

**Church of the Good Shepherd  
Vestry Meeting Minutes  
Saturday, March 18, 2023**

The regular meeting of the Vestry of the Church of the Good Shepherd, Nashua, New Hampshire was held on March 18, 2023 during the Vestry Retreat. Attending in person were Pastor Kathy Boss; Deacon Nancy Meyer; Sue Corman, Senior Warden; Sandy Desharnais; Junior Warden; Amey Fuller, Treasurer; Susan Nutting, Clerk; Missy Carnevale; Amy Cooley; Kathy Cormier; Beth Derderian; Doug Liles; Jackie Marshall; Sarah Patton; Howard Titus; and Jane Wilkins. Absent was Beth Derderian.

1. The meeting was called to order at 12:04 p.m. by Sue Corman.

2. **REPORTS**

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

4. **ONGOING COMMITTEE/MINISTRY REPORTS**

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

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

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

Pastor Kathy explained that Financial Reports will be sent out more mid-month because additional time is needed for reconciliation of the accounts, and then it has to go through the Executive Committee before being forwarded to the Vestry members before the monthly Vestry meeting.

Amey Fuller commented that the finances were pretty straightforward. There was an additional expense under Christian Education as Bibles were provided to the 3<sup>rd</sup> and 4<sup>th</sup> graders this year. There was also a negative amount under the Music budget line item because there was some directed money towards the Music program.

Pastor Kathy stated that approximately \$6000 had been given to the endowment fund in memory of Kate Binder which will go into the Book of Remembrance for special projects. In addition, approximately \$1800 had been given in memory of Emily deGuzman which would be

used towards the kitchen improvements, specifically the fire suppression system which needs to be brought up to code.

Financial Reports and Treasurer's Review.

MOTION: A motion was made by **Howard Titus** to accept the financial reports as submitted, subject to financial review, seconded by **Jackie Marshall**. The motion carried unanimously.

**5. BUSINESS**

A. Vestry approval was needed on the following two Motions:

Rector's Housing Allowance. After discussion, and hearing no objection, the Vestry approved the amount of \$30,000.00 as the housing allowance amount for Pastor Kathy. It was noted that this amount does not affect the budget, as the amount is part of the clergy salary.

Mission Resources Ministry Grant Proposal. The narrative and financial spreadsheet for this grant had been sent out via email earlier in the week. Pastor Kathy briefly reviewed the two programs it would support: monthly Recovery dinners and worship, and the program on Aging and Spirituality Deacon Nancy will be offering in April. Approximately \$4000 is being requested to support the two programs.

Missy Carnevale asked what the purpose of the Recovery dinners is and what is the expected outcome. Pastor Kathy explained that the funds will make these programs strong and vital. AA meetings have a spiritual component, but not necessarily a Christian component. Recovery ministry is a national program and Rev. Sandi Albom is part of this Recovery Ministry and has provided the format CGS is using. Oftentimes, people in recovery do not feel welcome in a regular church setting. Recovery ministry allows those to offer worship to those in recovery who are seeking that connection.

In addition, the grant request also keeps the Diocese aware of the programming that is going on at CGS.

Hearing no objection, the Vestry approved the submission of this grant request.

B. Thank You. Sue thanked the Vestry for the gift card to the Copper Door in Bedford She enjoyed a nice dinner with her wife and two other couples.

C. Vestry Announcements. Susan reminded those present that there are still some open spots for Vestry members to do the Announcements at upcoming Sunday services.

There being no other business, upon motion made by **Amey Fuller** and seconded by **Amey Cooley**, the meeting was adjourned at 12:31 p.m., followed by the Lord's Prayer.

Respectfully submitted  
Susan Nutting  
Clerk, CGS Vestry  
Attached: Reports

## MARCH 2023 REPORTS TO VESTRY

The Rev. Kathy Boss  
Rector  
Church of the Good Shepherd  
Vestry Report  
March 18, 2023

### **1. Worship**

Much of my focus for worship right now is on preparing for our Holy Week services. The liturgy for our Holy Week services will be in line with what we did last year. We are continuing to offer the Easter Vigil service. This year, the Rev. Kim Hester, from Christ the King Lutheran Church will be leading that service with me. On Maundy Thursday we will hold our Lamb Supper at 5:30 (sign up for that have already gone out to the congregation) and a service in the Sanctuary at 6:30. Plans for a noon Stations of the Cross service are in the works. The Rev. Meg Hess will be preaching at our evening Good Friday Service. We are sending out a mailer that will have all of the service times for Holy Week listed on it and will include an Easter Offering envelope. The Sunday after Easter, April 16 both services will be Morning Prayer led by Susan Nutting, with a sermon from Rev. Nancy.

