

2023 Annual Report

For the Annual Meeting on Sunday, February 4, 2024

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2024 Annual Meeting Agenda

- 1. Prayer –Todd Bryant
- 2. Approval of minutes from the 2023 Parish Meeting
- 3. Vestry Election
- 4. Deanery / Convention delegates nominees
- 5. Treasurer's Report
- 6. Rector's Report
- 7. Senior Warden Report
- 8. Outgoing Vestry Recognition
- 9. Naming of Senior Warden for 2024
- 10. Questions
- 11. Closing Prayer

2023 Annual Meeting Minutes – Sunday, February 5, 2023

Update Date: 1/9/2024

Pastor Todd called the meeting to order in the church at 11:25 am on Sunday, February 5, 2023, after the 10 am service. The meeting was also broadcast on the Live Stream.

1. **Prayer** – Pastor Todd Bryant

2. Approval of minutes from the 2022 Parish Meeting - Pastor Todd Bryant

MOTION: Patti Farris moved, and Helen Coleman seconded the motion to approve the 2022 minutes. The motion was approved unanimously.

3. **Vestry Election**– *Pastor Todd Bryant*

(biographies appear on pages 10 – 11 of the 2022 Annual Report)

Nominees:

Taiwo Ojetayo

Teresa Rajaratnam

Cathy Wickboldt

Charlie Wills

Pastor Todd introduced the 3 new nominees and explained why Charlie Wills is also on the slate.

Pastor Todd asked for any nominations from the floor. There were none.

MOTION: Cathy Hager moved; Gina Hodgson seconded the election of the slate by acclamation. There were no objections, and the nominees were approved.

4. **Deanery / Convention delegates election** – *Pastor Todd Bryant*

Nominees:

Jim Coleman

Mary Louise Gotthold – Delegate Emeritus/Alternate

John Hager

Alan Hirashiki

Liz Knapp

Cecilia Oduwole

Mike Oliver

Lisa Perry

Pastor Todd asked for nominations from the floor. There were none.

Pastor Todd explained that the delegates will elect the next Bishop of California.

Gina Hodgson asked that the members communicate with the congregation about the election.

MOTION: Kay Lynn Haddad-Liggins moved, and Barbara Monsler seconded the motion to elect the slate of delegates. The slate was approved by acclamation.

5. **Treasurer's Report** – *Dick Firth, Treasurer*

2022

2022 started out with a projected deficit of \$120,000+. Due to the second pledge drive and gifts and prudent budget management, the budget ended up with a surplus of \$84,000+. The vestry voted at their January 2023 meeting to allocate the surplus to the pledge reserve.

2023

Dick reviewed his report in the 2022 Annual Report

Anticipated income from pledges,

gifts and income from the Preschool and others \$720,000
Anticipated expenses \$796,700
Anticipated deficit - \$76,700

Susan Oki posed a question about the large amount of money in the checking account. Per Dick Firth, the checking account is paying interest, the other accounts are losing money currently.

Carleen Carns reminded on-line givers that they need to pledge to give us a paper trail of their commitment.

6. **Rector's Report** – Pastor Todd Bryant

Thank you to Bette Davis for her gift.

Vital and Thriving Program

The church will participate in an 18 month to 2-year process of listening to each other, remembering our legacy, and exploring our future together. Pastor Todd and the Colemans and others spent a weekend learning about the program.

We give hearty thanks to Cathy Morris. Her dedication to Altar Guild and her leadership created a beautiful worship throughout the year.

Leslie Firth called the congregation's attention to the new lighting that highlights the cross on the wall behind the altar.

7. **Senior Warden Report** – Charlie Wills

Charlie is amazed at the return to parish activities in 2022, led by Pastors Todd and Susan. He is amazed by the spirit of the congregation – highlighted by Outreach.

The posthumous gift by Bette Davis has given us a much-needed cushion for unforeseen expenses.

He thanked Bev Matsunaga and Neal Matsunaga, Jacque Chiavini and others for their care of the grounds and buildings.

Thank you for the music to Myles Ellis, the choirs and Nancy Rude.

Thank you to Kimberly Bryant for taking over the office.

Thank you to our bookkeeper, Steve Zimmerman.

8. **Outgoing Vestry Recognition** – Charlie Wills, Pastor Todd Bryant

Rayne Devlin – Children and Youth

Helped move the bells.

Great at helping organize youth events.

Jacque Chiavini – Worship

Serves at most services.

Organizes those serving in the church on Sunday – Rota

Helps take care of the grounds.

Scott MacDougall – Junior Warden and Property

Great worker – fixing the Rector's fence, the BBQ pit, and the Parish Hall kitchen refrigerator.

Sally Shea Potts is ending her service as Vestry Clerk.

Charlie thanked her for keeping the vestry grounded. Pastor Todd presented her with a gift in recognition of her years of service.

9. **Naming of Senior Warden for 2023** – *Pastor Todd*

Charlie Wills has agreed to serve as Senior Warden in 2023. The rector appoints the Senior Warden.

Kris Manning has agreed to serve as clerk.

Karen Anderson has agreed to serve as Junior Warden in 2023.

The Junior Warden, clerk and treasurer are elected at the Vestry meeting that will follow the Annual Meeting

10. Questions

- Cecilia Oduwole thanked **Nora Hudson** for her work on the parish garden.
- Gina Hodgson asked about the inclusion of the full names in the Annual report.
 Pastor Todd explained that the Directory and Annual Report will be password protected on the website because of scam problems. The full names are in those documents.
- Kay Lynn Haddad-Liggins Why is the **Columbarium** reserve so high given that we have insurance.

Neal Matsunaga, chairman of the Columbarium Board, explained that the licensing fee for the niches go into the Columbarium fund for maintenance of the columbarium, purchase of plaques, and purchase of urns.

Comment by Gina: The Columbarium is a bargain.

- Ade Adekunle Motion to recognize the wonderful gift that Pastor Susan Geissler-O'Neil is to the parish. The attendees gave her an ovation.
- Barbara Monsler Have we asked for a **Deacon** to be assigned to St. Timothy's? Pastor
 Todd will consider doing that.

11. **Closing Prayer** - Pastor Todd Bryant

Submitted by Sally Shea Potts

Membership, Attendance, Baptisms, Confirmations, Marriages & Deaths - 2023

Membership 501

(Due to our migration to Breeze, our new record keeping database, membership numbers are more accurate.)

Average Sunday In person - 129 Attendance (ASA) Online - 80

Total - 209

<u>Baptisms</u>

Aviana Fagan
Melody Fagan
Emma Rose MacGregor
Madelyn McAnally
Heather Northcross
Jack Garcia-Yow
James Garcia-Yow
(7)

Confirmations

Andrew Bryant
Lauren Bryant
Sandra Brown
Alex Heinze
Ella Knape
Rob Koteskey
(6)

Deaths

James Ashworth
Victor Chang
Robert Evans
Arlene Grant
Ken Perkes
Gregg Skuce
(6)

2024 Vestry Candidates

Teresa Centeno Kim

My husband Gene and I moved to Danville over 3 years ago with our two children, Isabella (15) and Mateo (12). Prior to Danville, we lived in Larchmont, NY for 7 years and attended St. John's Episcopal Church where I served on the vestry. Due to my husband's job, we have lived on the east coast twice, but I am originally from California and attended the University of The Pacific where I earned my degree in Business Administration and my Master of Business Administration. After COVID restrictions eased, I began exploring local churches. I am so grateful we came to visit St. Timothy's where we found such a welcoming, warm, and giving community. My children and I have had the opportunity to



volunteer for outreach activities like Warm Winter Nights, Rise Against Hunger, Christmas Food Boxes, and others. Izzy and Mateo are part of the youth group and went through confirmation classes this past year. We are excited about them being confirmed soon! I am an institution strategy consultant for LPL Financial Services and have spent most of my career in financial services. Most weekends, you will find my family and I enjoying the outdoors running on the Iron Horse Trail, hiking, or taking walks to downtown Danville.

Eric Parnell

My wife Karen and I are native Californians, currently living in Dublin, and have been married for 38 years. We have three adult children Rebecca (29), Michael (25), and Steven (21) all of whom live in California. Karen and I enjoy the outdoors and love hiking here whenever we get the chance.

We have both served in non-profit leadership and have found it very rewarding. We started attending St. Timothy's in 2020 right before the COVID lockdown. We immediately felt very welcomed and soon decided to make St. Timothys's our church home.

I am a retired software engineer, spent many years at Chevron, and was part of the founding executive team for two startups. I have served on

the local Boy Scout board for several years and remain active in various Scouting activities. I also volunteer regularly for a charity delivering food to needy families around the world.

I am currently serving on the Vital & Thrive steering committee here at church.



