coordinator	\$0	\$15,000	\$15,000
Total A) Clergy and Staff Salaries	\$236,624	\$187,745	-\$48,879

	Year End as of 1/6/2022	Budget 2023	Inc. (Dec.) vs. Proj Year End
B) Church Overhead			
Total 1) Staff Taxes	\$22,378	\$16,852	-\$5,526
Total 2) Staff Pensions	\$6,479	\$6,271	-\$208
Total 3) Health, WC, Disab, Life Ins.	\$0	\$850	\$850
Total 3) Staff and Clergy Development	\$0	\$2,000	\$2,000
Total B) Church Overhead	\$28,857	\$25,973	-\$2,884
C) Office Overhead			
Total 1) Telephone & Internet	\$4,940	\$5,000	\$60
Total 2) Postage	\$3,164	\$3,200	\$36
Total 3) Copy & Print	\$5,885	\$6,200	\$315
Total 4) Office Expenses	\$5,403	\$9,000	\$3,597
Total 7) Computer Expenses	\$10,329	\$11,547	\$1,218
Total 8) Financial review****	\$0	\$0	\$0
Total 9) Safe Church Personnel Safety	\$30	\$500	\$470
Total C) Office Overhead	\$29,751	\$35,447	\$5,696
D) Diocesan Assessment			
Total D) Diocesan Assessment	\$66,396	\$74,364	\$7,968
Total E) Community Action	\$382	\$0	-\$382
F) Worship			
Total 1) Organist/Music Program	\$8,346	\$5,000	-\$3,346
Total 2) Music Director	\$51,632	\$51,632	\$0
Total 3) Supply Clergy	\$1,218	\$3,300	\$2,082
Total 4) Altar Flowers	\$961	\$0	-\$961
Total 5) Candles, Bread & Wine	\$997	\$659	-\$338
Total F) Worship	\$63,154	\$60,591	-\$2,563
G) Building & Grounds			
Total 1) Property	\$30,853	\$27,000	-\$3,853
Total 2) Utilities	\$34,747	\$37,573	\$2,826
Total 3) Insurance	\$9,489	\$9,500	\$11
Total 4) Sexton Salary	\$12,254	\$12,600	\$346
Total 6) Covid related expenses	\$0	\$0	\$0
Total G) Building & Grounds	\$87,343	\$86,673	-\$670
H) Christian Formation			
Total 1) Adult	\$506	\$600	\$94
Total 2) Children	\$821	\$700	-\$121
Total 3) Youth	\$603	\$500	-\$103
Total 4) Youth Director Salary	\$8,513	\$9,085	\$572
Total 5) Sunday School Coordinator	\$3,580	\$8,951	\$5,371
Total 6) Nursery		\$1,000	\$1,000
Total H) Christian Education	\$14,023	\$20,836	\$6,813
I) Other Programs & Org.			
Total 1) Fellowship & Special Events	\$203	\$2,700	\$2,497

	Year End as of 1/6/2022	Budget 2023	Inc. (Dec.) vs. Proj Year End
Total 2) Stewardship	\$492	\$410	-\$82
Total 3) Mileage/Travel		\$0	\$0
Total I) Other Programs & Org.	\$795	\$3,110	\$2,315
Total Line of Credit	\$3,550	\$0	-\$3,550
Total Expenses	\$530,875	\$494,740	-\$34,774
Net Total	\$2,187	-\$20,817	
Line of Credit still owed	\$38,000		
Net Total including debt to be paid	-\$35,813		

* Fundraising Income has been revised to include only money that will go directly to CGS operating

** Budget categories have been revised so that clergy and staff expenses are all in one place

*** Currently the Rector salary listed here is same as PIC total 2022 compensation.

**** We are up this year to receive a financial review through the Diocese

JANUARY 2023 REPORTS TO VESTRY

The Rev. Kathy Boss
Priest in Charge
Church of the Good Shepherd
Vestry Report
January 9, 2023

1. Worship

Our Christmas Services were lovely. We had 441 total attendance at the 4 services. The Children's service was our most attended with 184 people. Our Blue Christmas Service was also very well received and I plan to offer it again next year.