Susan Moyle and Emily Adams are doing a great job keeping our music program strong after Brett's departure. There are a few rocky bits as we navigate transition, but over all I'm very pleased with how it's going.

We continue to have steady Sunday attendance with numbers consistently above where we were this time last year (including in-person and online). Family Eucharist is one of our most popular services. We held Family Eucharist on March 12. Two of our Youth gave the Scripture Reflection at the 10am service and it was wonderful! Once again, as with the January Family Eucharist, we had over 100 people in attendance.

Special services since our last meeting included our Celebration of Ministry on March 2. Thank you to everyone who was there for a lovely evening. And on March 4, we held a funeral for our dear Emily deGuzman who took her own life on Monday February 27. It was a sad juxtaposition, but reflects the breadth of the work we do as ministers.

We held our first monthly Recovery Dinner Church on February 26th. It was very successful with 17 people in attendance. I have created a grant proposal that will go out to the Diocese, upon approval from the Vestry, and will help ensure that this new and important ministry at CGS thrives.

### **2. Formation, Fellowship and Outreach**

Kerygma and Sacred Ground are going strong. I continue to touch base with both those groups, offering support as needed, but they are both quite self sufficient. Which speaks well for our goal of emphasizing and cultivating Lay Leadership.

Deacon Nancy will be offering her course on Aging and Spirituality beginning mid-April and I will be leading one of those sessions. Adult Forum continues to thrive, and I am in the process of planning a course for adult confirmands in anticipation of the Bishop's visit on June 4.

We have officially brought back the between service Coffee Hour which has met with positive feedback. The desire for fellowship after the 10 has also become clear and last week we held fellowship after both services with over 20 people at both of those offerings. It is important for us to maintain consistency and momentum, so that people know it will be there.

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 have stayed in touch with Emily's family throughout the last weeks since her death. We have a meal train started for them. Emily's sister reports that the children are doing well, and finding joy in life despite their grief. 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. A few people from that connection are now attending church regularly.

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 (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. We are currently planning a Clergy Quiet Day which I will attend next week.

Respectfully submitted,

The Reverend Kathy Boss, Rector

**Deacon's Report to Vestry March 2023**

**Rev Nancy R. Meyer**

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 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 in February. We reviewed the draft new Companion Ministry Instruction Sheet. There was some concern about taking people in their car. It was suggested that if their person needed something from the store or pharmacy that they pick it up on their way to visit. We will meet March 26. There are 18 people serving on the team with 1 member who is taking a break from active visitation due to personal health issues and 2 who are for flower delivery only and 1 waiting for the Lay Eucharistic Visitor program to get underway. We are currently serving 14 homebound parishioners. Documentation of visits/calls continues to be a challenge. Monthly Report is 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 11 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 and Bishop/Clergy meetings.

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

I have joined the Contemplative Prayer Group and book discussion.

I continue to be actively engaged in continuing education and reading:  
February 27, 2023 Teach Us to Pray, Part 1, Scottish Episcopal Institute, 45 minutes.  
March 6, 2023 Teach Us to Pray, Part 2, Scottish Episcopal Institute, 40 minutes

Your servant in Christ,  
Nancy

### **Senior Warden Report, March 2023**

This month, I posted our “Help Wanted” in the Parish Newsletter. To date one position has been filled, Lila Monahan has stepped up to be our liaison with the Nashua Soup Kitchen and Shelter. She is excited to take on this ministry and has already met with Michael Reinke to begin strategizing how CGS can help meet the needs of the shelter. Only one person has volunteered to be part of the Fundraising Committee and no one has reached out regarding the Fellowship Committee.