John Yow

My wife Emily and I moved to Danville in 2014, looking to find a community to put down roots and hopefully raise children. Our experience with St. Timothy's has been a journey of the church meeting us where we are. We started attending shortly after we got here, but quickly fell out of habit as we juggled jobs and two young boys. We resolved in 2021 to prioritize church again, and over the last few years have been grateful for the wonderful people we have met at St. Timothy's. As for me, I grew up in Danville (Kentucky), am a former Navy nuclear power officer and current attorney.



I've worked at big law firms, an NFL team (Go Raiders!), and most recently a tech startup. My latest adventure is starting my own firm! I'm hoping this background will allow me to serve the St. Timothy's community and help it flourish.

Deanery Delegates for 2024

Jim Coleman
John Hager
Liz Knape
Cecilia Oduwole
Mike Oliver
Lisa Perry

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 consist of representatives from a collection of congregations which are grouped together based on proximity to each other and common interests. They play a key role in in developing and implementing the policies and plans of the Diocesan Convention and 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 congregations and the deanery
- Providing a forum for education about matters of importance to the Diocese and 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.

Deanery Report

Deanery Delegates from Saint Timothy's for 2023:

Jim Coleman, Mary Louise Gotthold, John Hager, Alan Hirashiki, Liz Knapp, Cecilia Oduwole, Mike Oliver, and Lisa Guevara Perry.

Contra Costa Deanery Congregations:

Grace Church, Martinez St. Mark's, Crockett

Resurrection, Pleasant Hill St. Michael and All Angels, Concord

St. Anne's, Antioch
St. Paul's, Walnut Creek
St. Anselm's, Lafayette
St. John's, Clayton
St. Timothy's, Danville

Deanery Business:

Discussion and revision of Grant Application process and form.

\$1,500 Grant to the Episcopal Church of the Resurrection for 2023 Youth Mission trip to the Navajo Nation.

\$500 Grant to Episcopal Relief for aid to Maui.

Review and discussion of proposed Resolutions to be considered at Convention.

The Reverend Todd Bryant was elected as Deanery Representative to Executive Council.

Treasures Report –

3/16/23 \$3,148.36 6/15/23 \$2,287.36 9/21/23 \$1,426.36 11/16/23 \$1,565.36

Appointment of Lisa Guevara Perry to **Committee on Resolutions** for the 2023 Diocesan Convention. In 2024 the Committee on Resolutions will be exploring ways in which to improve communication to Deaneries and Congregations about existing Resolutions and ways in which to make review and implementation of Resolutions more accessible. Discussions were undertaken to promote the inclusion of language in Resolutions to encourage awareness and use of the Resolutions to empower both Congregations and individuals to utilize Resolutions in their own ministries.

The Convention Delegates participated in the 174th Diocesan Convention on December 28, 2023.

These were the Resolutions considered and adopted during the Convention:

- Migration with Dignity Passed 222 to 4
- Addressing Gun Violence to Safeguard our Youth Passed 206 to 3
- Legislative Themes for the 81st General Convention Passed 227 to 15
- Addition of Howard W. Thurman to the Episcopal Church Calendar Passed 247 to 5
- Access to Prison Ministries Passed 156 to 21
- Diocesan Canon 21.03 was amended to Require Anti-Racism Training Certification for Clergy and Delegates to Convention – Passed 207 to 49.
- Diocesan Canon XI, Section 11.26 was amended to Correct References to Episcopal Church Canons (reconciles numbering of Canons) Passed on Consent Calendar.
- Adopted Special Rules for Electing Convention for Ninth Bishop of California Passed 258 to 3.
- Ratified Acts of the Convention Meetings Held Remotely Passed on Consent Calendar.

On December 2, 2023, the Deanery Convention Delegates participated in the **Vigil for the Election of Bishop and Selection of the Ninth Bishop of California**, The Reverend Austin K. Rios.

The First Vote –

Augusta Anderson	20 Clergy	44 Lay
Austin Rios	81 Clergy	87 Lay
Phil Brochard	56 Clergy	61 Lay
Abstentions	3 Clergy	0 Lay

The Second Vote (Augusta Anderson having withdrawn) –

Austin Rios 95 Clergy 135 Lay Phil Brochard 63 Clergy 56 Lay Abstentions 3 Clergy 1 Lay

As a matter of note, with the election of the Ninth Bishop of the Diocese of California, **Mary Louise Gotthold** has participated in the election of the last three Bishops for our Diocese (Bishop William Swing in 1979 and Bishop Marc Andrus in 2006). Mary Louise is an invaluable resource for local, national, and international Episcopal history, programs, and policies.

The **81**st General Convention will be held in Louisville, Kentucky on June 23-24, 2024.

Submitted by Lisa Perry

Rector's Report

2023 was the long hoped for "reset" for our community. The very last remnants of COVID protocols went away mid 2023 when our byzantine restrictions around communion wine disappeared. We remain sensitive to and supportive of anyone who remains masked or continues to be "remote only" attenders.

Now for the fun stuff...

Youth and Families

Some highlights revolve around youth and family ministry. Pastor Susan and volunteers (especially Karen A) have created ongoing periodic formation classes for children after the 10am service. The Young People's Time that you know and love continues strong. On the youth ministry front, we have been collaborating across the deanery.

Our "pizza club" has provided much needed critical numbers for our youth community. St. Timothy's Danville, Grace Martinez, Resurrection Pleasant Hill, St. Anna's Antioch, and St. Paul's Walnut have all hosted our monthly pizza club. We are likely going to rename this group this to "service club" as pizza is not the most important thing!

I am extremely grateful to the Colemans who funded our new "youth room" in the Parish Hall. It is a great, safe, and inviting space that was strictly storage when I arrived. I also want to thank Cathy Morris (who moved to Texas). Her donated couches are great, and the youth love it. Lastly, I want to thank Mike Brown who gave us a TV and the Andersons who gave us a tabletop pool table. Between snacks, cards, and video games. It is the place to be --- Unless you are an adult – you can check it out, but it is not for you, unless you want to volunteer to help me with youth!

On a personal note, I was honored to be one of the Episcopal Youth Event leaders representing the Diocese of California in Baltimore Maryland on the first week of July 2023. EYE happens every three years. It is the largest youth event that the Episcopal Church hosts (about 1000 people.) Also, I rolled off Standing Committee at Diocesan Convention – October 2023. I started serving on the Executive Council at the beginning in 2024.

Deanery

The diocese elected a Bishop! I am very excited for how Bishop Elect Rios will empower us for ministry in the years to come. We had a great deanery delegation that had lots to do in 2023.

Tech

Many of you enjoy both large print bulletins, and the liturgy displayed on the TVs. A few of you who have hearing loss also use our speech-to-text screen on the front row of the church. We continue to strive to be a one church "two campuses" community (the second campus being YouTube).

Adult Formation

Thank you for the privilege of sharing my thoughts and research on Israel / Palestine in the Parish Hall during Advent 2023. Also, I really enjoyed Lent 2023. We offered five Lenten Sundays at 11:15am. Lisa P led and overview of the Bible. Myles led a hymn sing. I led a class on politics and church. PLFAG led an overview of practical ways to be LBGTQ inclusive. The Social Justice Group led a class on supporting people with depression.

Less than fun

With the rollout of "TK California," and statewide initiative for universal PreK, Noah's Ark preschool enrollment has been diminished to less than 20. By 2025, all children who turn four years old by the Fall of 2025 will be eligible for free pre K. We are exploring creative marketing strategies for increasing enrollment. We will have a better sense in March 2024 of the long-term viability of Noah's Ark preschool.

More fun, Vital and Thriving

Vital + Thriving has been proceeding much slower than I anticipated. The V + T team had a major staff shake up, but they righted the ship. And we hope to be able to offer more analysis of your feedback as well as roll out "year 2" activities soon. I apologize that it has proceeded much slower than expected.

The next Vital + Thriving event: *Corporate Spiritual Discernment* on **April 7**th. 11:15am - 3:15pm. At St. Timothy's.

Now for wonky stuff...

Membership

Your administration team rolled out "Breeze", new church management software, in 2023. So, when you look at the reported membership number, you are going to see a dramatic drop in church membership. This is an accounting adjustment issue. Breeze has made it very easy to give accurate, up-to-date membership numbers, so we did *not* lose over a hundred members; we just have a better lens to see our community.

Attendance in-person and online

Post pandemic, it may seem hard to believe, but we are growing. There is a big caveat in that: online attendance accounting is very "squishy." I made the decision to count an online "view" as 1.5 of a person. Some watch as individuals, some as families. You will see in the attendance numbers an online Average Sunday Attendance of 80, which we are going to count as 120. Is that perfect? No. But it is a good bellwether of community participation.

Go on a trip down memory lane with me. In 2019, we reported an ASA (Average Sunday Attendance) of 199 (with NO online). In 2020 and 2021, we were basically zero for in-person attendance. In 2022, we had an in-person attendance of 100 with a significant portion still tuning in on-line. In 2023, our in-

person attendance is up to 130. Remember my metric of 1.5 per view? Therefore, in 2023, we had inperson attendance of 130 and online participation at 120 to equal 250. We are recovering, growing slightly, and doing well, all things considered.

