



2022 Annual Report

of the

Parish

Episcopal Church of St. John the Baptist,
Aptos, California
a California nonprofit
religious corporation

2022 Annual Report

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The Clergy of St. John's in 2022

Name	Position
The Reverend Tracy J. Wells Miller	Rector
The Reverend Joan Anderson	Deacon
The Reverend Mary Craig Caruthers	Assisting Priest
The Reverend John Duncan	Assisting Priest
The Reverend Eliza Linley	Assisting Priest
The Reverend Mary Lou McKenney	Assisting Priest

The Staff of St. John's in 2022

Name	Position
Andrew Carter	Director of Music Ministries
Rosa Miriam Escobar	Janitor
Lisa Freeman	Community Youth Program Director
Matt McCabe	Sexton
Maritza Medina	Nursery Coordinator
Diane Scofield	Helpful Shop Manager
Chrys Sparks	Office Manager

The Officers of St. John's in 2022

Win Fernald

Senior Warden

Debra Spencer

Junior Warden

VACANT

Clerk of the Vestry

Nelson Crandall

Treasurer

The 2022 Vestry of St. John's

Class of 2023	
Alliee DeArmond	adbooks@aol.com
Chris Rowen	rowenchris@gmail.com
Nancy Shephard	MnGram@comcast.net
Class of 2023	
Kathy Butler	kathybutler924@gmail.com
Win Fernald	winferald3@msn.com
Debra Spencer	cuardaigh55@gmail.com
Class of 2024	
Joanna Phillips	jpjoanna@aol.com
Jon Showalter	showalterjon@gmail.com
Antonette Wood	swingtimeevents@aol.com

The Diocesan Convention Delegates of St. John's in 2022

Voting

Tom Butler

Sherrie DeWitt

Karen Greenleaf

Patricia McGowan

Alternates

John Melvin

Brian Raney

vacant

vacant

Rector & Officer Reports:

Rector's Report, Mother Tracy J. Wells Miller

Dear Parishioners & Friends of St. John's,

When I wrote the annual report for 2021, I said that we ended the year in a very different place than we started as far as the pandemic was concerned, and the same is true for 2022. As we approach the 3rd anniversary of the start of the pandemic, we're starting to return to a more "normal" existence than many of us thought possible while in the thick of things in 2020.

As the year began, the state and the county lifted their indoor mask mandates in mid-February, but the diocese continued to require masks indoors until March, when they gave parishes the flexibility to allow small groups to meet indoors without masks if everyone in the group agreed to it. We changed our protocols in mid-March to allow for our small group meetings to be mask-optional at that point. We have continued to require masks for all indoor worship services and large gatherings up to this point.

At the end of 2021, we had just held worship services indoors for the first time since the pandemic. In early 2022, we started holding the 10:30 service indoors once a month, with the 8:00 service still online-only. In mid-March, we stopped requiring masks while singing outdoors, so that outdoor services became entirely mask-optional except for the people celebrating and serving communion. Beginning in April, we started holding the 10:30 service indoors twice a month, on the 2nd and 4th Sundays, and we resumed in-person worship at 8:00 in May, with the 8:00 service indoors and in person every week.

Also beginning in mid-March, the clergy and music director began testing for COVID before services. (We offered the choir the option to sing without masks indoors if they tested beforehand, but they opted to continue singing with masks.)

We continued our pattern of worshipping indoors weekly at 8:00 and alternating Sundays indoors and outdoors at 10:30 (1st, 3rd, and 5th Sundays outdoors, 2nd and 4th Sundays indoors) from April through the end of November.

Our first in-person Holy Week since the pandemic was glorious, with many faces we hadn't seen in a long time returning for Easter services, where Antonette Wood served us an incredible Easter brunch outdoors on the back patio between services. Being together and sharing food and fellowship in that way was such an encouragement and blessing to us all.

In May, Bishop Lucinda visited to confirm, receive, and reaffirm the folks who had prepared for their entry into St. John's entirely through Zoom classes in the summer of 2021. It was an honor and a blessing to celebrate with that class as they formally joined St. John's after a long wait: Jill Talvensaari (confirmed), J.T. Verbeck (received), Lise Crowley, Nancy Goehering and Sarah Simms (reaffirmed their baptismal vows at the bishop's visit; had recently joined St. John's by Letter of Transfer from another Episcopal parish). Sherrie DeWitt and Nelson

Crandall, two of the sponsors in the class for new members, also chose to formally reaffirm their baptismal vows at the bishop's visit as well.

In December, we held all 10:30 services indoors for the season of Advent and Christmas, the first time we'd held weekly indoor 10:30 services since early 2020.

Even as worship went back to being primarily in-person, we still had people who continued to worship online and were not comfortable attending in person for various reasons. When I went on sabbatical in mid-July, the vestry approved hiring a Media Technician from the sabbatical fund to pay someone to run the online services during my absence, since prior to this I had been the one responsible for all the online service elements.

For me, the most significant part of the year was the three months I spent on sabbatical from mid-July through mid-October. I started out the sabbatical with a weeklong silent retreat and with running the Wharf to Wharf (which I never get to do since it's on a Sunday), but just a little over two weeks into the sabbatical, my husband was diagnosed with throat cancer. Although we had planned to travel and visit family and friends during the sabbatical, to reconnect after years of not being able to do so during the pandemic, the sabbatical instead turned into a time of supporting my spouse through cancer treatment. Despite the great disappointment of the sabbatical not going as planned, I remained constantly struck by what a blessing it was not to have to be working as I supported my husband through his treatment. The parish's prayers and cards and prayer shawl held us up and got us through a very difficult time. We were relieved to get a clean report of CT scans showing "no sign of cancer" at his three-month post-treatment scans in early January 2023. Thanks be to God for his faithfulness, to the parish for your prayers, and especially to senior warden Win Fernald and the assisting clergy of the parish, who were completely understanding and flexible when I needed to delay my return to the parish by 2 weeks so I could be with my husband as he finished treatment at Stanford.

Staffing was stable in 2022, with no changes. The staff kept things running smoothly during my sabbatical and I am very grateful for their commitment and presence. I am particularly grateful for sexton Matt McCabe's constant presence on campus and his availability to support the vestry's Administration Team with various campus projects and repairs during my sabbatical.