Many thanks to the Executive Committee, Sandy Desharnais, Junior Warden, Susan Nutting, Clerk, and Amey Fuller, Treasurer for their continued support and time spent to benefit CGS, and especially in partnership with Pastor Kathy in preparation for the Annual Vestry Retreat.

Respectfully Submitted,  
Sue Corman, Senior Warden

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### **Clerk’s Report**

I have been working on the Vestry notebooks and probably got a little OCD and overthought it – just a bit. 😊 As a result, I pulled back and after talking with Pastor Kathy, agreed that a work in progress can be a good thing. As a result, the index might be more of a wish list or notice of things to come. If there is anything you would particularly like to see in the notebook, please let me know. In any event, please bring your notebooks to every meeting. Thanks!

I am still working on the best way to get the reports from ministries and committees to the Vestry. There’s a lot of chasing down to be done.

I very much appreciate your prompt attention and responses to the e-votes that went out: Parochial and Diocesan Reports, Pastor Kathy's LOA, and approval of the February Vestry meeting minutes.

Because of the recent storm, I was unable to attend the Executive Committee meeting on Zoom earlier this week. We did not get our internet and power back until the next morning. However, with Sue's and Pastor Kathy's help, I was able to get back up to speed to prepare for Saturday.

On another note, I am one week away from finishing my online course of study through Bexley Seabury which will enable me to apply for a license as a Lay Worship Leader. My next course of study will be on Evangelism. I'm not quite sure where I will be going with that, but I was drawn to creating and telling my story. There might be some ideas for an interesting Adult Forum or two.

Susan Nutting, Clerk  
**PARISH STEWARDSHIP - Personnel Committee**

Nothing to Report

Sue Corman

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**PARISH STEWARDSHIP - Finance Committee**

Has not met

Sue Corman

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**COMMUNITY ACTION OUTREACH - Front Door Agency**

This past month CGS supported the Get-Well Buddy Bag drive for the Front Door Agency (FDA). Many people contributed to this drive by selecting items, purchasing them, dropping them off, sorting them and then checking the family bags, it was greatly appreciated and a huge success. The Front Door Agency requested 337 medical items and supplies that were distributed among the 18 FDA families. We were able to collect 310 items. This also included 3 humidifiers that the Norwell House residents will use throughout the season. The FDA was very excited to receive the bags especially since they currently had 11 kids that were in different stages of sickness.

This month CGS will once again connect with the Front Door Agency (FDA) to provide Easter baskets for their families. This will be CGS' 8th 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. We ask that baskets be kept within \$40 to \$60 range to maintain consistency in size and contents.

Mary O'Reilly

## **PASTORAL CARE - Welcoming and Support Committee:**

Not much new, continue to welcome new members. Providing meal support to the de Guzman family.

Jill Rosier

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## **EDUCATION AND FAITH FORMATION - Children's Education (Sunday School)**

During the past month, Christian Education has continued to offer classes on Sunday mornings for kids ages 2-14. Our attendance has been a bit lower lately, which I attribute to the winter and cold season. We had Family Eucharist services on 1/29 and 3/12, with the children taking an active role in participating in the services (alter guild, acolytes, ushers, readers, gift bearers, etc.). These have been well attended and well received by the families. The children enjoy helping out and are getting good at their favorite jobs!

During regular classes they have learned the Lord's Prayer, Doxology, and one memory verse by heart so far this year. They are also learning to find stories in the Bible, and are currently focusing on stories from Matthew. We are slowly increasing staffing and have doubled our ranks from 3 to 6 teachers (including myself) in the Sunday School this year.

Kate Engle

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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
<b>Revenues</b>							
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	\$ -	\$ -
<b>Total Revenues</b>	<b>\$ 31,055</b>	<b>\$ 32,632</b>	<b>\$ 61,556</b>	<b>\$ 66,323</b>	<b>\$ 533,516</b>	<b>\$ 473,923</b>	<b>\$ 401,637</b>
<b>Expenses</b>							
<b>A) Clergy &amp; Staff Salaries</b>							
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	\$ -	\$ -
<b>Total A) Clergy &amp; Staff Salaries</b>	<b>\$ 13,557</b>	<b>\$ 15,586</b>	<b>\$ 27,133</b>	<b>\$ 30,385</b>	<b>\$ 130,862</b>	<b>\$ 187,745</b>	<b>\$ 160,612</b>
<b>B) Church Overhead</b>							
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
<b>Total B) Church Overhead</b>	<b>\$ 1,834</b>	<b>\$ 2,616</b>	<b>\$ 3,793</b>	<b>\$ 4,187</b>	<b>\$ 84,891</b>	<b>\$ 25,973</b>	<b>\$ 20,178</b>