There are some things I will tweak for next year for our Christmas worship services, but overall things went very smoothly. I am grateful for all of the volunteers that made our offerings to beautiful, joyful and sacred, not least, the incredible music and greenery.

As we move back into our regular worship routine, I was encouraged that our total attendance at the January 8 services was 160. I was concerned that there might be a significant drop after the holiday season.

Evening Eucharist on Wednesdays was suspended over the break and will resume on January 11. We are using a variety of Eucharistic prayers to give people a sense of the wide offerings of the Episcopal Church.

Attendance at Morning Prayer on Wednesday is now closer to 5 or 6, up from 3-4. We have a good core group of regular attendings. I am looking to get the word out about this offering and to cultivate more lay leadership.

2. Formation, Fellowship and Outreach

We finished up a lovely Advent study on December 22. Robin Hertel and Karla Tolomeo will be offering a Kerygma study for the Lenten season. Stay tuned for more on that.

We will not be holding the Intergenerational Study in the Spring.

3. Pastoral

I make regular visits to several parishioners and work with Deacon Nancy to ensure that pastoral needs are met. Please be sure to reach out to me or 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.

4. Diocesan Connections

I continue my work as a member of the Our Kids Commission, and the Diocesan Commission. I attend a monthly Fresh Start program for clergy new to their congregations, as well as a meeting for Big Churches in NH. Later in January I will begin work on the Clergy Formation Committee.

Respectfully submitted,
The Reverend Kathy Boss, Priest in Charge

Deacon's Report to Vestry January 2023

I continue to serve at the 10am service on Sundays as well as the 4:30pm service of The Word and Communion from the Presanctified at The Huntington. We have from 3 – 6 people attend.

I assisted with the 6:30 and 9 Christmas Eve services.

I conducted the service for Raymond Bouley at Farwell Funeral Home on January 6, 2023.

I would like to invite Vestry members to join us at The Huntington at 4:30pm on a Sunday of their choice to meet the residents who attend that day as well as to see what we are doing. I will give you a tour of The Huntington after the service if you would like.

Companion Ministry Team met December 18. There are 21 people servicing on the team with 3 members who are taking a break from active visitation due to personal health issues. We are currently serving 12 homebound parishioners. Documentation of visits/calls continues to improve, although December visits were down. Monthly Report was compiled and sent to Pastor Kathy.

I have completed the two-year Forest Dwelling Program on Spirituality & Aging and now look forward to the first offering of our 6 session program on Aging & Spirituality which will be during Eastertide. We will soon develop a flyer and open registration to 20 people, first come, first serve.

I continue to work in the CGS office on Tuesdays and Thursdays with particular attention to pastoral care.

I have agreed to serve on a Regional Discernment Committee for the Diocese and to engage in conversation about the diaconate with a person who may be interested in discerning a call to the Diaconate.

I attend the monthly Nashua Area Inter-Faith Council, Bishop/Clergy meetings.
I continue serving on the Nashua Home Host Network, although am not able to assist with direct services to the immigrant family we are serving (we are assisting a 3-person family from the Congo relocate to Nashua).

I continue to be actively engaged in continuing education and reading.

Bible Study on Ruth and Easter, Church Next, January 3.

Kee Sloan, Jabbok

Kee Sloan, Beula

Kee Sloan, Prodigal

Carol A Berry, Learning from Henri Nouwen and Vincent van Gogh: A Portrait of the Compassionate Life

Your servant in Christ,
Nancy

Senior Warden Report

submitted by Sue Corman

December is a busy month, and I am not just talking about shopping and baking cookies. Behind the scenes much has been accomplished. The Finance committee met several times with no easy task of assisting Pastor Kathy in forming a balanced budget for 2023. Stewardship wrapped up the pledge drive by making calls to parishioners. The Personnel Committee also gathered to formulate recommendations for the budget. The Nominating Committee has worked diligently to present candidates for the Annual Meeting. Much of this work continues into January.

Additionally, work continues in preparation for our Annual Meeting on January 22. Many thanks to these and all committee members who have given their time and effort to support CGS.

Mutual Ministry Team Report to be made at the meeting

Personnel Committee

The committee has met to discuss updating job descriptions to put them in line with today's CGS.

Finance Committee

Has concluded their work on the 2023 Budget.

