

**Church of the Good Shepherd  
Vestry Meeting Minutes  
Tuesday, May 16, 2023**

The regular meeting of the Vestry of the Church of the Good Shepherd, Nashua, New Hampshire was held on May 16, 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; Beth Derderian; Missy Carnevale; Jackie Marshall; Sarah Patton; Howard Titus; and Jane Wilkins. Absent was Kathy Cormier and Doug Liles.

1. The meeting was called to order at 7:01 p.m. by Sue Corman. Beth Derderian offered a prayer to open the meeting from the African Prayer Book by Bishop Desmond Tutu.
2. **Susan Nutting** then led the Vestry in a discussion based on Chapters 4 and 5 of Signs of Life, based on the RenewalWorks program. The group shared insights on spiritual growth.

After the sharing was completed, Pastor Kathy announced that CGS has been registered to begin RenewalWorks in the fall.

3. **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>

**STANDING COMMITTEE/MINISTRY REPORTS**

<b>Finance Committee</b>	<i>Nothing to report</i>
<b>Nominating Committee</b>	<i>Received and attached to minutes</i>
<b>Stewardship Committee</b>	<i>Received and attached to minutes:</i>
<i>Communications, Nominating Committee,</i>	
<b>Personnel Committee</b>	<i>Nothing to report</i>
<b>Property Committee</b>	<i>Received and attached to minutes</i>
<b>Fellowship Committee</b>	<i>Received and attached to minutes:</i>
<b>Fundraising Committee</b>	<i>No report received</i>
<b>Christian Education Committee</b>	<i>Received and attached to minutes:</i>
<i>Childrens Education (Sunday School)</i>	
<b>Outreach Committee</b>	<i>Received and attached to minutes:</i>
<i>Front Door Agency and Holiday Stroll/Gingerbread Village</i>	
<b>Welcome and Support Committee</b>	<i>No report received</i>

Each Vestry member present then shared a highlight from a ministry or committee they are involved with.

MOTION: A motion was made by **Sandy Desharnais** to accept and place the reports, seconded by **Jane Wilkins**. The motion carried unanimously.

Financial Reports and Treasurer's Review.

Amey reported that the format of the financial reports has been changed to make it easier to read. The month to month reporting has been taken out so we can focus on how we are doing compared to last year at this time, our year to date, the budgeted amounts, and where we actually are.

She further reported that revenues down a bit, expenses are up a bit, and we are pretty much on track given our deficit budget situation.

Howard Titus asked about Diocesan Assessment. Pastor Kathy explained the Diocese was allowing us to delay payment of the assessment, with the possibility of forgiving a portion of it.

Pastor Kathy also reported that with Vestry approval, we could apply for \$2500 Mission Resource Grant to pay for energy costs. Our utilities have been high this year, so that would be welcome.

**Motion for Mission Resources Grant for energy.**

MOTION: A motion was made by **Howard Titus** to approve the grant application energy costs for \$2500, seconded by **Amey Cooley**. The motion carried unanimously.

Amey also reported that the Finance Committee planned to meet to develop some best practices and policies for investments and finances.

Pastor Kathy then reported that Linda Annis, a longtime CGS parishioner, passed away earlier this month and left her entire estate to CGS. 80% of the funds received will go to the endowment; and 20% are to be used at the discretion of the Vestry. Sarah Ambrogi will be Executor of the Estate.

Amey also reported that the endowment is doing better and earning about \$3500 each month.

MOTION: A motion was made by **Missy Carnevale** to accept the financial reports as submitted, subject to financial review, seconded by **Jane Wilkins**. The motion carried unanimously.

**5. BUSINESS**

A. Nominating Committee -

VOTE: Approve **Theresa Belanger** as Alternate Diocesan Delegate.

MOTION: A motion was made by **Howard Titus** to approve the appointment of **Theresa Belanger** as Alternate Diocesan Delegate (term ending 1/24), and seconded by **Sandy Desharnais**. The motion carried unanimously.