Statement of Activities CGS Jan-Feb 2023 Vestry.xlsx

	<b>Actual Feb 2023</b>	<b>Budget Feb 2023</b>	<b>Actual Jan- Feb 2023</b>	<b>Budget Jan- Feb 2023</b>	<b>Actual Jan-Dec 2022</b>	<b>Budget Jan- Dec 2023</b>	<b>Budget Left Mar-Dec 2023</b>
<b>C) Office Overhead</b>							
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
<b>Total C) Office Overhead</b>	<b>\$ 1,897</b>	<b>\$ 2,908</b>	<b>\$ 4,226</b>	<b>\$ 6,516</b>	<b>\$ 81,738</b>	<b>\$ 35,447</b>	<b>\$ 31,143</b>
<b>D) Diocesan Assessment</b>							
1) Diocesan Assessment	\$ 5,412	\$ 6,197	\$ 10,824	\$ 12,394	\$ 66,396	\$ 74,364	\$ 63,540
<b>Total D) Diocesan Assessment</b>	<b>\$ 5,412</b>	<b>\$ 6,197</b>	<b>\$ 10,824</b>	<b>\$ 12,394</b>	<b>\$ 66,396</b>	<b>\$ 74,364</b>	<b>\$ 63,540</b>
<b>F) Worship</b>							
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
<b>Total F) Worship</b>	<b>\$ 3,911</b>	<b>\$ 4,938</b>	<b>\$ 8,853</b>	<b>\$ 9,731</b>	<b>\$ 61,935</b>	<b>\$ 60,591</b>	<b>\$ 50,131</b>
<b>G) Building &amp; Grounds</b>							
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	\$ -	\$ -
<b>Total G) Building &amp; Grounds</b>	<b>\$ 8,918</b>	<b>\$ 7,521</b>	<b>\$ 17,120</b>	<b>\$ 15,445</b>	<b>\$ 87,343</b>	<b>\$ 86,673</b>	<b>\$ 69,123</b>

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
<b>Net Total</b>	\$ (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)

	<b>Balance</b>		
<b>Assets</b>	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		
<b>Total Assets</b>	<b>\$131,483.24</b>		
<b>Liabilities &amp; Net Assets</b>			
<b>Liabilities</b>			
Building Loan with Diocese	\$20,000.00	\$12,112 available	
Line of Credit	\$13,232.95		
Total Liabilities	<b>\$33,232.95</b>		
<b>Net Assets</b>			
Book of Remembrance (Restricted)	\$ 59,945.91		
Admin Fund (Restricted)	\$ 38,304.38		
Total Net Assets	<b>\$ 98,250.29</b>		
<b>Total Liabilities &amp; Net Assets</b>	<b>\$ 131,483.24</b>		