As we enter 2023, I am excited about the conversations we have in store for us about the future of our campus. The Discernment Steering Committee appointed by the vestry in 2022 conducted an extensive one-on-one survey attempting to reach all members of the St. John's community (89 responses were received) – you can read more about this in the Discernment Team's report. The vestry is ready to engage the congregation in a conversation about what an improved campus might look like, and we hope that everyone will be part of that conversation.

I am extremely grateful to the parish for the gift of my sabbatical this year, even if it wasn't spent the way I'd originally hoped. The gift of that time to tend deeply to family was a blessed and sacred gift. As I approach the 6th anniversary of my call as your rector in May, I look forward to the ministry we will continue to do together in years to come.

Many blessings,
Mother Tracy Wells Miller, Rector

Senior Warden Report, Win Fernald

MMR: We started the year with a Mutual Ministry Review led by Bishop Lucinda Ashby. This is a step we take each year to maintain a healthy on-going partnership between the Rector and the Vestry. It was a 2-1/2 hour thoughtful, respectful and honest conversation about our working relationship and accomplishments during 2021. We will do it again this year to review 2022.

Retreat: Due to requirements by St. Francis Retreat Center, we elected to hold the vestry retreat on our own campus in February. Recruiting a Discernment Steering Committee and preparing for Mother Tracy's 12-week sabbatical were two of the important items in our planning for 2022. We formed three teams; Admin, Internal and External and set our goals. Nobody got COVID!

In April we selected the Discernment Team consisting of Rick Becton, Tom Butler, Eliza Linley, Maritza Medina and Antonette Wood. They began their work in May and their charge was to help our parish community develop a shared vision of our future ministry. Their extraordinary work included interviewing 89 parishioners and detailing those results in a report they distributed in late September. In November they consolidated the results, as they saw them, into a clear 2-page summary. I want to personally thank every member of that committee for their excellent work and their caring interviews.

Mother Tracy started her Sabbatical on July 11th and found herself very quickly learning about throat cancer and supporting Thomasjohn through the difficult treatments. First, I want to thank Mother Tracy for her extraordinary planning because it helped get us through her time off. Second, I want to thank all of you for supporting me, the staff and the rest of leadership through those many weeks.

Many of you stepped forward and did important work. This is just some of it:

- Leonard Foreman found an irrigation leak we were able to fix. He also took over supervising our gardener from Thomasjohn, and continued the work Thomasjohn had started by clearing the areas where smokers and drinkers often hide.
- Rev. Eliza Linley and our incredible clergy conducted services that made all of us feel at home and wanting to be here for services.
- Madison came to us to run the online services on Zoom and YouTube.
- Andy feeling separated from the congregation when we worshipped outside, moved his keyboard among us, and we were all happy about that.
- We passed the backflow tests required by Soquel Creek Water every year, but could not stop the fire protection system from leaking. Repacked!
- John Melvin rescued us from some banking issues after our account was hacked. He also brought the Mikkelsen preaching prize to our attention and with Eliza's help we contacted CDSP.

- We had a fire system inspection and they found that we needed to replace the back-up batteries that power the fire monitoring system.
- Jon, Alliee, Chris, and Sherrie (the 2022 Nominating Committee) recruited three parishioners to be elected to the vestry in December.
- Low water pressure has been a constant problem in the main building and testing pointed us to the backflow. That backflow was replaced the last week of January.

There were other things many of you took care of that have not been listed. Just know that I am thankful for all of you. In late October we welcomed Mother Tracy back, and I breathed a big sigh of relief. Thomasjohn was finished with his treatments, but still needed time to recover from the treatments, and wait until January to find out if the cancer is gone. And thankfully, his January scan was clean.

I didn't get fired this year, and have been asked to continue as Senior Warden. Frankly, with the report from the Discernment Steering Committee and our debriefing together at the retreat, we have the tools we need to begin our planning work for St. John's shared vision of our future ministry. All of you are an important part of that work as we continue to look at our growing ministry and how we best support that ministry with our campus and resources.

Let's have some fun this year.

Respectfully submitted,
Win Fernald, Senior Warden

Junior Warden Report, Debra Spencer

It has been a privilege to be junior warden this year. My job has most importantly consisted of listening to you. Since I tend to gravitate to places where I can be alone during large gatherings, I've had to work to make myself available for listening, but it has been worth it. And fortunately, many of you have sought me out, knowing listening to be my job, which has helped a lot. As your junior warden the single thing I'd like you to remember for next year is, the junior warden wants and needs to hear from you whenever you have something to say, whether it's a problem, a commendation, a complaint, or an idea for a new way to do something.

The junior warden's other job is to be part of the Admin Team. This also has been a privilege. It has given me insight into how the physical aspects of the parish work: the buildings, the grounds, pipes of all kinds, the doors and locks, the insects and small mammals who share our property, the ways the people who use the buildings can help or hinder how we live in them, and how the budget relates to all of this. It has given me more patience with those of us who help maintain our living environment, since I know how complicated upkeep can get when about a hundred people are involved, and what a limited budget we have to work with. I urge everyone to try to imagine just how complex things can get when you have at least a hundred people using the same buildings and grounds. I think of how difficult it was when we had four people (one of them an enormous male teenager) living in our small house. That was hard enough. St. John's is exponentially more difficult. People can be unpredictable.

What has been predictable is the efficient way the admin team members who are not me (Mtr. Tracy Wells Miller, Nelson Crandall, Jon Showalter, and Win Fernald) have dealt with the myriad predicaments that have arisen this year. And if I had an award to give, I would give it to Win Fernald for being an especially hardworking senior warden while Mtr. Tracy was on sabbatical. Win led our meetings and always seemed to be on the spot if anything broke, started leaking, or became disorganized. He was always there to improve things.

Thank you all for being part of this family, and for loving each other, which makes all jobs easier. Thank you for admitting when you were wrong, and for forgiving each other when others were wrong. Being junior warden has brought me closer to the Lord and to the commandments he gives us, and to you, who consistently strive to love him and each other the way he loves us.

Faithfully submitted,
Debra Spencer

Treasurer's Report, Nelson Crandall

2022 Summary (\$13,575 more surplus than budgeted).

St. John's spent more in 2022 than it received during the year, yet ended the year with a budget surplus of \$15,006 compared to the \$1,431 surplus that had been budgeted. The parish started the year with \$5,345 left over from 2021, drew \$5,145 from the sabbatical reserve during the year, and received \$13,220 in prepaid 2023 pledges in December. The parish could easily have ended 2022 with a significant budget deficit.

Total Support and Revenue (received \$13,987 more than budgeted).