- B. Traces of the Trade will be shown June 11, 2023 at 4 pm in conjunction with UUCN, followed by a panel discussion.
- C. Christian Education/Adult Formation —
- Robin Hertel and Karla Tolomeo will offer Kerygma for both Advent and Lent
  - Hoping to offer Sacred Ground again in the new program year
  - Pastor Karthy hopes to offer an intergenerational study/worship again this year, perhaps working in conjunction with Pastor Kim at Christ the King.
- D. Music Dept.
- Susan and Emily will not be able to continue in their position permanently, but they are willing to stay on until new staff have been hired..
  - Pastor Kathy is reaching out to musicians to see if we can have Mass on the Grass with Brass service this summer.
- E. Membership List Update – A list of entire parish by family group was presented to the Vestry along with colored markers. The Vestry was then asked to color code each family name as either currently active and needing no action, previously active and perhaps needing a follow up call or visit; or parishioners who are no longer active in our parish because they now attend another church, moved, or died. This is a first step in bringing our membership list up to date.

There being no other business, upon motion made by Amey Fuller and seconded by Sandy Desharnais, the meeting was adjourned at 8:40 p.m., followed by the Lord's Prayer.

Respectfully submitted  
Susan Nutting  
Clerk, CGS Vestry  
Attached: Reports

# MAY 2023 REPORTS TO VESTRY

**The Rev. Kathy Boss; Rector**  
**Church of the Good Shepherd Vestry Report**  
**May 11, 2023**

## **1. Worship**

On May 7<sup>th</sup>, Celeste Hemingson was here to preach and co-preside as I spent some time with the Sunday school children. On May 14<sup>th</sup> we held another Family Eucharist which had over 100 people in attendance. It was a lovely service. The kids came up to watch Nancy and I set the table and then were the first to take Communion.

The Bishop will be here on June 11<sup>th</sup> for both services and will be confirming youth and adults who have taken the confirmation class. There are 9 youth set to be confirmed and 3 adults, plus a 4<sup>th</sup> adult who will be received that day. Confirmation Sunday will be our last two-service Sunday for the 2022-23 program year. It will also be a Family Eucharist. The Bishop will be doing a children's sermon at the 10am service.

On June 18<sup>th</sup> we will move to one service at 9am.

We held our third monthly Recovery Dinner Church on April 29<sup>th</sup>. Sixteen people attended. Our next RCD will be held on May 27.

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

Sacred Ground wrapped up earlier this month. A movie night featuring the film "Traces of the Trade" is now being planned for June 11<sup>th</sup> at 4pm thanks to influence from Sacred Ground. It will also include a panel discussion. Save the Date.

We are wrapping up our course on Aging and Spirituality. It has been a great class. Nancy will no doubt say more about it in her report. I led last week's session on discerning vocation.

On April 30<sup>th</sup> had pillows and crafts made by Afghan Refugees, including a family several of our parishioners are working with, on sale in the Fellowship Hall during Coffee Hour. They raised over \$600 for the families.

Our class for people looking to be confirmed or received, or simply to learn more about the church, has started. We have seven people in that class. We're using the book *Your Faith, Your Life* by Jenifer Gamber as our text.

On May 7 I went to visit the Sunday School to answer questions and spend some time with the kids.

## **3. Community Involvement**

I have been attending the Mayor's task force on Substance abuse 1-2 times per month. In mid-April I was on a panel for the The Gathering, a meeting of clergy and laity, sponsored this year by the Episcopal Recovery Ministry, that focuses ministry that integrates church and recovery. Rabbi Jon Spira-Spivat asked me to join a small subcommittee of Nashua Area Interfaith Council (NAIC) that is focused on housing issues in Nashua and I have attended a couple of those meetings. It is quite eye opening! At John Rowntree's invitation I will also now be joining the NAIC Board of Directors.

## **4. Personnel and Administration**

We continue our search for a Sexton. John Budzyna has been doing a great job picking up the slack there. We're looking for volunteers to help mow the lawn and do light yard work.

Johanna Graves has joined us as a Special Projects manager and is working 5-10 hours per week. She's done a great job on the first monthly newsletter which will be sent out today, the 15<sup>th</sup>.

Both Emily Adams and Susan Moyle have let me know that they're not in a position, currently, to continue permanently as organist and choir director. I am working with them to put together job descriptions and plan a search for our church musician(s). Both have agreed to stay until we find a more permanent solution.

