

**Church of the Good Shepherd
Vestry Meeting Minutes
Tuesday, February 21, 2023**

The regular meeting of the Vestry of the Church of the Good Shepherd, Nashua, New Hampshire was held on February 21, 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; Amy Cooley; Kathy Cormier; Beth Derderian; Doug Liles; Jackie Marshall; Sarah Patton; Howard Titus; and Jane Wilkins. Absent were Beth Derderian and Missy Carnevale.

1. The meeting was called to order at 7:01 p.m. by Sue Corman. Sue welcomed the new members of the Vestry to the meeting. Sandy Desharnais then led the Vestry in prayer.
2. Susan Nutting led the Vestry in a Scripture reading and reflection based upon **Mark 12:18-34**.

3. REPORTS

Rector's Report	<i>Received and attached to minutes</i>
Deacon's Report	<i>Received and attached to minutes</i>
Sr. Warden's Report	<i>Received and attached to minutes</i>
Jr. Warden's Report	<i>Received and attached to minutes *</i>
Clerk's Report	<i>Received and attached to minutes</i>
Treasurer's Report and Financials	<i>Received and attached to minutes</i>

4. ONGOING COMMITTEE/MINISTRY REPORTS

Reports this month were requested only from the following Standing Committees:

Finance Committee	<i>Nothing to report</i>
*Nominating Committee	<i>Received and attached to minutes</i>
Stewardship Committee	<i>No report received</i>
Personnel Committee	<i>Received and attached to minutes</i>
*Property Committee	<i>Received and attached to minutes</i>
Fellowship Committee	<i>No report received</i>
Fundraising Committee	<i>No report received</i>
Christian Education Committee	<i>No report received</i>
Outreach Committee	<i>Received and attached to minutes</i>
*Welcome and Support Committee	<i>Received and attached to minutes</i>

Susan explained that moving forward, reports from committees and ministries should be forwarded to the Vestry by the beginning of the month. This will take some of the burden of the Vestry members to pull reports together, but more importantly provide the reports in a more timely manner to the Vestry and Executive Committee for review, discussion, and any action necessary.

Pastor Kathy noted that the Stewardship will be doing another mailing to reach out to those who have not pledged for the 2023 year and also to offer the option of a one time contribution.

Pastor Kathy also noted that pastoral care contact was being made to those parishioners whom she and Deacon Nancy were aware of. If the Vestry is aware of anyone needed pastoral care, to please reach out to her and/or Deacon Nancy.

MOTION: A motion was made by **Sandy Desharnais** to accept the reports into record, seconded by **Howard Titus**. The motion carried unanimously.

RECTOR 2023 LETTER OF AGREEMENT (“LOA”). Sue Corman announced that the Rector’s LOA was ready for review and approval by the Vestry prior to presentation to Pastor Kathy

EXECUTIVE SESSION

The Vestry went into Executive Session at 7:35 p.m. to discuss and take any necessary action on the Rector’s Letter of Agreement. At 7:52 p.m. **Amey Fuller** made a motion to end the Executive Session which was seconded by **Kathy Cormier**. The motion to end the Executive Session was accepted unanimously, and the meeting was reopened.

While in Executive Session, the Vestry reviewed the Letter of Agreement and after discussion, a motion was made and seconded to present the Letter of Agreement to Pastor Kathy for her approval and signature. The motion passed unanimously.

Amey Fuller reviewed the Financials with those present. She took some time to explain the set up of the financials and answered questions regarding the Book of Remembrances and Endowment funding and expenditures.

Financial Reports and Treasurer’s Review.

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

5. **BUSINESS**

A. Vestry Assignments: Meeting/Announcements. Sue Corman explained that beginning March 1, Vestry members will be doing the Announcements during the 8 am and 10 am services. Sign-ups will available during Vestry meetings and online through a Google document hosted on Google Drive.

B. Parochial and Diocesan Reports. Pastor Kathy explained that the Parochial and Diocesan Reports are due to the NH Diocese by March 1. Pursuant to CGS Bylaws 5.3.a(6), Vestry approval is needed prior to submission of the Parochial Report. The reports are being finalized and will be distributed to the Vestry via email for electronic vote. She asked Vestry member to please be on the lookout for this important email, and to respond to the electronic vote as soon as possible.

C. Music Department. Pastor Kathy also provided an updated on the Music Department transition since Brett’s resignation. Susan Moyle will be directing the Junior and Senior Choir, and Emily Adams will be organist through at least June 1. Anne Marie Wellman has agreed to direct a bell choir for the Holiday Stroll and Christmas holidays. The Personnel

Committee has been working on position descriptions for Choir Director and Organist in anticipation of permanent hires. A question was asked if money was available for organ repairs and maintenance. Pastor Kathy responded that there was money in the budget and available through the Book of Remembrance for maintenance and repairs as well as the music license.