Budget and Pledge

In the theme of growth, our pledge count is up slightly year-over-year. "But why will our treasurer be presenting a deficit budget?" you ask. I see two major things: We are not exempt from inflation and everything it takes to run a church and we lost two big givers through moving for a total of \$70,000 in lost income.

I would like you to consider making an inflation adjustment to your pledge now. We have reserves to absorb losses in 2024, but this is unsustainable without adjustment in the future.

Lastly, looking ahead

I am very encouraged by the opportunities for ministry we have ahead of us in 2024. Jump in, dig in!

Todd

Submitted by Pastor Todd Bryant

Associate Rector's Report

Saint Timothy's is an amazing, faithful community filled with people who bring their lives and their loves to worship and whenever we gather; we laugh, learn, cry, sing, listen, break bread together and more. It is a privilege to serve with The Rev. Todd Bryant as we navigate church in this changing time. We are calling it post-Pandemic, but as Saint Timothy's responds to the possibilities raised in Vital and Thriving, we are also recognizing it is a transforming church. My responsibilities continue to include liturgy on Sundays, preaching, children's worship, visiting, Children's Chapel for the Noah's Ark preschool, teaching, reaching out to members, and serving on the Interfaith Council, I-SRV.

My sense of time and years seems undependable since the Pandemic. This third year after the unraveling of all we thought normal has brought a new normal. It has been wonderful to welcome people into church in person and to participate in our campus events. Our on-line community continues with an intimacy that allows our connections during the week on the phone or in person to reaffirm our faithful community. The gift of our on-line Bible study through zoom has enabled people to meet and study together who otherwise could not meet regularly. We have been glad to meet in person for fellowship events—in the evening, at lunch, and for our amazing FOTH Dinner.

One of my joys is helping parents to prepare their family for baptism – sometimes babies, but sometimes also for older children filled with wonder and questions. I am glad that this year we have moved from Facetime and phone calls to in person preparation, as children played at our feet. We also prepared a young adult for baptism in preparation for her marriage to a faithful Episcopalian! Pastoral Care includes in-person visits with sick individuals, elders in senior living, individuals, and families for all kinds of reasons, and no reason at all. Phone calls, meetings on the Labyrinth and coffee are all a privilege as I serve with you as a priest.

As part of my responsibilities, I continue to preach, celebrate, teach, and lead the Children's Liturgy at 10:00 in the Parish Hall. We focus on Bible stories, prayer, the church year, and the power of lighting real candles at church—the Light of Christ in the world. The number of children varies, and our childcare provider Samantha S. leads younger ones as they play, or helps with activities with older children. Children join their families at the peace and bring forward bread from our service in Children Liturgy for the community Eucharist, a reminder to them and to us that we all bring our gifts from various places. The ages for Childrens' Liturgy are 4 years to 2nd or 3rd grade. Older children and youth participate in Sunday School units in the Parish Hall—in our new youth room.

We are still experimenting with format and are attentive to the school calendar and seasons of the church including Advent, Christmas, Epiphany, and Lent, mixing our program with appropriate intergenerational activities. We also encouraged at-home projects with art, and prayer cards for children. Young People's time offers an opportunity for young people to reflect on Bible stories through a children's sermon before we are dismissed as a community. It is a fun time for young and adults as we strive to see God's love through the eyes of a child. Pastor Todd and I led a confirmation

class for youth and adults; some were confirmed in June, others who will be confirmed in 2024. Learning and growing in faith is always an amazing journey. My continuing Education through FORMA, the Festival of Homiletics, and special programs through continuing education from VTS will help inform new possibilities for faith formation for children and adults.

In the Spring we celebrated EarthFest, co-sponsored by I-SRV, Interfaith San Ramon Valley and the town of Danville. Thank you to all the people who helped to make the event happen at the Peace Lutheran campus. With art from members of our congregation, helping with Crayon Initiative sorting, an information booth, selfie pictures, and parking gurus we were part of a successful event that reminded people we can do simple things to make a difference in our care for Earth. 2024 will bring our Second Annual EarthFest Event!

Vacation Bible School in 2023 took place at Saint Joan of Arc, San Ramon with a large number of VBS participants. St. Timothy's brought volunteers, enthusiasm, and a few children. The excitement of a large number of participants and youth last year was tremendous and hopefully, in 2024 we will bring more St. Timothy's participants.

After meetings and numerous opportunities for prayer and discernment, we elected a new Bishop in the fall, The Rev. Austin Rios; in May of 2024 he will be Consecrated Bishop at Grace Cathedral. Anticipating change is part of the growing excitement in the Diocese and in our own participation as a parish in Vital and Thriving which seeks to help us as a congregation and as individuals to be attentive to elements of our location, gifts, and needs of our community to bring renewal to our congregation and all of us!

As I reflect over the year, my heart fills with gratitude that I am part of this awe-inspiring community of Saint Timothy's. Thank you for your care for me and for Pastor Todd and for our families.

Blessings for us all,
And prayers for Peace,
Pastor Susaw+

Submitted by The Rev. Susan Geissler-O'Neil

Senior Warden's Report

During 2023, on the heels of our post-Covid 2022 campus reopening, there has been a noticeable increase in both our adult and youth church activities. On Sundays, we greeted and enjoyed the presence of newer, less familiar faces as well as the return of more familiar faces. We are fortunate and continue to be blessed with the spiritual leadership of Revs. Todd and Susan.

St. Timothy's has enjoyed the services of our talented Music Director, Myles Ellis, and in the background, our excellent Bookkeeper, Steve Zimmerman. During office hours, Kimberly Bryant cheerfully greets everyone while ensuring our many administrative and office needs are met. Bev Matsunaga diligently performs our sextant duties which keep her very busy coordinating work around our campus.

Our Parishioners fill so many necessary roles. I think of our greeters, choir members, altar guild, acolytes, and outreach coordinators to name a few. Our parishioners' volunteer participation rate at St. Timothy's, I daresay, is second to none. We are grateful and thankful for all those serving us.

As we entered 2023, we once again faced a budget deficit similar to 2022's; however, we had sufficient pledge reserves and expected other income to close much of the budget deficit. Overall, our 2023 expenses turned out higher than planned with unusually high inflation driving up our customary operating costs. We also saw a surge in Campus maintenance expenses.

Your Vestry conducted all its meetings in person in 2023. We worked closely with our Treasurer Dick Firth who provided strong leadership and wise counsel to the Vestry on our expenses, budgets, and overall financials picture. All recommended major expenditures were assessed and approved. I would be remiss not to mention Jacque Chiavini 's taking on the big responsibility to make sure we have church services fully staffed and often steps in to fill absences — thank you.

As Senior Warden, I regularly met with Pastor Todd as we continued our hikes and walks almost weekly. During these, we spent considerable time discussing church affairs. I like to think that those discussions helped Pastor Todd improve his ideas while giving me a better understanding of Pastor Todd's thoughts and leadership.

We will be missing many outgoing Vestry members, Steve Oki, Ade Adekunle, Cecilia Oduwole and Gabel Chong-Horsley, who have managed their commissions faithfully for 3 years of service. I will also be stepping down. It has been a privilege to be your Senior Warden over the last two years. I thank you for your trust and support.

St. Timothy's is fortunate to have such wide participation and leadership in its activities from fellowship to staffing services to managing our interface with charities to maintaining our facilities. It doesn't happen without you. I thank all of you.

Submitted by Charlie Wills, Senior Warden, 2023

Junior Warden (Property Commission) Summary Report of 2023

2023 was a busy year on St. Timothy's large campus. We had several major issues and many small repairs. In the ballpark \$180,000 was spent on our facilities emergencies, routine maintenance, and repairs. Each and every issue was handled thanks to Bev Matsunaga at the helm, with experience calling in church volunteers, hired workers, contractors and the city to name a few.

Grace House- Early in 2023 our storm drain system on campus performed well with large atmospheric storms one after the other. However, after a series of events starting with very heavy amounts of rain, overflow from Diablo Country Club's two storm drains excess water pooled in our parking lot, and led to water rising and entering our Grace House basement stairs, floor, and elevator pit. The electrical in the elevator pit was damaged by the water in the pit. Much work ensued to get GH back in working order. Thank you to Scott MacDougall for his quick sump pump work limiting the damage and all of Bev's work coordinating contractors. (\$45,755.12)

A back-up plan for atmospheric storms was set up to include plastic sheeting and sandbags. Our storage boxes are now raised 3 inches off the floor. In May the extended groups were able to return to meetings downstairs.

Routine checks of our drain system are now scheduled, and several trees are being removed to limit roots in the drain lines.

Woodpeckers were dissuaded from making their way inside Grace House. Repaired and Paint.