BUILDING & GROUNDS VESTRY REPORT

12 January 2023

There is no update from the December 2022 report as the Building & Grounds Committee did not meet in January due to illness. The December report (below) has not changed and is included for easy reference.

20 December 2022

1. Electrical issues:

Elevator smoke detectors are to be connected to fire alarm system – Contractor (Hampshire Fire) states smoke detector connections are up to code. Inquiry has been sent to the Nashua Fire Department to confirm we are in compliance with Nashua code. Several follow-ups have been made in attempt to close this issue.

2. Nashua Fire Department Inspection found the following non-compliance which could not be Immediately corrected. (Other issues have been corrected.)

The kitchen stove's suppression hood does not meet current code - Estimate to replace it has been received however due to the cost the Property committee and Pastor Kathy continue to discuss our options. We will reconsider this issue in 2023.

3. Repointing of the exterior brick and granite was completed last month. The last step, cleaning the stone, was completed in November. In the spring, we will need some touch up performed as the repointing was for major problem areas due to cost. (This project was only possible due to receipt of a low-cost loan from the Diocese.)

4. Water access to the garden area will be dealt with in 2023.

5. The Property Committee is currently developing an audit schedule for maintenance items and a list of projects and costs for 2023.

Submitted by Sandra Desharnais, Property Committee Chair

Nominating Committee

12 January 2023

The nominating committee is developing a list of candidates for the Executive Committee (Sr. Warden), the Vestry (three candidates), Interfaith Council Representatives (two), and Diocese Convention Delegates (2).

1. The candidate for Sr. Warden has notified Pastor Kathy she needs to withdraw her name. The committee is looking for a new candidate.
2. Vestry candidates are Stephen Bailey, Doug Liles and Sarah Pattan.
3. Interfaith Council Representatives are John Rowntree and Karla Tolomeo.
4. One Diocese Convention Delegate candidate is Marybeth Snow. We are searching for a second candidate.

If you have any names of qualified candidates, please bring them forward to the Nominating Committee (Amy Cooley, Beth Derderian, Susan Nutting, Howard Titus or Sandy Desharnais).

Sandy Desharnais, Chair

Pastoral Care/Lay Companions

12 January 2023

Pastoral Care members meet on the fourth Sunday each month at 11:30 a.m.; all interested CGS members are welcome to attend.

In January, companions are delivering poinsettias to each shut in. Companions continue to log their visits into Realm software.

Our next meeting is scheduled for 22 January 2023.

Sandy Desharnais

Clerk's Report

Submitted by Susan Nutting

I have been very busy getting ready for the Annual Meeting and the new Vestry year. So that JohnB can focus on pulling together the financials, I offered to collect the various Committee/Ministry reports and put the Annual Meeting package together. It is amazing how much work goes into it.

As I continue to collate and collect those reports, I have also begun looking to the new Vestry year and ways I can streamline and better serve the parish in this role. To that end, I have been creating a Vestry Calendar for 2023 listing the various Vestry and Executive Board meetings as well as recurring action items, such as the vote taken in June to allow the Executive Board to act on behalf of the Vestry while the Vestry breaks for the summer. In addition, I will be updating the Vestry notebooks and considering how to make them more valuable as a working resource. Suggestions are welcome.

I am also aware that we need to update our Parish Register to correctly identify the members of the Parish. As at least our past two Annual Meetings were held via Zoom, we were not able to have new members sign and update the Register. We also need to correctly identify our inactive members, which will be a bit more difficult due to the events of the past two years.

We are also required by our By-Laws to publish two weeks before the Annual Meeting each year a list of all eligible voting members of the Parish. Since I first began attending CGS in 2010, I do not believe I have ever seen such a list. This is at the top of my list of 2023 goals.

However, as a long-time career admin (yes, my childhood dream was to be a secretary), this is the stuff I live for so it's exciting to be challenged and be able to use my skill set to serve CGS. I am appreciative and grateful for the support of Pastor Kathy, Deacon Nancy, JohnB, Sue, Sandy, and Amey, and the Vestry for letting me do my thing, and I look forward to working with and supporting our new Senior Warden. I also offer thanks and gratitude to Sue Corman for her hard work in getting us through the storm, and wish her and Mary the best in their retirement and travels starting next summer.