D. RenewalWorks/Signs of Life. Susan Nutting distributed a handout prepared for the Vestry on the RenewalWorks program. RenewalWorks focuses on spiritual growth of the congregation and its parishioners. CGS will begin this process in September. In order that the Vestry can best support CGS through this process, we will begin a book study using Signs of Life by Jay Sidebotham, a supplemental book outlining the best practices of vital congregations. This four-part book study will take the place of the Lectio Divina that we have been doing at the beginning of each Vestry meeting. Pastor Kathy then distributed the books to the Vestry members. The first assignment is to read the Forward/Introduction and Chapter 1 before the Vestry retreat on March 18.

E. Parishioner Question re: Sunday School program. Jackie Marshall then relayed a question that had been asked of her regarding the Sunday School program. She had been approached and asked if it was a conflict for the Sunday School Director's spouse to be teaching Sunday School. Sue Corman responded that there was no conflict.

There being no other business, upon motion made by Amey Fuller and seconded by Sandy Desharnais, the meeting was adjourned at 8:51 p.m., followed by the Lord's Prayer.

Respectfully submitted
Susan Nutting
Clerk, CGS Vestry
Attached: Reports

FEBRUARY 2023 REPORTS TO VESTRY

The Rev. Kathy Boss
Rector :-)
Church of the Good Shepherd
Vestry Report
February 20, 2023

First, let me say how much I look forward to our continued journey together with me as your Rector. In my first year here, we accomplished a great deal—we steadied the ship, and began to get a sense of where we are going as a parish post-pandemic. We had some difficult losses, and have welcomed many new faces. We are a priesthood of all believers—laity and clergy working together to do Christ’s work in the world, to cultivate and grow Beloved Community where all are welcome, beloved, and cherished. I look forward to seeing you at the Celebration of Ministry on Thursday, March 2 at 6pm, followed by a reception.

May God inspire our witness, direct our hearts, and fashion our lives such that they shine the power of God’s love into the world.

1. Worship

Brett Greene has resigned as organist and choir director. His last day in the office is February 21. We had a lovely reception for him following Sunday service on the 19th. Susan Moyle is stepping in as interim choir director for the senior and junior choirs. Emily Adams, who has subbed several times for Brett, will be our interim organist. Both Susan and Emily have agreed to work through June. I am formulating a process for finding replacing Brett long term and will keep you up to date on that.

We continue to have steady Sunday attendance with numbers between 150-175 including in person and online. We held Family Eucharist on January 29 and had our largest in person attendance for one service (other than Christmas or Easter), 104, since the beginning of 2022. We had an adult baptism on February 5. And, sadly, as you all know, on February 18 we held a memorial service for our dear Kate Binder. Over 160 people came to the service and the Bishop was there to give the homily.

On February 12 with me down for the count with COVID, the Rev. Ed Frost graciously presided and preached that Sunday on quite short notice. He shares ministry with Michael Reinke in Milford at Church of Our Saviour and I am sure we will see him again. On February 19, Deacon Nancy preached. I am aiming in this coming year to have someone other than me preach approximately once a month.

Beginning on February 26 we will be holding monthly Recovery Dinner Church on the last Saturday of each month. This will include a liturgy of the word, a fellowship dinner with food donated by local restaurants, and eucharist. All who are in Recovery or who love those in recovery are welcome to join us. Parishioners Cindy Hayes and Tony Amico are the lay leaders for this service.

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

Robin Hertel and Karla Tolomeo will be offering a Kerygma study for the Lenten season beginning March 1 on Wednesday mornings after Morning Prayer. And, Sarah Patton and Susan Moyle are leading Sacred Ground beginning Monday February 20 at 6:30pm. Currently there are 7 people signed up for Sacred Ground and 9 for Kerygma. In addition, on Monday February 27 I will be launching a weekly Centering Prayer Group and book study.

Adult Forum continues to thrive. Jill Rosier's presentation on Jerusalem had 24 attendees and has inspired us to begin researching a possible trip to Jerusalem for CGS in spring 2024. One February 26 we'll welcome Kelly Sundberg Seaman, Dean of the School for Ministry of the Church of New Hampshire, to talk about their courses and programs.

I am in the process of planning a course for adult confirmands in anticipation of the Bishop's visit on June 4.

We are officially bringing back the between service Coffee Hour with the hope that once that is going strong again, we will be able to have additional fellowship after the second service that is especially targeted to welcoming folks who are new. Diane Robinson, Paige Schaller, and Marilyn Kantargis have been pivotal in helping to guide this thinking process.

I meet regularly with Nancy Madeira and Kate Engle to discuss our Sunday School and Youth formation and am there for the confirmation classes. On May 7 I will be going to visit the Sunday School to answer questions and spend some time with the kids. I'll also be there for the 30 hour fast to celebrate Eucharist as they come out of the fast and to participate in activities.

