

2020 Annual Report

**For the Annual Meeting on
Sunday, January 31, 2021**

**Saint Timothy's Episcopal Church
1550 Diablo Road
Danville, CA 94526
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2020 Annual Report - St. Timothy's Episcopal Church, Danville

Sunday, January 31, 2021

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Agenda

1. Prayer –Todd Bryant
2. Appointment of Secretary and Parliamentarian– Todd Bryant
3. Approval of minutes from the 2020 Parish Meeting – Dick Firth, Senior Warden
4. Vestry Election – Dick Firth, Senior Warden
5. Deanery / Convention delegates nominees – Tom Linari, Junior Warden
6. Treasurer’s Report – Neal Matsunaga
7. Rector’s Report – Todd Bryant
8. Senior Warden Report - Dick Firth
9. Outgoing Vestry Recognition – Todd Bryant & Dick Firth, Senior Warden
10. Naming of Senior Warden for 2021 –Todd Bryant
11. Questions –Todd Bryant & Dick Firth, Senior Warden
12. Closing Prayer – Dick Firth, Senior Warden

2020 Annual Meeting Minutes - Sunday, January 26, 2020

Start Time: 11:20

Update Date: 2/4/2020

1. Prayer – Pastor Todd Bryant
2. Appointment of Secretary and Parliamentarian – Pastor Todd Bryant

MOTION: Appoint Sally Shea Potts and Sally Jess Secretary and Parliamentarian, respectively.
APPROVED

3. Approval of minutes from the 2019 Parish Meeting – Dick Firth, Senior Warden

MOTION: Approve minutes as printed in the Annual Meeting booklet – APPROVED

4. Vestry Election – Dick Firth, Senior Warden

MOTION: Approve nominated vestry members – Scott MacDougall & Rein Devlin - APPROVED

5. Deanery / Convention delegates nominees – Tom Linari, Junior Warden

Nominations:

Jim Coleman
Betty Davis
Mary Louise Gotthold
Cecilia Oduwole
Mike Oliver
Frances Stephenson
Jerry Vallery

APPROVED

6. Treasurer's Report – Neal Matsunaga

Highlights of 2019

- Additional 13 pledges after Annual Meeting
- Income extra over expenses - \$7,900+ - Vestry allocated the additional income to the Facilities and Maintenance Reserve account

Forecast for 2020

- Income about the same as 2019
- Expenses have increased
- Number of pledges have increased
- Vestry approved a deficit budget of \$40,000+
- Challenge: Forecast maintenance expenditures exceed budget and available maintenance reserves

QUESTION: Ade Adekunle: How can the deficit be addressed?

ANSWER: Vestry has worked hard to keep expenses that can be controlled. The challenge for the congregation is to increase pledged income.

SUGGESTION: Workshops with the congregation to discuss possible ways to increase income.

ANSWER: Based on last years' experience, we may be able to increase the number of pledges to cover the deficit. If that does not look good by June, the vestry will address the issue with the congregation. The vestry looked at options to rent part of the campus but chose not to pursue that due to the impacts on the non-profit status of the church.

QUESTION: I thought the deficit was going to be around \$20,000?

ANSWER: In December, the projection was less due to expected pledges that were not received. As of January, the projection is less rosy & the projected deficit more.

QUESTION: Where is Dividend income?

ANSWER: Dividend income goes into Misc. Income in the budget and Endowment income which is accounted for separately. So far, the Endowment dividend income has been retained in the endowment accounts. The current endowment is \$600,000+. The Endowment funds are invested in the Episcopal Church Foundation. The operating savings funds are invested with TDAmeritrade and Charles Schwab.

QUESTION: How much is in the Maintenance Reserve account?

ANSWER: Maintenance Reserve is currently approximately \$130,000. \$70,000 is unallocated; the rest has a specified use (\$54,000 for the Parish Hall, about \$20,000 for the rectory). In 2018, the vestry paid for a reserve study for maintenance. That study projected expenses of about \$100,000 a year for maintenance

7. Rector's Report – Pastor Todd Bryant

Pledges as of the Annual Meeting 2020 are higher than they were at the same time in 2019.

Average Sunday Attendance increased in 2019 vs 2018.

Bigger driver of church growth is a personal invitation from a member to others.

Saints of the church are those who invite others to church more often than once every 37 years (the average).

Pledge amount is down because the lost pledges (due to moving or dying) are larger than the new pledges. This is not unexpected.

QUESTION: Sharyn Mitzo – Youth Trip this year?

ANSWER: Antioch, Castro Valley and others plan to San Diego and/or Nevada to work at an animal shelter. Berkeley and others have chosen to do their own trip.

QUESTION: How are the Bryants doing?

ANSWER: OK. Kimberley's mother is ill. Kimberley is in Houston with her and there may be surgery around Easter. Thank you for meal gift cards.

QUESTION: Do we have a full vestry?

ANSWER: Vestry only had 2 acceptances for 3 vacancies. The vestry voted to go with only 2 additions to replace the 3 leaving.

8. Senior Warden Report - Dick Firth

THANK YOU:

- Pastor Todd, Pastor Susan, Darita
- Everyone - We are one of the biggest Outreach parishes in the diocese.
- Altar Guild – invisible force
- Treasurer – Neal Matsunaga
- Clerk – Sally Shea Potts
- Carleen Carns – Pledge Secretary and Analyst
- Mike Oliver – Stewardship
- Facilities – Bev Matsunaga
- Endowment – Jim Pope
- Rectory bathrooms renovations - Tom Linari, Sandy Varco
- Parish Hall and Breezeway roof repairs - Tom Linari, Ed Liggins
- Liturgical Art – Kathy Wills and Leslie Firth
- Coffee Setup, campus watering, office help, much, much more – Jacque Chiavini

9. Outgoing Vestry Recognition – Pastor Todd Bryant & Dick Firth, Senior Warden

- Allison Fletcher – Rector’s warden and vestry
- Cathy Hagar - vestry and rector search committee
- Lisa Marie Perry – vestry and wonderful Formation programming

10. Senior Warden next year – Pastor Todd Bryant – **Dick Firth**

Thank you for being a savior & great wing man

11. Questions – Pastor Todd Bryant & Dick Firth, Senior Warden

COMMENT: Thank you to everyone for love, welcome and actions – Ellen Larson-Nelson

THANK YOU: to Pastor Susan

THANK YOU: to the search committee for finding Jeannette Sebree, the new Administrator.

QUESTION: Why aren’t last names listed in the Announcements for those serving?

ANSWER: Rector decision to try and address an on-going problem of scams and identity theft.

THANK YOU, PASTOR TODD,

12. Closing Prayer – Dick Firth, Senior Warden

Submitted by the Annual Meeting Secretary, Sally Shea Potts

Membership, Attendance, Baptisms, Confirmations, Marriages & Deaths

Membership

2020 715

Average Sunday Attendance

230

Baptisms

0

Confirmations

0

Marriages

1

Deaths

9

Current Vestry List

* Marks members going off vestry in 2020

COMMISSION/ POSITION	NAME	EMAIL/PHONE
Rector	Pastor Todd Bryant	rector@sainttimothysdanville.org 925-837-4993 x114
Senior Warden	Dick Firth (2018)*	rwfirth@gmail.com 925-352-8503
Junior Warden / Property Commission	Tom Linari (2018)*	tillerman-tom@sbcglobal.net 925-328-0721
Administration Commission	Kari Doolittle (2018)*	kari.doolittle@gmail.com 925-984-1657
Communications	Mike Olden (2019)	oldenmichael69@yahoo.com 925-725-5809
Stewardship Cochair	Nancy Arroyoavila (2018) *	naa2005retire@gmail.com 760-271-0793
Children and Youth	Rayne Devlin (2020)	srdevlin@gmail.com 415-846-3101, 925-838-6963
Fellowship	Scott MacDougall	smacdoug@gmail.com 925-202-6282
Justice Advocacy & Administration	Kari Doolittle (2018)	kari.doolittle@gmail.com 925-984-1657
Outreach	Alison Hill (2018) *	AliRHill@comcast.net 925-683-9044
Pastoral Care	Trudy Macmillan (2019)	alexlife@astound.net 925-899-1197
Property w/ Junior. Warden.	Steve Hedden (2019)	stephenhedden@yahoo.com <u>925-820-2811</u>
Worship	Linda Clark (2019)	lgclark19@yahoo.com Cell:415-810-3749
Treasurer	Neal Matsunaga	nkmats@aol.com 925-838-1617
Clerk	Sally Shea Potts	sallyspotts@gmail.com 925-785-9823

Vestry Nominees

Ade Adekunle

I was baptized and raised as an Anglican. Over thirty years ago, my wife, Roz, and I made St. Tim's our spiritual home and raised our two children here. I previously served on the Vestry and was a member of the Rector Search Committee in 2017. Also served as a Deanery Representative and a Convention Delegate; and was a member of the Executive Council and the Committee on Governance of the diocese.



Jacque Chiavini

Lived in the Area: 69 years St. Timothy's Member: 25 years

Background: Educator and Administrator in the Acalanes Union High School District for 42 years. Retired in 2014. All those years were spent working with high school students with special needs.

Present/Past Involvement: Vestry for 10 Years. During those years I served as the chair of Stewardship for two years, Community Care Ministry, Parish Life Ministry, Chair of Noah's Ark Preschool Board, Finance Committee, People's Warden and Worship and Liturgy Commissioner. Currently, I continue recruit and schedule those

serving at the altar. When Saint Timothy's returns to worship together I will continue my service as a Master Acolyte, Eucharistic Minister, Lector and Acolyte Team Minister.

My gifts would be best suited for Liturgy and Worship . I prefer a two-year term with hope that younger people will step forward to serve.