STEWARDSHIP REPORT

Chairperson: Dave Insley

Vestry Liaison: Don Yelton

Committee Members: Kathy Blair, Don Fluckinger, Sue Corman, Pastor Kathy

The Stewardship Committee and volunteer Vestry members contacted approximately 105 families as a last push for the 2023 pledge drive. As of December 30, there were 168 families pledging in 2023 which was 96% of the goal. A total of \$327,559 was pledged for 2023 which is 84% of the goal of \$390K.

The committee would like to thank all of those people who helped to reach out to parishioners for the 2023 Pledge Campaign. Special thanks to Dave Insley who has continued to provide energetic leadership to this very important effort.

Don Yelton

Notes on December financials:

Admin fund:

In December we received the \$20,000 loan from the Diocese to support the anticipated cost of re-pointing the church perimeter. This was deposited into the Admin Fund. The work to date has cost \$7,888 and Jack Schroeder believes it will not be much more to complete the work in the spring. This means there will be leftover funds. The Diocese has already indicated that CGS can allocate these funds for other building improvements.

Building Loan from Diocese:

Loan that is 2-3% interest (much better than Line of Credit), no balloon payments or such.

Statement of Activities CGS Dec

	Actual Dec 2022	Budget Dec 2022	Actual Jan-Dec 2022	Budget Jan-Dec 2022	Actual Jan-Dec 2021	Annual Budget Jan-Dec 2022
Revenues						
Commitment Income	\$ 27,746	\$ 24,917	\$ 332,190	\$ 299,000	\$ 352,421	\$ 299,000
Undesignated Pledges	\$ -	\$ -	\$ -	\$ -	\$ 166	\$ -
Non-Pledge Income	\$ 8,623	\$ 2,042	\$ 34,844	\$ 24,500	\$ 25,844	\$ 24,500
Special Commitments	\$ 3,705	\$ 1,417	\$ 7,538	\$ 17,000	\$ 7,729	\$ 17,000
Loose Offerings	\$ 428	\$ 978	\$ 3,631	\$ 2,876	\$ 2,876	\$ 2,876
Special Contributions	\$ 1,230	\$ 917	\$ 5,748	\$ 11,000	\$ 14,972	\$ 11,000
Endowment	\$ -	\$ -	\$ 61,806	\$ 61,806	\$ 53,878	\$ 61,806
Previous Budget Surplus	\$ -	\$ -	\$ 5,130	\$ 5,130	\$ -	\$ 5,130
Building Use	\$ 610	\$ 500	\$ 12,913	\$ 6,000	\$ 5,338	\$ 6,000
Fundraising	\$ 330	\$ 458	\$ 1,972	\$ 14,000	\$ 9,902	\$ 14,000
Gifts & Bequests	\$ -	\$ 321	\$ 79	\$ 3,850	\$ 14,859	\$ 3,850
Designated Gifts	\$ -	\$ -	\$ -	\$ -	\$ 4,484	\$ -
Diocesan Grants	\$ -	\$ 7,917	\$ 26,250	\$ 32,500	\$ 12,500	\$ 32,500
Line of Credit	\$ -	\$ -	\$ 40,000	\$ 10,000	\$ 20,000	\$ 10,000
Total Revenues	\$ 42,673	\$ 39,465	\$ 532,101	\$ 487,662	\$ 584,890	\$ 487,662
Expenses						
A) Staff Salaries						
1) Rector	\$ -	\$ -	\$ 24,575	\$ 24,575	\$ 96,548	\$ 24,575
2) Curate	\$ -	\$ 4,899	\$ 31,134	\$ 65,992	\$ 57,012	\$ 65,992
3) Priest in Charge	\$ 6,602	\$ 6,003	\$ 73,140	\$ 72,037	\$ -	\$ 72,037
4) Clergy Development	\$ -	\$ 250	\$ 2,014	\$ 3,000	\$ 1,586	\$ 3,000
Total A) Staff Salaries	\$ 6,602	\$ 11,152	\$ 130,862	\$ 165,604	\$ 155,146	\$ 165,604
B) Church Overhead						
1) Staff Taxes	\$ 3,374	\$ 1,844	\$ 26,526	\$ 22,129	\$ 23,136	\$ 22,129
2) Clergy Pensions	\$ 1,251	\$ 1,997	\$ 23,163	\$ 28,684	\$ 28,980	\$ 28,684
3) Staff Pensions	\$ (159)	\$ 901	\$ 8,163	\$ 10,816	\$ 8,977	\$ 10,816
4)Health,WC, Disab, Life Ins.	\$ 1,141	\$ 2,496	\$ 23,819	\$ 29,946	\$ 29,959	\$ 29,946
5) Supply Clergy	\$ -	\$ 33	\$ 1,218	\$ 400	\$ 688	\$ 400
Total B) Church Overhead	\$ 5,607	\$ 7,271	\$ 82,889	\$ 91,975	\$ 91,739	\$ 91,975
C) Office Overhead						