Support is money that people give to St. John's without receiving anything in return. Revenue is money people pay to St. John's in exchange for a good (such as a Christmas fair item) or service (such as use of the facility). Total Revenue was \$920 more than was budgeted. Support was \$13,067 more than was budgeted. Within the Support category, there were wide deviations between what was budgeted and what happened.

2022 Annual Pledges (received \$3,488 less than budgeted).

The budget for 2022 annual pledges was 96% of the annual pledges received at the time the vestry adopted the budget. As of December 31, St. John's had collected 95% of the total annual pledges, a \$3,488 shortfall. Two parishioners reported, however, that checks they had written to the parish during the year had not been cashed and are replacing them. These checks were presumably lost in the mail. If those checks had been cashed during the year, St. John's would have collected \$537 more than the budgeted 96%. Other parishioners who did not pay their entire 2022 pledge during 2022 are doing so now.

2021 Annual Pledges Paid in 2022 (received \$7,180 more than budgeted).

In 2021, annual pledge collections were substantially less than what was budgeted for that year. The reasons for the shortfall were not known, so the 2022 budget conservatively assumed that only \$800 in "late" payments would be collected. The guess was wildly off the mark. The 2023 budget for this item will be based on parishioner inquiries, not guess work.

2023 Annual Pledges Paid in 2022 (received \$13,220 more than budgeted).

The 2022 budget assumed that no one would pay their 2023 pledges early. The assumption was wrong, but we didn't find out until December.

Identifiable Offerings & Memorial Contributions (received \$3,952 less than budgeted).

Identifiable Offerings is a catch-all category for contributions that are made by a known person that are not attributable to an annual pledge. Memorial Contributions are amounts given by a person sponsoring a memorial service or other event held at the parish. It is sometimes difficult to tell the difference between the two. In 2022, Identifiable Offerings were \$5,338 more than was budgeted but memorial contributions were \$9,290 less than what was budgeted. The budget for both line items is a guess based on prior experience.

Total Expense (spent \$5,557 more than budgeted).

The budget divides St. John's expenses into the following major categories: Ministry; Campus; Fair Share; Administration; and Personnel. Moneys that the parish sets aside to fund reserves are not expenses until the money is spent. Additions to reserves are, however, treated as if they were expenses in determining whether St. John's ends the year with a budget surplus or a budget deficit.

Total Ministry Expense (spent \$1,799 less than budgeted).

The Ministry category includes Worship (flowers, candles, music, etc.), Coffee Hour, Stewardship, Adult Formation, and Outreach. The savings in Ministry expense is mostly attributable to deferring the annual stewardship dinner until February. It represents a timing difference, not a reduction in costs.

Total Campus Expense (spent \$1,593 more than budgeted).

Campus expenses include Office Trailer Rent, Maintenance, new Equipment purchases, Grounds maintenance, certain Utilities, Security Services, Assessments, and Insurance. Absent certain timing issues, the budget overrun would have been closer to \$4,000.

- *Gas and Electricity (spent \$3,278 more than budgeted).* Within the Campus category, the biggest budgeting miss was for PG&E, which was underbudgeted by \$3,278. Although we knew rates were going to go up, the budget assumed that total usage cost would remain the same.
- *Equipment and Fixtures (spent \$1,964 more than budgeted).* The budget did not contemplate the additional equipment required for hybrid and outdoor worship services or the advisability of purchasing a new computer to hold all our old QuickBooks data.
- *Janitorial Supplies & Services (spent \$1,384 more than budgeted).* One reason for underbudgeting janitorial supplies might be attributable to increased purchases of hand sanitizer and Lysol wipes associated with COVID-19. Another could be increase purchase of toilet paper, paper towels, and cleaning supplies generally associated with the resumption of sheltering activity. Another might be mistakenly categorizing purchases from St. John's primary janitorial vendor, Coast Paper & Supply, as office paper.
- *Liability Insurance (spent \$1,003 less than budgeted).* The cost of liability insurance is often a function of the insurance company's total loss experience and investment performance. The cost was down in 2022 but is going back up.
- *Landscaping and Grounds (spent \$1,353 less than budgeted).* The savings is mostly attributable to reducing the gardener's service from weekly to twice a month. Kudos to Leonard Foreman, who with Sr. Warden Win Fernald determined that the reduced service would still meet the campus's needs. Win also saved the parish hundreds of dollars by hauling three truckloads of yard waste to the landfill instead of hiring someone to do it.

- *Building Maintenance (spent \$2,662 less than budgeted).* The savings in maintenance is mostly a timing issue. December locksmith services (to repair the sacristy door lock) will be paid in January. Restoring water pressure to 40 psi by replacing a backflow device was contracted in December but was completed in January.

Fair Share (spent \$3,070 more than budgeted).

Fair Share is money each congregation pays to the Diocese to fund diocesan operations. It is primarily a function of Support and Revenue. As a rule of thumb, 20% of any increase in Total Support and Revenue will be payable to the Diocese as increased Fair Share.

Administration Expense (spent \$1,484 less than budgeted).

Administration expenses is a catch-all for the things that keep St. John's running. Notable budget misses in this category included the following:

- *COVID Supplies (\$1,311 unbudgeted expense).* This line item was added in the middle of the year. Most of the cost is attributable to home tests. The balance is attributable to masks. Parishioners who are on Medicare are urged to collect their 8 free COVID-19 tests from their pharmacy each month and contribute the unused tests to the parish so clergy can test regularly.
- *Bookkeeping Service (spent \$3,106 less than budgeted).* The savings in bookkeeping costs is mostly attributable to deferring the switch from QuickBooks to Realm until 2023. The switchover is planned for later this month, effective as of December 31, 2022.

Personnel Expense (spent \$2,031 more than budgeted).

Personnel expense includes salary and wages, pension and insurance benefits for employees who work at least 20 hours per week, substitute clergy stipends, employer taxes, workers' compensation insurance, and recruitment expenses. Another \$5,145 in personnel expense was funded from the rector sabbatical reserve. Notable budget misses in the personnel category included the following:

- *Hourly Employee Wages and Employer Taxes (spent \$1,998 more than was budgeted).* Hourly employees include the office manager, the Director of Music Ministries, the nursery coordinator, and the janitor. The wages of the Helpful Shop manager are covered by the Helpful Shop budget. The budget assumes each hourly employees works a specified number of hours each week for 52 weeks. It appears that the office manager, nursery coordinator, and janitor worked more hours than were budgeted. Employer taxes (primarily social security, Medicare, and state disability insurance) increase when total compensation increases.
- *Substitute Clergy (spent \$1,250 more than was budgeted for the time the rector was not on sabbatical).* When a retired priest presides at a service and/or gives the sermon, the parish pays the priest a stipend. Even though the retired clergy who are members of the congregation at St. John's have agreed to a fee schedule that is

below the diocesan recommended rates, this expense was substantially underbudgeted in both 2021 and 2022.