Cecelia Oduwole

I was born and raised a Catholic. Olu and I found a home at St. Timothy's twenty years ago. It was the best thing that happened to us.

I am a Business Consultant, Specialist working for Kaiser Permanente. I have been with Kaiser for 15+ years and before that, I worked for Stanford Alumni Association, Gap, Inc and Micro Focus, Inc. Olu and I have three grown boys and three grand- children. I am passionate about social justice and hope that my involvement on the Vestry will help me become a better advocate.





Steve Oki

I have lived in Danville for the last 30 years, and have attended St. Timothy's during all that time. I am married to my wife, Susan and we have a son Chris (33) who grew up at St. Timothy's. I have served in the church as an usher, as a member of the choir, on the columbarium board, and worked at multiple church and outreach events. I have been retired for the last 2 years from Genentech where I worked for 34 years as a Computer Application and Systems Manager. I have been an Assistant Scoutmaster in Troop 805 for over 20 years. St. Timothy's is a very special place for me and it's my wish to help it grow. My talents lean more toward the technical so I would like to help where I can in the communications, administration, and property commissions.

Gabel Chong-Horsley

I have attended St Timothy's with my husband, Matt, and my two teenage boys, Jake and Colin, since 2010. I am an electrical engineer by training and have worked in the semiconductor industry for over 16 years as a Quality and Reliability Project Leader. Three years ago, I made a career change, and I am currently an engineering professor (transfer program) at Diablo Valley College.



I was introduced to Christianity during my Catholic school days in my native city of Hong Kong and was baptized at the age of 15. As I came to North America for my studies, I attended various churches and had friends from different religions.

It was not until my doctoral studies at Yale when I started attending the Episcopal Church. During that time, I was active at the graduate student bible study group and served as a panel speaker on faith and the sciences. Upon moving to the Greater Boston area, I volunteered as a Sunday School teacher at the Church of Good Shepherd in Acton, MA.

Having settled down in Danville, my family made St Timothy's our spiritual home. My boys practically grew up at this church and have been active with the food programs. Matt was baptized several years ago during the Easter Service at our church courtyard. My late mother visited us in America, and she attended healing prayers at this church. When she finally went back to God's embrace, former pastor Rev Stacey Grossman performed the committal service. Recently, you may have seen me around a little more in the services on YouTube as I volunteered as a lector.

Right after I received the invitation to join the Vestry, I had my doubts because it had never crossed my mind to serve in this capacity. But as Mary also had her doubts at first, she eventually heeded God's call; so will I. "Here am I, the servant of the Lord; let it be with me according to your word." (Luke 1:37)

What Is A Deanery?

We are all members of the Diocese of California. We live out that membership in our local congregations as well as a variety of other ministries and institutions, one of which is Deanery.

Deaneries play a key role in developing and implementing the policies and plans of the Diocesan Convention and the Executive Council through:

- Reviewing and giving input about the diocesan budget and convention resolutions
- Sharing diocesan information with the congregations
- Communicating with the Diocese about the concerns of congregation and the deanery
- Providing a forum for education about matters of importance to the Diocese and the congregations
- Nurturing relationships between congregations, organizations and individuals doing similar ministries and good works
- Developing deanery-wide programs and participating in creative ministries

Who can be a Deanery Representative?

Deaneries are made up of lay and clergy representatives from each congregation in the deanery. The number of lay representatives each congregation has is determined by the number of communicants in good standing in the congregation.

Lay representatives are elected by congregations or appointed by the clergy of a congregation. All deanery representatives attend deanery meetings. Some deanery representatives are designated by their congregations as “convention delegates” These people are voting representatives at convention.

What is expected of a Deanery Representative?

- To attend deanery meetings, actively participate in deanery programs and support one another in the deanery
- To report to the deanery meeting about congregational matters and to the congregations about deanery matters
- To read, study and be prepared to discuss matters that come before convention
- If a convention delegate, to attend convention and vote
- To seek out and encourage people to serve on deanery ministries, Diocesan departments and commissions, and Executive Council
- To communicate lay initiatives and concerns to the clergy

When and where do Deaneries meet?

Deaneries are required to meet at least four times a year to elect officers, review the diocesan budget and review resolutions and other matters to be presented at diocesan convention

The times and places of deanery meetings are determined by each deanery. Agendas and programs for deanery meetings are planned by the officers of the deanery

Contra Costa Deanery Churches

Grace Church, Martinez

Resurrection, Pleasant Hill

St. Anna's, Antioch

St. Anselm's, Lafayette

St. John's, Clayton

St. Mark's, Crockett

St. Michael and All Angels, Concord

St. Paul's, Walnut Creek

St. Stephen's, Orinda

St. Timothy's, Danville

Email questions and comments to: eastcontracostadeanery@gmail.com

Contra Costa Deanery

The Diocese of California is organized into six deaneries (a group of congregations). The Alameda, Contra Costa, Marin, San Francisco, and Southern Alameda deaneries cover their respective counties; the Peninsula Deanery consists of all of San Mateo County and a small portion of Santa Clara County.

St. Timothy's is part of the Contra Costa deanery. You can get involved in many ways at the diocesan level. Give deanery a try.

2021 Deanery/Convention Delegate Nominees

Jim Coleman

Mary Louise Gotthold

Ellen Clark Nelson

Cecilia Oduwole

Mike Oliver

FYI – Pastor Todd Bryant is the current president of the Contra Costa Deanery.

2021 Convention

To be determined

2021 Deanery Meetings

To be determined

Rector's Report

Please allow me an aside before getting into the nuts and bolts of my report. My ninth-grade English teacher assigned us an oral book report on the "Tale of Two Cities" by Charles Dickens. You know, "it was the best of times, it was the worst of times."

I did not read the book. I almost did not get my copy of cliff notes (remember those?) because my classmates already had theirs. Despite the late purchase and because my last name starts with B, I was the first to give a report. I was (and hope I still am) an unaccomplished plagiarist. At the one-minute mark, I said "Pip conflicted over his shameful treatment of Joe..." a direct quote from the cliff notes would be repeated word-for-word by six more classmates that day. Ms. Pope, our teacher, completely lost it. "It's gonna be the worst of times in here, unless you all start actually reading the book."

I am asking you to be way more engaged than ninth grade me. It's a big request, as everything is pushing us toward disengagement – closed gyms and small business; closed churches and school campuses; closed student and professional sports, closed theaters and restaurants. But we have Zoom, right? I know it is a lifeline, but I am worn thin by the abominable Zoom meeting.

If you love this community, ask God what we are to become in 2021, and jump in with time, talent and treasure. We had an amazing 2020: We raised 40K for extra outreach, not counting the food drives. 50+ families invested 60K for the livestream project. We have had a few bumps along the way on the live videos, but we are getting our stride. Incredibly, with your help and the PPP loan we were able to roughly break even in 2020. Thank you for keeping your eyes on our most vulnerable (MCC and other outreach.) Thank you for believing in my vision to take virtual worship to the next level. Thank you for helping us hope in 2021. It was the best of years; it was the worst of years.

We do have a budget shortfall in 2021 which does not include unfunded campus maintenance needs. We need your help. This will be challenging on many fronts. Given the extension of stay-at-home orders and the COVID tiers that we will need to step through, **I can guarantee that the Epiphany and Lenten seasons will be virtual.** Despite you mainly seeing your clergy and musicians pop up on your screen like magic, your whole staff is working as hard as ever and in ways we never expected. All of us have become video producers. Your support makes our offering of worship, pastoral care and outreach possible.

Looking back

Remember in March 2020, when we were all joking with each other about only using elbows at the peace *in the church sanctuary*, and then we were pushed into a virtual Holy Week and Easter? We tuned in remotely through Summer, Fall, Advent, and even Christmas. We have gone from wondering how to effectively get people through the church doors in early 2020, to welcoming people from Asia, Oregon, Connecticut and down the street in San Ramon. It has been the most connective and creative of times, it has been the loneliest and most anxious of times.

The Christmas season was really beautiful, but I don't want to lie to you - attendance was much lower at Christmas than years past (attendance looked slightly better than a regular Sunday). We did not get the same Christmas giving bump we usually do. Personally, I really missed welcoming Christmas Eve family members who were dragged into church by their well-meaning relatives. The Christmas worship itself was excellent and you can thank the Altar Guild, Liturgical Arts, Server Teams, Musical Teams, and the Tech Team for their many, many hours behind the scenes to make it all possible. We can be exceedingly proud and grateful for the work of many committed volunteers. It was the best of Christmas times; it was the worst of Christmas times.

Susan, Darita, Jeanette and I will need your care and prayer for the load that was 2020. I don't want your sympathy; I want your support & space in 2021. We are thrilled to push forward in these funkiest of times but know we will need breaks and respite from constantly engaging ministry outside of our regular skill set.

Darita took personal and professional time in 2020. I know you share my gratitude for him taking music to the next level during the pandemic. He has been accepted to a master's program in Los Angeles and will be with us for now (remote only school) but know that we have him on borrowed time.

It was the best of times for fording new 'live streams', it was the worst of times for brains that never sleep. So, wow, 2020 *amiright*? Let's keep our core alive and well by loving each other, caring for the vulnerable, seeking renewal through worship, and boldly stepping into best of times and worst of times ahead of us.

Pastor Todd Bryant

2020 at St Timothy's –



**March 15th
Sunday Morning Worship
will be online only**

JANUARY

2020 Annual Meeting

Harry Larson Memorial Service

Boy Scout Leader Training

Noah's Ark Parent Coffee

Group Meetings – Bridge, Book, EFM, Quilt, Bible Study, Your Life Story, Men's Group, Meditation

Outside Group Meetings – AA, ACA, Scouts, Tops

FEBRUARY

Vestry Retreat

ASH WEDNESDAY

Stations of the Cross

Group Meetings – Bridge, Book, EFM, Quilt, Bible Study, Your Life Story, Men's Group, NEW, Meditation, Grief Support

Outside Group Meetings – AA, ACA, Scouts, Tops

MARCH

Election Day

Stations of the Cross

Winter Nights Shelter on campus

CCC declares Covid emergency.