Parish Hall- Saw the completion of its new roof (\$57,600) and Wi-Fi! Unfortunately, the sewer lines, original clay pipes laden with breaks, tree roots and small diameter needed to be replaced up to code. The back parking lot was a dig zone from March to May. (\$35,000)

New Youth Room!

Pastor Todd spearheaded the transformation of a previous storage closet and multi-purpose room (formerly Mark Spaulding's office in the northwest corner of Parish Hall) into our new Youth room with couches, Play-station, games, snacks and is a wonderful space for middle school and high school kids to create community. We want to thank the Colemans for funding this wonderful renovation. Come take a look.

Church- Our Bell Tower was repaired/new operating system and controller installed. Thank you, Neal Matsunaga.

October saw the exterior of the church freshened up with new stain and paint. (\$11,000)

Noah's Ark Pre-School- Saw the repair of several areas that needed attention.

A beautiful new sign welcomes children, it was made by Rob Wilson, Thank you. The sand box, garden, shed walls and shed doors were cleaned up and repaired!

Before the start of 2023 fall, the sandbox was rototilled, the playground structure was power washed, and the carpets and blinds cleaned.

Several Oak trees were trimmed where deemed dangerous in various areas around campus: preschool playground, meditation garden, and near Diablo Rd. (\$11,000)

If you feel handy and inclined to pitch in with volunteer level, similar projects that come up not all the infrequently, send me an email and when the time comes, I will reach out.

There are a few upcoming projects to be done this Spring.

Again, I would like to thank the many people who have pitched in, in ways large and small, throughout the year. And I'd like to recognize several of our hands-on volunteers Scott MacDougall, Ed Liggins, Mike Oliver, Rob Wilson and of course Bev Matsunaga whose knowledge and dedication is a treasure.

Submitted by Karen B. Anderson, Junior Warden

Treasurer's 2023 Report

January 24, 2024

Financial Summary for 2023

	12-month Actual	12-month Budget		
Total Income	\$743,094	\$720,039		
Total Expenses	<u>\$821,440</u>	<u>\$796,783</u>		
Net Operating Income	(\$78,347)	(\$76,744)		

- St. Timothy's actual results for 2023 were very close to plan.
 - O However, Total Income was down by over \$61,000 from 2022 (\$804,505), while Total Expenses were up over \$101,000 from 2022 (\$719,985).
- Of note, major maintenance expenses consumed over \$180,000 of our maintenance reserve, leaving less than \$84,000 in this reserve account.
- Our pledge reserves are approximately \$168,000; however, the net operating income loss of \$78,347 will be a deduction from this account, leaving less than \$90,000 in pledge reserves going forward in 2024.

Many thanks to those who have made our financial processes work well: Carleen Carns, Steve Zimmerman, Ole Chiavini, Bob Carns, and the Finance Committee (Karen Anderson, Ken Anderson, Linda Clark, John Jess, and Charlie Wills).

Submitted by Dick Firth, Treasurer

St. Timothy's 2023 Budget Final Report

ST. TIMOTHY'S ACTUAL TO BUDGET AS OF DECEMBER 31, 2023	Dec Actual	Dec Budget	Difference	2023 YTD	Annual Budget	Difference	Percentage
TOTAL INCOME	\$86,748	\$60,003	\$26,745	\$743,094	\$720,039	\$23,055	103.2%
TOTAL EXPENSES	\$82,332	\$66,399	\$15,934	\$821,440	\$796,783	\$24,657	103.1%
NET OPERATING INCOME	\$4,416	(\$6,395)	\$10,811	(\$78,347)	(\$76,744)	(\$1,603)	
NET OTHER INCOME	\$38,393	(\$143,470)					
NET INCOME	\$42,808 (\$221,817)						

	Dec Actual	Dec Budget	Difference	2023 YTD	Annual Budget	Difference	Percentage
Pledge Income	\$70,576	\$55,287	\$15,289	\$629,173	\$663,439	(\$34,266)	94.8%
All Other Income	\$16,172	\$4,717	\$11,456	\$113,920	\$56,600	\$57,320	201.3%
Total Income	\$86,748	\$60,003	\$26,745	\$743,094	\$720,039	\$23,055	103.2%
Personnel Expenses	\$38,964	\$37,097	\$1,867	\$454,819	\$445,166	\$9,653	102.2%
Diocesan Assessment	\$9,030	\$9,030	\$0	\$108,355	\$108,354	\$1	100.0%
Facilities	\$13,965	\$10,374	\$3,591	\$141,986	\$124,490	\$11,264	114.1%
Administrative	\$2,376	\$1,997	\$380	\$22,585	\$23,960	(\$1,375)	94.3%
Budgeted Outreach	\$1,500	\$1,500	\$0	\$18,000	\$18,000	\$0	100.0%
All Other Expenses	\$16,498	\$6,401	\$10,096	\$75,696	\$76,813	\$5,115	98.5%
Total Expenses	\$82,332	\$66,399	\$15,934	\$821,440	\$796,783	\$24,657	103.1%
Net Operating Income	\$4,416	(\$6,395) (\$78,347) (\$76,744)				ni Ni	
Net Other Income	\$38,393	(\$143,470)					
Net Income	\$42,808	(\$221,817)					

Balance Sheet as of December 31, 2023

St. Timothy's Episcopal Church

Balance Sheet

As of December 31, 2023

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Wednesday, January 10, 2024 11:17 AM GMT-08:00

1/2

St. Timothy's Episcopal Church

Balance Sheet

As of December 31, 2023

	TOTAL
21003 Lay Pension Deferral	218.98
21004 Clergy RSVP Deferral	0.00
21006 2024 Prepaid Pledge	15,390.50
21007 2023 Prepaid Pledge	0.00
21008 Prepaid Pledge 2022	0.00
21009 Prepaid Special Gift 2022	0.00
21010 Endowment Gifts Pending	0.00
Total Other Current Liabilities	\$15,609.48
Total Current Liabilities	\$55,975.10
Total Liabilities	\$55,975.10
Equity	
30000 Opening Balance Equity	0.00
31300 Perm. Restricted Net Assets	
31301 SSGA Endowment Fund	1,045,125.84
31303 Fixed Assets	2,967,567.00
Total 31300 Perm. Restricted Net Assets	4,012,692.84
31500 Temp. Restricted Net Assets	
31501 SSGA Endowment Gain/(Loss)	0.00
31510 Program	494,065.35
31520 Outreach	48,412.93
31530 Shawl Ministry	0.00
31540 Bequests	0.00
Total 31500 Temp. Restricted Net Assets	542,478.28
32000 Unrestricted Net Assets	567,128.82
Net Income	-221,819.89
Total Equity	\$4,900,480.05
OTAL LIABILITIES AND EQUITY	\$4,956,455.15

Budget Summary for 2024

St. Timothy's Episcopal Church, Danville

January 24, 2024

Income

Pledges (146 as of 1/16) -- \$676,701

Loose Plate -- \$6,000

Contributing -- \$23,500

Special Gifts -- \$1,000

Facilities Cost Sharing -- \$20,000

Flower Donations -- \$3,000

Interest & Miscellaneous -- \$4,000

TOTAL INCOME -- \$734,201

Expenses (per 12/20/24 Outlook)

Diocesan Assessment -- \$111,316 -- \$491,782 Personnel Expenses **Facilities** --\$137,740 Administrative -- \$25,970 -- \$18,000 **Budgeted Outreach** Finance -- \$54,120 All Other Expenses -- \$24,450 **Total Expenses** -- \$863,378

Net Operating Income -- (\$129,177)

Submitted by Dick Firth, Treasurer

Stewardship Report – 2023

2023 Stewardship Program

In 2023 the Stewardship team encouraged St. Timothy's to dream together about our future.

This year's program focused on:

- Service
- Education
- Families
- Fellowship

Our four speakers were Eric Parnell, Allen Hirashiki, Margaret Batesole, and Teresa Rajaratnam. We all benefited from their willingness to be open and vulnerable. We thank them for sharing their stories of finding St Timothy's and their visions for the future.

Once again St. Timothy's has demonstrated its recognition of the financial, spiritual, and personal commitments they share as members of this congregation. We appreciate the ongoing generosity, and the faith our congregation continues to demonstrate to the Lord and St. Timothy's mission.

Thank you to the entire Stewardship Team:

Allen Hirashiki Margaret Batesole

Teresa Rajaratnam Eric Parnell Kimberly Bryant Sally Potts

Submitted by Meghan Goldman

Finance Committee Report

The Finance Committee reviews and oversees the work of the Treasurer of the Parish (Dick Firth). Treasurer functions include those of our pledge and income analyst (Carleen Carns) and our Bookkeeper (Steve Zimmerman).

The Finance Committee for 2023 was Karen Anderson (Junior Warden), Ken Anderson, Linda Clark, John Jess, and Charlie Wills (Senior Warden). These are the Committee's voting members; the Treasurer does not have a vote on the Committee's decisions.