Statement of Activities CGS Jan-Mar 2023.xlsx

	Actual Mar 2023	Budget Mar 2023	Actual Jan-Mar 2023	Budget Jan-Mar 2023	Actual Jan-Dec 2022	Annual Budget 2023	Budget remaining Apr-Dec less Actual Jan-Mar
<b>Revenues</b>							
Commitment Income	\$ 32,087.79	\$ 29,166.67	\$ 83,402.41	\$ 87,500.01	\$ 333,409.59	\$ 350,000.00	\$ 266,597.59
Non-Pledge Income	\$ 1,940.64	\$ 1,039.00	\$ 6,770.88	\$ 5,246.16	\$ 34,863.84	\$ 24,516.00	\$ 17,745.12
Special Commitments	\$ 750.00	\$ 1,617.00	\$ 1,034.00	\$ 2,617.00	\$ 7,538.44	\$ 7,617.00	\$ 6,583.00
Loose Offerings	\$ 313.55	\$ 200.00	\$ 852.30	\$ 637.00	\$ 3,631.12	\$ 3,158.00	\$ 2,305.70
Special Contributions	\$ (525.00)	\$ 545.00	\$ 1,628.00	\$ 980.00	\$ 5,748.02	\$ 5,397.00	\$ 3,769.00
Endowment	\$ -	\$ -	\$ -	\$ -	\$ 61,806.00	\$ 61,806.00	\$ 61,806.00
Building Use	\$ 1,440.00	\$ 1,080.00	\$ 3,875.00	\$ 2,990.00	\$ 12,912.74	\$ 12,429.00	\$ 8,554.00
Fundraising	\$ 266.00	\$ 100.00	\$ 266.00	\$ 100.00	\$ 2,147.27	\$ 4,000.00	\$ 3,734.00
Diocesan Grants	\$ -	\$ -	\$ -	\$ -	\$ 26,250.00	\$ 5,000.00	\$ 5,000.00
Line of Credit	\$ -	\$ -	\$ -	\$ -	\$ 40,000.00	\$ -	\$ -
<b>Total Revenues</b>	<b>\$ 36,272.98</b>	<b>\$ 33,747.67</b>	<b>\$ 97,828.59</b>	<b>\$ 100,070.17</b>	<b>\$ 533,516.02</b>	<b>\$ 473,923.00</b>	<b>\$ 376,094.41</b>
<b>Expenses</b>							
A) Clergy & Staff Salaries							
1) Rector	\$ 14,400.70	\$ 10,235.15	\$ 32,245.96	\$ 27,987.95	\$ 24,574.50	\$ 111,952.00	\$ 79,706.04
4) Parish Administrator	\$ 5,782.54	\$ 5,066.08	\$ 15,069.85	\$ 15,198.24	\$ -	\$ 60,793.00	\$ 45,723.15
5) Communications/Outreach	\$ -	\$ 1,250.00	\$ -	\$ 3,750.00	\$ -	\$ 15,000.00	\$ 15,000.00
Total A) Clergy & Staff Salaries	\$ 20,183.24	\$ 16,551.23	\$ 47,315.81	\$ 46,936.19	\$ 130,862.42	\$ 187,745.00	\$ 140,429.19
B) Church Overhead							\$ -
1) Staff Taxes	\$ 1,942.80	\$ 1,404.32	\$ 6,054.77	\$ 4,212.96	\$ 26,526.11	\$ 16,852.00	\$ 10,797.23
2) Clergy Pensions	\$ -	\$ -	\$ -	\$ -	\$ 23,162.83	\$ -	\$ -
3) Staff Pensions	\$ 747.67	\$ -	\$ 429.11	\$ 1,045.16	\$ 10,164.85	\$ 6,271.00	\$ 5,841.89
4)Health,WC, Disab, Life Ins.	\$ -	\$ -	\$ -	\$ -	\$ 25,037.05	\$ 850.00	\$ 850.00
5) Staff Development	\$ -	\$ 166.66	\$ -	\$ 500.06	\$ -	\$ 2,000.00	\$ 2,000.00
Total B) Church Overhead	\$ 2,690.47	\$ 1,570.98	\$ 6,483.88	\$ 5,758.18	\$ 84,890.84	\$ 25,973.00	\$ 19,489.12
C) Office Overhead							\$ -
1) Telephone & Internet	\$ 629.77	\$ 416.66	\$ 994.18	\$ 1,249.98	\$ 4,940.28	\$ 5,000.00	\$ 4,005.82
2) Postage	\$ 402.76	\$ 220.83	\$ 742.17	\$ 962.49	\$ 3,164.44	\$ 3,200.00	\$ 2,457.83
3) Copy & Print	\$ 1,781.77	\$ 158.33	\$ 2,551.91	\$ 1,574.99	\$ 5,885.31	\$ 6,200.00	\$ 3,648.09
4) Office Expenses	\$ 834.21	\$ 749.99	\$ 1,395.43	\$ 2,250.05	\$ 5,403.42	\$ 9,000.00	\$ 7,604.57