SUNDAY WORSHIP GOES ONLINE

Church Office and Grace House closed

Group Meetings – No on-site Group meetings for the duration of the pandemic -

Outside Group Meetings - No on-site meetings for the duration of the pandemic

EFM resumes using Zoom.

Vestry starts meeting via Zoom; Vestry Committees restart meeting using Zoom.

Food Barrels move to Grace House porch donations are transported to Monument Crisis Center (MCC)

Parish Hall renovation begins –



APRIL

HOLY WEEK – WORSHIP ON-LINE
 Parish Zoom Chat/Coffee Hour
 Bishop Marc visit with coffee hour – online.
 Book Group resumes meetings using Zoom.



MAY

SUNDAY WORSHIP ONLINE
 Drive-by Food Drives for Monument Crisis Center start
 Quarantine Har pictures!
 Zoom Coffee Hour



June

Wedding Auto Parade for Nancy and Michele
 Live Streaming Sunday Worship begins
 Drive-by Food Drive for MCC
 Parish Zoom Town Hall
 Virtual Vacation Bible Camp
 Life Story Group resumes meetings via Zoom.



JULY

Live Stream full funding achieved.
 Backpack drive for Hope Solutions students (Outreach)
 Drive-by Food Drive for MCC
 Sunday Zoom Coffee Hour



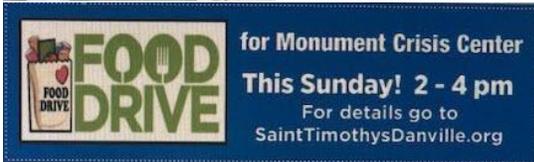
AUGUST

FOTH – Reimagined 2020
 Noah’s Ark resumes operations.
 Thursday Zoom Coffee Hour
 Sunday Zoom Coffee Hour



SEPTEMBER

- Drive-by Food Drive for MCC
- Welcome Home – Chalk art on sidewalk.
- Welcome Home - Car Parade at church
- Tuesday Zoom Coffee Hour



OCTOBER

- Drive-by Food Drive for MCC
- Blessing of the Animals
- Sunday Zoom Coffee
- Pumpkin and Seeds



NOVEMBER

- Election Day – Parish Hall used
- Thursday Zoom Coffee Hour
- Thanksgiving Food Bags for MCC
- Thanksgiving Chalk Art at St. Tim’s
- Thursday Zoom Coffee Hour



DECEMBER

- (Outreach) Winter Nights Shelter at San Damiano
- Advent activities for families with children
- Thursday Zoom Coffee Hour
- Holiday Food Boxes for MCC
- Radiant Splendor Choirs Concert
- Sunday Zoom Coffee Hour
- Virtual Christmas Pageant

Associate Rector's Report

As the world tipped and the streets emptied of cars, we learned new ways to be a spiritual community. Our response to the Corona Virus shaped all we did; we entered into lockdown and stay-at-home orders. No church services.

Forgotten were the great plans for continued Sunday school with our younger and older elementary children and children's worship. Set aside were big Lenten plans and a special Palm Sunday Event with pageantry around the walls of Jerusalem with Nancy L. Paper bag blocks, bibles, plans, paints, and crafts were abruptly set aside in our Sunday school rooms. Many thanks to our Sunday school leaders and children's worship leaders who began our year, John G-N, Allison G-N, Caroline F. Anna V. and Abby P. Thank for our leadership of Kris M., Wendy B., Nancy L., Emily M., Michelle R., and Rayne D. Forgotten were the festivities of Christmas; with aching hearts we thought about family, friends and social events with longing and incredulity.



Gone were the Teatime visits with Lucy K. in Grace House, coffee hours and soon actual visits to people in the hospital. Visits changed. The phone became a way to connect that we never imagined. We called, FaceTimed, Zoomed, met outside socially distanced, and walked alone and with soul friends. Some discovered small patches of sanity in their backyard, a path or park less traveled, rode bikes, shopped carefully, worked from home or took on projects. Some of us stayed in our pajamas, others taught and played with children until they slept, others knew grief, loneliness and the power of resilience---all of us wept and hoped. I visited in innovative ways—through sliding glass doors and windows, many, many phone calls and driveway greetings.

I learned new digital technologies and with Pastor Todd's help we led Morning Prayer on Facebook live; we invited others to join our Zoom meetings. Our parish members graciously accepted help and others reached out with grocery runs and numerous small and large gifts of care. We accepted the gifts of the Spirit in the moments of silence, the hikes, the backyard birds and our renewed attention to nature that has always been around us. We walked the labyrinth, and found that God is with us. Still, we ache for our community of worship of Saint Timothy's family. We brought food to the food drive, watched church in pajamas and invited children to bring a stuffed animal to zoom Sunday school! Some of us brought new pets and more love into our lives.

Noah's Ark teachers quickly learned to navigate Zoom for preschoolers, not an easy task, and I joined them for virtual chapel. Electric candles replaced the candles at church, my dining room table held a cross, stories, and a singing bowl. Gratefully we sang familiar songs with hand motions with the amazing staff under the leadership of Cynthia C. and used the magic of mute! In the fall, Noah's Ark opened with a new Director, Shipra R., and children are together in school, in person, with many, many protocols. Chapel services are held outside on the playground. We ring a singing bowl, celebrate the tall trees, listen for the birds, and tell stories of God's love from the bible—. "I am here! You are here! God is here!" God is good.



Multiple webinars helped us to embrace best practices for Church during this Pandemic. Children and adults entered Lent with at-home altars, a new awareness of spirituality in the home, and an appreciation of the power of technology for good-- . We experimented with Sunday School and young people's time. I grew in awareness with my participation with parishioners in the *Episcopal Sacred Ground Dialogue Series on Race and Faith* led by Jim C. We socialized, studied and prayed together on Zoom with the expertise of Sally P. With tremendous gratitude for Pastor Todd's leadership, we used Facebook live, YouTube, and appreciated the power of the iPhone. We preached and led worship outside and in the church—longing for this Pandemic to end.

Many thanks to our amazing tech team who have brought us into a whole new place of being able to use their talents for us on video and live stream with all of the intricacies of sound, light, and film. Thank you very much, Don P., Rand M., Ryan M., Michael O., Lisa P., and our Director of Music, Darita S. whose expertise brought music to our hearts enabling us to praise God and sing Hope.

Thanks to all the people who helped to make worship possible--recording from home, joining us in an empty church, rearranging our church space, contributing to our live stream, and joining us for a countdown to worship. Thank you for arranging for flowers, Cathy M. and Leslie F. and for organizing us in worship Jacque C. Most of all, thank you to Pastor Todd for his vision. The whole community of Saint Timothy's worked together in new ways to make the gathering of God's people possible. Thank you for your prayers.

VBS this summer was fabulous and virtual! We joined two other church led by Lafayette-Orinda Presbyterian Church and Lori R. and Ryan T. with music, adventure, breakout rooms, crafts and fun! I even recorded a cameo video! Some of our children joined Holy Cross and Mark S. in their virtual VBS. We had no mission trips, but our young people ran errands, helped at food drives and served others around them in so many ways.

Thank you to Sharyn M. who gave us colorful chalk for our Welcome Back chalk drawings on the sidewalk and all the wonderful pictures offered by children and adults in praise of God in the world. With bubbles, signs and a car parade we gave thanks for seeing our masked faces in person.



Thank you to Rayne D. who helped us as we entered a virtual Advent and Christmas with special countdown to Christmas candles for our children with special Advent activities and to all our children and parents who made a fabulous Zoom Christmas pageant possible.

As I report on this year of 2020, I think about when we entered into a worldwide Pandemic, learning about Corona Virus. I also think about how we meet God all the time—in each other and around us. Wherever we are, I give thanks for the faithful community of Saint Timothy's. Thank you for sharing so many stories on the phone, allowing me to pray with you over the phone and sharing our a faith journey through fear, fire, change and

hope.

My primary responsibilities have been Pastoral care and worship. They have looked different. Thank you to Pastor Todd who has spent more hours and days than we could count bringing us our faithful worship and has been a creative and supportive leader and colleague, our music Director Darita S. who sings, plays, records, edits, produces and compassionately serves with us, and our amazing

administrator Jeanette S. who also learned new skills and helped to bring us worship and connection. Thank you again to our tech team who has worked with Pastor Todd and me to make Sunday worship possible.

With gratitude and joy, I give thanks to the whole community of Saint Timothy's—far and near, those we see and those we do not see. Soon, in God's time we will exit this Pandemic. I pray God may find me more faithful and all of us more aware of the power of God's love—not wearing masks.

Faithfully yours,

Susan

The Rev. Susan Geissler-O'Neil

Senior Warden's Report

To put it mildly, 2020 has been a very unusual year, and likely at least the first half of 2021 will be the same. In this pandemic, one of St. Timothy's successes has been the planning, engineering, and installation of our Live Streaming capability. This facilitated our ability to continue to worship together; while this is not the same as in-person hugs, it has held us together in community, and our attendance count has been maintained and likely has increased slightly. Two groups of folks deserve our thanks for this accomplishment: our tech wizards Rand Mahoney, Ryan Mahoney, Don Perry, and Michael Olden, who have spent hundreds of person-hours each in this effort. Thank you, gentlemen! Second, but just as important, many of our parishioners made a very substantial financial contribution to make this feasible. Thank you, parishioners!