The primary outputs of the Finance Committee are recommendations to the Vestry, which is the body that has the right of final approval.

Submitted by Dick Firth, Chair Finance Committee

Vital + Thriving Report

A multi-year project, created by the Diocese, Vital and Thriving provides guidelines for individual churches to gather specific data from parishioners to help the church thrive and grow. It is designed to unlock the capacity of congregations to build a beloved community.

- 1. In 2023 we had a Deep Listening event. A random group of 24 parishioners were selected and individually asked specific questions as part of a Community Discovery Report.
- 2. In April, we hosted a Timeline Event. This was an opportunity for all parishioners to remember our history and provide any comments.

A review of the data revealed an overall positive feeling about the church, clergy, and the direction of St. Timothy's.

The next Vital + Thriving event: *Corporate Spiritual Discernment*April 7th

11:15am - 3:15pm.

At St. Timothy's

Submitted by Linda Clark

Music Report

The music ministry at St. Timothy's Parish includes both a choir and a hand bell choir. Both choirs have approximately 15 volunteers, respectively. The (singing) choir provides all the music at the 10:00 a.m. service, including all of the hymns and the performance of an anthem during the offertory. The bell choir, Bell Canto, performs approximately once a month during the offertory. The music ministry also includes a music director who serves as choir director and accompanist for the 10:00 a.m. choir and accompanist for the 8:00 a.m. service. The music director takes an active role in liturgical planning and meets regularly with the Pastor and Associate Pastor. Furthermore, the music director is responsible for the selection of all hymns and anthems used during church services.

The music ministry has several excellent pianos and an extensive collection of choral octavos and other music. In addition, we have a four octave set of Schulmark Bells and hand chimes, as well as an extensive library of handbell pieces.

I celebrated my two year anniversary of becoming music director at St. Timothy's in November of 2023, and I continue to be impressed by the dedication of our volunteer singers and ringers and their willingness to learn new skills and repertoire. My goals as music director in the coming year include:

- Fostering the musical and vocal skill building of our choral and bell programs to enable the performance of more challenging repertoire.
- Recruiting new members to join our ensembles, and continuing to update our selection of hymns and anthems to reflect the best musical, cultural, and liturgical practices.

Submitted by Myles Ellis, Music Director
January 2023

Noah's Ark Director's Report

Noah's Ark Preschool days are full of play, fun, and learning. We are a half day program that runs from 9 a.m. to 12 p.m. There are three age groups- The 3's class, the 4's class and the Pre-K class.

The 3's attend school three times a week- Monday, Tuesday, and Thursday.

The 4's attend Monday through Thursday.

The Pre-K attends Monday through Thursday.

Currently, we are enrolled with 22 children across all our classes alongside the Friday Enrichment classes for the four and 5-year-olds.

We also run Lunch Bunch on Mondays and Wednesdays from 12 noon to 1:30 p.m.

Our four-week Music and Movement program for toddlers gives an opportunity to future families looking for a quality program for their child.

We comply with the various protocols and mandates from the start to the end of the day. Our low child to teacher ratios sets us apart from other preschool programs.

Noah's Ark focuses on the developmental needs of the "whole" child believing in "the work of childhood is Play". We meet the child where their needs are.

Our staff enjoys coming in daily to spend the mornings interacting, guiding, supporting, and teaching our precious 2.7 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 as the office assistant and Kimberly Bryant, our curriculum personnel. With their help and ongoing, continuous administrative support, the program runs smoothly and successfully.

Thank you to our school board members: Cathy Hager, Kris Manning, Ellen Nelson, Pastor Susan Geissler-O'Neil, Dick Firth (Treasurer), Joshua Stricker (parent), Natassia Hamilton(parent), and Stephanie Harrell (parent).

The school board meets four times a year, supporting the ongoing management and success of the preschool program. The time and commitment of each of these members are essential and meaningful for the future of Noah's Ark Preschool.

Noah's Ark enjoys the neighboring community it serves and truly makes an essential impact in the lives of young children throughout not only Danville but Alamo, San Ramon, and Dublin as well. The word-of-mouth recommendations from parents, neighbors and even local kindergarten teachers keep 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

Overview

Overall, it has been a good year for the Admin Commission. I will be retiring off the Vestry, and we have a new Admin Commissioner with Cathy Wickboldt taking over. I want to thank Cathy for working with us this last year as she has been a great help. I also wanted to thank the rest of the group Kimberly Bryant (Staff), Sally Shea Potts, Carleen Carns, Bev Matsunaga (Facilities) and Rich Wood (Technical Computer and Networking). They have accomplished a great deal this last year and I appreciate all their help. What follows are just the highlights of the accomplishments the Admin Commission made this last year.

Office and Staff

- Kimberly Bryant made permanent Admin Assistant
- Cathy Wickboldt joins Admin Commission Team
- Worked on getting the necessary approvals so that the church and Noah's Ark can do nonprofit mailings via USPS. (Kimberly)

Hardware, Software, and Networking Changes

Hardware

- Folding Machine purchased to replace a failing unit (Sally, Kimberly)
- Office Computers backed up to 5 TB drive (Sally)
- All our hardware PCs are 10 years old. We have refurbished this hardware to increase their lifetime but support for Windows 10 will expire in October 2025. We will need to plan on replacing at least 5 systems before that time. The PC's must support Windows 11, QuickBooks, and Microsoft 365 (Rich, Sally)
- Admin2 Computer Replaced with an HP Envy Desktop (Rich, Sally)
 - o The new computer runs Windows 11 and Intel Core I7 1TB SSD.
 - Plans are to buy two computers per year to completely replace the 4 other computers.

Software

Breeze

- Rollout of Breeze to the Congregation People information completely transferred from ParishSoft to Breeze and was verified for accuracy (Carleen, Sally)
- Online giving transferred completely onto Breeze with training and assistance (Carleen)
- Breeze photos being taken to get members into the directory.
 - 152 Individual photos added (Sally, Steve, Cathy, Carleen, Kimberly)
 - 78 User accounts created and able to login (Carleen)
 - Multiple grouping (tags) created for easier email communication (Carleen, Steve, Sally)
- Parish Directory created in paper and online form (Sally)

Email

- A migration of all Saint Timothy's email accounts has been transferred from the old email webmail system to the new Outlook 365. Our domain vendor has changed, and this was a requirement. (Rich, Sally)
- Those who had redirected mail to their own email accounts were not affected. Those users using the Webmail interface needed to transfer to Outlook 365.

Miscellaneous

- Improved email software Constant Contact that supports email from several groups in the church
- Retained 2 Zoom Licenses for remote meetings.
- Upgraded SignUpGenius software license so that parish sign ups no longer have ads.
 The cost of the upgraded software is shared between Administration and Outreach.
 Outreach chairpersons have access to the new license so that their Sign-ups will also be ad free.

Networking

- An External Wi-Fi Router was brought into the 2nd floor of Grace House to enhance Wi-Fi
 coverage on the 2nd floor. New antennas were purchased and installed to extend coverage
 and Basement router was recovered and installed (Rich)
- With the existing router on the first floor of Grace house, we now have good Wi-Fi coverage throughout Grace House.
- Alarm Panel outgoing phone calls changed to cellular lines and existing Comcast lines disabled. (Bev, Sally)

Office Volunteers

Thank you to the church office volunteers who person the parish office on Fridays from 11 am to 2 pm and on other days when Kimberly cannot be there. They greet visitors, answer the phone, stuff the announcements into the bulletins, print the handouts for the children for Sunday and assist any workers on campus. Thank you to Jane Butterfield, Ann Fletcher, Cathy Hager, Jane Kuka, Meg Lindley, Joann Oliver and Sally Shea Potts.

Submitted by Steve Oki, Administration Commission

Adult Formation Commission Report

Zoom Bible Study

St. Timothy's has a Zoom Bible Study that meets every Wednesday at 10:30am. It is led by Pastor Susan and has between 8 and 15 participants reading and commenting on the Bible each week. Currently we are studying the Gospel of John. New members are always welcome.

Contact: Pastor Susan or Helen Coleman

St. Timothy's Book Group

The St Timothy's Book Group again traveled the world without leaving Danville. We started with an exploration of the meaning of "HOME" with Frances Mayes, in her new book - A Place in the World: Finding the Meaning of Home". We worked with Molly Gray to solve the mystery of a murder in the hotel where she worked in "The Maid". Later we explored England between the Word Wars as we learned about the lives (and loves and adventures) of the 6 Mitford sisters ("The Mitford Affair"). I think we all learned from Michelle Obama through her book — "The Light We Carry — Overcoming in Uncertain Times". Another mystery took us to Maryland where we explored a mother/daughter relationship in "The Legacy". June found us crossing the U.S. during the depression with 2 Giraffes on their way to the San Diego Zoo in "West with Giraffes." Closer to home, we enjoyed the stories of Washington, D.C. and particularly Justice Ruth Bader Ginsburg with NPR's Nina Totenberg in "Dinners with Ruth...".