We received a grant for \$5,000+ from the diocese for the Recovery Dinner Church and Aging and Spirituality. We are also in the process of applying for a diocesan grant to help offset the cost of energy increases.

I am planning to take off the week of June 26 as a reading week. Susan Nutting will be leading Morning Prayer on July 2 and Cindy Hayes will be doing the homily. My vacation this summer will be from July 24 to August 14. The Rev. Sandi Albom will preside on July 30, and The Rev. Hank Junkin will preside on August 6 and 13.

### **5. Pastoral**

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

### **6. Diocesan Connections**

I continue my work as a member of the Our Kids Commission, Clergy Formation Committee, and the Diocesan Commission. My last meeting with the monthly Fresh Start program for clergy new to their congregations will be this month. I enjoyed a wonderful Clergy Quiet Day along with Deacon Nancy and many other NH clergy the week before Easter.

Respectfully submitted,  
The Reverend Kathy Boss, Rector

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### **Deacon's Report to Vestry May 2023**

submitted Deacon 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 4 – 6 people attend. Again, 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.

Ministration to the Sick and Communion from Reserved Sacrament to member at Premier Nursing Home, Pastor Kathy had a scheduling conflict.

The Companion Ministry Team met in April. There are 9 people serving on the team who have assigned people to visit. Two members are taking a break from active visitation, one due to personal health issues and the other for a break. We have 2 members who are for flower delivery only and 1 waiting for the Lay Eucharistic Visitor program to get underway. There are 2 people who still need to complete Safe Church or Background check. We are currently serving 13 homebound parishioners. There is one parishioner with advanced dementia at Langdon Place that I visit monthly. Documentation of visits/calls continues to be a challenge. Monthly Report is compiled and sent to Pastor Kathy at the end of the month.

We have one class remaining of The Aging & Spirituality course. There are 14 people taking the course. We plan to meet an additional time for lunch the week after the final class to process the class and the learner's experiences.

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

The Regional Discernment Committee I served on has completed their work. I am grateful to have had this experience and will follow the person we worked with through her application, formation and ordination.

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 followed by book discussion. Centering Prayer and Inner Awakening by Cynthia Bourgeault; The Way of the Heart: Connecting with God Through Prayer, Wisdom, and Silence by Henri J. M. Nouwen.

I have been asked to serve on a committee of deacons looking at the Diaconate in New England. Our first challenge is finding a time when we all can meet.

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

April 19, 2023 Claiming Healing for Ourselves, Sister Davia Evans on Guided Meditation, DOTAC, 1 hr.

April 21, 2023 *Elder Circle – Faith growth, Love*. Continued Spiritual Development Group from Forrest Dwelling Program, 2hr.

April 25, 2023 *Elder Vision: Having Eyes to See and Ears to Hear the Sacred Presence*. Forrest Dwelling Program, Oblate School of Theology, San Antonio, TX, 1hr.

Your servant in Christ,  
Nancy

## **Senior Warden Report May 2023**

submitted by Sue Corman

Another relatively quiet month for me as the program year approaches its end. Committees that I am involved in are planning for Fall. We will meet to begin planning our HarvestFest 2023 with hopes of tweaking what we did last year and continuing with our goal of including folks from our surrounding community. I hope to convene a group that might be interested in exploring some fundraising ideas for the 2023-2024 program year.

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## **Junior Warden Report May 2023**

submitted by Sandy Desharnais

See Parish Stewardship - Buildings and Grounds  
See also Parish Stewardship - Nominating Committee

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## **Clerk'S REPORT**

Submitted by Susan Nutting

The April Vestry meeting minutes were approved by electronic vote of the Vestry.

Pastor Kathy, John B, and I will be working on creating an updated membership list.

On a personal note, I have been licensed by the Bishop as Worship Leader, Lay Eucharistic Minister and Eucharistic Visitor through Advent 2025.

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## **Education and Faith Formation - Sunday School (Children's Education)**

Submitted by Kate Engle

The children have been studying Communion this month. They've had a special lesson on the topic, visit from Pastor Kathy, and there will be a Family Eucharist service on May 14. At this service, all of the children will get a close-up view of what happens on the altar, and some of the children will be taking communion for the first time. They will also sing a song that they have been learning along with one of our teens.

