

SAINT TIMOTHY'S EPISCOPAL CHURCH VESTRY MEETING MINUTES – FINAL
Wednesday June 15, 2022 – Grace House – Overby Conference Room

Update Date: 06/16/2022

MOTIONS:

- The vestry unanimously approved the minutes of the May 2022 vestry meeting and the several submitted reports from the Rector, Treasurer, Administration, Communication, Fellowship, Noah's Ark, Outreach and Worship Commissions.

Attendees: Ade Adekunle, Karen Anderson, Todd Bryant, Jacque Chiavini, Dick Firth (NV), Gabel Chong-Horsley, Kris Manning, Steve Oki, Sally Shea Potts(NV), Charlie Wills, Susan Geissler-O'Neil (NV), Scott MacDougall,

Absent: Rayne Devlin, Liz Knape, Cecilia Oduwole

- 1. Opening Prayer and Prayers and Concerns** – Pastor Todd & the vestry
- 2. Review and Confirm Agenda**
- 3. Introduction of Guests** – No guests
- 4. Recurring Action Items** – Minutes, Treasurer's, Rector's, and Commission Reports

Link to report folder on the Google Drive:

<https://drive.google.com/drive/folders/1WFyNbMo4fuW3gg3aA1hV9xuAGD2OdsAG?usp=sharing>

- a. Approve minutes from the May 2022 vestry meeting.
- b. Treasurers Report, Balance Sheet and P&L through 31 May 2022, in that order
- c. Commission and other Reports
 - Rector
 - Administration
 - Communications
 - Fellowship
 - Noah's Ark
 - Outreach
 - Worship

A motion was made, seconded and passed to approve the minutes and several submitted reports.14

- 5. Vestry Executive Session** – no notes are taken during an executive session.

6. Discussion Items

a. Outreach Calendar – 2022-2023

- June/July – Backpack Drive for Hope Solutions
- August 14 & 21 – FOTH 2022 - Our 25th annual! – Zoom and on-campus, respectively
- October 29 – Rise Against Hunger meal packing on campus
- November – Christmas Food Boxes for Monument Crisis Center
- December/January – Share the Warmth clothing drive for Trinity Center and Loaves & Fishes
- January/February 2023 – Winter Nights Shelter – Parish Hall

b. FOTH 2022 –

- August 14 – Zoom, video & Raffles;
- August 21 – gathering after church with food and video
- Urgently need a bartender for the event – requires taking an on-line course
- Gabel Suggestion: Vestry contribute wine or raffle prizes

7. FYI

a. Rectory Maintenance – Scott MacDougall, Pastor Todd

- Pool fix will be less than anticipated; cannot start until August 29. Expect to cost \$3000 - \$4000.
- Pastor Todd will ask for the church to help pay for the extra water.
- Fence – Scott & Charlie dug holes successfully and will build the fence for < \$1000 using the existing fence

b. Bishop's Task Force on Leadership Development – postponed to August

8. Closing Prayer – Jacque Chiavini

PARISH CALENDAR HIGHLIGHTS FOR VESTRY

<u>DATE</u>	<u>EVENT</u>
Wednesday, June 8 – Tuesday, June 14	Pastor Susan vacation
Wednesday, June 15	Vestry Meeting
Thursday, June 16	Deanery Meeting
Tuesday, June 28 – Saturday, July 16	Pastor Todd vacation
Sunday, July 17	Pastor Susan vacation
Sunday, August 14	FOTH – Outreach - Zoom
Wednesday, August 17	Vestry Meeting
Sunday, August 21	FOTH – Outreach – on-site event
Sunday, September 11	Welcome Home – 1 service - 10 am

Next Tidings Deadline – 29 June 2022
 Next Regular Vestry Meeting – Wednesday August 17, 2022

Submitted by Sally Shea Potts, Vestry Clerk

Rector's Report

June 2022

Pentecost Sunday was delightful. I really enjoyed the instructional Eucharist with the community.

We had very nominal sign ups VBS.

I'm extremely grateful to the donor who gave us a large gift that we will talk about Wednesday.

I want to thank Sally, Carleen, and Steve for doing research on our church management systems.

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Treasurer's Report for May 2022

June 15, 2022

Financial Summary, YTD January through May

	Actual	Budget
Total Income	\$394,801	\$276,372
Total Expenses	<u>\$297,552</u>	<u>\$329,240</u>
Net Operating Income	\$97,249	(\$52,868)

- As of May 31, our number of pledges remains at 150; our expected income is \$678,115. This figure includes pledges, pledge increases, and one-time gifts.
- May and YTD financials show the following:
 - May net operating income is (\$1,260) versus budget of (\$10,574).
 - Pledge income is almost \$5,500 under plan, while contributing income is \$5,200 above plan.
 - Expenses are \$6,600 under plan.
 - For the five-month period ending May 31, net operating income is \$97,249 compared to budget of almost (\$53,000). This positive outcome is the direct result of our pledge increase campaign.
 - Monthly and YTD expenses are less than budget, by about \$6,600 and \$31,700, respectively.
- Beginning with this month's report, we are including a summary of program and outreach accounts, which incorporate carry-over from prior years. Please review it and ask for any clarifications.

Other

- Venmo transactions in May totaled \$260. Bookkeeper verification of the deposit has been received.
- Account 62604 – Clergy Discretionary Fund activity YTD 5/31/2022: None.
- Preschool financial update: Through 11 months of their budget year, Noah's Ark has a positive net income of \$56,370.

St. Timothy's Episcopal Church

Balance Sheet
As of May 31, 2022

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
10001 Heritage Checking	844,148.35
10002 Heritage Savings	5,000.34
17103 Schwab	194,543.76
17104 TD Ameritrade	339,664.53
Total Bank Accounts	\$1,383,356.98
Other Current Assets	
13000 Special Loan	950.00
Total Other Current Assets	\$950.00
Total Current Assets	\$1,384,306.98
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	117,630.00
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	195,989.83
Total Other Assets	\$676,525.24
TOTAL ASSETS	\$5,028,399.22
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 Accounts Payable	14,110.72
Total Accounts Payable	\$14,110.72
Other Current Liabilities	
21001 Union Bank LOC	0.00
21002 Bishop's Ranch	0.00
21004 Prepaid Pledges 2018	0.00
21005 Prepaid Pledges 2019	0.00
Accrual Basis Wednesday, June 8, 2022 02:32 PM GMT-07:00	
1/2	