Statement of Activities CGS Dec

	Actual Dec 2022	Budget Dec 2022	Actual Jan-Dec 2022	Budget Jan-Dec 2022	Actual Jan-Dec 2021	Annual Budget Jan-Dec 2022
1) Telephone & Internet	\$ 309	\$ 375	\$ 4,940	\$ 4,500	\$ 4,798	\$ 4,500
2) Postage	\$ 478	\$ 300	\$ 3,164	\$ 2,350	\$ 2,462	\$ 2,350
3) Copy & Print	\$ 874	\$ -	\$ 5,885	\$ -	\$ 280	\$ -
4) Office Expenses	\$ 791	\$ 559	\$ 5,403	\$ 8,500	\$ 9,153	\$ 8,500
5) Parish Administrator	\$ 4,314	\$ 4,314	\$ 51,986	\$ 51,764	\$ 39,256	\$ 51,764
6) Parish Secretary	\$ -	\$ -	\$ -	\$ -	\$ 10,708	\$ -
7) Computer Expenses	\$ 787	\$ 750	\$ 10,329	\$ 9,000	\$ 10,703	\$ 9,000
8) Financial review	\$ -	\$ 83	\$ -	\$ 1,000	\$ -	\$ 1,000
9) Safe Church Personnel Safety	\$ 20	\$ 13	\$ 30	\$ 150	\$ 62	\$ 150
Total C) Office Overhead	\$ 7,572	\$ 6,394	\$ 81,738	\$ 77,264	\$ 77,422	\$ 77,264
D) Diocesan Assessment						
1) Diocesan Assessment	\$ 5,412	\$ 5,896	\$ 66,396	\$ 70,752	\$ 73,293	\$ 70,752
Total D) Diocesan Assessment	\$ 5,412	\$ 5,896	\$ 66,396	\$ 70,752	\$ 73,293	\$ 70,752
E) Community Action						
1) The Front Door Agency	\$ -	\$ 833	\$ -	\$ 10,000	\$ 15,000	\$ 10,000
2) Seminaries	\$ -	\$ 500	\$ -	\$ 500	\$ -	\$ 500
3) Soup Kitchen & Shelter	\$ -	\$ 542	\$ 382	\$ 6,500	\$ 1,500	\$ 6,500
Total E) Community Action	\$ -	\$ 1,875	\$ 382	\$ 17,000	\$ 16,500	\$ 17,000
F) Worship						
1) Organist/Music Program	\$ 1,826	\$ 667	\$ 8,346	\$ 8,000	\$ 8,000	\$ 8,000
2) Music Director	\$ 4,293	\$ 4,293	\$ 51,632	\$ 51,512	\$ 48,642	\$ 51,512
4) Altar Flowers	\$ 574	\$ 380	\$ 961	\$ 430	\$ 945	\$ 430
5) Candles, Bread & Wine	\$ 437	\$ 36	\$ 997	\$ 430	\$ 801	\$ 430
Total F) Worship	\$ 7,129	\$ 5,375	\$ 61,935	\$ 60,372	\$ 58,387	\$ 60,372
G) Building & Grounds						
1) Property	\$ 1,142	\$ 1,725	\$ 30,853	\$ 20,700	\$ 16,509	\$ 20,700
2) Utilities	\$ 3,744	\$ 2,012	\$ 34,747	\$ 26,505	\$ 29,234	\$ 26,505
3) Insurance	\$ 2,372	\$ 708	\$ 9,489	\$ 8,500	\$ 9,487	\$ 8,500
4) Sexton Salary	\$ 496	\$ 441	\$ 4,614	\$ 5,295	\$ 4,853	\$ 5,295
5) Cleaning Company	\$ 930	\$ 292	\$ 7,640	\$ 3,500	\$ 3,413	\$ 3,500
6) Covid related expenses	\$ -	\$ -	\$ -	\$ -	\$ 780	\$ -