3. Pastoral

I make regular visits to several parishioners and work with Deacon Nancy to ensure that pastoral needs are met. I had the honor to accompany Kate and her family and friends as she made the pilgrimage through her final days with us. I also go twice a week to the Day Café and check in regularly on local folks who are living in shelters or on the street. 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

On February 6 and 7, I attended the Church of NH clergy retreat. The featured speaker was Cynthia Bourgeault who gave a wonderful vision of Hope for this day and age. 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 (this is a two-year program), as well as a meeting for Big Churches in NH. In January I began work on the Clergy Formation Committee.

Respectfully submitted,

The Reverend Kathy Boss, Rector

Deacon's Report to Vestry February 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 will preach at 8am and 10am on February 19, 2023.

I did the Litany at the Time of Death 2/12/2023 and served at Kate Binder's funeral 2/18/2023.

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 did not meet in January. We will meet February 26. There are 19 people serving on the team with 1 member who is taking a break from active visitation due to personal health issues. Gwen Brown and Howard Titus are not continuing on the team. We are currently serving 15 homebound parishioners. There is an additional person Documentation of visits/calls continues to be a challenge. Monthly Report was compiled and sent to Pastor Kathy.

The Aging & Spirituality program is being finalized. It will begin April 11 and run for six weeks. The flyer is up and registration is open. Registration is limited to 20 people, first come, first serve. Currently 8 people have signed up.

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

I serve on a Regional Discernment Committee for the Diocese.

I attend the monthly Nashua Area Inter-Faith Council, Bishop/Clergy meetings.

I continue serving on the Nashua Home Host Network assisting an immigrant family from the Congo relocate to Nashua.

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

January 11, 18, 25, February 1, 8, 15 Bible Study Ruth and Esther, Church Next, 6 hr.

January 20, 2023 Elder Circle – Discussion of Faith, 2 hr.

February 9, 2023 Life and Work of Deacons – Public Policy Advocacy, AED and Episcopal Church Office of Government Relations, 2 hr.

February 10, 2023 Life and Work of Deacons – Public Policy Advocacy, AED and Episcopal Church Office of Government Relations, 3 hr.

February 17, 2023 Elder Circle – continue discussion from January on Faith, 2 hr.

Your servant in Christ,
Nancy

Senior Warden Report

On behalf of the Executive Committee and Pastor Kathy, I would like to welcome and thank our new Vestry members as well as our continuing members. Thank you for your service to God and CGS.

We have endured much loss as a parish these recent weeks and our grieving will continue, but with God's help will wain as time passes. Those we have lost will forever be in our hearts.

We have also said goodbye to our Music Director, Brett Greene as he moves on in his musical journey. We will miss Brett and wish him the best.

So now, in another new chapter in the ministry of CGS, we welcome Pastor Kathy Boss as our first female Rector. As she begins her second year with us, I am excited to continue in partnership with Kathy as she continues to lead us forward in our faithful journey.

While so many programs have returned in full, and many new programs of formation have rolled out, some of our fundamental programs are still in need of help and revival. Fundraising for one, has been neglected since COVID set in, as well as Fellowship.

Sue Corman, Senior Warden

Clerk's Report

I have had a bit of a busy month - primarily self-inflicted. I am pleased to report that the 2023 Annual Meeting minutes are done and dusted until they are needed for next year's meeting.

My primary focus this past month has been organizational, in part to take some of the more clerical and admin tasks off John's desk so he can focus on more pressing matters, such as the Parochial Report which is due to the Diocese March 1. I am also looking at other ways to streamline some of the more routine tasks and matters so they don't take up so much of our time and energy.

One of those ways is moving the committee/ministry reporting from Vestry liaisons back to those committee/ministry chairs. We are going to try having the reports sent out to the Vestry by the beginning of each month so the Executive Committee has those reports in hand for its meetings. It will allow time for questions and concerns to be addressed, and identify action items prior to the Vestry meeting so we will be working more in real time than two weeks to a month behind. Hopefully, this will be seen as a win-win, rather than an extra burden.

I redid everyone's name tags. I found in my office stash the name tag holders with the magnetic backs so you will find one of those in your mailbox. There is also a backup name tag with the clip holder. We ask that you wear your name tag during church services and social events and activities.

Finally, I am working on a redo of the Vestry notebooks to make them more user-friendly, and more of a workbook style, rather than a reference tool that gets put aside with good intentions but never used again. If there are things you would like to see in the notebook, please let me

know. Sue and I will be working on this project together and will have the notebooks for the March retreat.

I am pleased to report that Chris Chadbourne reached out to Pastor Kathy at the beginning of the year to discuss ways he can continue to contribute to the life of the parish, even from a distance. Chris has a great deal of institutional knowledge, and I am looking forward to working with him on some of these long-term projects, such as updating the membership roster post-COVID. It also looks like we may have to do an entire amendment and restatement of the CGS Bylaws to bring them more into conformance with the Diocese standards so that may be a project where we can use his assistance as well.