St. Timothy's Episcopal Church

Balance Sheet
As of May 31, 2022

	TOTAL
21006 Prepaid Pledges 2020	0.00
21007 Prepaid Pledge 2021	0.00
21008 Prepaid Pledge 2022	15,820.00
21009 Prepaid Special Gift 2022	0.00
21010 Endowment Gifts Pending	0.00
22000 PPP/SBA Loan	0.00
Total Other Current Liabilities	\$15,820.00
Total Current Liabilities	\$29,930.72
Total Liabilities	\$29,930.72
Equity	
30000 Opening Balance Equity	0.00
31300 Perm. Restricted Net Assets	
31501 SSGA Endowment Fund	676,525.24
31503 Fixed Assets	2,967,567.00
Total 31300 Perm. Restricted Net Assets	3,644,092.24
31500 Temp. Restricted Net Assets	
31504 SSGA Endowment Gain/(Loss)	0.00
31510 Program	360,748.05
31520 Outreach	106,468.05
31530 Rector Search	0.00
31540 Bequests	583,890.44
Total 31500 Temp. Restricted Net Assets	1,051,106.54
32000 Unrestricted Net Assets	212,784.30
Net Income	90,485.42
Total Equity	\$4,998,468.50
TOTAL LIABILITIES AND EQUITY	\$5,028,399.22

	A	B	C	D	E	F	G	H	I	J	K	L
1	ST. TIMOTHY'S INCOME & EXPENSES			May Actual	May Budget	Difference	YTD Actual	YTD Budget	Difference	Annual Budget	Remaining	
3	TOTAL INCOME			\$57,973	\$55,274	\$2,698	\$394,801	\$276,372	\$118,429	\$663,293	(\$268,492)	
5	TOTAL EXPENSES			\$59,232	\$65,848	(\$6,616)	\$297,552	\$329,240	(\$31,687)	\$790,175	(\$492,623)	
7	NET OPERATING INCOME			(\$1,260)	(\$10,574)	\$9,314	\$97,249	(\$52,868)	\$150,116	(\$126,882)		
9	NET OTHER INCOME			\$2,559			(\$6,763)					
11	NET INCOME			\$1,299			\$90,485					
14				May Actual	May Budget	Difference	YTD Actual	YTD Budget	Difference	Annual Budget	Remaining	
16	Pledge Income			\$44,835	\$50,298	(\$5,463)	\$342,082	\$251,490	\$90,592	\$603,575	(\$261,493)	
18	All Other Income			\$13,138	\$4,977	\$8,161	\$52,719	\$24,883	\$27,836	\$59,718	(\$6,999)	
20	Total Income			\$57,973	\$55,274	\$2,698	\$394,801	\$276,372	\$118,429	\$663,293	(\$268,492)	
22	Personnel Expenses			\$33,727	\$36,633	(\$2,905)	\$170,486	\$183,164	(\$12,678)	\$439,594	(\$269,108)	
24	Diocesan Assessment			\$9,644	\$9,657	(\$13)	\$48,221	\$48,284	(\$63)	\$115,882	(\$67,661)	
26	Facilities			\$4,026	\$8,908	(\$4,882)	\$41,451	\$44,539	(\$3,088)	\$106,894	(\$65,443)	
28	Administrative			\$1,459	\$2,263	(\$805)	\$8,122	\$11,317	(\$3,195)	\$27,160	(\$19,038)	
30	Budgeted Outreach			\$1,500	\$1,500	\$0	\$7,500	\$7,500	\$0	\$18,000	(\$10,500)	
32	All Other Expenses			\$8,876	\$6,887	\$1,989	\$21,772	\$34,435	(\$12,663)	\$82,645	(\$60,873)	
34	Total Expenses			\$59,232	\$65,848	(\$6,616)	\$297,552	\$329,240	(\$31,687)	\$790,175	(\$492,623)	
36	Net Operating Income			(\$1,260)	(\$10,574)	\$9,314	\$97,249	(\$52,868)	\$150,116	(\$126,882)		
38	Net Other Income			\$2,559			(\$6,763)					
40	Net Income			\$1,299			\$90,485					
SUMMARY				DETAIL				PROGRAM & OUTREACH				

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	
	ST. TIMOTHY'S INCOME & EXPENSE STATEMENT							MAY	MAY		MAY YTD	MAY YTD		ANNUAL		
1	AS OF MAY 31, 2022							ACTUAL	BUDGET	Difference	ACTUAL	BUDGET	Difference	BUDGET	Remaining	
2	INCOME															
3	40000 Donations															
4																
5	41000 Pledge Income															
6		41100 Current Year Pledges						\$42,575	\$48,038	(\$5,463)	\$327,382	\$240,189.58	\$87,192	\$576,455	(\$249,073)	
7		41120 Prepaid Pledges Received Prior Year						\$2,260	\$2,260	\$0	\$11,300	\$11,300.00	\$0	\$27,120	(\$15,820)	
8		41300 Prior Year Pledges Received Late						\$0	\$0	\$0	\$3,400	\$0	\$3,400	\$0	\$3,400	
9		41000 Total Pledge Income						\$44,835	\$50,298	(\$5,463)	\$342,082	\$251,490	\$90,592	\$603,575	(\$261,493)	
10																
11	42000 Plate Offering															
12		42100 Loose Plate						\$364	\$250	\$114	\$1,852	\$1,250.00	\$602	\$3,000	(\$1,148)	
13		42150 Contributing						\$7,710	\$2,500	\$5,210	\$21,923	\$12,500.00	\$9,423	\$30,000	(\$8,077)	
14		42000 Total Plate Offering						\$8,074	\$2,750	\$5,324	\$23,775	\$13,750	\$10,025	\$33,000	(\$9,225)	
15																
16		43000 Special Gifts						\$2,130	\$0	\$2,130	\$13,240	\$0	\$13,240	\$0	\$13,240	
17																
18	44000 Operating Support															
19		44200 Facilities Cost Sharing						\$2,697	\$2,098	\$599	\$12,199	\$10,490.83	\$1,708	\$25,178	(\$12,979)	
20		44300 Flower Donations						\$200	\$83	\$117	\$3,345	\$416.67	\$2,928	\$1,000	\$2,345	
21		44000 Total Operating Support						\$2,897	\$2,182	\$715	\$15,544	\$10,908	\$4,636	\$26,178	(\$10,634)	
22																
23	45000 Other Income															
24		45300 Interest						\$37	\$33	\$4	\$153	\$162.50	(\$10)	\$390	(\$237)	
25		45400 Miscellaneous						\$0	\$13	(\$13)	\$7	\$62.50	(\$55)	\$150	(\$143)	
26		45000 Total Other Income						\$37	\$45	(\$8)	\$160	\$225	(\$65)	\$540	(\$380)	
27																
28	TOTAL INCOME							\$57,973	\$55,274	\$2,698	\$394,801	\$276,372	\$118,429	\$663,293	(\$268,492)	