An important additional effort has been that of Darita Seth, who has managed with great success to lead and facilitate the wonderful music that we have each Sunday. This has required substantial extra efforts. Based on the many comments I have heard, the musical program has been very successful, and all of us have very much appreciated this work. Thank you Darita!

Today, in addition to myself, four vestry members are stepping down at the conclusion of their term: Nancy Arroyoavila, Kari Doolittle, Alison Hill, and Tom Linari. Nancy has often served as the conscience of the vestry, challenging us to be our best. This year she has served in addition as our liaison to Stewardship. Kari has been our aster of administration, and interacted in substantial ways with our tech folks, including our sometimes-challenging discussions with Comcast. Alison has been our outreach guru, and she has done a fabulous job. Alison, we want you to stay involved! Tom Linari, our junior warden, head of the Property commission, and unsung hero continued his great efforts this year. Tom, Bev Matsunaga, Stephen Hedden, and Ed Liggins are always working in the background to keep up our physical plant – a never-ending job. All these folks deserve your applause. Bev deserves a second applause because she is constantly handling problems that we often never hear about. Cathy Morris and the Altar Guild, and Jacque Chiavini kept the sanctuary looking beautiful throughout the year. Thank you!

Neal Matsunaga (Treasurer), Carleen Carns (Pledge Analyst), and Mike Oliver and his team (Stewardship) continued their good work this year. One cannot understand how much effort they expend unless you hang around them; they are a dedicated group, and St Timothy's would not function well without them.

Also working in the background has been Sally Potts, our vestry clerk, master of Zoom, and parish historian. Without Sally, we also would be nowhere. Jeanette Sebree, our office manager, quietly keeps things running smoothly; thank you Jeanette.

Our outreach fundraising and labors continue to make St. Timothy's the star of the Diocese. So many of you have worked tirelessly, and so many are very appreciative of your efforts. You and I know who you are, and we applaud you!

Sandy Varco, Leslie Firth, Tom Linari, and others oversaw the rejuvenation of the Parish Hall. Thanks to their efforts and the great generosity of our donor, it is up to date and lovely to behold. Thank you all.

Lastly, but firstly, please give your thanks and support to Rev. Todd and Rev. Susan. They give us great and inspiring sermons, provide wonderful children's time, zoom coffee hours, and continue to find better ways to serve us as shepherds of this flock. They are valuable assets that we want to continue to support in every way that we can. Thank you, Rev Todd and Rev. Susan, very, very much!

Blessings to all, *Dick Firth, Senior Warden*

Junior Warden (Property Commission) Report

Although 2020 has been an incredibly challenging year, to say the least, St. Timothy's has been blessed with extremely generous parishioners to keep my job very busy (a good thing).

Campus: (Church)

Due to the corona virus, church services had to be shut down. As stated above very generous parishioners donated almost 70 thousand dollars to install a livestream system. With the help of Rand Mahoney, Ryan Mahoney, Don Perry, Lisa Perry, Mike Olden, and Kari Doolittle, the system was installed and is now up and running. This also included upgrades to the internet to make the livestream better.

Parish Hall:

St. Timothy's received an anonymous donation in 2019 to refurbish the parish hall with a sound and "hearing loop system. The donation was increased in 2020 to update the parish hall.

In 2020 the parish hall was painted, lighting improved, windows replaced, alter area carpet installed and a new floor covering for the main hall and kitchen area installed. The results were amazing. We now have a fresh looking, bright, modern parish hall that will be a beautiful for years. There are still two things that are still in the works. A modern front door and removable sound baffles to dampen the echo in the hall during coffee hour but can be removed for a concert.

I could not of completed this monumental task without the help of Leslie Firth and Sandy Varco, who made the whole color scheme, sound management, lighting, carpeting, come together.

Also, to Bev Matsunaga who took care of everything from ordering windows, to organizing everything in between. And a big thank you to Neal Matsunaga for keeping us up on the budget throughout the project. To Steve Hedden and boys for help in painting the storage closet and his help throughout the year. Thank you does not say enough.

2021

The upcoming year will see a small herb garden in the area behind Noah's Ark. Nora Hudson along with Jan Mahoney will be taking on this project.

Tom Linari, Junior Warden

Treasurer's Report

With three years as your church Treasurer completed, there continue to be new things to learn and to keep me busy. We continue to have a great group of volunteers and staff who helped keep things moving. Some of the key folks who helped in the financial area were:

Pledge Secretary	Carleen Carns
Pledge Data Entry	Jeanette Sebree
Bookkeeper	Steven Zimmerman
Finance Committee	Dick Firth, Tom Linari, Ken Anderson, John Jess Charlie Wills
Counters	Bob Carns, Ole Chiavini, Sally Potts

Once covid-19 controls kicked in and Sunday donation volumes reduced we reduced the number of volunteer counters.

The treasurer's role at St. Timothy's, in 2020, included the following responsibilities:

- Treasurer for St. Timothy's and Noah's Ark
- Human Resources administrator for both St. Timothy's and Noah's Ark
- Chair of the Finance Committee
- Member of the Endowment Committee
- Member of St. Timothy's Vestry
- Member of Noah's Ark's Board of Directors

Some of the activities and highlights for the role in 2020, included:

1. Applied for and received a Cares Act Payroll Protection Program loan of \$111,460 for the church and preschool. \$73,329 allocated to the church and \$38,131 allocated to Noah's Ark Preschool. We will need to file for forgiveness of this loan from the Small Business Administration through our local bank Heritage Bank before March of 2021.
2. Process for counting and booking donations was modified to have the church office administrator, Jeanette Sebree, enter all check donations into our systems. Carleen Carns, the Pledge Secretary continues to provide analysis of pledge information and supervise the counters and support Jeanette.
3. Provided daily and weekly cash management supervision. This entails being knowledgeable about anticipated expenses and account balances in the church's and Noah's Ark's checking accounts.
4. Prepared the 2020-2021 budget for Noah's Ark. We ended up doing a revised budget in July due to a drop in enrollment and income due to covid-19 protocols.
5. Prepared 2021 budget for St. Timothy's
6. Parish raised about \$61,000 for Livestreaming Project to enable the church to broadcast services over the internet.
7. Parish received donations totaling \$69,650 for renovation of our parish hall.

Finally, I would share comments about our financial results for 2020 and our 2021 plan:

2020 Results

1. We finished 2020 with a budget shortfall of \$45,722 versus a planned shortfall of \$45,029. This was due to an underrun of about \$11,550 due to additional pledges that were anticipated during the year but did not occur and underpayment on a number of pledges. Expenses underran mainly due to our campus being closed from mid-March through the end of 2020, but this underrun was not large enough to cover the underrun in Pledge and Other income.
2. We used \$45,722 of the \$73,329 PPP funds allocated to the church, out of the total of \$111,460 we received, to cover the 2020 budget shortfall.

2021 Budget

1. The 2021 budget is based on 159 pledges, 3 fewer than the 162 pledges we had received by the end of 2020. The 2021 budget also includes 6 pledges for \$15,000 that we anticipate receiving in addition to the pledges received by the end of 2020.
2. Our 2021 budget shows an increase in total income of \$6,314 compared to the actual income for 2020. This change is mostly made up of an increase of about \$28,260 in Pledge Income and an increase of \$5,000 in Operating Support Income offset by a decrease of \$26,490 in Plate Offering Income.
3. Our 2021 expense budget has increased about \$12,800 from the actual expenses for 2020, mostly due to:
 - a. \$3,600 increase in Diocesan assessment
 - b. \$17,200 increase in Personnel Expenses mostly due to a 1.6% cola increase for staff.
 - c. \$27,800 decrease in Facilities and Finance expenses offset by increases in a number of areas, including \$7,700 increase for Administration.
4. The Vestry approved 2021 budget reflects an income shortfall of \$52,230, an increase of about \$6,500 over the 2020 shortfall. The plan is to cover the shortfall with Pledge Reserve and PPP funds leaving an uncovered shortfall of about \$520.
5. There are two areas of concern in our church's financial picture. Given the shortfall in 2020 and the anticipated larger shortfall in the 2021 budget it would appear that our church has an ongoing issue with inadequate income to cover operating expenses and that the gap is getting larger each year. Additionally, we continue to need to identify about another \$100,000 in income annually going forward to fund maintenance and improvement work on the campus and rectory properties. This work, prior to 2016, was funded by rent from the rectory, which was not being used as a rectory at the time, and cost sharing payments from the preschool and other long-term users of church facilities. This funding was allocated to the operating budget as part of balancing the operating budget in 2016 and replacement funding for our maintenance and improvement reserve has not been identified to date, leaving about \$86,300 remaining in the campus and rectory maintenance and improvement accounts.