Blessings

Susan Nutting, Clerk

COMMUNITY ACTION OUTREACH - Front Door Agency

This past month CGS held a Get-Well Buddy Bag drive to collect items for the FDA families in time of sickness. They requested 337 medical supplies that would be distributed among the 18 FDA families. We were able to collect 310 items. We had six volunteers (including myself) to collect, sort, place the items in bags, and then check each bag for each family. These Get-Well Buddy Bags were then delivered to the Norwell House. The FDA was very excited to receive the bags and advised that they currently had 11 kids that were in different stages of sickness.

Our next drive for the FDA is the Easter Basket drive for each FDA child. More information to follow regarding this event in the near future.

Mary O'Reilly

PASTORAL CARE - Welcoming and Support Committee:

We continue to welcome new members. We are notified by John B in the office when a new parishioner has completed a Newcomer Card. We then call or email the parishioner and help to connect them with programs and ministries they are interested in. We have Newcomer gatherings 1-2 times a year. The last was in November and well attended.

We have had several new members since the beginning of the year. We also continue to provide support to parishioners for various times of need.

Jill Rosier

PASTORAL CARE - Lay Companion Ministry

12 February 2023

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

Our next meeting is scheduled for 26 February 2023.

Sandy Desharnais

PARISH STEWARDSHIP - Nominating Committee (Serve in Elected Position)

12 February 2023

The Nominating Committee has one additional position to fill (Sr. Warden) prior to disbanding. Hopefully we can complete this search in short order.

In January, Doug Liles, Sarah Patton and Jane Wilkins were voted to the Vestry; Diocese Convention Delegates Louise Bessler and Marybeth Snow and John Roundtree and Karla Tolomeo were voted to continue representing CGS at the Inter-faith Council. Jennifer Atherton, Richard Binder, Paige Schaller, Marybeth Snow, and Don Yelton completed their terms on Vestry and Kate Binder completed her term on the Nashua Inter-faith Council Delegate.

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) for current or future consideration
Sandy Desharnais, Chair

PARISH STEWARDSHIP - Building & Grounds Vestry Report

12 February 2023

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. This issue should be resolved in the next couple of months when the Annual Nashua Fire inspection will be performed.

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. A team including Pastor Kathy, Wayne Blair, Fred Manheck will determine what needs to be done in the kitchen, pricing and set priorities.

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 hopefully will be resolved this year.

5. The Property Committee is currently working with our Administrator to develop an audit schedule for maintenance items.

6. Pricing to replace stair treads at side entrance is currently being worked up.

Submitted by Sandra Desharnais, Property Committee Chair

PARISH STEWARDSHIP - Personnel Committee

The personnel Committee met via zoom on February 1st to discuss and recommend the Rector compensation package for Rev. Kathy Boss. This was sent to the Diocese to be approved and drafted and will be presented to the Vestry for final approval.

Submitted by Sue Corman, Chair

PARISH STEWARDSHIP - Finance Committee

The Finance Committee has not met this month.

Submitted by Sue Corman

PARISH STEWARDSHIP - Website/Communications

Submitted by Missy Carnevale

- Communications Committee met January 31, 2023. Missy Carnevale, Julia Gower, Stephen Bailey, Don Yelton, Wayne Blair attended via zoom. Missing: Francis Rodier
- February 1st, Missy Carnevale and Julia Gower met with Pastor Kathy to share the website design and site map. Pastor Kathy was pleased and shared suggestions that will be included in development. These suggestions were shared with the full committee. Final actions of the website include further development, then a shift of content. This start after Pastor Kathy provides a process for sharing updated content, images and other possible adjustments.
- Committee chipped in to send Kate Binder flowers upon her return home from the hospital.
- Social media will restart in February with updated posting by committee on Mon, Tues, Wed, Thu, Sat.
- February web site analytics will be pulled first week of March. Full year analytics for 2022 will be pulled and filed as benchmark data. When the new site shifts to G4 analytics in the coming months, historical data will be unavailable.