1 ST. TIMOTHY'S INCOME & EXPENSE STATEMENT		MAY	MAY		MAY YTD	MAY YTD		ANNUAL	
1 AS OF MAY 31, 2022		ACTUAL	BUDGET	Difference	ACTUAL	BUDGET	Difference	BUDGET	Remaining
30	EXPENSES								
31	60000 Operating Expenses								
32	61000 Diocesan Assessment	\$9,644	\$9,657	(\$13)	\$48,221	\$48,284.17	(\$63)	\$115,882	(\$67,661)
34	62000 Personnel Expenses								
35	62100 Clergy Compensation								
36	62110 Rector	\$8,322	\$8,322	\$0	\$41,611	\$41,610.42	\$0	\$99,865	(\$58,255)
37	62120 Associate Rector	\$7,071	\$7,071	(\$0)	\$37,486	\$35,353.75	\$2,132	\$84,849	(\$47,363)
38	62198 Clergy Pension	\$3,220	\$3,220	\$0	\$16,101	\$16,100.42	\$0	\$38,641	(\$22,540)
39	62199 Clergy Benefits	\$2,888	\$2,902	(\$14)	\$14,441	\$14,508.75	(\$68)	\$34,821	(\$20,380)
40	62100 Total Clergy Compensation	\$21,501	\$21,515	(\$14)	\$109,638	\$107,573	\$2,064	\$258,176	(\$148,538)
42	62200 Lay Staff Compensation								
43	62202 Music Director	\$3,175	\$3,440	(\$265)	\$15,876	\$17,199.17	(\$1,323)	\$41,278	(\$25,402)
44	62203 Office Manager	\$1,850	\$1,782	\$69	\$8,635	\$8,909.17	(\$274)	\$21,382	(\$12,747)
45	62204 Bookkeeper	\$839	\$1,817	(\$979)	\$4,949	\$9,087.08	(\$4,138)	\$21,809	(\$16,860)
46	62205 Childcare Assistant	\$0	\$227	(\$227)	\$268	\$1,134.17	(\$866)	\$2,722	(\$2,454)
47	62213 Office Temporary Help	\$433	\$69	\$365	\$433	\$342.92	\$90	\$823	(\$390)
48	62296 Lay Payroll Taxes	\$449	\$561	(\$112)	\$2,274	\$2,805.42	(\$531)	\$6,733	(\$4,459)
49	62297 Lay Pension Contributions	\$82	\$470	(\$388)	\$403	\$2,349.58	(\$1,947)	\$5,639	(\$5,236)
50	62298 Lay Benefits	\$69	\$543	(\$474)	\$346	\$2,713.33	(\$2,367)	\$6,512	(\$6,166)
51	62299 Noah's Ark Pension Reimbursement	\$0	\$0	\$0	\$0	\$0.00	\$0	\$0	\$0
52	62200 Total Lay Staff Compensation	\$6,897	\$8,908	(\$2,011)	\$33,185	\$44,541	(\$11,356)	\$106,898	(\$73,713)
54	62300 Workers Compensation Insurance	\$0	\$83	(\$83)	\$661	\$416.67	\$244	\$1,000	(\$339)
56	62400 Payroll Processing	\$63	\$84	(\$21)	\$343	\$420.00	(\$77)	\$1,008	(\$665)

SUMMARY

DETAIL

PROGRAM & OUTREACH



ST. TIMOTHY'S INCOME & EXPENSE STATEMENT		MAY	MAY		MAY YTD	MAY YTD		ANNUAL	
1	AS OF MAY 31, 2022	ACTUAL	BUDGET	Difference	ACTUAL	BUDGET	Difference	BUDGET	Remaining
58	62500 Contractors								
59	62501 Musicians								
60	62511 Paid Musicians	\$800	\$1,083	(\$283)	\$2,800	\$5,416.67	(\$2,617)	\$13,000	(\$10,200)
61	62512 Supply Musicians	\$0	\$83	(\$83)	\$0	\$416.67	(\$417)	\$1,000	(\$1,000)
62	62501 Total Musicians	\$800	\$1,167	(\$367)	\$2,800	\$5,833	(\$3,033)	\$14,000	(\$11,200)
64	62504 Landscaping	\$2,051	\$2,051	\$0	\$10,255	\$10,255.00	\$0	\$24,612	(\$14,357)
66	62505 Janitorial	\$2,425	\$2,600	(\$175)	\$12,825	\$13,000.00	(\$175)	\$31,200	(\$18,375)
68	62500 Total Contractors	\$5,276	\$5,818	(\$542)	\$25,880	\$29,088	(\$3,208)	\$69,812	(\$43,932)
70	62600 Staff Allowances								
71	62601 Continuing Education	\$0	\$54	(\$54)	\$523	\$270.83	\$252	\$650	(\$127)
72	62602 Travel	\$0	\$80	(\$80)	\$0	\$400.00	(\$400)	\$960	(\$960)
73	62603 Clergy Hospitality	\$50	\$66	(\$16)	\$317	\$329.17	(\$12)	\$790	(\$473)
74	62604 Clergy Discretionary Fund	(\$60)	\$25	(\$85)	(\$60)	\$125.00	(\$185)	\$300	(\$360)
75	62600 Total Staff Allowances	(\$10)	\$225	(\$235)	\$780	\$1,125	(\$345)	\$2,700	(\$1,920)
77	62000 Total Personnel Expenses	\$33,727	\$36,633	(\$2,905)	\$170,486	\$183,164	(\$12,678)	\$439,594	(\$269,108)
79	63100 Altar Guild								
80	63101 Candles and Wine	\$0	\$83	(\$83)	\$195	\$416.67	(\$222)	\$1,000	(\$805)
81	63102 Flowers	\$0	\$125	(\$125)	\$694	\$625.00	\$69	\$1,500	(\$806)
82	63105 Other Altar Guild Expenses	\$0	\$25	(\$25)	\$242	\$125.00	\$117	\$300	(\$58)
83	63100 Total Altar Guild	\$0	\$233	(\$233)	\$1,131	\$1,167	(\$36)	\$2,800	(\$1,669)
85	63200 Music								
86	63215 Professional Expenses	\$0	\$83	(\$83)	\$0	\$416.67	(\$417)	\$1,000	(\$1,000)
87	63216 Music Hospitality	\$0	\$17	(\$17)	\$0	\$83.33	(\$83)	\$200	(\$200)
88	63205 Music Expenses	\$449	\$167	\$282	\$1,192	\$833.33	\$359	\$2,000	(\$808)
89	63206 Music Repair & Maintenance	\$0	\$83	(\$83)	\$0	\$416.67	(\$417)	\$1,000	(\$1,000)
90	63200 Total Music	\$449	\$350	\$99	\$1,192	\$1,750	(\$558)	\$4,200	(\$3,008)