Neal Matsunaga, Treasurer

St. Timothy's 2018-2020 Actuals and 2021 Budget

ST. TIMOTHY'S EPISCOPAL CHURCH 2018 - 2020 Actuals and 2021 Budget

Updated: 1/20/2021

	2018 Actuals	2019 Actuals	2020 Actuals	2021 Budget	Yr over Yr Change
Income					
40000 · Donations					
41000 · Pledge Income					
41100 · Current Year Pledges	560,856	595,423	574,184	615,674	41,490
41120 · Prepaid Pledges Rec'd 2020	91,801	41,126	63,118	42,643	-20,474
41300 · Prior Year Pledges Rec'd late	3,330	4,592	1,835	0	-1,835
41000 - Pledge Income - Other		23,245			0
Total 41000 - Pledge Income	655,986	664,387	639,136	658,317	19,181
42000 · Plate Offering					
42100 · Loose Plate	8,401	10,857	2,120	10,000	7,880
42101 · 1st Sunday Clergy Disc	2,280				
42150 · Contributing Income	40,430	42,466	49,370	15,000	-34,370
42000 - Plate Offering Other		145			
Total 42000 · Plate Offering	51,110	53,468	51,490	25,000	-26,490
43000 · Special Gifts	1,848	2,605	384	0	-384
44000 · Operating Support					
44200 · Facilities Cost Sharing	23,217	27,321	10,939	16,219	5,279
44300 · Flower Donations	4,510	3,913	1,759	1,500	-259
Total 44000 · Operating Support	27,727	31,234	12,698	17,719	5,020
45000 · Other Income					
45100 · eScript Remittance	-10	1	-1	0	1
45200 · Amazon Smile	4	-3	2	0	-2
45300 · Interest Income	283	274	382	275	-107
45400 · Miscellaneous Income	77	262	248	260	12
45500 - PPP Funds					0
45600 - Pledge Reserve					0
Total 45000 · Other Income	354	534	631	535	-96
Total Income	737,024	752,227	704,340	701,571	-2,769

ST. TIMOTHY'S EPISCOPAL CHURCH
2018 - 2020 Actuals and 2021 Budget

Updated: 1/20/2021

	2018 Actuals	2019 Actuals	2020 Actuals	2021 Budget	Yr over Yr Change
Expense					
60000 · Operating Expenses					
61000 · Diocesan Assessment	93,793	107,319	111,261	114,832	3,571
62000 · Personnel Expense					
62100 · Clergy Compensation	219,155	232,470	241,223	248,609	7,386
62200 · Lay Staff Compensation	102,840	99,177	83,807	93,658	9,851
62300 · Workers Comp. Insurance	295	989	1,621	1,000	-621
62400 · Payroll Processing	7,344	945	784	1,008	224
62500 · Contractors (1099)	66,376	67,454	66,289	66,504	215
62600 · Staff Allowances	4,190	4,286	2,529	2,700	171
Total 62000 · Personnel Expense	400,200	405,320	396,253	413,479	17,226
63100 · Altar Guild	6,752	5,404	3,520	3,300	-220
63200 · Music	2,083	2,260	1,842	4,400	2,558
63300 · Christian Formation	2,305	760	581	1,800	1,219
63350 · Children & Youth Ministry	2,386	1,607	331	2,600	2,269
64000 · Worship & Liturgy	879	523	931	900	-31
64250 · Pastoral Care			0	200	200
64500 · Fellowship	5,251	3,567	540	2,600	2,060
65000 · Administrative	36,342	37,508	28,214	35,930	7,716
66000 · Facilities	108,454	117,703	125,155	107,150	-18,005
67000 · Finance	32,914	42,871	52,670	42,860	-9,810
68000 · Budgeted Outreach	18,000	18,000	18,000	18,000	0
69001 · Contingency	1,688	1,389	784	5,000	4,216
69003 · Covid-19 Supplies			898	750	-148
69002 · YE Reserve Funds	25,977				0
Total Expense	737,024	744,232	740,978	753,801	12,823
Projected Surplus/Loss	0	7,995	-36,639	-52,230	-15,592
Pledge Reserve				24,100	
PPP funds				73,329	
PPP funds allocated to 2020 shortfall				36,639	
PPP funds allocated to Pledge Reserve for 2021 shortfall				28,130	
PPP funds allocated to Improvements and Maintenance Reserve				8,560	

Balance Sheet as of December 31, 2020

5:04 PM

Saint Timothy's Episcopal Church

Balance Sheet

01/18/21

As of December 31, 2020

Accrual Basis

ASSETS	
Current Assets	
Checking/Savings	
10001 - Heritage Checking	150,415.41
10002 - Heritage Savings	5,000.09
17103 - Schwab	181,533.70
17104 - TD Ameritrade	343,788.38
Total Checking/Savings	680,737.58
Other Current Assets	
13000 - Special Loan	5,200.00
Total Other Current Assets	5,200.00
Total Current Assets	685,937.58
Fixed Assets	
18000 - Fixed Assets	
18001 - Bell Tower	64,000.00
18002 - Church Building	206,463.00
18003 - Education Wing	29,133.00
18004 - Equipment	94,354.00
18005 - Furniture	283.00
18006 - Grace House & Columbarium	1,800,000.00
18007 - Land	12,000.00
18008 - Land Improvements	62,854.00
18009 - Parish Hall	117,830.00
18010 - Ackerman Property	580,850.00
Total 18000 - Fixed Assets	2,967,567.00
Total Fixed Assets	2,967,567.00
Other Assets	
17101 - SSGA Endowment Fund	480,535.41
17102 - SSGA Endowment Gain/Loss	212,683.11
Total Other Assets	693,218.52
TOTAL ASSETS	4,346,723.10
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 - Accounts Payable	8,088.48
Total Accounts Payable	8,088.48
Other Current Liabilities	
21007 - Prepaid Pledge 2021	19,743.25
Total Other Current Liabilities	19,743.25
Total Current Liabilities	27,831.73
Total Liabilities	27,831.73
Equity	
31300 - Perm. Restricted Net Assets	
31501 - SSGA Endowment Fund	693,218.52
31503 - Fixed Assets	2,967,567.00
Total 31300 - Perm. Restricted Net Assets	3,660,785.52
31500 - Temp. Restricted Net Assets	
31510 - Program	360,748.05
31520 - Outreach	124,468.05
Total 31500 - Temp. Restricted Net Assets	485,216.10
32000 - Unrestricted Net Assets	278,508.87
Net Income	-103,617.12
Total Equity	4,318,891.37
TOTAL LIABILITIES & EQUITY	4,346,723.10

Stewardship Report - 2020

Our Stewardship program this year is focused on the theme:

Continued generosity—Moving forward to reunite:

The goal for the Program was to enable St. Timothy's to continue to provide--

- Innovative worship, spiritual support, and fellowship for our members
- A secure future for the church's outreach programs which serve so many in the larger community
- Encouragement for the many callings and many voices with which we strive to serve others

This year's program required innovation and creativity to address our changed operating environment.

Our four speakers provided their experiences within the church and their commitment to the future of St. Timothy's.

- Sandy Varco shared her family's experiences, contributions and blessings
- Matt Heinze shared his spiritual life in a variety of church settings and the unique experiences he's had at St. Timothy's
- Carolyn Bried shared her personal and family experiences, commitment to serving others through the church and her vision for continued service
- John Pfarr, our newcomer, provided his perspective as a life-long Episcopalian on the East Coast and what wonderful experiences he has had with his attendance at St. Timothy's

This year's innovative and creative Committee members developed an engaging and entertaining video featuring our Welcome Home celebration, personal greetings from parishioners and an amusing video.

The Kanazawa family blessed us with an original song and family video which perfectly embodied their long-standing commitment to the church.

A special thanks goes to the committed Committee members who: filmed videos, wrote weekly updates, develop the 2020 program, wrote songs, stuffed envelopes, printed and distributed letters and kept the program on track:

Nancy Arroyoavila
Helen Coleman
Lisa Kanazawa
Rob Koteskey
Sandy Varco

Carolyn Bried
Matt Heinze
Mike Kanazawa
John Pfarr

Respectfully submitted Mike Oliver

Finance Committee Report

Members: Neal Matsunaga (chair), Dick Firth (Senior Warden), Tom Linari (Junior Warden), Ken Anderson, John Jess and Charlie Wills.

The purpose of this committee is to help with the general management of the financial affairs of St. Timothy's, to act as an advisor on financial matters to the Vestry and to assist with any other duties relating to the business affairs of the parish that may be referred to it by the Vestry. The committee met monthly and when necessary, held special meetings to deal with issues that affected the finances of the church. It is also the committee's task to monitor funds invested by the church. To that end the committee reviews the church's investment portfolio quarterly. The committee makes recommendations to the Vestry, when needed, regarding the status of the church's portfolio. Currently the church has funds invested with Charles Schwab, SmartPortfolios (portfolio managed in TD Ameritrade) and the Episcopal Church Foundation/Endowment Management Solutions (State Street Global Advisors is the fund manager).

Some of the committee's work in 2020 included:

1. Reviewed the church's filing for \$114,600 Payroll Protection Program loan under the federal CARES Act.
2. Reviewed Noah's Ark's 2020 - 2021 budget.
3. Reviewed recommendations for balancing Noah's Ark's 2020-2021 budget in August. Budget was out of balance due to covid-19 related decrease in student enrollment.
4. Reviewed the church's 2021 budget.
5. Reviewed the church's investment portfolio several times during the year.

Neal Matsunaga, Chair Finance Committee

Noah's Ark Director's Report

Noah's Ark Preschool is proud to have its doors open to the community and is having a fantastic school year. The school days are full of play, fun, and learning. Currently, we are enrolled with 38 children total in all our classes. Noah's Ark is also proud to offer an online learning program to the families who are unable to attend school in person. The school believes in keeping the connectivity with the community and providing the children an enriching experience full of fun and learning.

Covid-19 has posed a challenge for many communities across the World, but we are happy to show our resiliency and adaptive nature at Noah's Ark Preschool. We closely follow the guidance from the Governing Agencies (Community Care Licensing and The County Department of Public Health). We remain in compliance with the various protocols and mandates from the start of the day to the end of the day. This includes continuous cleaning, disinfecting, sanitation and a keen focus on the child to teacher ratio. Our goal is to make Noah' Ark Preschool a safe and a comfortable place for all of the families, children and staff members.

Our staff enjoys coming in each day to spend the mornings interacting, guiding, supporting and teaching our precious 2.9 to 5 years old. The teachers are well versed in Early Childhood Education and Development, and together we continue to participate in understanding the latest research and findings as it relates to the developing child.

So grateful to have Beverly Matsunaga and Kimberly Bryant provide ongoing and continuous administrative support for a smooth and successful program.