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## **PARISH STEWARDSHIP - Finance**

Submitted by Sue Corman

The Finance Committee will be meeting later this month.

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**PARISH STEWARDSHIP - Personnel**

Submitted by Sue Corman

Personnel has nothing to report

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**PARISH STEWARDSHIP - Nominating Committee - 16 May 2023**

Theresa Belanger has accepted the position of Diocese Convention Delegate Alternate. Theresa will join Lynn Swenson, John Townsend, Marybeth Snow and Louise Bessler, Diocese Convention Delegates.

Sandy Desharnais, Chair

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**PARISH STEWARDSHIP - Buildings & Grounds (Property)**

Submitted by Sandy Desharnais

**GROUNDS & MAINTENANCE**

16 May 2023

1. New flooring for the entry stairs and hallway to the fellowship hall has been ordered.
  2. The quote for replacing corroded light post bases has been approved and quote will be signed within a few days.
  3. Contractor agreement has been approved to clean the fellowship hall floor. You will notice a difference very soon.
  4. The irrigation system for the memorial garden has been turned on and a quote for a new exterior spicket for water in that area has been authorized and work will be completed later this month.
  5. Repointing touch-up of the exterior brick and granite is awaiting contractor's availability.
  6. A new fire suppression system has been installed in the kitchen.
  7. Drain at end of side walkway has been cleared. Hopefully, that will delete future issues.
  8. Maintenance calendar/schedule is being worked on.
  9. Annual Property Audit will be conducted on Tuesday, 6 June beginning at 6:00 p.m.
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**PARISH STEWARDSHIP - CGS Green Team**

Submitted by John Rowntree

We are patiently waiting for the delivery of the solar panels and associated equipment. ReVision just sent this info to us last week:

The array will be "downsized due to setbacks that went into effect this year. Of the (41) solar panels that were sold, (35) will fit. This will reduce the cost of the project from \$76,123 to \$66,360. While this is frustrating to not be able to maximize the space with solar, the setbacks are meant to be a safety feature to allow access for fire fighters."



This is good and not so good news. The good news is that it fits our existing funding and we will no longer need to borrow money to pay ReVision when the install is completed. On the other hand we will be producing less electricity. We have installation projected for August.

We will be switching our electricity supplier back to Eversource soon. This is required for net metering (selling our generated excess electricity). We are currently on a plan with 100% renewable power at a discount from the current Eversource supply rate.

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## **PARISH STEWARDSHIP - CGS Communications Committee**

Communications Committee met on April 25th

- The core development team (Missy, Julia, Steve) met April 16th and April 29th for about 5 hours each time to build out the new site and priority list
  - April 21st John and Missy met over zoom with Google Advisor and converted our analytics to GA4
    - We have until June 1 to download historical Universal Analytics
    - We reviewed the difference in analytics between UA (the older version) and GA4 (the newer version)
  - Review of Social Media
    - With the help of Wayne, we learned of several non-official CGS sites on Insta and FB
    - Needs cleanup
    - Missy will connect with John B. - it could be the reason we can't post to 2 sites at same time.
  - Core team to meet with Pastor Kathy to review updated design and the content development process.
    - Once this is in place - we can begin adding content to the new site design
  - The new site will likely launch with 2 phases - Phase 1 - must have; Phase 2 everything else.
  - Our next meeting is the 4th Tuesday in May, 23rd.
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## **COMMUNITY ACTION OUTREACH - Front Door Agency Report May 2023**

Liaison: Mary O'Reilly

This month the CGS Church Community participated in a cleaning supply drive called "Fill a Pew (or two) of Cleaning Supplies". The Front Door Agency (FDA) has recently purchased another property, called "Mary's House" which stands for: Ministry Alliance For Regaining Your Safety House, and was owned and operated by Southern NH Services. It is a property that serves 40 homeless women, aged 18-100+. These women are struggling with many issues: medical, developmental, extreme mental health, violence, substance abuse, and all of whom have had some form of physical, mental, and verbal abuse. They apply for this program through the Nashua Housing Authority - NHA who will then refer them to the FDA after they have determined that they qualify (homeless, low income, etc.). We filled two pews and collected approximately 130 items for Mary's House these past few weeks which will be delivered by May 18, 2023. These cleaning supplies will be a huge help to the residents of Mary's House.