SUMMARY

DETAIL

PROGRAM & OUTREACH



ST. TIMOTHY'S INCOME & EXPENSE STATEMENT		MAY	MAY		MAY YTD	MAY YTD		ANNUAL	
1	AS OF MAY 31, 2022	ACTUAL	BUDGET	Difference	ACTUAL	BUDGET	Difference	BUDGET	Remaining
92	63300 Christian Formation								
93	63301 Efm	\$0	\$42	(\$42)	\$0	\$208.33	(\$208)	\$500	(\$500)
94	63302 Adult Education	\$0	\$42	(\$42)	\$89	\$208.33	(\$120)	\$500	(\$412)
95	63303 Lenten Series	\$0	\$25	(\$25)	\$0	\$125.00	(\$125)	\$300	(\$300)
96	63300 Total Christian Formation	\$0	\$108	(\$108)	\$89	\$542	(\$453)	\$1,300	(\$1,212)
98	63350 Children & Youth Ministry								
99	63351 Family Ministries	\$0	\$83	(\$83)	\$236	\$416.67	(\$181)	\$1,000	(\$764)
100	63352 Youth Ministries	\$0	\$167	(\$167)	\$20	\$833.33	(\$813)	\$2,000	(\$1,980)
101	63353 Acolytes	\$0	\$42	(\$42)	\$0	\$208.33	(\$208)	\$500	(\$500)
102	63350 Total Children & Youth Ministry	\$0	\$292	(\$292)	\$256	\$1,458	(\$1,202)	\$3,500	(\$3,244)
104	64000 Worship & Liturgy								
105	64108 Liturgical Art	\$0	\$25	(\$25)	\$0	\$125.00	(\$125)	\$300	(\$300)
106	64150 Worship Expenses	\$0	\$50	(\$50)	\$0	\$250.00	(\$250)	\$600	(\$600)
107	64000 Total Worship & Liturgy	\$0	\$75	(\$75)	\$0	\$375	(\$375)	\$900	(\$900)
109	64250 Pastoral Care	\$0	\$17	(\$17)	\$0	\$83.33	(\$83)	\$200	(\$200)
111	64500 Fellowship								
112	64501 Sunday Coffee & Supplies	\$91	\$108	(\$17)	\$287	\$541.67	(\$255)	\$1,300	(\$1,013)
113	64502 Parish Events	\$0	\$42	(\$42)	\$0	\$208.33	(\$208)	\$500	(\$500)
114	64503 Receptions	\$67	\$42	\$26	\$174	\$208.33	(\$34)	\$500	(\$326)
115	64504 Greeters	\$0	\$42	(\$42)	\$0	\$208.33	(\$208)	\$500	(\$500)
116	64505 Invites	\$0	\$17	(\$17)	\$0	\$83.33	(\$83)	\$200	(\$200)
117	64506 Vestry Expenses	\$0	\$0	\$0	\$30	\$0.00	\$30	\$0	\$30
118	64508 New Episcopal Women	\$0	\$17	(\$17)	\$0	\$83.33	(\$83)	\$200	(\$200)
119	64500 Total Fellowship	\$159	\$267	(\$108)	\$492	\$1,333	(\$842)	\$3,200	(\$2,708)

ST. TIMOTHY'S INCOME & EXPENSE STATEMENT				MAY	MAY		MAY YTD	MAY YTD		ANNUAL	
AS OF MAY 31, 2022				ACTUAL	BUDGET	Difference	ACTUAL	BUDGET	Difference	BUDGET	Remaining
120											
121		65000 Administrative									
122		65100 Office Supplies	\$66	\$83	(\$18)	\$306	\$416.67	(\$110)	\$1,000	(\$694)	
123		65101 Paper	\$0	\$100	(\$100)	\$479	\$500.00	(\$21)	\$1,200	(\$721)	
124		65102 Advertising	\$499	\$58	\$441	\$499	\$291.67	\$208	\$700	(\$201)	
125		65103 Software	\$40	\$175	(\$135)	\$1,350	\$875.00	\$475	\$2,100	(\$750)	
126		65105 Telephone & Internet	\$645	\$650	(\$5)	\$3,229	\$3,250.00	(\$21)	\$7,800	(\$4,571)	
127		65106 Miscellaneous	\$0	\$33	(\$33)	\$0	\$166.67	(\$167)	\$400	(\$400)	
128											
129		65200 Equipment									
130		65201 Hardware	\$0	\$83	(\$83)	\$0	\$416.67	(\$417)	\$1,000	(\$1,000)	
131		65202 Ricoh	\$179	\$917	(\$737)	\$1,386	\$4,583.33	(\$3,198)	\$11,000	(\$9,614)	
132		65203 Other	\$0	\$42	(\$42)	\$0	\$208.33	(\$208)	\$500	(\$500)	
133		65204 Risograph	\$0	\$42	(\$42)	\$286	\$208.33	\$77	\$500	(\$214)	
134		65200 Total Equipment	\$179	\$1,083	(\$904)	\$1,671	\$5,417	(\$3,745)	\$13,000	(\$11,329)	
135											
136		65300 Postage									
137		65301 Meter	\$0	\$42	(\$42)	\$543	\$208.33	\$335	\$500	\$43	
138		65302 Other	\$24	\$33	(\$9)	\$24	\$166.67	(\$143)	\$400	(\$376)	
139		65303 Send Pro Lease	\$5	\$5	(\$0)	\$20	\$25.00	(\$5)	\$60	(\$40)	
140		65300 Total Postage	\$29	\$80	(\$51)	\$587	\$400	\$187	\$960	(\$373)	
141											
142		65000 Total Administrative	\$1,459	\$2,263	(\$805)	\$8,122	\$11,317	(\$3,195)	\$27,160	(\$19,038)	
143											