Thank you to our school board members: Cathy Hagar (Vestry), Kari Doolittle (Vestry), Carolyn Clough (Parish), Rayne Devlin (Vestry), Susan Geissler- O'Neil , Neal Matsunaga (Treasurer), Chris Buchanan (Parent), Erin Brooks (Parent) and Laura Ruskowski (Parent).

The school board meets four times a year, in support of the ongoing management and success of the preschool program. The time and commitment by each of these members is important and meaningful for the future of Noah's Ark Preschool.

Noah's Ark enjoys the neighboring community it serves and truly makes an important impact in the lives of young children throughout, not only Danville, but Alamo and San Ramon as well. The word-of-mouth recommendations from parents and even local kindergarten teachers keeps the program flourishing. Thank you to St. Timothy's for the continuous support of your parish school.

Submitted by Shipra Rastogi, Director Noah's Ark Preschool

Administration Commission Report

The work of the Administration Commission team in 2020 included looking at our various machines and contracts, possible upgrades, and adapting to our new reality of minimizing office use in the time of Covid19. While we work as a team, in the world of machines and contracts, Bev Matsunaga and Sally Potts were, and are, on top of keeping the office machinery operating.

- New service agreements reducing our expense to pay for service as needed, and pay a per copy cost rather than the flat rate billings; a savings of about 20% (Shamrock/Ricoh)
- Paid off lease on the Risograph, implemented new maintenance agreement.
- We tabled consideration of new copiers and continued use of Pitney Bowes mailing until Q2 of 2021. We hope to have a better idea of our ability to fully open and resume on-site worship and office operations.

Additionally, we worked to upgrade and install necessary equipment to meet the needs of our remote worship and work:

- Upgraded Microsoft Office 2013 to Office 365 on all computers.
- Purchased a new computer (laptop) for Rev. Todd – resulting in relocating his PC to the office workroom, set up for Parish Soft pledge entries by Parish Administrator.
- Purchased Camera/microphones for Rev. Susan and Darita for better Zooming from office computers.
- Repair of current phone system to adapt to our Covid needs, forwarding phones, rotating messages, etc. We needed to return to an old Vendor to help put us operational, and they came through for us!
- And continuing to add/update our documentation

Our most significant contribution to the work of St. Timothy's was negotiating a significant Comcast upgrade, securing faster Wi-Fi allowing our Livestream worship to broadcast smoothly. Installation of the upgrade and new hardware was quick and successful!

Part of the negotiation included upgrading our phone system to the Comcast Business Voce Edge system. We experienced significant delay with implementing the new phone system due to mysterious wiring and an inability to install/upgrade the required cabling for the new phones.

I'm happy to report that in January 2021 our amazing team of Don Perry and Michael Olden were able to install the required cable to allow phone upgrade to proceed. Scheduling is happening as I complete my term!

The Administration Commission is a successful team effort with the dedication of Sally Potts, Pastor Todd, Bev Matsunaga, Pastor Susan, Jeanette Sebree, and Neal Matsunaga. They are an incredible team to work with!

Kari Doolittle, Administration Commission

Adult Formation Commission Report

The Formation Commission Mission Statement:

The mission of Formation is to provide information, discernment tools, community building and ministry development. Formation is a key to how the congregation comes to see itself and how parishioners come to see themselves as witnesses/participants and ministers of the Good News. Formation should empower and ignite the congregation in their role as the foundational ministers of the church by envisioning new and authentic ways to work, pray and give to carry on Christ's work of reconciliation in the world.

Covid-19

Due to the Diocesan commitment to safeguarding the community during the Covid-19 pandemic, there was no in-person Formation programming during 2020. We did however express our commitment to Formation virtually, primarily via Zoom.

St. Timothy's Book Group

St Timothy's Book Group has been meeting at least since 2003. In 2020, we met at church in January and February. After an interlude in March, we transitioned to meeting twice a month via Zoom on the 1st and 3rd Thursday afternoons of the month. On the 1st Thursday, we catch up with each other – how we are doing, what we are celebrating, what we are struggling with and what we are reading. On the 3rd Thursday, we discuss a book that the group has picked and that someone willing to lead the discussion of. In looking back on the books we discussed this year, the two that stand out are "A Single Thread" about the seamstresses who created the kneelers for Winchester Cathedral after World War I and the kneelers at Grace Cathedral and St. Timothy's. We are so fortunate to have people who worked on those kneelers (Mary Louise Gotthold and Gina Hodgson) and Shelley Webb, who is currently a member of the sewing guild at the Cathedral. The other highlight of the year was the discussion of the "Hotel at the Corner of Bitter and Sweet" about the internment of the Japanese during World War II. Lisa Kanazawa's mother-in-law and Mae Warren gave us a firsthand account of that experience and Lisa shared her pictures of the Hotel which can still be visited in Portland, Oregon. Come join the fun!

Education for Ministries

Students 2020-2021:

Year 1 – study of the Older Testament	Darrell Klingman
Year 2 – study of the Newer Testament	Eric Soderstrom
Year 3 – study of 3,000 Years of Christian History	Chris Mouser Elyse Perry Mouser Michael Olden
Year 4 – Discernment and Ministry	Peg Miller

2021 Formation

The development of a culture of adult religious education in community has been challenging. Efforts will continue to empower the congregation through programs and community.

Formation has sought to, and will continue to seek to, act in cooperation with Social Advocacy and Outreach. Formation in coordination with Fellowship and Communication will continue to seek ways in which both congregation members and the broader community may be engaged to participate in Formation programs and activities. Formation will seek ways in which to innovate more small group experiences via Zoom.

Lisa Guevara Perry, Formation Commissioner

Children and Youth Commission Report

This year was a very different year for Children and Youth at St. Timothy's. Even though our St. Timothy's youth was unable to meet in person, they still had many opportunities to connect through some creative thinking from our leaders.

During **Lent**, children created an at home alter to reflect and prepare for the death and resurrection of Jesus. They met virtually each week to discuss the lessons, consider how they impacted their everyday lives, and do a craft.

A similar program happened during **Advent**. Each family was given an Advent candle with a coordinating scripture, it was the hope that families would light the candle and read the scripture to prepare for the birth of Jesus. Children also made a very cute nativity scene out of construction paper. The crowd pleaser though was the Christmas Day countdown paper chain. The kids were very excited to pull those red and green strips off, in anticipation of Christmas day!

The year ended with the sweetest zoom pageant. Even though this year was difficult on many children the smiling faces during the pageant was an indication of how God works in wonderful ways. God was still shining brightly in the kids' faces, as they read their parts, dressed in costume or their **Christmas** best, knowing that the promise of Jesus and the comfort and joy that he brought was there. It was an amazing reminder that our community is strong and will continue to grow in strength and connection as we move forward.

Rayne Devlin, Children and Youth Commission

Fellowship Report

It has been a tough year for fellowship in our parish.

In March, when we began our long separation from each other and our campus, we were blessed with more than a dozen small groups and activities ranging from Bocce to Ukulele. A couple of them have soldiered on through this pandemic (Book Club, 'Your Life Story', Bible Study, Coffee Hour) but most are in hiatus, waiting for that grand reunion that is in our future. Most of our connections have been temporarily disconnected. It will take some effort and intentionality to restore them.

Your Vestry remains committed to the work of reconnecting and continuing to build the fellowship of our congregation as soon as we are able to do so. You should expect several 'Welcome Back' activities and events. Many of them will require your support. Be ready to charge back in. Your energy and ideas are warmly welcomed and sorely needed. Please, don't hesitate to reach out.

Submitted by Scott MacDougall, Fellowship Commission

Outreach Commission Report

To learn more about all the Outreach ministries and projects that St Timothy's supports, please talk to our Outreach liaisons listed below the ministry they support. Learn about Outreach at St. Timothy's is available at: <https://www.sainttimothysdanville.org/serve-others.html>.

This has been a year that has shown the true mettle that endures at Saint Timothy's. During this pandemic, you have demonstrated your generosity in helping others in their time of greatest need...by giving funds, food, and support. In the beginning of the crisis, the Outreach Committee decided to allocate \$10,000 from a fund for emergencies that we have had for many years. It felt like an emergency was taking place now. We shared it with our organizations that are giving food and shelter. Then we received an anonymous donation of \$15,000 (there are angels in our midst), and another grant from the Diocese of \$1,000. We sent another set of donations to our food and shelter ministries and a grant to The Discovery Center who deals with mental health...another emergency at this time. We then had our virtual FOTH fundraiser and you came through with a whopping \$51,300 in donations. By adding the initial \$26,000 in grants, and the \$70,550 sent from the FOTH and the church budget, we sent \$96,550 to help our brothers and sisters in need. It seems that we know what we must do, and we do it. Since we cannot be present and volunteer as we did, then this is the best way to help. You are so appreciated by the letters of thanks from all the recipients. You continue to be compassionate in so many ways.

Fruits of the Harvest (FOTH) The pandemic forced us to get creative and come up with a new plan to raise funds for Outreach. Our 22nd Annual Fundraiser to benefit all Outreach Ministries became a virtual event, *COFFEE OR TEA TALK*, which was held at a Zoom coffee hour on August 9th and 16th. We sent out a printed invitation; a flyer about all our ministries and what they do; we created a website to allow the use of credit card donations; and a very professional and compelling video was made by Carolyn Bried about all our Outreach Ministries. It's the most informative Outreach message we have ever shown the parish about the God's Work that they support with the dollars they contribute. FOTH raised \$51,300, and with the addition of the \$15,000 church budget allotment and some rollover, we were able to give out \$70,550 in grants to all our ministries in October including \$1,000 to Episcopal Relief and Development for the fire victims in Northern California. THANK YOU to all of you at Saint Timothy's for showing such generosity. *Contact: Leslie Firth*

Save the Date: – 24th Fruits of the Harvest – It will most likely be a virtual fundraiser and the Outreach Committee will start planning. The date is To Be Determined (TBD).