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**COMMUNITY ACTION OUTREACH - Edible Garden Committee**  
Submitted by Johanna Graves

The Edible Garden Committee is getting a slow start to the year this year due to my personal situation, but we're about to get into high gear.

To recap, we take care of a raised bed at Spring Street on behalf of the women at Norwell House. We also plan, care for, plant, and harvest the raised beds at NSKS. We'd always love to have people join us but it's particularly important this year because we lost one of our most faithful volunteers to family scheduling.

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**COMMUNITY ACTION OUTREACH - Thanksgiving Community Dinner**  
Submitted by Cindy and Woody Hayes

The Thanksgiving Dinner Ministry has only two members- Cindy and Woody Hayes.

This Ministry is only active August- November of any given year. We will not be submitting a report until August.

Thanks for all you do! Warmly, Cindy and Woody.

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**COMMUNITY ACTION OUTREACH - Gingerbread Village & Holiday Stroll**  
Submitted by John Lewis

I had a Meeting on 5/2/2023 with Pastor Kathy this past week to review the dates for Gingerbread Village activities.

These dates will be the 2-3 weekends prior to Thanksgiving.

Set up of the GB Village will be after Thanksgiving, typically Friday or Saturday, prior to Holiday Stroll.

I recommended CGS create a Holiday Stroll Committee to coordinate the activities planned for the Hall (Boire Dance Academy exhibition dancing), Lounge (GB Village) and Sanctuary (Music, Bells, etc.)

Available volunteers to host these activities will need to be managed in order to schedule opening and closing of these areas of the Church during the Holiday Stroll Event.

New Statement of Activities CGS Apr 2023

	Actual Jan-Apr 2023	Budget Jan-Apr 2023	Actual Jan-Apr 2022	Budget Jan-Dec 2023
<b>Revenues</b>				
Commitment Income	\$ 109,440	\$ 116,667	\$ 103,642	\$ 350,000
Non-Pledge Income	\$ 8,125	\$ 6,287	\$ 7,492	\$ 24,516
Special Commitments	\$ 5,869	\$ 4,617	\$ 3,338	\$ 7,617
Loose Offerings	\$ 1,228	\$ 787	\$ 1,183	\$ 3,158
Special Contributions	\$ 2,016	\$ 1,430	\$ 2,458	\$ 5,397
Endowment	\$ -	\$ -	\$ -	\$ 61,806
Previous Budget Surplus	\$ -	\$ -	\$ 5,130	\$ -
Building Use	\$ 5,130	\$ 4,130	\$ 4,630	\$ 12,429
Fundraising	\$ 693	\$ 100	\$ -	\$ 4,000
Diocesan Grants	\$ -	\$ -	\$ 20,000	\$ 5,000
<b>Total Revenues</b>	<b>\$ 132,500</b>	<b>\$ 134,018</b>	<b>\$ 147,874</b>	<b>\$ 473,923</b>
<b>Expenses</b>				
A) Clergy & Staff Salaries				
1) Rector	\$ 41,262	\$ 36,864	\$ 24,575	\$ 111,952
2) Curate	\$ -	\$ -	\$ 25,164	\$ -
3) Priest in Charge	\$ -	\$ -	\$ 20,322	\$ -
4) Parish Administrator	\$ 19,448	\$ 20,264	\$ -	\$ 60,793
5) Communications/Outreach	\$ -	\$ 5,000	\$ -	\$ 15,000
4) Clergy Development	\$ -	\$ -	\$ 1,487	\$ -
Total A) Clergy & Staff Salaries	\$ 60,710	\$ 62,129	\$ 71,547	\$ 187,745
B) Church Overhead				
1) Staff Taxes	\$ 7,483	\$ 5,617	\$ 10,626	\$ 16,852
2) Clergy Pensions	\$ -	\$ -	\$ 11,493	\$ -
3) Staff Pensions	\$ 2,092	\$ 2,090	\$ 1,429	\$ 6,271
4)Health,WC, Disab, Life Ins.	\$ 168	\$ -	\$ 13,406	\$ 850
5) Staff Development	\$ -	\$ 667	\$ -	\$ 2,000
Total B) Church Overhead	\$ 9,743	\$ 8,374	\$ 36,954	\$ 25,973
C) Office Overhead				
1) Telephone & Internet	\$ 1,389	\$ 1,667	\$ 1,304	\$ 5,000
2) Postage	\$ 892	\$ 1,183	\$ 1,260	\$ 3,200
3) Copy & Print	\$ 2,901	\$ 2,833	\$ -	\$ 6,200
4) Office Expenses	\$ 1,672	\$ 3,000	\$ 4,135	\$ 9,000
5) Parish Administrator	\$ -	\$ -	\$ 16,038	\$ -
7) Computer Expenses	\$ 3,931	\$ 3,849	\$ 2,557	\$ 11,547
9) Safe Church Personnel Safety	\$ 20	\$ 200	\$ 10	\$ 500
Total C) Office Overhead	\$ 10,804	\$ 12,732	\$ 25,304	\$ 35,447
D) Diocesan Assessment				
1) Diocesan Assessment	\$ 16,236	\$ 24,788	\$ 23,100	\$ 74,364
Total D) Diocesan Assessment	\$ 16,236	\$ 24,788	\$ 23,100	\$ 74,364