Statement of Activities CGS Jan SUMMARY

	Actual Jan2023	Budget Jan 2023	Actual Jan-Dec 2022	Budget Jan- Dec 2023	Budget Left Feb-Dec 2023
Revenues					
Commitment Income	\$ 24,992	\$ 29,167	\$ 333,410	\$ 350,000	\$ 324,167
Non-Pledge Income	\$ 1,770	\$ 3,000	\$ 34,864	\$ 24,516	\$ 22,746
Special Commitments	\$ -	\$ -	\$ 7,538	\$ 7,617	\$ 7,617
Loose Offerings	\$ 262	\$ 179	\$ 3,631	\$ 3,158	\$ 2,897
Special Contributions	\$ 1,638	\$ 325	\$ 5,748	\$ 5,397	\$ 3,709
Endowment	\$ -	\$ -	\$ 61,806	\$ 61,806	\$ 61,806
Building Use	\$ 1,815	\$ 1,020	\$ 12,913	\$ 12,429	\$ 10,614
Fundraising	\$ 24	\$ -	\$ 2,147	\$ 4,000	\$ 4,000
Diocesan Grants	\$ -	\$ -	\$ 26,250	\$ 5,000	\$ 5,000
Total Revenues	\$ 30,501	\$ 33,691	\$ 533,516	\$ 473,923	\$ 442,556
Expenses					
A) Clergy & Admin					
1) Rector	\$ 8,995	\$ 8,876	\$ 24,575	\$ 111,952	\$ 102,957
4) Parish Administrator	\$ 4,581	\$ 4,672	\$ -	\$ 60,793	\$ 56,212
5) Communications/Outreach	\$ -	\$ 1,250	\$ -	\$ 15,000	\$ 15,000
Total A) Clergy & Staff Salaries	\$ 13,576	\$ 14,798	\$ 130,862	\$ 187,745	\$ 174,169
B) Church Overhead					
1) Staff Taxes	\$ 2,119	\$ 1,404	\$ 26,526	\$ 16,852	\$ 14,733
3) Staff Pensions	\$ (159)	\$ -	\$ 8,163	\$ 6,271	\$ 6,430
4)Health,WC, Disab, Life Ins.	\$ 225	\$ -	\$ 25,037	\$ 850	\$ 625
5) Staff Development	\$ -	\$ 167	\$ -	\$ 2,000	\$ 2,000
Total B) Church Overhead	\$ 2,184	\$ 1,571	\$ 82,889	\$ 25,973	\$ 23,789
C) Office Overhead					
1) Telephone & Internet	\$ 314	\$ 417	\$ 4,940	\$ 5,000	\$ 4,686
2) Postage	\$ 247	\$ 221	\$ 3,164	\$ 3,200	\$ 2,861
3) Copy & Print	\$ 330	\$ 1,258	\$ 5,885	\$ 6,200	\$ 5,797
4) Office Expenses	\$ 130	\$ 750	\$ 5,403	\$ 9,000	\$ 8,812
7) Computer Expenses	\$ 1,308	\$ 962	\$ 10,329	\$ 11,547	\$ 9,455
9) Safe Church Personnel Safety	\$ -	\$ -	\$ 30	\$ 500	\$ 480
Total C) Office Overhead	\$ 2,329	\$ 3,608	\$ 81,738	\$ 35,447	\$ 32,090
D) Diocesan Assessment					
1) Diocesan Assessment	\$ 5,412	\$ 6,197	\$ 66,396	\$ 74,364	\$ 68,952
Total D) Diocesan Assessment	\$ 5,412	\$ 6,197	\$ 66,396	\$ 74,364	\$ 68,952
F) Worship					
1) Organist/Music Program	\$ 425	\$ 333	\$ 8,346	\$ 5,000	\$ 4,318
2) Music Director	\$ 4,293	\$ 4,174	\$ 51,632	\$ 51,632	\$ 47,339
3) Supply Clergy	\$ -	\$ 250	\$ -	\$ 3,300	\$ 3,075
4) Altar Flowers	\$ -	\$ -	\$ 961	\$ -	\$ (180)
5) Candles, Bread & Wine	\$ -	\$ 36	\$ 997	\$ 659	\$ 659
Total F) Worship	\$ 4,718	\$ 4,793	\$ 61,935	\$ 60,591	\$ 55,211

Statement of Activities CGS Jan SUMMARY

	Actual Jan2023	Budget Jan 2023	Actual Jan-Dec 2022	Budget Jan- Dec 2023	Budget Left Feb-Dec 2023
G) Building & Grounds					
1) Property	\$ 2,440	\$ 3,864	\$ 30,853	\$ 27,000	\$ 23,113
2) Utilities	\$ 4,925	\$ 3,011	\$ 34,747	\$ 37,573	\$ 32,452
3) Insurance	\$ -	\$ -	\$ 9,489	\$ 9,500	\$ 9,500
4) Sexton Salary	\$ 837	\$ 1,050	\$ 4,614	\$ 12,600	\$ 11,252
Total G) Building & Grounds	\$ 8,202	\$ 7,925	\$ 87,343	\$ 86,673	\$ 76,316
H) Christian Education					
1) Adult	\$ 287	\$ 94	\$ 506	\$ 600	\$ 410
2) Children	\$ -	\$ -	\$ 821	\$ 700	\$ 700
3) Youth	\$ -	\$ -	\$ 603	\$ 500	\$ 500
4) Youth Director Salary	\$ 895	\$ 757	\$ 8,513	\$ 9,085	\$ 8,190
5) Sunday School Coordinator	\$ 895	\$ 746	\$ 3,580	\$ 8,951	\$ 8,056
6) Nursery	\$ -	\$ 83	\$ -	\$ 1,000	\$ 1,000
Total H) Christian Education	\$ 2,077	\$ 1,681	\$ 14,022	\$ 20,836	\$ 18,856
I) Other Programs & Org.					
1) Fellowship & Special Events	\$ 351	\$ 217	\$ 203	\$ 2,700	\$ 2,299
2) Stewardship	\$ -	\$ 337	\$ 492	\$ 410	\$ 410
Total I) Other Programs & Org.	\$ 351	\$ 554	\$ 795	\$ 3,110	\$ 2,709
Line of Credit	\$ 300	\$ -	\$ 3,550	\$ -	\$ (300)
Total Expenses	\$ 39,149	\$ 41,127	\$ 529,913	\$ 494,739	\$ 451,792
Net Total	\$ (8,648)	\$ (7,436)	\$ 3,603	\$ (20,816)	\$ (9,236)