- *Workers' Compensation Insurance (spent \$952 less than was budgeted).* The parish unexpectedly received a substantial refund of past workers' compensation insurance premiums in 2022. There was no explanation. It might have had something to do with St. John's claims history (no claims) or the resignation of the Director of Children and Family Ministries in 2021.

Sabbatical Reserve (allocated \$3,000 less than what was budgeted).

In past years, St. John's has budgeted \$3,000 per year to cover expenses associated with the rector's sabbatical. There is not a readily available written record of how that amount was determined or what expenses the reserve is supposed to cover. The rector's letter of agreement specifies that the parish will provide a sabbatical to the rector but does not require the parish to pay the rector's sabbatical expenses. At the start of 2022, there was \$16,400 in the sabbatical reserve.

St. John's could have engaged a full-time temporary rector during the time Mother Tracy was on sabbatical. Instead, much of the administrative load and pastoral load the rector would otherwise carry was taken on by the Sr. Warden and associated retired clergy, all without compensation. The sabbatical reserve was used as the source for compensating substitute clergy and the media technician during the sabbatical and the media technician for the balance of the calendar year. The sabbatical reserve was also used to purchase additional computer equipment, since Mother Tracy's personal computer equipment would not be available to the parish during her sabbatical.

Before she went on sabbatical, Mother Tracy proposed that the sabbatical reserve be used to pay the registration fee for a silent retreat and to cover an additional \$5,000 in unspecified travel and continuing education expenses. Mother Tracy confirmed that after inquiry with the Diocese, it would be appropriate for the sabbatical reserve to be used to cover such expenses, and that such funding would be a gift from the parish to the rector. Ultimately, the additional \$5,000 was not spent because Mother Tracy needed to care for her husband during that time.

As of December 31, 2022, there was \$10,360 remaining in the sabbatical reserve. There was no addition to the reserve in 2022 and none is proposed for 2023.

Outlook for 2023.

Pledges Are Down. Annual pledges for 2023 are down \$3,000 from 2022. Although new families joined the parish during 2022, their additional pledges do not make up for the contributions of those who are no longer with us. Although many parishioners increased their pledges, others were unable to sustain their previous levels of giving. Although there is a \$15,000 budget surplus to carry forward from 2022, 88% of that amount consists of prepaid 2023 pledges.

Fundamental Questions. The vestry will have decided on a final 2023 budget by the time this report is published. Settling on a budget will not have put to rest certain fundamental questions.

Abundance vs. Scarcity. One question the vestry will discuss is whether to budget from abundance or scarcity. Those in favor of budgeting from abundance argue that the parish can budget a Faith Fund, which is money that will come from some place yet unidentified with the grace of God. Others argue that the Faith Fund is simply another word for deficit, and that it is irresponsible to plan to spend money that one does not possess.

Should We Spend Our Savings? Another question is whether the parish should access undedicated funds it possesses from previous years to fund current operations. Older parishioners can remember a time when the parish did not have enough money in the bank to pay all of its bills on time. Yet in 2022, the parish main checking account had an average month end balance of \$112,000 and never fell below \$65,000. This is in addition to approximately \$155,000 held in the parish money market account and does not include money in the building fund, the columbarium fund, or the St. John's endowment.

Current Support as a Measure of Spiritual Health. Some believe that members will give a parish the money it needs to operate when the parish meets their needs. It follows that spending more than the members are currently giving is a sign that the parish is not serving its members' needs. Others believe that a parish's spiritual health cannot be measured annually but must be measured over a span of years, which makes it appropriate to spend bequests, for example, on current operating expenses.

Respectfully submitted,
Nelson Crandall, Treasurer

Staff Reports:

Music Ministry Report, Andrew Carter

2022 was another good year for the music ministry at St. Johns. It begins to feel like we are finally on the other side of the pandemic and we are all looking forward to good things. Perhaps the biggest change that occurred this year was the creation of the Music Office. The music ministry has taken over the center portion of the office trailer. This has given us not only the room for storage and office space but, perhaps most useful, is that it has given the chime choir a permanent space for rehearsal. The availability of this space has made the set up for the chime choir much less laborious which gives the ensemble more time to practice.

Both ensembles have welcomed several new members this year, and for the first time in my tenure it really feels that the groups are growing. This is not to say that we no longer are looking for new members. Any of you are always welcome to participate and I hope that you do. One of the most welcome changes that occurred since the pandemic

has eased is that the Vocal Choir is exclusively singing indoors. This helps immensely, for the quality of the music and the attitude of the singers. The use of the organ continues to be a priority of the music ministry, and we are thankful for Ann Thiermann and her commitment to playing for us once a month. In the future we are looking for ways to have her more involved.

As you may know, both of our primary instruments, the organ and the piano, are unique and of high quality. I am happy to report that their continued maintenance is of utmost importance and we have developed a routine that both cares for and keeps them available for anything they may be called upon to do, which is important because we are anticipating the return of the *Aptos Keyboard Series* later this year.

Finally, I would like to point out some of the highlights that occurred this last year, including the Lenten concert "A Requiem for Peace," which included a wonderful quartet of singers and pianist. It was also narrated by our very own Mary Jane Chambers. A second such concert is in the works and with a little luck we should be able to present a second annual concert this spring. I also want to point out and thank the small ensemble of singers that stepped up and offered a lovely offertory during this past Advent. This ensemble was developed entirely from our St. John's congregation, and featured Leonard Cowan playing recorder. This is something I am hoping to develop this year and plan to bring many more contributions to our services.

All in all I have been very pleased by the music that was made at St. Johns last year. I look forward to the rest of this year, and hope to continue with the traditions that have been established as well as bring forth new experiences.

Respectfully submitted,
Andrew Carter, Director of Music Ministries

Helpful Shop Report, Diane Scofield

The Helpful Shop has had another outstanding year! Our net sales were up \$10,000 for a total of \$78,298.00.