New Statement of Activities CGS Apr 2023

	<b>Actual Jan-Apr 2023</b>	<b>Budget Jan-Apr 2023</b>	<b>Actual Jan-Apr 2022</b>	<b>Budget Jan-Dec 2023</b>
F) Worship				
1) Organist/Music Program	\$ 1,977	\$ 1,533	\$ 1,139	\$ 5,000
2) Music Director	\$ 17,962	\$ 17,291	\$ 17,290	\$ 51,632
3) Supply Clergy	\$ 675	\$ 1,000	\$ -	\$ 3,300
4) Altar Flowers	\$ 350	\$ -	\$ 60	\$ -
5) Candles, Bread & Wine	\$ 394	\$ 269	\$ 180	\$ 659
Total F) Worship	\$ 21,358	\$ 20,093	\$ 18,669	\$ 60,591
G) Building & Grounds				
1) Property	\$ 13,658	\$ 12,207	\$ 11,895	\$ 27,000
2) Utilities	\$ 14,280	\$ 12,623	\$ 13,143	\$ 37,573
3) Insurance	\$ 2,623	\$ -	\$ -	\$ 9,500
4) Sexton Salary	\$ 2,603	\$ 4,200	\$ 1,329	\$ 12,600
5) Cleaning Company	\$ -	\$ -	\$ 2,277	\$ -
Total G) Building & Grounds	\$ 33,163	\$ 29,031	\$ 28,644	\$ 86,673
H) Christian Education				
1) Adult	\$ 209	\$ 297	\$ 202	\$ 600
2) Children	\$ 551	\$ 200	\$ -	\$ 700
3) Youth	\$ 188	\$ 99	\$ 99	\$ 500
4) Youth Director Salary	\$ 3,634	\$ 3,634	\$ 3,142	\$ 9,085
5) Sunday School Coordinator	\$ 3,580	\$ 3,580	\$ -	\$ 8,951
6) Nursery	\$ -	\$ 333	\$ -	\$ 1,000
Total H) Christian Education	\$ 8,162	\$ 8,143	\$ 3,444	\$ 20,836
I) Other Programs & Org.				
1) Fellowship & Special Events	\$ 401	\$ 967	\$ 135	\$ 2,700
2) Stewardship	\$ 138	\$ 362	\$ 312	\$ 410
Total I) Other Programs & Org.	\$ 539	\$ 1,329	\$ 447	\$ 3,110
Line of Credit	\$ 762	\$ -	\$ 1,500	\$ -
<b>Total Expenses</b>	<b>\$ 161,478</b>	<b>\$ 166,619</b>	<b>\$ 209,608</b>	<b>\$ 494,739</b>
<b>Net Total</b>	<b>\$ (28,978)</b>	<b>\$ (32,601)</b>	<b>\$ (61,735)</b>	<b>\$ (20,816)</b>