ST. TIMOTHY'S INCOME & EXPENSE STATEMENT		MAY	MAY		MAY YTD	MAY YTD		ANNUAL	
1	AS OF MAY 31, 2022	ACTUAL	BUDGET	Difference	ACTUAL	BUDGET	Difference	BUDGET	Remaining
144	66000 Facilities								
145	66100 Campus Maintenance	\$1,310	\$2,917	(\$1,607)	\$19,523	\$14,583.33	\$4,940	\$35,000	(\$15,477)
147	66110 Rectory Maintenance								
148	66111 Insurance	\$0	\$22	(\$22)	\$0	\$108.75	(\$109)	\$261	(\$261)
149	66112 Landscaping	\$270	\$270	\$0	\$1,350	\$1,350.00	\$0	\$3,240	(\$1,890)
150	66113 Pool	\$122	\$117	\$5	\$600	\$585.00	\$15	\$1,404	(\$804)
151	66116 Maintenance	\$145	\$392	(\$247)	\$822	\$1,958.33	(\$1,136)	\$4,700	(\$3,878)
152	66110 Total Rectory Maintenance	\$537	\$800	(\$263)	\$2,772	\$4,002	(\$1,230)	\$9,605	(\$6,833)
154	61120 Services								
155	66121 Elevator, Fire & Burglar Alarms	\$361	\$835	(\$475)	\$2,117	\$4,177.08	(\$2,060)	\$10,025	(\$7,908)
156	66122 Other Services	\$319	\$333	(\$14)	\$1,319	\$1,666.67	(\$348)	\$4,000	(\$2,681)
157	66120 Total Services	\$680	\$1,169	(\$489)	\$3,436	\$5,844	(\$2,408)	\$14,025	(\$10,589)
159	66130 Facility Supplies	\$11	\$250	(\$239)	\$530	\$1,250.00	(\$720)	\$3,000	(\$2,470)
161	66140 Utilities								
162	66141 EBMUD	\$0	\$1,583	(\$1,583)	\$2,944	\$7,916.67	(\$4,973)	\$19,000	(\$16,056)
163	66142 Garbage	\$188	\$552	(\$364)	\$1,950	\$2,760.00	(\$810)	\$6,624	(\$4,674)
164	66143 PG&E Gas	\$317	\$428	(\$112)	\$4,588	\$2,141.67	\$2,447	\$5,140	(\$552)
165	66144 PG&E Electrical	\$984	\$1,208	(\$224)	\$5,708	\$6,041.67	(\$334)	\$14,500	(\$8,792)
166	66140 Total Utilities	\$1,489	\$3,772	(\$2,283)	\$15,190	\$18,860	(\$3,670)	\$45,264	(\$30,074)
168	66000 Total Facilities	\$4,026	\$8,908	(\$4,882)	\$41,451	\$44,539	(\$3,088)	\$106,894	(\$65,443)
170	67000 Finance								
171	67050 Stewardship	\$0	\$167	(\$167)	\$0	\$833.33	(\$833)	\$2,000	(\$2,000)
172	67100 Benevity Fees	\$0	\$3	(\$3)	\$0	\$12.50	(\$13)	\$30	(\$30)
173	67101 Banking Charges	\$656	\$220	\$436	\$2,312	\$1,100.83	\$1,211	\$2,642	(\$330)
174	67103 Corporate Fee & Expenses	\$0	\$4	(\$4)	\$105	\$17.50	\$88	\$42	\$63
175	67104 Property & Liability Insurance	\$0	\$2,716	(\$2,716)	\$8,148	\$13,580.00	(\$5,432)	\$32,592	(\$24,444)
176	67106 Property Taxes								
177	67117 Church	\$7,613	\$1,510	\$6,103	\$7,613	\$7,549.17	\$64	\$18,118	(\$10,505)
178	67118 Rectory	\$0	\$73	(\$73)	\$435	\$362.92	\$72	\$871	(\$436)
179	67000 Total Finance	\$8,269	\$4,691	\$3,578	\$18,614	\$23,456	(\$4,843)	\$56,295	(\$37,682)

SUMMARY

DETAIL

PROGRAM & OUTREACH



1 ST. TIMOTHY'S INCOME & EXPENSE STATEMENT		MAY	MAY		MAY YTD	MAY YTD		ANNUAL	
180 AS OF MAY 31, 2022		ACTUAL	BUDGET	Difference	ACTUAL	BUDGET	Difference	BUDGET	Remaining
181	68000 Budgeted Outreach								
182	68002 Budgeted Outreach	\$1,250	\$1,250	\$0	\$6,250	\$6,250.00	\$0	\$15,000	(\$8,750)
183	68003 Schools & Interfaith Council	\$250	\$250	\$0	\$1,250	\$1,250.00	\$0	\$3,000	(\$1,750)
184	68000 Total Budgeted Outreach	\$1,500	\$1,500	\$0	\$7,500	\$7,500	\$0	\$18,000	(\$10,500)
186	69000 Other								
187	69001 Contingency	\$0	\$833	(\$833)	\$0	\$4,166.67	(\$4,167)	\$10,000	(\$10,000)
188	69003 COVID 19 Expenses	\$0	\$21	(\$21)	\$0	\$104.17	(\$104)	\$250	(\$250)
189	69004 Suspense (Ask My Accountant)	\$0	\$0	\$0	\$0	\$0.00	\$0	\$0	\$0
190	69000 Total Other	\$0	\$854	(\$854)	\$0	\$4,271	(\$4,271)	\$10,250	(\$10,250)
192	60000 Total Expenses	\$59,232	\$65,848	(\$6,616)	\$297,552	\$329,240	(\$31,687)	\$790,175	(\$492,623)
194	NET OPERATING INCOME	(\$1,260)	(\$10,574)	\$9,314	\$97,249	(\$52,868)	\$150,116	(\$126,882)	
197	PROGRAM AND OUTREACH	MAY ACTUAL			MAY YTD ACTUAL				
198	Other Income All Accounts	\$2,671			\$15,085				
200	Other Expenses All Accounts	\$112			\$21,849				
202	Net Other Income	\$2,559			(\$6,763)				
204	NET INCOME	\$1,299			\$90,485				

1	PROGRAM ACCOUNTS			MAY	YTD	OUTREACH ACCOUNTS			MAY	YTD
2										
3	70050 Parish Activities					80010 Adopt -a- Bike				
4	Carry-over from Prior Years				(\$295.46)	Carry-over from Prior Years				\$8,262.19
5		Income	\$0.00		\$0.00		Income	\$100.00		\$100.00
6		Expenses	\$0.00		\$225.00		Expenses	\$0.00		\$1,441.22
7		Account Balance			(\$520.46)		Account Balance			\$6,920.97
8										
9	70060 Maintenance & Improvements					80020 Christmas Boxes				
10	Carry-over from Prior Years				\$113,803.24	Carry-over from Prior Years				\$3,207.31
11		Income	\$0.00		\$1,300.00		Income	\$0.00		\$0.00
12		Expenses	\$0.00		\$0.00		Expenses	\$0.00		\$3,098.74
13		Account Balance			\$115,103.24		Account Balance			\$108.57
14										
15	70070 Children's Liturgy					80040 Fruits of the Harvest				
16	Carry-over from Prior Years				(\$249.00)	Carry-over from Prior Years				\$7,812.36
17		Income	\$0.00		\$0.00		Income	\$0.00		\$0.00
18		Expenses	\$0.00		\$0.00		Expenses	\$0.00		\$0.00
19		Account Balance			(\$249.00)		Account Balance			\$7,812.36
20										
21	70080 Logo Items					80050 Backpack Project				
22	Carry-over from Prior Years				\$172.17	Carry-over from Prior Years				\$20.00
23		Income	\$0.00		\$0.00		Income	\$0.00		\$0.00
24		Expenses	\$0.00		\$0.00		Expenses	\$0.00		\$0.00
25		Account Balance			\$172.17		Account Balance			\$20.00
26										