Loaves and Fishes of Contra Costa County The mission of Loaves and Fishes of CCC is to provide community- based food programs and partner services that focus on basic needs. Their motto: We nourish lives! Since 1983, Loaves and Fishes has served over 5 million meals to many thousands of hungry people at five locations throughout Contra Costa County. They also are providing hot lunches to the residents at Trinity Center. The pandemic has increased the demand for food at L & F by 71%. They are serving about 1,000 meals a day in to-go containers. They are also giving out fresh food from their pantries. Their free Culinary Arts program to train individuals for a starting position within the culinary and hospitality industry is on hiatus due to Covid-19. St. Timothy's volunteers have been on hiatus and look forward to being able to go back to the Martinez dining room in the future to continue serving meals once a month as we have done for the past 26 years. We miss them so much! St. Timothy's supported L & F with 3 separate grants totaling \$13,500 this year. A big thank you goes out to Barbara Monsler and Stoneridge Retirement community who have provided several thousand paper bags to L&F for the to-go lunches. *Liaison: Leslie Firth*

Shelter, Inc. -Their mission is to prevent and end homelessness for low-income, homeless, and disadvantaged families and individuals by providing housing, services, support, and resources that lead to self-sufficiency. They are rebuilding lives, one family at a time, by giving them a home, the skills, and the resources to live the life they deserve. Shelter, Inc. owns or master leases over 200 units throughout the county, renting to low-income, vulnerable residents, many of whom have otherwise been unable to find housing. In this pandemic, they are providing rental assistance, and an emergency eviction hotline. Last year they helped 2,400 men, women, and children. They run emergency family shelters in Martinez, Solano County, and in Alameda County. Shelter, Inc.'s Supportive Services for Veterans Families (SSVF) is one of 151 programs funded by the VA as part of a nationwide effort to end veteran homelessness. These grants provide supportive services to very low-income Veteran families living in or transitioning to permanent housing. St. Timothy's has supported Shelter, inc. for over 28 years. The annual wrapping of gifts for their Christmas gift program was put on hiatus. *Liaison: Leslie Firth*

Hope Solutions, formerly Contra Costa Interfaith Housing - provides low income, permanent housing for families and individuals. Housing alone, without supportive services, is not enough to provide stability for this population. The Garden Park Apartments in Pleasant Hill, house and provide many supportive services for 28 families with children. In addition, they provide scattered site, permanent supportive housing throughout Contra Costa county for low-income families with disabilities for 265 individuals. 2020 has been a very challenging year. Many families faced job loss, reduced hours, the challenges of trying to work from home and support children with distance learning, an inability to visit family and friends, food insecurities, and mental health issues. These stressors are still being felt acutely by the residents and clients of Hope Solutions. *Liaison: Leslie Firth*

God's Hands Project - Annual Backpack and School Supplies drive for Hope Solutions was held on-line in August and exceeded their goal of raising \$13,500. They partnered with an organization that provided over 400 backpacks, supplies and materials at four locations for their homework clubs for children to help bring them up to grade level. Thank you for your generous hearts. *Liaison: Leslie Firth*

Monumental Crisis Center – Food drives and Thanksgiving Food Bags

Monument Crisis Center (MCC) is the largest food bank supporting to households in Contra Costa County. In normal times they also have programs for area resources and referrals, youth enrichment, volunteers and senior programs. In March 2020, like everywhere else, they had to drastically change their operations. They returned to their roots as a food distribution center and moved their operations with the public outside. Currently they are distributing food three mornings a week to anyone who needs it from popup shelters in the parking lot. Many of the health and welfare services have returned

to the parking lot. Their distribution feeds over 3000 people/month. To do this, their interior spaces have been converted to food storage and organization. The staff is doing the organization and distribution without their large corps of volunteers over the age of 55. St. Timothy's Episcopal Church has been continually active in supporting the Center during this crisis:

With encouragement from St Timothy's and other churches in April MCC applied for and received an Episcopal Impact Fund Grant of \$10,000 to help meet the food needs crisis.

MCC has, in addition, received funds from special donations St Timothy's received this year and this year's Fruits of the Harvest and parish budget.

Between May and October, the twice monthly church parking lot drive through food drives have raised 20 car loads of food and over \$4000.

This holiday season our focus was on Thanksgiving and we filled 393 Thanksgiving dinner bags, plus donation money to pay for turkeys to add to the bags. In addition, we had several parish members filling Christmas Food Boxes,

The twice monthly food drives have resumed this Jan. 2021. Monument Crisis Center and the Outreach Committee and I thank the people of St. Timothy's for your generous support. I want to thank the Outreach Committee – particularly Tania Hansen DeYoung and Carolyn Bried for their incredible work and support. *Liaison: Sally Shea Potts*

Options Recovery Services - From Tom Gorham, Executive Director of Options: [who will be stepping down from his role at the end of the year.]

"It has been quite a year at Options...COVID gave the Options staff an opportunity to live up to our mission statement. Davida envisioned us as the emergency room for Substance Use Disorders in our community and we have filled that role throughout the pandemic. Options' courageous essential workers have kept our doors open every single day since sheltering in place started in March. It defines who we are and makes me very proud to be able to say that we are truly saving lives daily. I also want you to know that we could not do this without your support. I have depended on our individual donors, churches, foundations and community partners for 22 years to help us meet the needs of those struggling with alcohol and drug problems. Options asks no questions when people want treatment and our contracts do not pay for many of those who need our services. St Timothy's you have helped treat and house thousands of individuals over the years and I thank you for that. Options continues to house people with addictions and has gone to virtual programming for their treatment programs, serving nearly 200 addicts a day. During these times none of the staff and/or clients has contracted COVID. Options' prison and jail programs and community mental health programs are being carried out remotely and continue to expand. Options is in great shape to carry on Davida's and my work with your support." *Liaisons: Patti Farris & Peg Miller*

God's Hands Project - Spread the Warmth Drive was on hiatus in 2020 due to Covid-19.

Discovery Counseling Center: The Discovery Counseling Center in Danville has served the community with affordable, high quality mental health services for over 40 years. Although the offices in Danville and San Ramon are closed because of Covid the therapists continue to provide critical mental wellness sessions via Telehealth. Major support usually comes from proceeds from the Thrift Station in Danville. The Thrift station has been able to open when in line with county pandemic guidelines.

Liaison: Nancy Lucas

Trinity Center -Trinity Center opened its doors in 2013 in Walnut Creek to serve as a respite for the homeless community in our area. Trinity center is being asked to provide double the number of lunches it had been providing before the pandemic. Most of this food is being provided by Loaves & Fishes central kitchen. It is being supplemented by some wonderful Walnut Creek restaurants who are keeping their own staff employed and donating food to Trinity and St Paul's commons. The new residents in St Paul's commons are getting assistance paying the rent, but they must pay for all their utilities and may also need help with on-line educational hardware. Gift cards for somewhere open, like Target would help. *Liaison: Steve Mason*

Rise Against Hunger – Since we first starting hosting Rise Against Hunger in 2015, we packaged over 100,000 meals which were distributed to schools, orphanages and disaster sites world-wide. The 2020 event was cancelled due to Covid, but we were able to continue our support of Rise Against Hunger with a \$1,000 Outreach Grant. *Liaison: Joann Oliver*

Winter Nights Shelter – Like everything else in 2020, the Winter Nights Shelter was very different this year. Winter Nights revamped their program to safely provide shelter for families in crisis during Covid. For the month of December, Winter Nights was hosted at the San Damiano Retreat Center in Danville with the five Danville/Alamo congregations that typically host the shelter providing food, supplies and other support. Each family had their own room and bathroom. There was no interaction between volunteers and the families. Shelter staff took care of the family needs.

We had generous donations towards food and supplies, gift cards for Christmas gifts, knit hats from the knitting group and assistance with car repair for one of the families. Several congregants donated games, books and wonderful craft projects. Your donations provided delicious restaurant prepared dinners for the families with the additional benefit of providing much needed support for our local restaurants.

We missed laughing in the kitchen as we prepared dinner, playing games with the children and even spending the night on an air mattress in the Parish Hall but the San Damiano Retreat Center provided a safe and peaceful respite for the families and with your help the Christmas holidays were a joyful family affair. *Liaison: Joann Oliver*

Adopt a Family Bikes - Due to concerns about Covid-19 transmission, Adopt-A-Family Bikes did not hold the annual bike repair workshop. This was the second time in its 18-year history that the program didn't have a community holiday program. We did however provide 20 bikes to local nonprofits and schools. *Liaison: Tania Hanson De-Young*

The Gretta Foundation - When 2020 was declared the Year of the Nurse and Midwife, nobody yet knew that COVID-19 would sweep around the globe, or that so much would be asked of nurses on the healthcare front lines. However, The Gretta Foundation is built on the idea that nurses are the linchpin of effective health care, especially in communities where health care access is lacking.

Thanks to the support of St. Timothy's and other organizations, The Gretta Foundation is currently supporting 26 nurse and nurse midwife scholars in various stages of their studies—including 13 who will begin their degree programs in 2021. TGF also helped fund urgently-needed personal protective equipment (PPE) to meet the challenge of the COVID-19 pandemic at nonprofit hospitals where many of our graduates work—safeguarding these precious frontline health workers.