Operating Cash Balance as of Apr 1 ,2023	\$ 13,904.60
April Income	\$ 34,671.00
BOR Gifts not included in P&L	\$ 6,549.73
April Expenses	\$ (32,056.00)
April Expenses not cleared	\$ (8,891.02)
Operating Cash Balance as of Apr 30, 2023	\$ 14,178.31

Book of Remembrance				4/30/2023	
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		4/30/2023
Unrestricted	Restricted	Total Admin
\$ 10,623.83	\$ 20,877.91	\$ 31,501.74

**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
Apr	\$ 29,167	\$ 26,038	\$ 3,129	\$ 7,227

	<b>Balance</b>		
<b>Assets</b>	4/30/2023		
Operating Checking	\$ 14,178.31		
Book of Remembrance (Unrestricted portion)	\$ 2,365.14		
Admin Fund (Unrestricted portion)	\$ 10,623.83		
Short term Receivables (60 Days)	\$ 77,998.47		
Outstanding checks	\$ 8,891.02		
<b>Total Assets</b>	<b>\$114,056.77</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)	\$ 20,877.91		
Total Net Assets	<b>\$ 80,823.82</b>		
<b>Total Liabilities &amp; Net Assets</b>	<b>\$ 114,056.77</b>		

	Actual Jan-May 2023	Budget Jan-May 2023	Actual Jan-May 2022	Budget Jan-Dec 2023
<b>Revenues</b>				
Commitment Income	\$ 131,602	\$ 145,833	\$ 132,979	\$ 350,000
Non-Pledge Income	\$ 12,855	\$ 8,478	\$ 9,682	\$ 24,516
Special Commitments	\$ 5,987	\$ 4,617	\$ 3,833	\$ 7,617
Loose Offerings	\$ 1,586	\$ 1,099	\$ 1,495	\$ 3,158
Special Contributions	\$ 2,341	\$ 1,650	\$ 2,628	\$ 5,397
Endowment	\$ -	\$ -	\$ -	\$ 61,806
Building Use	\$ 5,779	\$ 5,065	\$ 5,565	\$ 12,429
Fundraising	\$ 873	\$ 200	\$ -	\$ 4,000
Diocesan Grants	\$ -	\$ 2,500	\$ 26,250	\$ 5,000
<b>Total Revenues</b>	<b>\$ 161,023</b>	<b>\$ 169,442</b>	<b>\$ 187,562</b>	<b>\$ 473,923</b>
<b>Expenses</b>				
A) Clergy & Staff Salaries				
1) Rector	\$ 50,388	\$ 45,741	\$ 24,575	\$ 111,952
4) Parish Administrator	\$ 24,933	\$ 25,330	\$ -	\$ 60,793
5) Communications/Outreach	\$ 633	\$ 6,250	\$ -	\$ 15,000
Total A) Clergy & Staff Salaries	\$ 75,954	\$ 77,321	\$ 84,157	\$ 187,745
B) Church Overhead				
1) Staff Taxes	\$ 9,047	\$ 7,022	\$ 12,135	\$ 16,852
3) Staff Pensions	\$ 826	\$ 2,090	\$ 1,270	\$ 6,271
4) Health, WC, Disab, Life Ins.	\$ 1,484	\$ -	\$ 15,254	\$ 850
5) Staff Development	\$ 45	\$ 833	\$ -	\$ 2,000
Total B) Church Overhead	\$ 11,402	\$ 9,945	\$ 42,232	\$ 25,973
C) Office Overhead				
1) Telephone & Internet	\$ 1,734	\$ 2,083	\$ 1,883	\$ 5,000
2) Postage	\$ 1,118	\$ 1,404	\$ 1,933	\$ 3,200
3) Copy & Print	\$ 2,968	\$ 2,992	\$ -	\$ 6,200
4) Office Expenses	\$ 2,169	\$ 3,750	\$ 6,094	\$ 9,000
7) Computer Expenses	\$ 4,546	\$ 4,811	\$ 4,226	\$ 11,547
9) Safe Church Personnel Safety	\$ 20	\$ 200	\$ 10	\$ 500
Total C) Office Overhead	\$ 12,555	\$ 15,240	\$ 34,166	\$ 35,447
D) Diocesan Assessment				
1) Diocesan Assessment	\$ 16,236	\$ 30,985	\$ 28,512	\$ 74,364
Total D) Diocesan Assessment	\$ 16,236	\$ 30,985	\$ 28,512	\$ 74,364
F) Worship				
1) Organist/Music Program	\$ 2,929	\$ 1,867	\$ 1,951	\$ 5,000
2) Music Director	\$ 19,262	\$ 21,583	\$ 21,583	\$ 51,632
3) Supply Clergy	\$ 900	\$ 1,250	\$ -	\$ 3,300
4) Altar Flowers	\$ 470	\$ -	\$ 207	\$ -
5) Candles, Bread & Wine	\$ 578	\$ 269	\$ 180	\$ 659
Total F) Worship	\$ 24,139	\$ 24,969	\$ 23,920	\$ 60,591