We have a dedicated volunteer group of 12 persons who do an outstanding job. We are also very fortunate that we continue to receive great donations and support from the surrounding community.

Our Helpful Shop grants were also able to increase for 2023, for a total of \$44,800 (\$3,400 of that was given to Associated Faith Communities in exchange for time worked in the shop by AFC volunteers). Our Grant luncheon will be held on Sunday, February 19th.

The recent storms have shredded out two outside canopies and we are looking to replace them in the spring.

This is a great ministry of St. John's and I believe in the coming year we should focus on encouraging more parishioners to participate.

Respectfully Submitted,
Diane Scofield, Helpful Shop Manager

Community Youth Program Director's Report, Lisa Freeman

2022 was a fun year of growth for the Aptos Community Youth Program! Our youth leaders did a wonderful job impacting their communities in remarkable ways as we navigated our first full year of in-person programming. Some of the highlights:

Community Service Projects: We ended up completing service projects with Second Harvest Food Bank, Friends of County Parks, The Homeless Garden Project, Watsonville Wetlands, along with doing 3 beach clean-ups this year at local beaches in our community. This year also added new partnerships with Shared Adventures, Pajaro Valley Loaves and Fishes, Community Emergency Response Team, Sea Otter Savvy, and Coastal Watershed Council. Our youth leaders always enjoy connecting with new people in our community. Thanks to the generosity of St. John's parishioners and local community members, this year for our school supply drive we partnered with Pajaro Valley Shelter Services and were able to provide a backpack full of school supplies to each student under their care as well as needed recreation items for families.

Creative Arts Engagement: As spring rolled around our students had decided on a community art project that interested them and that included partnering with a local artist to place their art on city bus advertisement space in our region. Having a passion for environmental justice, our students came up with the message, "Healthy Oceans = Healthy Future," with each letter artistically representing the diversity of marine life. It meant a lot to them to see their art work be placed on bus space in our region and they enjoyed the collaborative nature of the project. Our afterschool program featured many art workshops including classes in things like embroidery, photography, and jewelry making as well as having fun painting Little Free Libraries with friends.

Youth Led Podcast: This year we were able to launch season 2 of the Gen Impact: Aptos Community Youth Program podcast. Having gotten experience with interviewing during season 1, the students wanted to have season 2 be centered on youth voices and they launched their youth in dialogue series and recorded conversations discussing things they care about as youth including social media and the environment.

Leadership Experiences: Our program continued to partner with COPA for our leadership development work and our students had the opportunity to participate in monthly conversations with district supervisors and city council members with our "Lets Taco Bout It Youth Wellness" nights. Students had the opportunity to enjoy a taco dinner with local leaders and have a safe space to share about challenges they are facing or barriers they have to accessing services in our area. We have learned a lot through these conversations and our students had an impact on these leaders and community as we continue to work with COPA on youth mental health care needs.

Afterschool Program: We were grateful to consistently offer a 3 day per week afterschool program at Aptos Junior High School all throughout this year. Students in the program get the opportunity to decide on what activities and projects they would like to do. They continue to leave their mark on our student wellness lounge at Aptos

Junior High School and we are happy to provide a safe space for them to be afterschool that includes snacks, place to work on homework, socialize with friends, create art and have an impact on our broader community.

Fun Activities and Retreats: As we were able to offer more in person programming, we had a full year of fun activities from hiking Nisene Marks, enjoying beach days, a fall overnight retreat at Monte Toyon Conference and Retreat Center, game nights, Halloween, Holiday and Valentines parties, a celebration Trivia night for our 3rd anniversary celebration and of course opportunities to get out on the water and kayak as we stayed busy offering many activities for our students to socialize and rebuild friendships after 2 years of isolation.

Overall it has been a wonderful year seeing these students grow and further have an impact on our community!

Respectfully Submitted,

Lisa Freeman, Community Youth Program Director

Sexton's Report, Matt McCabe

Annual Responsibilities:

- CalFire Fire Inspection - All First Alarm / Local Fire Inspections are confirmed by Calfire to fulfill CalFire inspection prerequisites. CalFire agent performs their own inspection to make sure all equipment is up to code (2022 inspection completed successfully).
- Water Filtration Inspection - All water filters were brought up to date, with minimal adjustments made. Reverse osmosis filter (kitchen drinking water) replaced, chemical composition levels checked for safety.
- Rain Catchment System Cleaning - 1x per year, Sexton removes parking lot grates to clear leaves and debris that collect and block rain water from flowing out of the rain catchment system.

Semi-Annual Responsibilities:

- First Alarm / Local Fire Inspection - 2x per year fire alarms, hoses, and valves are inspected and brought up to code, if necessary (one fire alarm was replaced in 2022).
- Water Filter Regeneration - 2x per year, Sexton resets the water filters (located in the storage space, outside the youth center; and, restocks the potassium chloride -soft water- containers).
- Enzyme Flush (Kitchen Sinks & Bathroom Sinks) - 2x per year, Sexton flushes sinks with an enzyme flush (purchased from water filtration specialist) to clear grease and debris from pipes.
- Spring/Winter Courtyard Canopy Set-Up/Break-Down - In Spring, Sexton sets-up the courtyard canopy. In winter, Sexton breaks-down the canopy.

Monthly Responsibilities:

- Head of Grounds Maintenance Check-in - At least 1x per month, Sexton talks to head of grounds maintenance (Leonard Foreman) to get updates and assist with issues as they arise. For example, the Head of Grounds Maintenance (Leonard) may ask for assistance turning on/off the irrigation lines, checking/programming the landscape watering system, locating necessary tools, etc.
- Senior Warden Check-in - At least 1x per month, Sexton talks to Senior Warden (Win Fernald) to get updates and assist with issues as they arise. For example, the Senior Warden (Win) hired a commercial plumber to replace faulty water pressure valves, and Sexton was present for all meetings, email communications, and follow-ups.
- Restock Cleaning/Paper Supplies - 1x per month, Sexton goes to Coast Paper Supplies to purchase essential cleaning products (e.g. detergent, hand soaps, sanitation wipes, etc.); and, paper products (e.g. toilet paper, 3-fold paper towels, toilet seat liners, trash bags, latex gloves, etc.)