1	PROGRAM ACCOUNTS		MAY	YTD	OUTREACH ACCOUNTS		MAY	YTD
27	70100 Vestry Retreat				80080 Shawl Ministry			
28	Carry-over from Prior Years			(\$739.19)	Carry-over from Prior Years			\$665.48
29		Income	\$0.00	\$0.00		Income	\$0.00	\$0.00
30		Expenses	\$0.00	\$136.54		Expenses	\$0.00	\$0.00
31	Account Balance			(\$875.73)	Account Balance			\$665.48
32								
33	70110 Youth Trips Vestry Retreat				80090 Stop Hunger			
34	Carry-over from Prior Years			\$1,881.46	Carry-over from Prior Years			\$4,023.87
35		Income	\$0.00	\$0.00		Income	\$0.00	\$0.00
36		Expenses	\$0.00	\$0.00		Expenses	\$0.00	\$0.00
37	Account Balance			\$1,881.46	Account Balance			\$4,023.87
38								
39	70120 Vacation Bible School				80100 Trinity Center			
40	Carry-over from Prior Years			\$1,337.81	Carry-over from Prior Years			\$139.42
41		Income	\$20.00	\$20.00		Income	\$0.00	\$2,000.00
42		Expenses	\$0.00	\$0.00		Expenses	\$0.00	\$2,011.45
43	Account Balance			\$1,357.81	Account Balance			\$127.97
44								
45	70130 Concert Series				80110 Winter Nights			
46	Carry-over from Prior Years			\$224.86	Carry-over from Prior Years			\$1,984.26
47		Income	\$0.00	\$0.00		Income	\$0.00	\$2,460.00
48		Expenses	\$0.00	\$0.00		Expenses	\$0.00	\$2,048.53
49	Account Balance			\$224.86	Account Balance			\$2,395.73
50								



SUMMARY

DETAIL

PROGRAM & OUTREACH



1	PROGRAM ACCOUNTS			MAY	YTD	OUTREACH ACCOUNTS			MAY	YTD
51	70140 Columbarium					80120 Fair Trade				
52	Carry-over from Prior Years				\$125,044.15	Carry-over from Prior Years				\$389.17
53	Income			\$0.00	\$0.00	Income			\$0.00	\$0.00
54	Expenses			\$0.00	\$65.22	Expenses			\$0.00	\$0.00
55	Account Balance				\$124,978.93	Account Balance				\$389.17
56										
57	70150 Ackerman					80130 Outreach Emergency				
58	Carry-over from Prior Years				\$9,879.42	Carry-over from Prior Years				\$5,000.00
59	Income			\$0.00	\$0.00	Income			\$0.00	\$0.00
60	Expenses			\$0.00	\$10,710.00	Expenses			\$0.00	\$0.00
61	Account Balance				(\$830.58)	Account Balance				\$5,000.00
62										
63	70160 Music					80150 Options Recovery Service				
64	Carry-over from Prior Years				\$7,496.70	Carry-over from Prior Years				\$100.00
65	Income			\$0.00	\$0.00	Income			\$0.00	\$0.00
66	Expenses			\$0.00	\$0.00	Expenses			\$0.00	\$0.00
67	Account Balance				\$7,496.70	Account Balance				\$100.00
68										
69	70170 Memorials					80160 Habitat for Humanity				
70	Carry-over from Prior Years				\$27,896.25	Carry-over from Prior Years				\$3,500.00
71	Income			\$1,020.00	\$1,120.00	Income			\$0.00	\$0.00
72	Expenses			\$0.00	\$0.00	Expenses			\$0.00	\$2,000.00
73	Account Balance				\$29,016.25	Account Balance				\$1,500.00
74										
75	70180 Lighting Project					89000 Other Outreach				
76	Carry-over from Prior Years				(\$696.47)	Carry-over from Prior Years				\$7,403.61
77	Income			\$0.00	\$0.00	Income			\$1,530.83	\$8,085.46
78	Expenses			\$0.00	\$0.00	Expenses			\$0.00	\$0.00
79	Account Balance				(\$696.47)	Account Balance				\$15,489.07
80										

SUMMARY DETAIL

PROGRAM & OUTREACH



1	PROGRAM ACCOUNTS		MAY	YTD		OUTREACH ACCOUNTS		MAY	YTD
80									
81	70190 New Episcopal Women					OUTREACH ACCOUNT TOTALS			
82	Carry-over from Prior Years			\$695.00		Income	\$1,630.83		\$12,645.46
83		Income	\$0.00	\$0.00		Expenses	\$0.00		\$10,599.94
84		Expenses	\$0.00	\$0.00					
85		Account Balance		\$695.00					
86									
87	70200 Men's Group								
88	Carry-over from Prior Years			\$342.95					
89		Income	\$0.00	\$0.00					
90		Expenses	\$0.00	\$0.00					
91		Account Balance		\$342.95					
92									
93	70220 Pledge Reserves								
94	Carry-over from Prior Years			\$24,100.00					
95		Income	\$0.00	\$0.00					
96		Expenses	\$0.00	\$0.00					
97		Account Balance		\$24,100.00					
98									
99	70230 Livestream Project								
100	Carry-over from Prior Years			\$8,136.26					
101		Income	\$0.00	\$0.00					
102		Expenses	\$111.99	\$111.99					
103		Account Balance		\$8,024.27					
104									
105									
106	PROGRAM ACCOUNT TOTALS								
107		Income	\$1,040.00	\$2,440.00					
108		Expenses	\$111.99	\$11,248.75					
109									