Statement of Activities CGS Dec

	Actual Dec 2022	Budget Dec 2022	Actual Jan-Dec 2022	Budget Jan-Dec 2022	Actual Jan-Dec 2021	Annual Budget Jan-Dec 2022
Total G) Building & Grounds	\$ 8,685	\$ 5,178	\$ 87,343	\$ 64,500	\$ 64,276	\$ 64,500
H) Christian Education						
1) Adult	\$ 39	\$ 42	\$ 506	\$ 500	\$ 492	\$ 500
2) Children	\$ -	\$ 58	\$ 821	\$ 700	\$ 670	\$ 700
3) Youth	\$ 334	\$ 42	\$ 603	\$ 500	\$ 567	\$ 500
4) Youth Director Salary	\$ 895	\$ 746	\$ 8,513	\$ 8,951	\$ 8,875	\$ 8,951
5) Sunday School Coordinator	\$ 895	\$ 746	\$ 3,580	\$ 8,951	\$ 5,071	\$ 8,951
6) Nursery	\$ -	\$ 50	\$ -	\$ 600	\$ -	\$ 600
Total H) Christian Education	\$ 2,163	\$ 1,683	\$ 14,022	\$ 20,202	\$ 15,675	\$ 20,202
I) Other Programs & Org.						
1) Fellowship & Special Events	\$ -	\$ 80	\$ 203	\$ 1,000	\$ 828	\$ 1,000
2) Stewardship	\$ 181	\$ 33	\$ 492	\$ 800	\$ 194	\$ 800
3) Mileage/Travel	\$ -	\$ 100	\$ 100	\$ 1,200	\$ 1,177	\$ 1,200
Total I) Other Programs & Org.	\$ 181	\$ 214	\$ 795	\$ 3,000	\$ 2,199	\$ 3,000
Line of Credit	\$ 250	\$ 833	\$ 3,550	\$ 10,000	\$ 20,000	\$ 10,000
Total Expenses	\$ 43,601	\$ 45,872	\$ 529,913	\$ 580,669	\$ 574,637	\$ 580,669
Net Total	\$ (929)	\$ (6,407)	\$ 2,188	\$ (93,007)	\$ 10,253	\$ (93,007)
		Credit Line	\$ (38,000)			
			\$ (35,812)			

	Balance
Assets	12/31/2022
Operating Checking	\$ 21,824.27
Book of Remembrance (Unrestricted portion)	\$ 26,600.14
Admin Fund (Unrestricted portion)	\$ 14,802.75
Short term Receivables (60 Days)	\$ 85,161.95
Outstanding checks	\$ 4,904.75
Total Assets	\$153,293.86
Liabilities & Net Assets	
Liabilities	
Building Loan with Diocese	\$20,000.00
Line of Credit	\$38,001.68
Total Liabilities	\$58,001.68
Net Assets	
Book of Remembrance (Restricted)	\$ 60,045.91
Admin Fund (Restricted)	\$ 35,246.27
Total Net Assets	\$ 95,292.18
Total Liabilities & Net Assets	\$ 153,293.86

Operating Cash Balance as of Dec 1 ,2022	\$	23,546.46
December Income	\$	42,673.00
December Expenses	\$	(43,601.00)
December Expenses not cleared	\$	(794.19)
Operating Cash Balance as of Dec 31 2022	\$	21,824.27

Book of Remembrance				12/1/2022	
Undesignated	Hall	Nash	Newman	Solar	Total BOR
\$ 6,100.14	\$ 16,759.10	\$ 6,965.81	\$ 20,500	\$ 36,196.00	\$ 86,646.05
				Unrestricted:	\$ 26,600.14
				Restricted	\$ 60,045.91