Weekly Responsibilities:

- Church Set-up for Sunday Service - Sexton sets up tables and chairs for luncheon and meetings that occur after service; For outdoor services, Sexton sets-up and takes-down the altar, chairs, flowers, sound system, etc. Sexton makes sure that the bathrooms are clean and restocked with paper supplies; Before service, Sexton sets up the children's ministry room, and after service cleans the room. Locking all doors and turning off all lights after service.
- Staff Meetings - Sexton attends staff meetings every Wednesday morning and provides an update on what has happened the previous week, along with any other pertinent information.
- Rector/Sexton Meetings - Every Thursday evening, Sexton checks-in with Rector (Mtr.Tracy) to discuss any updates or pertinent information that may have come from the Admin. team meeting.
- Cleaning Person Check-in - 1x per week, Sexton communicates with the cleaning person (Rosa), communicating about anything from supplies to time-off.
- Checking-in with AFC group - every Saturday, Sexton communicates with AFC leader.
- Trash In/Out - Every Tuesday night, Sexton takes out garbage and recycling bins to the front of the property for pick-up. Every Wednesday morning, Sexton brings in the empty garbage and recycling bins for weekly use.

Daily Responsibilities:

- Visual Inspection of Campus - 2x per day, Sexton walks around the campus to pick up trash, check to ensure all doors are locked, and know who is on site (along with monitoring from security cameras). For example, last month the N. exterior bathroom was misused by kids who broke the toilet paper dispenser and window screen, and left a 24 pack of empty hard seltzer cans on the ground, etc. - Sexton performed the necessary clean-up and repaired the broken parts.

- Check Security Cameras - Sexton checks the Wyze security cameras to ensure they are online and working properly, and makes necessary adjustments if a camera(s) are offline.
- Manage Parking Lot Traffic - Sexton monitors and controls the flow of traffic in the parking lot by watching movement, talking to people who are acting in an unsafe manner, etc. For example, in 2022, Sexton had to call the police on six occasions: Young adults dealing drugs on campus, leaving a BB gun behind a tree, getting into fights at the skatepark that spilled over onto the campus, a drunk driver who was too inebriated to drive away, etc.
- Checking-in With SafeSpaces Participants - There are 3 parking spaces at the back of the property that are used nightly by our SafeSpaces participants (occasional meetings and/or communications with Ftr. Joseph when there is an update and/or new participant).
- Front Entrance Barriers - Entrance barriers put in place at dusk and removed at dawn.
- Parking Lot Lights - Sexton manually turns off parking lot lights at 9p (to save energy cost and create a restful environment for neighborhood families who have children that need sleep).
- Keeping Track of Daily Group Activities - Various groups come in and out of the property and it is important to make sure they are using the facilities properly; as well as offer any assistance necessary (e.g. helping groups connect to wifi or mirroring presentations onto the television).
- Being Available To Answer Questions & Offer Assistance - Questions such as, "Do you know where this is, have you seen so and so, can you help me move that -and- I forgot my keys, can you open the door for me".

Miscellaneous Responsibilities:

- Providing Assistance For Wedding/Funeral Events - Discussing/coordinating the events, directing traffic, set-up and take-down.
- Cleaning Up After Vandalism - E.g. painting over and/or paint removal of graffiti on walls and cement; cleaning up peanut butter, pasta sauce, bags of pasta and rice, and broken glass from Food Pantry Box vandalism.
- Coordination/Set-up Support For Voting Events
- Seasonal Support - Sexton is on-site for all liturgical holidays (Christmas, Easter, etc.).
- Communicating With County Officials when there is an event at the skatepark
- Receiving Amazon/FedEx/ UPS Packages and Delivering Them To The Correct People
- Monitoring WiFi Connectivity (Comcast) and Electricity Outages (PG&E)
- Being Onsite 40+ Hours Per Week - Sexton and Senior Warden are the point of contact, when staff members are away.

Respectfully Submitted,
Matt McCabe, Sexton

Vestry Reports:

Administration Team Report

The Vestry Administration Team is a group of vestry members and officers who help the rector carry out the day-to-day operations of the parish. Operations include building and grounds issues, financial matters, and parish policies and procedures. The membership includes The Rev. Tracy Wells Miller, Rector; Win Fernald, Sr. Warden; Debra Spencer, Jr. Warden; Jon Showalter, Vestry member; and Nelson Crandall, Treasurer.

When elected, the Clerk will also be a member. We normally meet by Zoom on Thursday at 4:00. Some of the issues the Admin team or certain of its members addressed this year included the following:

- Set the agenda for Vestry meetings.
- Drafted for Vestry approval a Disbursement Procedure for all payment requests.
- Submitted a Trespass Arrest Authorization Letter to the Sheriff's Department due to damage and harassment issues on campus. The Sheriff responded well.
- With the gardener's help, trimmed the places kids and others smoke, drink, and otherwise misuse the campus. (Gardner contact is Leonard Foreman.)
- Scheduled the gardener for visits on the first and third Thursday of each month instead of weekly.
- Supervised several inspections this year, including Backflow Systems, Fire Protection, and others.
- Replaced batteries were replaced and made repairs as needed.
- Posted safety guidelines for people using ladders.
- Addressed a safety issue regarding the stage area.
- Arranged to have the office trailer thermostat reinstalled and a roof leak repaired.
- Diagnosed why campus water pressure is low and scheduled a repair.
- Approved replacement of dead plants on the mezzanine with silk plants.
- At the Vestry's direction, arranged to add shades to the sacristy to improve security.
- Reviewed and approved the hiring of Madison Carter as Media Technician.
- Established a new checking account after our prior account was hacked. Assistant Treasurer John Melvin was a great help dealing with that issue.

We missed Mother Tracy while she was on sabbatical. Frankly, her presence and leadership at these administration meetings is always beneficial and productive.

Respectfully submitted,

Win Fernald, Senior Warden

On behalf of the Administration Team

External Ministries Support Team Report

Respectfully submitted,

_____, *on behalf of the External Ministries Team*

Internal Ministries Support Team Report

The Vestry's Internal Ministries Support Team is a group of vestry members who support parish ministries that primarily serve people who are active participants in the worshipping community of St. John's. In 2022, Kathy Butler, Alliee DeArmond, and Antonette Wood served on this team. Our team identified 5 goals for the year that would support the overall vestry goals. They are listed below with the actions we took to achieve them.