Operating Cash Balance as of Jan 1 ,2023	\$	21,824.27
January Income	\$	30,500.65
January Expenses	\$	(39,148.92)
January Expenses not cleared	\$	4,436.60
Operating Cash Balance as of Jan 31 2023	\$	17,612.60

Book of Remembrance

				1/31/2023	
Undesignated	Hall	Nash	Newman	Solar	Total BOR
\$ 6,120.14	\$ 16,759.10	\$ 6,965.81	\$ 20,500	\$ 36,196.00	\$ 86,666.05
				Unrestricted:	\$ 26,620.14
				Restricted	\$ 60,045.91

Admin Fund 1/31/2023

Unrestricted	Restricted	Total Admin
\$ 14,802.75	\$ 42,217.83	\$ 57,020.58

Total Unrestricted \$ 41,422.89

Commitment Income	Budget	Actual	Diff	(Ahead)/ Behind YTD
Jan	\$ 29,167	\$ 24,992	\$ 4,175	\$ 4,175

	Balance
Assets	1/31/2023
Operating Checking	\$ 17,612.60
Book of Remembrance (Unrestricted portion)	\$ 26,600.14
Admin Fund (Unrestricted portion)	\$ 14,802.75
Short term Receivables (60 Days)	\$ 95,378.00
Outstanding checks	\$ 5,871.93
Total Assets	\$160,265.42
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)	\$ 42,217.83
Total Net Assets	\$ 102,263.74
Total Liabilities & Net Assets	\$ 160,265.42

Statement of Activities CGS Jan-Feb 2023 Vestry.xlsx

	Actual Feb 2023	Budget Feb 2023	Actual Jan- Feb 2023	Budget Jan- Feb 2023	Actual Jan-Dec 2022	Budget Jan- Dec 2023	Budget Left Mar-Dec 2023
Revenues							
Commitment Income	\$ 26,323	\$ 29,167	\$ 51,315	\$ 58,333	\$ 333,410	\$ 350,000	\$ 290,667
Undesignated Pledges	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (228)
Non-Pledge Income	\$ 3,060	\$ 1,207	\$ 4,830	\$ 4,207	\$ 34,864	\$ 24,516	\$ 18,961
Special Commitments	\$ 284	\$ 1,000	\$ 284	\$ 1,000	\$ 7,538	\$ 7,617	\$ 7,233
Loose Offerings	\$ 277	\$ 258	\$ 539	\$ 437	\$ 3,631	\$ 3,158	\$ 2,560
Special Contributions	\$ 515	\$ 110	\$ 2,153	\$ 435	\$ 5,748	\$ 5,397	\$ 2,094
Endowment	\$ -	\$ -	\$ -	\$ -	\$ 61,806	\$ 61,806	\$ 61,806
Previous Budget Surplus	\$ -	\$ -	\$ -	\$ -	\$ 5,130	\$ -	\$ -
Building Use	\$ 620	\$ 890	\$ 2,435	\$ 1,910	\$ 12,913	\$ 12,429	\$ 9,544
Fundraising	\$ (24)	\$ -	\$ -	\$ -	\$ 2,147	\$ 4,000	\$ 4,000
Gifts & Bequests	\$ -	\$ -	\$ -	\$ -	\$ 79	\$ -	\$ -
Diocesan Grants	\$ -	\$ -	\$ -	\$ -	\$ 26,250	\$ 5,000	\$ 5,000
Line of Credit	\$ -	\$ -	\$ -	\$ -	\$ 40,000	\$ -	\$ -
Total Revenues	\$ 31,055	\$ 32,632	\$ 61,556	\$ 66,323	\$ 533,516	\$ 473,923	\$ 401,637
Expenses							
A) Clergy & Staff Salaries							
1) Rector	\$ 8,851	\$ 8,876	\$ 17,845	\$ 17,753	\$ 24,575	\$ 111,952	\$ 94,107
2) Curate	\$ -	\$ -	\$ -	\$ -	\$ 31,134	\$ -	\$ -
3) Priest in Charge	\$ -	\$ -	\$ -	\$ -	\$ 73,140	\$ -	\$ -
4) Parish Administrator	\$ 4,706	\$ 5,460	\$ 9,287	\$ 10,132	\$ -	\$ 60,793	\$ 51,506
5) Communications/Outreach	\$ -	\$ 1,250	\$ -	\$ 2,500	\$ -	\$ 15,000	\$ 15,000
4) Clergy Development	\$ -	\$ -	\$ -	\$ -	\$ 2,014	\$ -	\$ -
Total A) Clergy & Staff Salaries	\$ 13,557	\$ 15,586	\$ 27,133	\$ 30,385	\$ 130,862	\$ 187,745	\$ 160,612
B) Church Overhead							
1) Staff Taxes	\$ 1,993	\$ 1,404	\$ 4,112	\$ 2,809	\$ 26,526	\$ 16,852	\$ 12,740
2) Clergy Pensions	\$ -	\$ -	\$ -	\$ -	\$ 23,163	\$ -	\$ -
3) Staff Pensions	\$ (159)	\$ 1,045	\$ (319)	\$ 1,045	\$ 10,165	\$ 6,271	\$ 4,588
4) Health, WC, Disab, Life Ins.	\$ -	\$ -	\$ -	\$ -	\$ 25,037	\$ 850	\$ 850
5) Staff Development	\$ -	\$ 167	\$ -	\$ 333	\$ -	\$ 2,000	\$ 2,000
Total B) Church Overhead	\$ 1,834	\$ 2,616	\$ 3,793	\$ 4,187	\$ 84,891	\$ 25,973	\$ 20,178