**Noah's Ark Preschool
2022-2023 Budget**

		2017-2018 Act	2018-2019 Act	2019-2020 Act	2020--2021 Act	2021-2022 Bud	2021-2022 Act	2022-2023 Budget	Notes
INCOME							a/o Aug		
	Registration Fees	\$2,100	\$2,725	\$1,425	3,155	\$2,970	\$630	\$2,250	
	Tuition	\$201,172	\$223,135	\$188,640	175,801	\$176,400	\$990	\$178,020	assume 34 students & 10% increase
	Lunch Bunch/Enrichment	\$9,564	\$12,517	\$8,400	26,651	\$29,670	\$0	\$22,660	
	Other Income	\$139	\$648	\$1,500	341	\$2,500	\$38	\$0	fund-raiser, interest, donations, gift cards
	TOTAL INCOME	\$212,975	\$239,025	\$199,965	\$205,947	\$211,540	\$1,658	\$202,930	
EXPENSES									
	Payroll								
	Salary	\$168,496	\$167,252	\$181,150	\$162,735	\$165,549	\$13,646	\$169,802	
	Benefits	\$2,812	\$3,684	\$3,200	\$3,155	\$13,835	\$573	\$2,746	STD, LTD, unemp, dent, EAP, life
	Pension	\$9,769	\$8,247	\$13,000	\$7,803	\$9,666	\$1,237	\$11,743	20 hrs+ employees
	Taxes	\$12,543	\$12,479	\$13,391	\$12,438	\$12,253	\$1,084	\$12,990	FICA/Medicare
	Total Payroll	\$193,619	\$191,662	\$210,742	\$186,130	\$201,303	\$16,539	\$197,280	
	Administration								
	Admin Fee (8.5%)	\$17,767	\$18,259	\$16,034	\$0	\$14,994	\$0	\$15,132	8.5% of total tuition
	Advertising	\$154	\$312	\$300	\$142	\$300	\$0	\$300	
	Licenses	\$851	\$685	\$800	\$484	\$800	\$484	\$800	license, fingerprinting
	Office Supplies	\$828	\$809	\$1,000	\$968	\$1,000	\$298	\$1,000	
	Payroll Check Chg	\$1,000	\$918	\$1,000	\$1,752	\$1,596	\$112	\$1,596	\$7/chk, 2 chks/mo
	Phone	\$1,172	\$1,543	\$1,320	\$1,307	\$1,320	\$225	\$1,320	
	Misc	\$607	\$114	\$500	\$388	\$500	\$75	\$500	
	Total Administration	\$22,379	\$22,639	\$20,954	\$5,040	\$20,510	\$1,194	\$20,648	
	Insurance	\$2,747	\$2,902	\$3,850	\$3,396	\$3,850	\$853	\$3,850	workers comp
	Program Supplies	\$4,981	\$4,523	\$4,600	\$2,494	\$4,600	\$35	\$4,600	
	Staff Development	\$514	\$1,591	\$1,600	\$1,266	\$700	\$0	\$700	
	Snack & Kitchen Supplies	\$1,477	\$1,806	\$1,500	\$3,071	\$1,600	\$59	\$1,600	
	Staff Social Functions	\$683	\$524	\$600	\$716	\$700	\$0	\$700	
	Misc. Expenses	\$261	\$190	\$500	\$687	\$500	\$52	\$500	books, fund-raiser expenses
	TOTAL EXPENSES	\$226,661	\$225,836	\$244,346	\$202,801	\$233,763	\$18,731	\$229,878	
	SURPLUS(SHORTFALL)	-\$13,686	\$13,188	-\$44,381	\$3,147	-\$22,223	-\$17,073	-\$26,948	

2022-06 Admin Commission Report

Continuing Problems with Copier/Printer Stapling Functionality

- We have had several problems with the stapling function on our new copier/printer. The stapler holder appears to be very sensitive to breakage when staples are replaced. We have gone through at least 2-3 parts since we got the copier and the part has not been available for 2 weeks to replace because of parts not being readily available from China.
- The net effect of not having the finisher working properly is that we have manually staple and fold all the bulletins manually ourselves.
- The stapler function has been fixed and I have assurances from WiZiX that they will replace the finisher portion of the copier with a new one until they can adequately fix our current finisher.

ParishSoft Replacement

- The group (Carleen Carns, Sally Shea Potts, and [Steve Oki](#)) met to discuss how we can evaluate replacement software.
 - Carleen and Sally have produced a good list of requirements for the database requirements.
 - Sally has polled some of the neighboring churches as to what they use for their database. We have gotten a fairly robust response and will start evaluating these responses to determine the software we will take a look at.

Carleen Carnes requested a Process to get information about new visitors to ParishSoft

- It has been difficult to match plate offerings to someone who may be a new member, someone using Venmo, or just making a one time donation. It would be helpful to have some mechanism to get information about new people who may be in transition so offerings can be tracked.
- Cathy Morris, Carleen Carns, and Steve Oki met to discuss a possible process to get the information into our database. A process was started by Cathy Morris and Todd Bryant to collect information of all newcomers since before the pandemic started. We are reviewing this information and will discuss further what we might create as a new process for capturing visitor information.

Submitted by Steve Oki

Fellowship Report

June 2022

- Picnic on the patio June 5th was smallish but a nice visit was had after the 10am service.
- Pastor Todd has suggested that we come back strong in the fall with more snacks/coffee hours.

Submitted by Karen Anderson

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Noah's Ark Commission Report 6/2022

2022-2023 BUDGET (see expanded report in June folder)

Expenses: 229,878

Income: -202,930

Shortfall: \$26, 948

Reserves: \$143,000 will cover shortfall

- Budgeted income based on a current projection of 34 students.
- It is expected that numbers could increase
- Or there is a possible plan to increase the number of hours of instruction for the enrolled students, generating more income.
- Next Noah's Ark Board Meeting is scheduled for **JUNE 30th**, during which time more information will be received.

Submitted by Kris Manning

Outreach Update for Vestry Meeting June'22. (G. Chong-Horsley)

The Outreach Committee has on-going meetings to co-ordinate all the upcoming activities for the rest of the year. Please let me know if there are any potential conflicts and we can work through them together.

FOTH 2022 Planning:

Raising funds for Outreach for 25 years!!! It's the 25th Anniversary Celebration of THE FRUITS OF THE HARVEST (FOTH)

- Planning of the event has started. Note dates:
 - Sunday, August 14th - Zoom at Noon at home &
 - Sunday, August 21st – Party on the Patio Brunch Event after the last service
- Scheduling meeting 6/14 for final planning prior to sending physical invitations to be printed
 - The details to still to be finalized are whether there will be fees to be collected for the Brunch event
 - Finalize personnel in charge of food

New God's Hands Projects for Ukraine:

- **Ukraine Project with White Pony Express** lead by Colin & Gabel. St. Timothy's is teaming up with local non-profit White Pony Express to help Ukraine refugees:
- Collect items May 15th - June 17th. **Protein bars** are the focus due to the change in the war situation, and we requested expiration dates starting November 2022 or later - strict customs requirements. **Medical supplies** are still accepted. During the past Sundays, a table had been setup to collect items after the 10am services; but since June 2, we have a bin from White Pony Express outside the church office until June 17). Thanks to the generosity of the congregation, we have collected a car load of items and some monetary donations as well.
- **Packing event for 10 volunteers** at White Pony Express, Saturday June 18, 2022, 11 am to 12:30 pm at 3380 Vincent Road #107, Pleasant Hill, CA 94523. Maybe families are all on vacation **and there are still lots of spots for sign-up (Young and Old)**
<https://www.signupgenius.com/go/10c0b4fa4a62bab9-sttimothys1>

ERD Episcopal Relief and Development Funds for Ukraine

Sally (Eagle Eye) has noted that Outreach Emergency had income of \$200 in March and \$1000 in April, which is due to the ERD donations to Ukraine. For better account, bookkeeper will set one up labeled "Outreach: Pass Thru" to deal with such disaster/emergency relief income/expenditure.