Start up coffee hour again by March

- Coffee hour started February 27th, created sign-up list, coffee hour has been held every Sunday since
- Moved coffee hour to front of church for better visibility when service is outside

Recreate the hospitality committee

- Antonette volunteered to be kitchen manager, purchasing required paper goods, coffee, and some snacks
- Transitioned to using ceramic cups and plates, unless people want to purchase their own paper cups and plates for events
- Cleaned, sanitized, reorganized kitchen after mouse and ants issues
- Point of contact for receptions, mostly for memorial services

Plan and hold events to bring us together

- Shrove Tuesday dinner party, 3/1
- St. Patrick's Day corned beef and cabbage dinner, 3/17
- Easter morning breakfast, 4/17
- Pride celebration dinner party, 6/11
- Family camping trip to Big Sur, 6/23-27
- Mtr. Tracy sabbatical send-off ice cream social, 7/10
- Newcomer's dinner party, 9/16
- Craft day, 11/12
- Christmas Faire, added music and food to purchase, 12/17

Connect with all internal ministry leaders

- Solicited input from internal ministry leaders
- Talked to leaders about their ministries

Acknowledge people for their contributions and ministry to our community

- Personal thank yous written, acknowledgments and thanks in eNews, personal verbal thanks

Two of the events that were held were successful fundraisers to augment the operating budget. The St. Patrick's Day dinner raised \$1,330 and the Christmas Fair raised \$2,902.

Although the Internal Ministries Team is a small subset of the vestry, there are over two dozen internal ministry teams who are working hard to meet the needs of our congregation. Thank you to all of you for your involvement in the internal ministries and all who supported this year's fundraisers.

Respectfully submitted,

Kathy Butler, Alliee DeArmond, Antonette Wood

Ministry Reports

Discernment Steering Committee Report, Linda Buskirk

Rick Becton, Tom Butler, The Rev. Eliza Linley, Maritza Medina, Antonette Wood

In 2018, a parish-wide discernment process identified “**Life-Giving Spaces to Enable God's Mission**” as one of five strategic priorities for St. John's future. Because of that, the Architecture and Space Use Committee began exploring ways to continue with the original campus development plan, possibly modifying its design and scope. When the pandemic arrived in 2020, building usage changed and “campus development” took a back seat.

In 2021, Vestry determined it was time for the discussion about campus development to continue. Linda Buskirk of Core Capital Campaigns, a consultant who helps congregations with such discussions, was contracted to guide further congregational discernment. A **Task Force for Catch-Up Communication on Campus Development** offered several presentations to inform people of the history of the campus and existing development plans.

A “Discernment Team” to work with Linda Buskirk was appointed in the first quarter of 2022. Team members Rick Becton, Tom Butler, The Rev. Eliza Linley, Maritza Medina, and Antonette Wood met with Linda for the first time on May 4, 2022. It was a wonderfully thoughtful and frank discussion. Committee members were most curious about what the people of the congregation believe about the future of St. John's, i.e.: what are we called to do, what do people really think about the building plans, how will we get consensus from the people?

Discernment Team members prayed and created a process to engage as many people as possible. They decided that rather than holding large group discussions, they would seek input one person or household at a time through individual conversations. This effort was named **Lift Every Voice 2022**. During August and September 2022, the

Discernment Team and other dedicated volunteers spoke individually with as many households as possible. They asked 8 questions that the Discernment Team prayerfully created:

1. What do you treasure about St. John's?
2. What has St. John's meant to you during the months that we could not worship in person together? What made the experience possible?
3. What do you see as the most precious gifts St. John's offers our neighbors?
4. When thinking about long-term planning for St. John's' future, please rate the importance of the five strategic priorities as set in "St. John's Vision 2025" (*What we said we'd like to see in place in 3-5 years after our parish-wide discernment in 2018-19*).
5. Tell me about something you hope for, or long for regarding the future of our parish.
6. When you think about the campus development plan that St. John's has followed so far, resulting in our current buildings, parking areas and other features, do you think this plan should continue to be implemented, or is it time to revamp its scope and purposes?
7. This question is about our church buildings and grounds and your opinion about what improvements would help ensure a strong future of worship and serving God in this place. Listed below are some of the campus development projects that have been formally proposed in the existing campus plan or have been recently suggested as alternatives to that plan, or recently suggested as new projects. Please rate each one individually on this scale: 1=Least desired by me; 2=Neutral to me; 3= Very good to me (high).
8. Is there something we have not addressed that you find important to be known to the Discernment Team?

89 voices were heard in Lift Every Voice 2022 – over 75% of the congregation. **This excellent response rate lends credibility to the trends revealed. *Lift Every Voice input reveals deep and holy reasons for making investments that will strengthen the capacity of St. John's to thrive into the future.*** The answers were made available in full on the parish website, and a 2-page summary was distributed during December 2022.

Below are highlights of Lift Every Voice 2022 that reflect the most consensus so far. The first was created by Senior Warden Win Fernald, using a summary of the parishioners' preferences for adding to the campus.

$$(High \times 3) + (Neutral \times 2) + Low = Rank.$$

Existing Campus Plan	High	Neutral	Least	Score	Rank
Create new, permanent Administration and music offices	55	17	8	207	1
Build a dedicated sacred Sanctuary	27	20	35	156	5
Build new meeting & Classroom space, 2 new restrooms and nursery	36	22	23	175	2
Build sexton apartment with garages and storage on campus	25	28	28	159	4
Alternatives					
Expand existing sanctuary, eliminating nurse to use for meeting, etc.	26	17	33	145	7
Make no further changes to the campus	6	16	53	103	9
New Projects					
Purchase a rectory (Church owned for our Rector)	37	15	25	166	3
Construct a large columbarium of the campus	19	35	25	152	6
Other: (a variety of diverse comments were offered)	38	1		116	8

Lift Every Voice input reveals that many people support improvements to the church buildings and campus, particularly as relates to creating quality office space for the rector and church administrative staff and creating a dedicated place for worship rather than using multi-functional space. However, when asked about whether the existing campus development plan should continue to be implemented in its entirety, most people chose Option 2 as shown below:

- Option 1: The plan is good as it is and should be implemented: **9% (7 respondents)**
- Option 2: It would be good to consider how to revamp it to align with our current congregation size, capacity, and ministry goals: **79% (65 respondents)**
- Option 3: I think the plan is no longer needed. Our campus is fine as it is: **12% (10 respondents)**

Now it is leadership's turn (Vestry and Mother Tracy) to pray over what they have heard our voices say and determine next steps for continuing congregational discussions and information gathering. Their prayerful consideration will be informed by the priorities of Vision 2025, as well other existing needs and financial resources.