After a summer of rest, reading and real travel, we reconvened to learn about the American Library in Paris – which still exists. During WW II, the library staff worked hard to support the authors and regular patrons of the library ("Paris Library"). We enjoyed revisiting Count Alexander Ilyich Rostov in "A Gentleman in Moscow" in November. In December and January 2024, we are reading "David Copperhead" – a retelling of David Copperfield set in the southern Appalachia region.

The book group meets most months in the Overby Library on the 3rd Sunday after the 10:00 am service. Come join us.

Contact: Sally Shea Potts

Education for Ministry (EfM)

The EfM group offered the 2023-24 EfM program and there was no response. An Endowment/Whole Life Planning program was offered with good participation. The EfM group will be looking for new opportunities in 2024.

Contact: Lisa Guevara Perry

Prayer Team

Saint Timothy's has a group of prayer warriors who pray for anyone who needs a prayer. This group doesn't meet in person, we send emails to our pray-ers, who do all the work. If you or someone you know needs a prayer, please send a request to prayers.are confidential. The group does not discuss requests with the pray-ers or the recipients of the prayers.

Contact: Patti Farris or Helen Coleman

Life Story Writing Group

Writing your Life Story for your children, grandchildren and great grandchildren is not like writing an essay, dissertation, or report. This is a fun thing you can do and share in our group setting and no one is correcting or grading your writing. Weekly, we write our memories and file them in numerological order for safe keeping for our descendants. As we share our stories, we realize there is lots of humor and laughter in every person's life! Life Story group meets every Thursday from 9:30-11am in the Grace House Library. The group loves hanging out together, chatting and reading the stories that they write.

Contact: Father Maurice

Lenten Lectionary

The Lenton Lectionary is a booklet of daily readings for Lent that are written by and for our St. Timothy's parishioners. It is published close to Ash Wednesday each year, and includes the scriptures for the day and a parishioner's thoughts about them. This has been produced every year since 1994, when John and Sally Potts helped create the first edition. And it is only possible to continue because of our wonderful members who volunteer to write each year.

Contact: Helen Coleman

Submitted by Liz Knape, Adult Formation Commission

Children and Youth Commission Report

This year St. Timothy's children and youth was full of growth. It was very exciting to see new young faces in our parish. Children's time at the end of the 10 am service continues to be a well-loved, wonderful way to round out the service by including our smallest members to participate in the day's lessons and put smiles on the faces of the congregation.

We want to thank the Colemans for funding our Youth Room renovation. It has been a wonderful space to build community for our families with middle school and high school age children. Come take a look. But it's not for adults to hang out in!

Children's liturgy continues with childcare, with small children learning the day's lesson in a comfortable, easy to understand and inclusive environment. After the 10am service, school age children were invited several times a month to art focused Sunday school to give them the opportunity to participate in the Episcopal faith in creative ways that were meaningful to them.

Pizza club continues for the school ages kids. A service activity, active games, art projects and pizza. Gathering the kids together once a month with children from the other churches from our Diocese for friendship, team building and fun. Hopefully to make memories and lasting friendships! The kids were also able to travel to Grace Cathedral in San Francisco together for a pilgrimage and received a certificate for distance traveled to get there.

The year ended with a very cute production of the nativity at the 3pm Christmas Eve service, many children reading and narrating parts in wonderful costumes! We hope our programs continue to grow and provide a place of comfort and growth for our families with young children.

Submitted by Karen Anderson, Children and Youth Commission

Communications Commission Report

The Communications commission is responsible for coordinating information and keeping our parishioners and the public well informed through various channels. Highlight of 2023 was the St. Timothy's welcoming invitation campaign postcard mailed to targeted zip codes in the Tri-Valley area to attract newcomers. On social media, our Facebook page was very active and frequently updated to publicize various parish activities to the community. Throughout the year, parishioners were kept abreast of church activities through the Tidings newsletter, breaking news bulletins and an updated and well-maintained website.

Many thanks to all the contributors that helped open the windows of our church to the world at large.

Submitted by Ade Adekunle - Communications Cor	nmissioner

Fellowship Commission Report

Coffee hour continues to bring the St. Timothy's community together after worship every Sunday. Over the past year sign ups have transitioned from physical sign up boards to online platforms offering members the flexibility to sign up at any time and from any place.

I am grateful to Jacque Chiavini for her help with making coffee every Sunday as well as her guidance in monitoring and coordinating weekly sign ups. Many thanks to our experienced coffee hour hosts who make this a regular commitment and to newer families who show willingness and creativity in helping facilitate this special time for fellowship.

Submitted by Teresa Rajaratnam, Fellowship

Outreach Commission Report

The Outreach Ministries and projects are an important part of our life at Saint Timothy's. You can find more information on Outreach and the ministries and projects that we support on the church website: https://www.sainttimothysdanville.org/what-outreach-is.html (and go to Outreach pull-down menu.) Each ministry has a liaison representative listed beside the organization.

God's Hands Projects are listed on the Red Rolling bulletin board in the Parish Hall. God's Hands projects are short term events that people with limited time can join in to help. There is also an Outreach calendar with projects listed there.

Outreach Bulletin Board in the PH entry has newsletters and announcements on the work these organizations are doing to help people in need.

Fruits of the Harvest (FOTH)

This is our annual fundraiser to benefit all Outreach Ministries. We help these organizations by volunteering and by raising funds at this event to give grants to help them do their work to make people's lives better. The last three years, Carolyn Bried has created a wonderful video to highlight what the 15 ministries and projects are that we support, and the liaisons that are passionate about their ministries. It is posted in the FOTH part of the church website as well as a list of all the grants given. We netted an amazing \$52,025, and with the addition of \$15,000 allocation from the church budget plus other donations, we gave out grants of \$71,500. Over 26 years this event has netted over \$890,330, and we have given grants of over \$1,080,000 to help our brothers and sisters in need.

FOTH is a themed party with catered dinner, fund-a-need, raffles, wall of wine, and other fun and fundraising festivities. This is a parish wide event that brings us together to participate and do good work while having fun.

Our 26th event had an Italian theme of "MAMA MIA! That's Italian! The parish hall was decorated with 10 giant banners with iconic scenes of Italy. We had a lovely Italian dinner, and some people even wore costumes. We are grateful for all our very generous donors and fantastic volunteers! The Outreach Committee is in the processing of deciding the date and theme for our 2024 FOTH which will probably be in late August. Stay tuned.

Outreach Committee Chair: Leslie Firth

Adopt-a-Family Bikes (AAFB) – started at St. Timothy's in 2002 as an extension of the Monument Crisis Center Adopt-a-Family program. Operating under the 501 c 3 of St. Timothy's, AAFB now operates in donated space during the Christmas season and out of a board member's garage the rest of the year. AAFB relies on monetary donations from the community to cover expenses for parts, helmets, and locks.

In 2023, Joe Hui repaired and distributed 49 bikes from his garage. The holiday program distributed an additional **420 bikes** – an all-time record! Recipients included: CASA, Christmas for Everyone, Church World Services, Contra Costa Interfaith Coalition, El Concilio, Jewish Family and Children Services, Monument Crisis Center, MDUSD, Options, SRVUSD, SFSU Guardian Program, Students Rising Above, Trinity Center, and Youth Homes.

Liaison: Tania Hanson De-Young

Contra Costa Interfaith Coalition (CCIC) became a new St. Timothy's outreach grant recipient in 2023. In 2023, 149 families were provided basic furnishings to transition into permanent housing. With expenses of less than \$27K, that equates to \$179 per family! This is accomplished by volunteers picking up, sorting, and delivering gently used items, along with donations of food boxes and cleaning kits from local parishes. 23% of the budget went to food cards, and 67% went to purchase new mattresses and bed frames.

2023 saw a growth in revenue of 80%, in part due to St. Timothy's support. Volunteer involvement increased 100%. Liaison Tania Hanson-De Young was just voted President. Parishioners Katie Morehouse and Marcha Dowling provide the storage space, and manage sorting and distribution, of the bedding donations. There is a collection barrel in front of Grace House.

This is an all-volunteer organization with no office or phone, keeping operating expenses down. The storage of the furniture is in a donated strip mall space in Walnut Creek. The kitchen supplies are stored and assembled in a backyard shed. A new larger location is desperately needed.

www.ccichope.org

Liaison: Tania Hanson De-Young

The Comfort Cub Update: The Comfort Cub was created by a grieving mother to be a specifically-weighted therapeutic teddy bear bringing comfort for those experiencing great stress and/or a broken heart caused by grief or trauma. The recipients include parents and siblings that have lost a family member, victims of abuse, aging adults challenged with dementia as well as children and adults with special needs.