Statement of Activities CGS Jan-Feb 2023 Vestry.xlsx

	Actual Feb 2023	Budget Feb 2023	Actual Jan- Feb 2023	Budget Jan- Feb 2023	Actual Jan-Dec 2022	Budget Jan- Dec 2023	Budget Left Mar-Dec 2023
C) Office Overhead							
1) Telephone & Internet	\$ 50	\$ 417	\$ 364	\$ 833	\$ 4,940	\$ 5,000	\$ 4,636
2) Postage	\$ 92	\$ 521	\$ 339	\$ 742	\$ 3,164	\$ 3,200	\$ 2,861
3) Copy & Print	\$ 440	\$ 158	\$ 770	\$ 1,417	\$ 5,885	\$ 6,200	\$ 5,430
4) Office Expenses	\$ 432	\$ 750	\$ 561	\$ 1,500	\$ 5,403	\$ 9,000	\$ 8,361
5) Parish Administrator	\$ -	\$ -	\$ -	\$ -	\$ 51,986	\$ -	\$ -
7) Computer Expenses	\$ 863	\$ 962	\$ 2,171	\$ 1,925	\$ 10,329	\$ 11,547	\$ 9,376
9) Safe Church Personnel Safety	\$ 20	\$ 100	\$ 20	\$ 100	\$ 30	\$ 500	\$ 480
Total C) Office Overhead	\$ 1,897	\$ 2,908	\$ 4,226	\$ 6,516	\$ 81,738	\$ 35,447	\$ 31,143
D) Diocesan Assessment							
1) Diocesan Assessment	\$ 5,412	\$ 6,197	\$ 10,824	\$ 12,394	\$ 66,396	\$ 74,364	\$ 63,540
Total D) Diocesan Assessment	\$ 5,412	\$ 6,197	\$ 10,824	\$ 12,394	\$ 66,396	\$ 74,364	\$ 63,540
F) Worship							
1) Organist/Music Program	\$ (823)	\$ 333	\$ (398)	\$ 667	\$ 8,346	\$ 5,000	\$ 4,006
2) Music Director	\$ 4,293	\$ 4,293	\$ 8,585	\$ 8,466	\$ 51,632	\$ 51,632	\$ 43,047
3) Supply Clergy	\$ 225	\$ 250	\$ 450	\$ 500	\$ -	\$ 3,300	\$ 2,850
4) Altar Flowers	\$ 180	\$ -	\$ 180	\$ -	\$ 961	\$ -	\$ (180)
5) Candles, Bread & Wine	\$ 36	\$ 62	\$ 36	\$ 98	\$ 997	\$ 659	\$ 409
Total F) Worship	\$ 3,911	\$ 4,938	\$ 8,853	\$ 9,731	\$ 61,935	\$ 60,591	\$ 50,131
G) Building & Grounds							
1) Property	\$ 4,021	\$ 3,022	\$ 6,461	\$ 6,886	\$ 30,853	\$ 27,000	\$ 20,539
2) Utilities	\$ 3,936	\$ 3,449	\$ 8,861	\$ 6,459	\$ 34,747	\$ 37,573	\$ 28,712
3) Insurance	\$ -	\$ -	\$ -	\$ -	\$ 9,489	\$ 9,500	\$ 9,500
4) Sexton Salary	\$ 961	\$ 1,050	\$ 1,798	\$ 2,100	\$ 4,614	\$ 12,600	\$ 10,372
5) Cleaning Company	\$ -	\$ -	\$ -	\$ -	\$ 7,640	\$ -	\$ -
Total G) Building & Grounds	\$ 8,918	\$ 7,521	\$ 17,120	\$ 15,445	\$ 87,343	\$ 86,673	\$ 69,123