God's Hands Shoes Projects:

- Trinity Center donations of shoes and durable plastic shopping bags has been a great success led by Nora Hudson Now that our shoe and bag drive has ended I would like to thank everyone who generously donated shoes and hard plastic bags to Trinity Center. Most of the clients at Trinity Center are men but donations for men's personal items from White Pony Express are almost non-existent. Our Shoe and Bag drive helped fill that gap. We collected

around 80 pairs of shoes and over 100 bags. Pam McGrath Development Director of Trinity Center was amazed with the shoes and sent a letter of thanks to Pastor Todd.

- [CCIC \(Contra Costa Interfaith Coalition\) Kitchen Kit project](#) led by Tania DeYoung. The project accepts donated kitchen items to make a starter kit for formerly unhoused individuals. They don't accept chipped items or anything related to alcohol. The recipients include refugees, aged out foster youth, and the formerly homeless. One volunteer of the coalition stores the items on her property, and others assist in assembling the kits. Tania drops off the items at one of two volunteers in Walnut Creek. Since we announced the project in April, we have gotten donations from two estates related to our parishioners, and one estate sale, equivalent to one very full Honda SUV. In an effort to control clutter at the church plant, there isn't a collection site, Tania make arrangements to meet the donors.

Food collection:

- [MCC Drive-By Food Collections on hiatus](#)- Monument Crisis Center continues to try and meet the increasing need for food assistance in Contra Costa County. Contributions to the food barrels at St. Timothy's are regularly taken to Monument Crisis Center to help with their efforts. Thank you to our regular and occasional donors.

Backpack drive:

- [Hope Solutions \(formerly CCIH\)](#), has been hosting the [Backpack and School Supplies Drive](#) for the last 11 years. It would start in June and end in mid-July. This year, they decided to go back to the collection of backpacks and supplies in person. We are being asked to fill the backpacks ourselves and donate them as full backpacks. However, due to so many other events going on, Leslie got the feedback from Outreach Committee to agree we do the online version again this year so that we can still help the children in need.

Rise Against Hunger

- In person Food packing event date of October 29 has been arranged by Joann Oliver. Now that we can come back in person, we want to ensure strong St Timothy's youth participation, and Joann will work with the clergy to get youth to lead and she will be the trainer.

Adopt-A-Family Bikes:

- Tania reports that there is still money in their account – Joe T is continuing to fix bikes – hope to do the program again this year. Tania will give Pastor Susan a place to refer people who want to donate.

Share the Warmth

- Planned for mid Dec. to mid. Jan to collect hats, scarves, mittens, socks and toiletries led by Leslie Firth. Note no coats/hats (hygiene issue). Beneficiaries: Trinity Center and Loaves and Fishes. Given the success of the shoes project, we know from Nora that Trinity Center needs pants and new underwear as well, we might be able to streamline these collections.

Winter Nights Shelters 2023

- Joann Oliver is working on dates (January and February 2023) but it is still TBD. So far all OKwith Todd – waiting for WNS to make a decision.

Apparently, there is a topic on Outreach activities? Here's what the calendar looks like:
See next page for draft (I have some questions on it and might get clarification prior to Vestry meeting).

ST. TIMOTHY'S OUTREACH CALENDAR - 2022-2023

Date	Event	Contact	Speaker	God's Hands	Money	New Item	Used Item
2022							
Ongoing							
Ongoing	Monument Crisis Center (MCC) Food Drive - barrels on GH front porch	Sally Shea Potts/ Tania Hansen DeYoung		X		X	
Ongoing	CCIC Kitchen Kit Project	Tania Hansen DeYoung		X			X
April 2022							
Friday, April 22 (rained out; rescheduled for May 14)	Habitat for Humanity in Walnut Creek workday (rained out)	Dave Kutrowsky		X			
May - September 2022							
Ongoing	Collecting of donated fruits, vegetables, herbs for MCC	Kari Doolittle		X			
Ongoing	Gary Hunt Garden project - herbs from garden at St Tim's for MCC	Nora Hudson		X			
May 2022							
April 24 to June 5	Trinity Center-shoes & plastic bags	Nora Hudson				X	X
Saturday May 14	Habitat for Humanity - rescheduled work day	Dave Kutrowsky		X		X	
June 2022							
May 15 - June 17 Sat. June 18	Ukraine/White Pony Express - protein bars & medical supplies Packing event at White Pony Express	Gabel Chong Horsley		X		X	
Fri. June 3 - 4:30 pm	Options Graduation - Zoom, website, Facebook	Peg Miller					
July 2022							
June 16 - July 29	Hope Solutions on-line backpack drive	Leslie Firth		X		X	
July	Options opens Recovery Services in Contra Costa County	Peg Miller					
August 2022							
Sunday, August 14 - Zoom	FOTH 2022 - on Zoom at noon	Leslie Firth	X		X		
Sunday, August 21 - On-site	FOTH 2022 - Brunch Fundraiser Party on the Patio	Leslie Firth	X		X		
September 2022							
Fri, Sept 9- 4:30 pm	Options Graduation - Zoom, website, Facebook	Peg Miller					
Sat September 17	Options 25th Year Celebration - International House - UC Berkeley	Peg Miller					
October 2022							
Sat. Oct 29	Rise Against Hunger meal packing	Joann Oliver		X	X		
October-November	AdoptA Family Bikes	Tania Hansen DeYoung		X			X
November 2022							
November	Christmas Food Boxes	Sally Shea Potts			X	X	
December 2022							
Sat December 2	Options Graduation - Zoom, website, Facebook	Peg Miller					
Dec. 2022-Jan 2023	Loaves & Fishes & Trinity Center - Share the Warmth collection of hats, scarves, etc.	Leslie Firth		X		X	X
2023							
January 2023							
Mon. Jan.23 - Mon. Feb. 6, 2023	Winter Nights Shelter	Joann Oliver		X		X	

Worship and Liturgy Report

June 2022

The bulleted items are recurring each month.

- Connected weekly with the entire liturgy teams for 8:00 a.m. and 10:00 a.m. services and secured substitutes when necessary.
- Updated the website weekly to reflect changes in the rota.
- Participated in some way with technology each Sunday.
- Conferred with all Acolytes and Altar Guild members before and after each service.
- Updated Attendance register weekly.

In June, another youth lector, Austin , was added to the rota, and acolyte training is scheduled for June 14th to welcome Isabel to that ministry.

Also, the rota for July and August was developed, published, distributed, and posted on our website.

Submitted by Jacqueline Chiavini