G) Building & Grounds				
1) Property	\$ 16,914	\$ 13,079	\$ 12,549	\$ 27,000
2) Utilities	\$ 16,473	\$ 15,400	\$ 16,096	\$ 37,573
3) Insurance	\$ 2,623	\$ 2,372	\$ 2,372	\$ 9,500
4) Sexton Salary	\$ 3,808	\$ 5,250	\$ 1,592	\$ 12,600
5) Cleaning Company	\$ -	\$ -	\$ 2,866	\$ -
Total G) Building & Grounds	\$ 39,818	\$ 36,102	\$ 35,475	\$ 86,673
H) Christian Education				
1) Adult	\$ 1,255	\$ 297	\$ 202	\$ 600
2) Children	\$ 551	\$ 200	\$ 29	\$ 700
3) Youth	\$ 188	\$ 99	\$ 99	\$ 500
4) Youth Director Salary	\$ 4,543	\$ 4,543	\$ 4,037	\$ 9,085
5) Sunday School Coordinator	\$ 4,476	\$ 4,476	\$ -	\$ 8,951
6) Nursery	\$ -	\$ 417	\$ -	\$ 1,000
Total H) Christian Education	\$ 11,012	\$ 10,030	\$ 4,368	\$ 20,836
I) Other Programs & Org.				
1) Fellowship & Special Events	\$ 401	\$ 1,183	\$ 203	\$ 2,700
2) Stewardship	\$ 138	\$ 362	\$ 312	\$ 410
Total I) Other Programs & Org.	\$ 539	\$ 1,545	\$ 514	\$ 3,110
<b>Total Expenses</b>	<b>\$ 192,513</b>	<b>\$ 206,139</b>	<b>\$ 255,102</b>	<b>\$ 494,739</b>
<b>Net Total</b>	<b>\$ (31,490)</b>	<b>\$ (36,697)</b>	<b>\$ (67,540)</b>	<b>\$ (20,816)</b>

**Notes**

D) 1) We did not pay Assessment in April or May (\$11,646)



Operating Cash Balance as of May 1 ,2023	\$ 14,178.31
MayIncome	\$ 28,523.26
BOR Gifts not included in P&L	\$ 6,549.73
MayExpenses	\$ (31,035.32)
May Expenses not cleared	\$ (5,762.37)
Operating Cash Balance as of May 31, 2023	\$ 12,453.61

Book of Remembrance				5/31/2023	
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		5/31/2023
Unrestricted	Restricted	Total Admin
\$ 15,001.38	\$ 20,877.91	\$ 35,879.29

**Total Unrestricted** \$ 17,366.52

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
Apr	\$ 29,167	\$ 26,038	\$ 3,129	\$ 7,227
May	\$ 29,167	\$ 26,893	\$ 2,274	\$ 9,502

	<b>Balance</b>		
<b>Assets</b>	5/31/2023		
Operating Checking	\$ 12,453.61		
Book of Remembrance (Unrestricted portion)	\$ 2,365.14		
Admin Fund (Unrestricted portion)	\$ 15,001.38		
Short term Receivables (60 Days)	\$ 78,474.27		
Outstanding checks	\$ 5,762.37		
<b>Total Assets</b>	<b>\$114,056.77</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)	\$ 20,877.91		
Total Net Assets	<b>\$ 80,823.82</b>		
<b>Total Liabilities &amp; Net Assets</b>	<b>\$ 114,056.77</b>		