Statement of Activities CGS Jan-Feb 2023 Vestry.xlsx

	Actual Feb 2023	Budget Feb 2023	Actual Jan- Feb 2023	Budget Jan- Feb 2023	Actual Jan-Dec 2022	Budget Jan- Dec 2023	Budget Left Mar-Dec 2023
H) Christian Education							
1) Adult	\$ 11	\$ 67	\$ 298	\$ 161	\$ 506	\$ 600	\$ 524
2) Children	\$ 526	\$ -	\$ 526	\$ -	\$ 821	\$ 700	\$ 174
3) Youth	\$ -	\$ 99	\$ -	\$ 99	\$ 603	\$ 500	\$ 500
4) Youth Director Salary	\$ 895	\$ 757	\$ 1,790	\$ 1,514	\$ 8,513	\$ 9,085	\$ 7,295
5) Sunday School Coordinator	\$ 895	\$ 746	\$ 1,790	\$ 1,492	\$ 3,580	\$ 8,951	\$ 7,161
6) Nursery	\$ -	\$ 83	\$ -	\$ 167	\$ -	\$ 1,000	\$ 1,000
Total H) Christian Education	\$ 2,328	\$ 1,752	\$ 4,405	\$ 3,433	\$ 14,022	\$ 20,836	\$ 16,653
I) Other Programs & Org.							
1) Fellowship & Special Events	\$ 50	\$ 217	\$ 401	\$ 433	\$ 203	\$ 2,700	\$ 2,299
2) Stewardship	\$ -	\$ -	\$ -	\$ 337	\$ 492	\$ 410	\$ 410
3) Mileage/Travel	\$ -	\$ -	\$ -	\$ -	\$ 100	\$ -	\$ -
Total I) Other Programs & Org.	\$ 50	\$ 217	\$ 401	\$ 770	\$ 795	\$ 3,110	\$ 2,709
Line of Credit	\$ 269	\$ -	\$ 569	\$ -	\$ 3,550	\$ -	\$ (569)
Total Expenses	\$ 38,175	\$ 41,736	\$ 77,324	\$ 82,862	\$ 531,915	\$ 494,739	\$ 413,521
Net Total	\$ (7,120)	\$ (9,104)	\$ (15,768)	\$ (16,540)	\$ 1,601	\$ (20,816)	\$ (11,884)
					38,000	Line of Credit	
					\$ (36,399.26)	Adjusted	

Operating Cash Balance as of Feb 1 ,2023	\$ 17,612.60
January Income	\$ 31,054.96
January Expenses	\$ (38,174.91)
January Expenses not cleared (Includes BOR Gifts)	\$ 12,929.44
Operating Cash Balance as of Feb 28 2023	\$ 23,422.09

Book of Remembrance				2/28/2023	
Undesignated	Hall	Nash	Newman*	Solar	Total BOR
\$ 2,340.14	\$ 16,759.10	\$ 6,965.81	\$ -	\$ 36,196.00	\$ 62,286.05
				Unrestricted:	\$ 2,340.14
				Restricted	\$ 59,945.91

Admin Fund		2/28/2023
Unrestricted	Restricted	Total Admin
\$ 14,802.75	\$ 38,304.38	\$ 53,107.13

Total Unrestricted \$ 17,142.89

Commitment Income	Budget	Actual	Diff	(Ahead)/ Behind YTD
Jan	\$ 29,167	\$ 24,992	\$ 4,175	\$ 4,175
Feb	\$ 29,167	\$ 26,323	\$ 2,844	\$ 7,019

* Paid down credit line with 20,500 Newman, 4,500 Undesignated (25K Total)

	Balance		
Assets	2/28/2023		
Operating Checking	\$ 23,422.09		
Book of Remembrance (Unrestricted portion)	\$ 2,340.14		
Admin Fund (Unrestricted portion)	\$ 14,802.75		
Short term Receivables (60 Days)	\$ 77,988.82		
Outstanding checks	\$ 12,929.44		
Total Assets	\$131,483.24		
Liabilities & Net Assets			
Liabilities			
Building Loan with Diocese	\$20,000.00	\$12,112 available	
Line of Credit	\$13,232.95		
Total Liabilities	\$33,232.95		
Net Assets			
Book of Remembrance (Restricted)	\$ 59,945.91		
Admin Fund (Restricted)	\$ 38,304.38		
Total Net Assets	\$ 98,250.29		
Total Liabilities & Net Assets	\$ 131,483.24		