Liaison: Tania Hanson De-Young

Respite Inn - The Respite Inn is a 5019c)(3) nonprofit agency located in Concord. It is a unique service providing out-of-home respite and emergency services to adults with developmental disabilities. The Respite Inn was designed to provide families with needed time away from the constant care. The Respite Inn has been unable to provide on-site respite services during this year. They have been innovative in bringing their clients together via Zoom for music therapy, cooking demonstrations, craft projects and games. *Liaison: Carleen Carns*

Peace and Justice Ministry - St Timothy's Peace and Justice Commission could not have an annual Fair-Trade Craft Fair in 2020 due to Covid-19. *Liaison: Mary Louise Gotthold*

Shawl Ministry - St. Timothy's knitting and crocheting group continues to make scarfs and caps distributed by the Seamen's Church Institute (SCI) for the mariners who come into the Oakland Dock Facility . This has been a difficult year for them as many ships cannot unload their personal and are not able to come and go on a regular schedule. However, they still need warm scarfs & caps when they are at sea for long periods of time. In November, Bob a member of the staff, came by my home and picked up two large bags of scarfs and two large bags of caps for the SCI "Christmas at Sea" program.

We also make shawls and baby blankets for those in need or would just enjoy a handmade article. All are welcome to join us in this ministry. Please contact me for yarn and patterns for the SCI program. We would be happy to have any extra yarn you would like to donate. Blessings and thanks to all who stitch and donate yarn for this effort. *Liaison: Mary Louise Gotthold*

The Comfort Cubs – Its mission is to bring comfort to anyone experiencing a broken heart because of a significant loss or trauma. The Comfort Cub is a therapeutic teddy bear that was created by a grieving mother after her infant son passed away. Her hope was to help others who had experienced the loss of a child. This teddy bear is *pecially weighted* and is intended to feel like a newborn. Evidence shows it provides profound relief for any traumatic event such as loss, trauma relief, and life changing events. This includes the loss of a spouse, parent, loved one or pet. It has also been effective for occupational and autism therapy, adoptions and those experiencing divorce. Comfort cubs are being provided to another mental health ministry that we support – Discovery Counseling Center in Danville.

Liaison: Nancy Lucas

Habitat for Humanity - Habitat for Humanity has recently completed its multi-phase Muir Ridge housing development in Martinez and has been transitioning to its latest development, Esperanza Plaza, in Walnut Creek near the border with Pleasant Hill. There was a volunteer event on Friday, July 17, at Esperanza Place, to remove vegetation and wrap the existing trees to allow contractors to professionally clear the site. This was the only volunteer opportunity at Esperanza Place in 2020. The intent is break ground on the housing development by mid-2021, which will open more volunteer opportunities. *Liaison: Dave Kutrosky*

PFLAG [parents and friends of Lesbians & Gays] This year celebrated our local chapter's 25th year and they wish to thank St Timothy's for supporting their efforts in education, representation and family support to ensure inclusive spaces for all our children. *Liaison: Steve Mason*

A huge thanks to all at St. Timothy's whose generosity and love helped make this a record giving year despite the pandemic.

Alison Hill, Outreach Commission

Pastoral Care Report

2020 – what a year! As we all hunkered down, the clergy and vestry attempted to stay in touch with our parish community. Vestry members took the initiative to connect with a sub-group of parishioners and make sure they felt supported by our community. We tried to call each parish family every few weeks. Often, there were stories of sadness, often stories of joy. We were privileged to have received them all.

We are so blessed to belong to such a vibrant community, sharing our lives and concerns with one another in all circumstances. 2021 will hopefully provide many opportunities for actual in-person conversations and shared experiences.

On to new light, new hope!

Blessings.

Trudy Macmillan, Pastoral Care Commission

Social Justice and Advocacy Commission Report

The Social Justice & Advocacy commission saw a lag in activity in 2020 but saw our members active and individually focused on important work. Our primary goal remains providing opportunities for the parish to participate in thoughtful programs and events that allow us to grow our faith and speak our passions both individually and as a community.

Social Justice and Advocacy 2020 Activities

- In 2020 Jim Coleman spearheaded a deeply insightful program called Sacred Ground Discussion Circles, a series of 10 sessions about development of race tensions in the US. He will continue to support the program with a new series in 2021.
- St. Timothy's successfully hosted as a polling location, in the time of Covid, two elections! We received high praise from the location inspector and Polling Captains for our well-planned, complete and safe participation.
- Sustain Island Home continued with our community inclusion in the Cleaner Contra Costa Challenge! To date (as of 12/30/20) St. Timothy's has the largest number of community participants. The California Diocese continues to build and improve the environmental based interactive web program, based on the book "Drawdown". We look forward to having more of our community engaged.
- We brought Interfaith engagement to St. Timothy's, participating in varied activities that broadened our reach to the wider community. Our largest participation was with the virtual Thanksgiving service.

Plans for 2021

- More climate justice, and a new program encouraging our community to learn and engage as part of a pilot program called Growing Together, Restoring Faith, Justice, Creation. Spearheaded by Rev. Susan our beginning has been revitalizing!
- Implementing Interfaith participation in programs as they become available – especially recognizing the impact Covid19 has and continues to have on our most vulnerable communities.
- Investing in the principles of "Becoming Beloved Community" and working together with Outreach and Formation to enrich and expand those programs with an educational component that helps to guide our initiatives in the local, national and international world.

Kari Doolittle, Social Justice & Advocacy Commission

Worship and Liturgy Commission Report

The role of the Worship Commission is to support all things related to worship including ushers, lectors, alter guild, greeters, etc.

2020 was an unprecedented year.

Covid 19 affected every aspect of life including how we worship and maintain our sense of community. With no in-person worship it was incumbent upon us to find other ways to reach parishioners. We had to think out-of-the-box and we did.

The clergy began recorded services allowing us to meet virtually every Sunday. Lectors could record their reading and have it replayed during the service. This was a very labor-intensive job and did not offer the level of flexibility we wanted but it did fill a need.

Virtual coffee hour offered parishioners the opportunity to connect with each other.

Over the summer we raised funds for live stream equipment. The generosity of our parishioners allowed our clergy to record the live stream services and offer them on the website 24/7 for those who are unable to attend live.

Darita and the choir have provided amazing and uplifting music every Sunday.

We look forward to a brighter 2021.

- We are working on a variety of plans for re-opening in-church worship and on-site group meetings. Because we can't predict the date that we return to campus we are remaining flexible with safety for everyone our priority.

A big Thank You to the many volunteers who give tirelessly of their time to keep St. Timothy's the welcoming parish that it is. A special thank you to the following:

- Our clergy for their ability to adapt immediately to many changes over which they had no control and always doing what is best for St. Timothy's.
- Jacque Chiavini who has given so much by helping with acolytes, scheduling lectors, helping with ushers and so much more.
- Cathy Morris and the Alter Guild who have managed so well under such difficult conditions.
- Steve Hedden who schedules and oversees ushers but also provided young people to shop for parishioners.
- Leslie Firth for her beautiful art and her ability to create beauty.
- Sally Potts who is always there when there is a need.
- Ryan and Rand Mahoney ,Don and Lisa Perry , Kari Doolittle and Mike Olden for their knowledge and tireless work on the live streaming project.

Linda Clark, Worship and Liturgy Commission

Columbarium Report

The Columbarium at St. Timothy's continues to be a place which reminds us of all the sacraments we celebrate as Episcopalians and allows for the remains of the deceased to stay on at the church that played an important part in their lives.

For 2020, despite the constraints imposed due to the coronavirus, the status of St. Timothy's Columbarium was:

- 3 interments were celebrated and 4 interments are pending
- As of the end of the year 416 spaces are now licensed out of 736 spaces constructed (57%)
- As of the end of the year the Columbarium Maintenance Account balance is \$117,539.

The Columbarium Board is made up of four members appointed by the vestry for three-year terms plus the church Facility Manager, the Senior Warden and the Rector. The appointed board members, whose terms expire in 2022, are Jim Enes, Neal Matsunaga, Steve Oki and Sally Potts. The three ex officio members, the Rector, Senior Warden and Facility Manager, are Pastor Todd, Dick Firth and Bev Matsunaga.

Operation and maintenance of the Columbarium, preparation of niches for interments and assistance with interment services were managed and carried out by the Columbarium board and the Columbarium committee. Thanks to the board and committee for sharing their time and talent to help take care of our Columbarium and with interment services. There are always opportunities to help so if you are interested in joining this ministry, we would love to have you join us.

If you have seen the Columbarium and thought you would like to be interred there, any of the board members would be happy to talk with you and help you with a decision.

In closing I want to say thank you to the members of the Columbarium board and committee who have helped maintain the columbarium and assist with services in the columbarium, even during this difficult year.

Neal Matsunaga, Chair Columbarium Board

Endowment Committee Report

Current committee members include: Steve Bried, Darrell Klingman, Sue Klingman, Jim Stedman, Lisa Perry, Dick Firth, Neal Matsunaga, Todd Bryant, and Jim Pope(Chairman)

Fund Value: The current value of the Endowment fund is **now over \$600,000**, which is an increase of over **\$100,000** from the end of last year. The increase in the fund was very good given the turbulence of the market due to the pandemic.

Investment Risk Tolerance: Funds are conservatively invested in the Episcopal Church Foundation managed by State Street Global Advisors(SSGA).

Endowment Fund Earnings Distribution: Per St. Timothy's Endowment Fund Guidelines, an annual distribution, if taken, is a restricted percentage of the earnings from the Fund (not the principal) and is limited to the amount equivalent to the three-year average return of the Fund. No action, with respect to a transfer from the Endowment Fund to the St. Timothy's budget has been taken by the Endowment Committee in 2020. The Endowment Committee will consider a possible transfer in 2021.

Endowment Committee Programs: We did not have an Endowment Program in 2020 due the COVID-19 pandemic. We'll look for an opportunity in 2021.

St. Timothy's Legacy Society: Remember when you give to Saint Timothy's Endowment Fund, you also become a member of the Diocese of California Legacy Society. If you have any questions or want information, please ask one of the Endowment Committee members (Listed above).

Report Prepared by Jim Pope, Chairman of the St. Timothy's Endowment Committee

NOTES

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CONTACT US

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