## Statement of Activities CGS Jan-Mar 2023.xlsx

	Actual Mar 2023	Budget Mar 2023	Actual Jan- Mar 2023	Budget Jan- Mar 2023	Actual Jan-Dec 2022	Annual Budget 2023	Budget remaining Apr- Dec less Actual Jan-Mar
5) Parish Administrator	\$ -	\$ -	\$ -	\$ -	\$ 51,985.77	\$ -	\$ -
7) Computer Expenses	\$ 1,035.39	\$ 962.25	\$ 3,206.16	\$ 2,886.75	\$ 10,329.07	\$ 11,547.00	\$ 8,340.84
9) Safe Church Personnel Safety	\$ -	\$ -	\$ 20.00	\$ 100.00	\$ 30.00	\$ 500.00	\$ 480.00
Total C) Office Overhead	\$ 4,683.90	\$ 2,508.06	\$ 8,909.85	\$ 9,024.26	\$ 81,738.29	\$ 35,447.00	\$ 26,537.15
Total D) Diocesan Assessment	\$ 5,412.00	\$ 6,197.00	\$ 16,236.00	\$ 18,591.00	\$ 66,396.00	\$ 74,364.00	\$ 58,128.00
F) Worship							\$ -
1) Organist/Music Program	\$ 3,289.50	\$ 533.33	\$ 2,891.50	\$ 1,200.03	\$ 8,346.00	\$ 5,000.00	\$ 2,108.50
2) Music Director	\$ 4,251.20	\$ 4,531.82	\$ 12,836.52	\$ 12,998.06	\$ 51,631.50	\$ 51,632.00	\$ 38,795.48
3) Supply Clergy	\$ 225.00	\$ 250.00	\$ 675.00	\$ 750.00	\$ -	\$ 3,300.00	\$ 2,625.00
4) Altar Flowers	\$ 170.00	\$ -	\$ 350.00	\$ -	\$ 960.50	\$ -	\$ (350.00)
5) Candles, Bread & Wine	\$ 318.19	\$ 135.60	\$ 354.15	\$ 233.64	\$ 997.19	\$ 659.00	\$ 304.85
Total F) Worship	\$ 8,253.89	\$ 5,450.75	\$ 17,107.17	\$ 15,181.73	\$ 61,935.19	\$ 60,591.00	\$ 43,483.83
G) Building & Grounds							\$ -
1) Property	\$ 2,766.11	\$ 3,959.57	\$ 9,227.46	\$ 10,845.63	\$ 30,852.86	\$ 27,000.00	\$ 17,772.54
2) Utilities	\$ 2,971.89	\$ 3,424.02	\$ 11,832.72	\$ 9,883.45	\$ 34,747.41	\$ 37,573.00	\$ 25,740.28
3) Insurance	\$ 2,622.50	\$ -	\$ 2,622.50	\$ -	\$ 9,489.00	\$ 9,500.00	\$ 6,877.50
4) Sexton Salary	\$ 430.00	\$ 1,050.00	\$ 2,228.00	\$ 3,150.00	\$ 4,614.27	\$ 12,600.00	\$ 10,372.00
5) Cleaning Company	\$ -	\$ -	\$ -	\$ -	\$ 7,639.88	\$ -	\$ -
Total G) Building & Grounds	\$ 8,790.50	\$ 8,433.59	\$ 25,910.68	\$ 23,879.08	\$ 87,343.42	\$ 86,673.00	\$ 60,762.32
H) Christian Education							\$ -
1) Adult	\$ (154.43)	\$ 12.00	\$ 143.85	\$ 173.46	\$ 505.54	\$ 600.00	\$ 456.15
2) Children	\$ 24.95	\$ 200.00	\$ 551.26	\$ 200.00	\$ 820.82	\$ 700.00	\$ 148.74
3) Youth	\$ 187.87	\$ -	\$ 187.87	\$ 99.00	\$ 602.93	\$ 500.00	\$ 312.13
4) Youth Director Salary	\$ 895.02	\$ 908.50	\$ 2,685.06	\$ 2,725.50	\$ 8,512.51	\$ 9,085.00	\$ 6,399.94
5) Sunday School Coordinator	\$ 895.10	\$ 895.10	\$ 2,685.30	\$ 2,685.30	\$ 3,580.40	\$ 8,951.00	\$ 6,265.70
6) Nursery	\$ -	\$ 83.33	\$ -	\$ 250.03	\$ -	\$ 1,000.00	\$ 1,000.00
Total H) Christian Education	\$ 1,848.51	\$ 2,098.93	\$ 6,253.34	\$ 6,133.29	\$ 14,022.20	\$ 20,836.00	\$ 14,582.66
I) Other Programs & Org.							\$ -
1) Fellowship & Special Events	\$ -	\$ 216.66	\$ 400.90	\$ 650.06	\$ 202.95	\$ 2,700.00	\$ 2,299.10
2) Stewardship	\$ 138.43	\$ -	\$ 138.43	\$ 337.00	\$ 492.40	\$ 410.00	\$ 271.57