The Comfort Cub is greatly appreciated by the non-profits supported by St . Timothy's Outreach. Comfort Cubs are medically-recognized and used throughout the country as a proven therapy tool providing comfort to those in need. Last year, The Comfort Cub program sponsored by a grant from St. Timothy's Outreach provided Cubs to homeless children during Warm Winter Nights at St. Timothy' Church and to the non-profit Hope Solutions year-round reading program and summer camp providing services to homeless and low-income families with children.

https://www.thecomfortcub.org

Liaison: Nancy Lucas

Discovery Counseling Center is a community based non-profit organization serving the San Ramon Valley for over 50 years. Discovery Counseling Center's mission is to be the community's leader in mental wellness by:

- Providing affordable, high quality, culturally appropriate and accessible counseling services and programs;
- Offering training for future mental health professionals;
- Creating awareness of the prevalence of mental wellness issues in our community and the importance of early treatment;
- Serving as the community's advocate for adequate funding and resources for the treatment of mental wellness issues.

Liaison: Nancy Lucas

GAIA Global Health continues to provide community-based health services and education to underserved populations in rural communities while supporting health worker training to increase capacity and promote equitable deployment of frontline care providers.

Liaison: Diane Carpenter

Habitat for Humanity/East Bay Silicon Valley continues to be grateful to receive grant funds from St. Timothy's for the last 10 years. Through these grants, St. Tim's has been given the opportunity to participate in numerous monthly volunteer "build days" each year at various Habitat for Humanity construction sites. In 2024, work is nearly done on the 42 housing units of Phase 1 for the current Esperanza Place development in Walnut Creek and St. Tim's still has an opportunity to put the finishing touches on the remaining homes. Interested volunteers willing to roll up their sleeves and put in some sweat equity should contact David Kutrosky.

Liaison: David Kutrosky

Hope Solutions (HS)

What sets Hope Solutions apart is their proven model of permanent housing coupled with supportive services. They work to heal the multi-generational impact of poverty, racism, trauma, substance use, mental health issues, and inadequate access to healthcare.

Homelessness is growing in our county. Last year HS helped 3,300 people find housing with intensive case management and many supportive services. 98% remain permanently housed. They are concentrating on creating more supportive housing in our county.

St. Timothy's donates backpacks and supplies for their after-school programs for youth in their enrichment programs to advance them to the next grade and develop improved self-esteem.

Liaison: Leslie Firth

Loaves & Fishes of Contra Costa (L&F)

Its mission is to provide community-based food programs and partner services that focus on basic needs. They are the largest provider of hot meals in Contra Costa County. It is their 40th anniversary

and they have served over 5 million meals. They are now serving 251,000 meals yearly from 5 dining rooms and one central Food Kitchen, which is an increase of 62% since 2020. They also have a daily food pantry that distributes 210 tons of groceries per year.

Our group at St. Timothy's volunteers are happy to be returning in January 2024 to serve monthly at L & F in Martinez now that they have a hybrid dinner service indoors as well as well as serving dinners to-go. We were on a 3 year hiatus due to the pandemic.

L & F now has a new food truck being used to address the increased need in the community. This new mobile unit is delivering meals to two partner agencies: Delta Landing in Pittsburg and Pittsburg All in One Community Church. This has doubled their current service to more than 3,000 to 3,500 meals a day. They have also relaunched their Culinary Arts program to offer a 12-week free culinary program for individuals wanting to learn how to work in the restaurant industry.

Liaison: Leslie Firth

Monument Crisis Center (MCC) – Christmas Food Boxes and Food Drives

Monument Crisis Center (MCC) continues to serve an increasing number of families. During the 2023 holiday season, they served 5,000+ families and 12,500+ individuals. I know from my Mondays in the food room that we regularly serve 275+ families in one morning. The center gives out food on Monday, Tuesday and Wednesday mornings and now regularly takes food for distribution in Pittsburg using their van. Your non-perishable food donations to the food barrels and occasional fresh food donations help in this effort. Christmas Food Boxes at St. Timothy's had a banner year. We donated 201 boxes of food to the MCC Holiday Food Box drive which gave out 1,500+ boxes to client families. The parish really got involved this year by bagging rice and beans one Sunday after church, gathering to fill 110+ boxes with food on a Saturday in December, filling more boxes individually and pitching in to load the truck on Sunday to get the boxes to the Center. Thank you to everyone who volunteered and supported this ministry. What a village!

Liaison: Sally Shea Potts

PFLAG (Parents, Friends and Friends of LGBTQ+ Individuals) is an organization working to create a caring, just, and affirming world for LGBTQ+ people. We support families, educate allies, and advocate for equality through our network of supporters, members, and chapters across the country. PFLAG provides peer-to-peer support, educating people on the issues, and advocating for inclusive policies and laws. https://www.srvpflag.org/

Liaison: Steve Mason

Options Recovery Services extends thanks to staff, donors, stakeholders, and the community for continuous support in tackling addiction. In 2023, they expanded perinatal recovery, improved outpatient treatment, and initiated a reentry program. While growing, the organization maintained essential programs, offering substance use disorder treatment, recovery residences, mentor certification, community outreach, and safe housing for 180 adults in Oakland and Berkeley.

Liaison: Patti Farris & Peg Miller

The Respite Inn, located in Concord, is a unique service providing out-of-home respite and emergency services to adults with developmental disabilities since 1990. The Respite Inn was designed around a bed and breakfast model. It provides families with needed time away from the constant care of an adult family who has a developmental disability, thus strengthening family bonds. The Respite Inn also provides an opportunity for individuals who have a developmental disability to explore life away from home and learn to be comfortable receiving support and care from people outside of their family. Guests are provided enriching life experiences in the community as well as the opportunity to develop and maintain friendships with peers. The Respite Inn welcomes visitors with specially trained staff capable of responding to the individual needs of every guest.

Liaison: Carleen Carns

Rise Against Hunger - On Saturday, November 4, 2023, St. Timothy's hosted a Rise Against Hunger Meal Packaging event in the Parish Hall. Thanks to the hardworking effort of donors and over 80 volunteers, we packaged a total of 16,632 meals. That's enough to feed 77 children for an entire school year. Since we started hosting the event in 2016, St. Timothy's has packaged 135,396 meals for Rise Against Hunger. The meals are distributed world-wide by the non-profit Rise Against Hunger to areas of food insecurity, disaster sites and refugees displaced by war. The Rise Against Hunger event is a great community building activity that parishioners of all ages can participate in.

https://riseagainsthunger.org/

Liaison: Joann Oliver

SHELTER, Inc. rebuilds lives one family at a time, by helping them re-establish a home, and assisting them with the skills and resources needed to live the life they deserve. Wrap-around services are essential components of long-lasting solutions. Affordability is only one factor that results in someone becoming homeless. Education, training, counseling, and goal planning are vital to the success of regaining and maintaining a home. Shelter Inc programs include eviction prevention, COVID rental assistance, interim and long-term housing, property management and veterans' programs.

Liaison: Alison Hill

Trinity Center is located in St. Paul's Commons in Walnut Creek – next to St. Paul's Episcopal Church. It provides essential safety net services and a pathway forward for vulnerable populations. They advocate for those who are seeking housing, financial stability, and wellness. Their services include 2 meals a day five days a week, showers, laundry, clothing, mail and telephone, case management and referrals and support groups. They hope that the two new projects, Workforce Development Program and Wellness Program, will greatly benefit their members.

After more than a decade of serving as the St Timothy's representative, it is time for me to step aside. I promise to assist candidates through introducing them to Trinity's mission and staff. Please contact me or Leslie Firth if you are interested in becoming the next liaison.

Liaison: Steve Mason

Winter Nights Family Shelter

With the help of our partners, Beth Chaim Congregation, St. Timothy's hosted the Winter Nights Family Shelter in the Parish Hall January 23 – February 6, 2023. We had four families, including 6 children aged 4 months to 13 years. We provided breakfast, lunch, and dinner; showers; assistance with homework; space for play and relaxation. Transportation, counseling, and other services to help families move into stable housing are provided by the Winter Nights Shelter program. 88% of the shelter families exit the program into sustainable housing. St. Timothy's has hosted the Family Shelter since the program began in 2004. https://cccwinternights.org/

Liaison: Joann Oliver

God's Hands Project:

The Annual Backpack and School Supplies Drive for Hope Solutions is held on-line in June and July. St. Timothy's parishioners showed their generosity by donating funds of \$1,470, plus whatever was donated directly to HS. It helped HS with their goal of reaching over \$14,000 to provide 500 backpacks for their afterschool programs in four locations.

Liaison: Leslie Firth

God's Hands Project:

Share the Warmth Drive

From mid-December to mid-January 2024, we collected items for Loaves and Fishes, and toiletries for Options Recovery Services in Berkeley for their Christmas bags for clients. You donated scarves, hats, gloves, caps, pants, jackets, etc., emergency rain ponchos and Mylar blankets, plus about 200 prs. of socks, with Options donating 92 pairs more of Bombas mens socks, all to help keep people warm during this very wet winter. The toiletries were also very appreciated. Thank you, St. Timothy's!