Admin Fund		12/31/2022
Unrestricted	Restricted	Total Admin
\$ 14,802.75	\$ 35,246.27	\$ 50,049.02

Total Unrestricted	\$	41,402.89
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Commitment Income	Budget	Actual	Diff	(Ahead)/ Behind Year-to-date
Jan	\$ 24,917	\$ 19,326	\$ 5,591	\$ 5,591
Feb	\$ 24,917	\$ 30,953	\$ (6,036)	\$ (445)
Mar	\$ 24,917	\$ 26,582	\$ (1,665)	\$ (2,110)
Apr	\$ 24,917	\$ 26,782	\$ (1,865)	\$ (3,975)
May	\$ 24,917	\$ 29,336	\$ (4,419)	\$ (8,394)
Jun	\$ 24,917	\$ 24,541	\$ 376	\$ (8,018)
Jul	\$ 24,917	\$ 34,152	\$ (9,235)	\$ (17,253)
Aug	\$ 24,917	\$ 24,204	\$ 713	\$ (16,540)
Sep	\$ 24,917	\$ 29,509	\$ (4,592)	\$ (21,132)
Oct	\$ 24,917	\$ 27,641	\$ (2,724)	\$ (23,856)
Nov	\$ 24,917	\$ 31,037	\$ (6,120)	\$ (29,976)
Dec	\$ 24,917	\$ 27,746	\$ (2,829)	\$ (32,805)

Welcoming and Support Committee Report

8 January 2023

Nothing new to report

The committee plans to meet in the next month to plan a Q1 Newcomers event.

- Jennifer Atherton, vestry liaison

Communications Committee Report

Submitted by Missy Carnevale

Continued work was done on the new website design, including custom footer and additional page template designs.

2022 Year-end web metrics for the existing site are attached in my email and available upon request.

The Communications Committee did not have a formal meeting in December.

FUND RAISING Report

Nothing to report

Kathy Cormier
Vestry Liaison

Christian Education updates

Submitted by Jacqueline Marshall

1. Adult Forum

a. 3 Adult Forums were held in December. The first was a discussion led by Pastor Kathy on Navigating the Holidays with the Way of Love. The second was a super fun Scripture through Improv led by John Budzyna. The week before Christmas Sarah Patton and Susan Nutting led a book group on The Unlikely Pilgrimage of Harold Fry. The next adult forum will be on January 15th and will be a book group on Man's Search for Meaning by Victor Frankl.

b. Pastor Kathy also led a four-week long Advent Study series using Amy-Jill Levine's book, Light of the World as our primary text. It explores the Nativity stories of Luke and Matthew and also offers a Jewish and historical context on many aspects of the stories.

c. Kerygma is coming back for an Adult Lenten Study, and Robin Hertel and Karla Tolomeo will be leading that series.

2. EfM

There are 3 new members in the first year, and 5 continuing members across the other 3 years. The year will end at the beginning of December. Sue Moyle completed the 4th year last month.

3. Youth

Upcoming Events –

- a. Mission Trip Meeting – January 29 – Fundraising, specifics, etc.
- b. Shrove Tuesday – Pancake Dinner Fundraiser
- c. Outreach Projects – Caity's Closet; Blessing Bags; 30 Hour Fast

4. Sunday School

a. As of Christmas there are 24 children registered for Sunday School (That's 17 new children enrolled in 15 weeks of classes, with 73% average attendance over the last month!). There are two volunteers who are helping to bring new teachers on board. In addition to the Godly Play materials, they have begun to use the Weaving God's Promises curriculum, a modern, Episcopal resource that has proven engaging for the children, many of whom have different needs now in this post-pandemic era. Children's Eucharist services are also back up and running with the Youth.

b. Kate Engle also reported that we are becoming known for having an active Sunday School Program which is enticing more people to enroll. While very exciting, it also means as a parish that we need to be ready to support this program. Since most of the families signing up are new to the parish, and the parents need to get their own buckets filled before being ready to volunteer, we will need some longer-term members to step into teaching roles to accommodate our growing roster. If anyone has suggestions for teachers for me, please reach out to Kate Engle at sundayschool@cgsnashua.org.