Statement of Activities CGS Jan-Mar 2023.xlsx

	<b>Actual Mar 2023</b>	<b>Budget Mar 2023</b>	<b>Actual Jan- Mar 2023</b>	<b>Budget Jan- Mar 2023</b>	<b>Actual Jan-Dec 2022</b>	<b>Annual Budget 2023</b>	<b>Budget remaining Apr- Dec less Actual Jan-Mar</b>
3) Mileage/Travel	\$ -	\$ -	\$ -	\$ -	\$ 100.00	\$ -	\$ -
Total I) Other Programs & Org.	\$ 138.43	\$ 216.66	\$ 539.33	\$ 987.06	\$ 795.35	\$ 3,110.00	\$ 2,570.67
<b>Total Expenses</b>	<b>\$ 52,097.31</b>	<b>\$ 43,027.20</b>	<b>\$ 129,421.14</b>	<b>\$ 126,490.79</b>	<b>\$ 531,915.28</b>	<b>\$ 494,739.00</b>	<b>\$ 365,317.86</b>
<b>Net Total</b>	<b>\$ (15,824.33)</b>	<b>\$ (9,279.53)</b>	<b>\$ (31,592.55)</b>	<b>\$ (26,420.62)</b>	<b>\$ 1,600.74</b>	<b>\$ (20,816.00)</b>	<b>\$ 10,776.55</b>
		Adjustment for Stoll donation					
		Adult Education Fees to be offset by expenses in April					
		Copier contract due earlier than budgeted					

Operating Cash Balance as of Mar 1 ,2023	\$ 23,422.09
March Income	\$ 37,297.38
March Expenses	\$ (51,023.31)
March Expenses not cleared	\$ 4,208.44
Operating Cash Balance as of Mar 31, 2023	\$ 13,904.60

Book of Remembrance				3/31/2023	
Undesignated	Hall	Nash	Newman*	Solar	Total BOR
\$ 2,365.14	\$ 16,759.10	\$ 6,965.81	\$ -	\$ 36,196.00	\$ 62,311.05
				Unrestricted:	\$ 2,365.14
				Restricted	\$ 59,945.91

Admin Fund		3/31/2023
Unrestricted	Restricted	Total Admin
\$ 10,623.83	\$ 28,938.78	\$ 39,562.61

**Total Unrestricted** \$ 12,988.97

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
Mar	\$ 29,167	\$ 32,088	\$ (2,921)	\$ 4,098

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



	<b>Balance</b>		
<b>Assets</b>	3/31/2023		
Operating Checking	\$ 23,422.09		
Book of Remembrance (Unrestricted portion)	\$ 2,365.14		
Admin Fund (Unrestricted portion)	\$ 10,623.83		
Short term Receivables (60 Days)	\$ 81,498.14		
Outstanding checks	\$ 4,208.44		
<b>Total Assets</b>	<b>\$122,117.64</b>		
<b>Liabilities &amp; Net Assets</b>			
<b>Liabilities</b>			
Building Loan with Diocese	\$20,000.00	\$12,112 available	
Line of Credit	\$13,232.95		
Total Liabilities	<b>\$33,232.95</b>		
<b>Net Assets</b>			
Book of Remembrance (Restricted)	\$ 59,945.91		
Admin Fund (Restricted)	\$ 28,938.78		
Total Net Assets	<b>\$ 88,884.69</b>		
<b>Total Liabilities &amp; Net Assets</b>	<b>\$ 122,117.64</b>		