Liaison: Leslie Firth

God's Hands Project:

The Gary Hunt Produce Program involves cultivating plants to support families facing financial challenges. Starting with a raised garden funded by our parishioner in 2017, the program expanded beyond herbs to gleaning trees in the community. Harvested produce, managed by a few members, is donated to Monument Crisis Center regularly.

Liaison: C. Horsley

As I finish my 3-year term on the Vestry, it is truly bittersweet to say goodbye to this dedicated Outreach Team. When I started out, I knew nothing about being your commissioner and you welcomed me with open arms. I had so much fun, and learned a lot from each one of the liaisons. Thank you for giving me the opportunity to serve you all.

Submitted by Gabel Chong-Horsley, Outreach Commissioner

Pastoral Care Report

Saint Timothy's is a caring community that gives pastoral care to one another and to the community as an expression of our faith. This year, 3 years after the beginning of the Pandemic, we continue to care for many who participate in worship on-line, for reasons of health, mobility, and family. Members and our clergy continue with our practice of bringing communion for individuals to receive at home while watching worship on live stream. Although our Eucharistic Ministers have not fully restarted their ministry, clergy continue to visit home-bound individuals and assisted living residences.

We have an active community that helps with rides, urgent needs, juggling care, visits, and phone calls that connect individuals with the parish. We celebrate the different looking "active" participation in the life of the parish.

Healing prayer is offered in church on the first Sunday of the month, immediately following the worship service in the children's corner, led by Leslie Firth. Prayer is offered daily by our prayer team, a confidential group who prays for us and our needs. They also pray for confidential needs by request. We are grateful for the team's prayer for the whole community, for ourselves in need of prayer, for the ones we love who are an extension of our community, and for the world. Thank you to Helen Coleman and Patti Farris who coordinated the e-mailing of special requests to the prayer team. If you have a request for prayer, please reach out to your clergy and/or send a request to Prayers@sainttimothysdanville.org

Pastoral Care also includes the joys of following up with family who have had a child baptized or have visited us on a Sunday morning. Our care extends to being with family, visiting the hospital and home. This year we have mourned the loss of several active members, and we extend thanks to all the people who minister to the family with calls, visit and helping with receptions following a funeral service. We desire to care for each other in times of joy, sickness, and loss and clergy are always available for visiting with individuals or family.

This year an amazing pastoral care moment was led by Kimberly Bryant as we reached out to care for our young adults who are away at school and college. By sending Pastoral Care packages, we have been able to remind our young people how much they are loved—by us and by God. Who knows how much it means to find a much-needed lip balm, snack, or treasure when a young adult feels very alone and very far away while studying?

Pastoral care is about us caring for each other, sharing contacts, picking someone one up to come to church, emergency groceries, visits to Urgent Care or giving a call—sometimes when a person needed it--a God moment...Thank to all the heroes of faith and their commitment to the community.

Stephen's Ministry has not been very active this past year and we look forward to revitalizing this ministry.

With gratitude to the Holy Spirit who speaks to us, granting the power of Christ to care for one another.

Social Justice and Advocacy Commission Report

The mission of the Social Justice Ministry is to provide a safe forum in our community for Christ-like discussion and sharing of information to educate ourselves on social issues and any injustices in our community; and to be allies in the eradication of social injustice.

Several information and presentation forum topics were planned for 2023 after the 10:00 am Sunday service. We kicked off with Mental Health - a three-part series of Managing Anxiety; Coping with Depression; and Communicating about Suicide.

Representatives of Discovery Counseling Center led the forum on the topic of Managing Anxiety. Attendees had very lively discussions on recognizing the triggers of anxiety, prevention and coping mechanisms.

The guest presenter on Coping with Depression was a Board Member of Discovery Center. She highlighted and discussed how forum attendees can cope with depression and help manage it in others.

For the Dealing with Suicide forum, a guest speaker from Contra Costa Crisis Center spoke to forum attendees by video conference. She highlighted prevention and advised on how to relate and communicate about suicide.

We took a break during the summer months and returned in August to resume the Sunday forums on Bullying. This topic was especially timed for the resumption of the new school year. A demonstration by members of the Social Justice Ministry and video clips on how to recognize and deal with Bullying were presented to attendees.

Our last forum of the year was about Drug Abuse. Representatives from Options Recovery Services were present to discuss the effect of drug addiction in our community. Their presentation centered on the effects of addiction which can cause homelessness and family displacements.

As a new group in 2023, it was a good beginning for the Social Justice Ministry. Many thanks to all members of the ministry, and the attendees that made this a successful start.

Submitted by Cecilia Oduwole, Commissioner, Social Justice Ministry

Worship and Liturgy Commission Report

Last year's Annual Report for Worship and Liturgy reflected our parish's struggle with the pandemic, uncertain times, and financial concerns. This year our parish can rejoice in the energy and revitalization of our parish. One of the great joys each week is being able to view the streaming of photos taken that reflect the energy and community of our parish.

We shared in the celebration of life of seven parishioners who were called to Christ's closer presence and celebrated eight Baptisms. Each Sunday we shared worship and communion at 8:00 a.m. and 10:00 a.m. services. Those serving as acolytes, lectors, Greeters and Ushers have increased and attendance has increased each week. In fact, Christmas Eve in 2022 had 284 in attendance and in 2023 we had 432. At the 3:00 p.m. Christmas Eve Service this year there were 170 in attendance reflecting the increase of youth in our parish.

There are so many people, staff, and volunteers, who have kept our parish moving forward and I offer my thanks to:

- > Pastor Todd and Pastor Susan who share deeply in the lives of all the parishioners.
- Pastor Todd and the tech teams who work tirelessly to make our worship bright and beautiful.
- Although we said good-bye to Cathy Morris when she moved to Texas, we welcomed Cindy Matthis as the new Directress of Altar Guild. Amazing all the details to which these dedicated volunteers of Altar Guild must attend on a weekly basis.
- > Acolytes, Lectors, Eucharistic Ministers, Ushers, Greeters and Bread Ministers
- > Special thanks to Jim Coleman who stepped in/up to head up the Greeters.
- > Cathy Hager, Kari Doolittle, Lisa Perry for writing Prayers of the People
- ➤ Meg Lindley for organizing those making bread for communion.
- ➤ Leslie Firth, Kathy Wills and their crew who create absolutely breathtaking creations of liturgical art.
- > Bev Matsunaga who oversees all things regarding facility management
- Our Choir under the direction of Myles Ellis
- Our tech teams who keep our services up and running and beautiful
- > Bob Carns and Ole Chiavini who faithfully meet weekly to count the offerings.
- Kimberly Bryant, our Parish Administrator, who manages all of us! Her publication of bulletins, announcements and Tiding are absolutely incredible.
- Most of all, I thank our parishioners who attend our services, offer their financial support and encouragement and are even known to offer suggestions.

Submitted by Jacqueline Chiavini, Worship and Liturgy Liaison to Vestry

Altar Guild Report

St. Timothy's Altar Guild presently has fourteen wonderful members who volunteer their time and talent.

We assist the priests, by preparing God's altar for the Eucharist each week, as well as prepare for Holy Day services throughout the seasons of our church year. It is a very meaningful way to participate in our Episcopal faith and church community.

I invite those interested in joining our Altar Guild to please contact me.

Thank you to our Altar Guild team!

Patty Alexanderson
Ann Fletcher
Anne Griffin
Marie-Claire MacDougall
Lindas Maddalon
Kris Manning
Cindy Mathis
Trudy McMahon
Betty Medwedeff
Fran Paxson
Nancy Rembold
Rita Rodd
Holly Tsung

Lindsay Waldern

Submitted by Cindy Mathis, Altar Guild Directress

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 2023, the status of St. Timothy's Columbarium was:

- 3 interments were celebrated, and 1 interment is pending.
- As of the end of the year 417 spaces are now licensed out of 736 spaces constructed (57%)
- As of the end of the year the Columbarium Maintenance Account balance is \$124,524.18.

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 2025, 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, Charlie Wills 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 committee who have helped maintain the columbarium and assisted with services in the columbarium last year.

Submitted by 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, Scott MacDougall, Todd Bryant, and Jim Pope (Chairman)

Fund Value: The current value of the Endowment fund is now over \$1 Million, which is an increase of about \$200,000 from the end of last year. We had some endowment contributions during 2023. The increase in the fund was up due to 2023 contributions but the fund overall lost about some value due to the market's performance in the first 3 quarters of 2023.

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 from the Endowment Fund Committee in 2023 due to market turmoil in the first 3 quarters of 2023. The Endowment Committee will follow Fund performance in 2024.

Endowment Committee Programs: We scheduled a very successful Workshop in 2023 with over 30 participants. We will look to 2025 for our next Workshop.

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).

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

Contact Us

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Carleen Carns – Pledge Secretary (Volunteer)

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