Linda Buskirk has explained that generally this discerning takes at least two rounds of listening, providing feedback about what was heard, and narrowing down the options for moving forward. Eventually, a more solid proposal for action will be finalized. A “solid proposal” is one that explains all of the projects proposed to be accomplished, explains why they are important to the mission and values of St. John’s, provides cost estimates for each project, and proposes how to pay for them. Financing development projects may include using money in endowed accounts, and/or inviting members of the congregation to contribute through a capital campaign.

Adult Formation Report, Debra Spencer

Mtr. Tracy Wells-Miller, Jane Dawson, Charles Greenleaf, Liz Lindsley, Brian Raney, Susan Von Schmacht, and Debra Spencer

The goal of the Adult Formation Team is to offer the congregation (and everyone else) different kinds of opportunities for knowledge of our faith and spiritual growth. This year we offered yearlong Bible study (ongoing), a Lenten Series, the Stations of the Resurrection display, a return of the forum after the 10:30 service, and a prayer workshop. Most of these were team efforts, one by an individual. Most of these were both in person and on Zoom. Here is a recap of the Adult Formation Team year.

Individual Offering

- Easter prayer workshop led in person by Alliee DeArmond

Team Offerings

- Prompted by a request for formation that leads to active stewardship (not just giving money), we reinstated the forum after the 10:30 service, mostly on 5th Sundays, to feature faith stories, testimonials, and opportunities to put our faith into action
- The Sunday Bible study, from 9-10am, guided by all those who participated, stopped presenting summaries of Bible books for discussion and just read the books aloud (Luke, Acts, Romans, 1 Corinthians), pausing to discuss as the spirit moves us. More people now attend, either in person or on Zoom. (We tried a Wednesday evening Bible study but too few attended)
- With the Worship Team, a Lenten series (in person and on Zoom) that included Taize services, discussion of the eucharist, the Holden Evening Prayer service, and a vocal quartet concert featuring Andy and Camille Carter and friends
- Stations of the Resurrection displayed again in the front courtyard for prayer and meditation
- Advent speakers who gave their faith stories as related to the four Advent topics of love, joy, peace, and hope

Future Ideas

- Pageantry: a core group of musicians, actors, dancers, etc., to make plays based on Bible stories
- Sacred Ground
- New art for Stations of the Resurrection; more publicity
- Bible study of Revelation & Daniel (possibly using the Greenleafs' Salvador Dali prints of Dante's Divine Comedy, comparison of the four gospels, Christian mystics, or other ideas as they occur)
- Involving more people in leadership of studies (not just our team)
- Involving the congregation in suggesting forum speakers
- Organizing field trips to hear speakers
- Doing more for newcomers during and after the service
- Fundraising for outside speaker fees (Name That Scripture/Name That Hymn)

We welcome ideas, complaints, involvement, thanks, and other kinds of participation, so please feel free to contact us (see email address below) if the spirit moves you.

Respectfully submitted,

Debra Spencer

Altar Guild Report, Eileen Fernald

2022 was a challenging year, and I appreciated all the hard work our St. Elizabeth's Altar Guild (AG) members contributed. We welcomed three new members: Lise Crowley, Tina Grubbe, and Kathy Butler, and look forward to adding more in 2023. If you would like to serve as an Altar Guild member, please contact Eileen Fernald.

The Altar Guild wants to thank Matt McCabe for moving the furniture and chairs and thank Andy Carter for providing tents to shade the altar and credence table that made 25 or so outdoor services possible.

During the year I managed to sew fabric extensions on the blue, white, green and purple pulpit/lectern falls to fit the new ambo.

With our new altar, we need new altar linens and color sets. A new red coordinated sanctuary set (Super frontal, lectern fall, priest's chasuble and stole, and other stoles) was blessed in memory of Joanne Peterson on Palm Sunday. In November, a new white coordinated sanctuary set was ordered. It will be blessed in memory of Awilda Leonard soon and used at Easter. A green set was dedicated in honor of Nancy Young two years ago.

Closets got cleaned out and some things were moved about. Seven memorial services were held, some inside and some out.

Distribution of communion was no longer drive by. Now, you drink from the chalice, or bring your own "cup". The guild has tried to accommodate every circumstance, and we shall continue to do so, but it is not easy trying to please everyone all the time. The best

result of outdoor services has been several young families attending church. We hope they stay with us. Outdoor services will resume in March.

Respectfully submitted,
Eileen Fernald, Altar Guild Director

Architecture & Space Use Committee Report, Jon Showalter

Mother Tracy, Matt McCabe, Anne Baker (involuntary secretary), John Melvin, Rowland Rebele & Charles Greenleaf

The Committee is charged with reviewing/ initiating matters concerning the physical plant that might have an effect on the architectural style of our facilities and the allocation of space within the building, although we have been known to wander off the path from time to time. All our work is approved by the Vestry before implementation.

At the first of this year, we took on determining the contents of all our storage places, clearing out all we found that was not needed by “tenant” culminating with a yard sale. We then memorialized each space’s location, size and tenant. Far more fun than it reads.

Other work included:

- Researched, purchased and installed a new dishwasher.
- Investigating options to close up the open closet in our sanctuary where the name tags are stored.
- Wrote up periodic maintenance needs, so when Matt moves on (no encouragement intended) we will know how to clean out the grease trap and where it is. Just about as much fun as it reads.

Respectfully submitted,
Jon Showalter, ASUC Chair

Compline Report, Anne Baker

Compline night prayer continues to thrive. We only missed two weekdays in 2023, and one of those was because Zoom was down. That is 260 nights, between three and four persons each night saying Compline prayers together. That’s more than 900 person prayers!

In the space we save each night for intersessions our thanksgivings, supplications and special intentions were wide ranging. From the news of the day, new names on the prayer list, peace among nations, joy at the arrival of new family members, safe travel, weather concerns, thanks for loving neighbors, we share our worries and joys each weeknight from 10 to 10:15 pacific time.

Respectfully submitted,
Anne Baker, Compline Leader

DOK & Prayer Shawl Ministry Report, Karen Greenleaf

The St. Clare chapter of the Order of the Daughters of the King currently has seven members and meets twice a month for formation and prayer. We pray for all those on our parish prayer list together at our meetings and also individually on our own. Each meeting, one of the Daughters brings to the group a reading or activity of a spiritual nature that she wishes to share as the focus of the meeting. She also serves as facilitator for that meeting.

This year we joyfully added Lise Crowley to our membership and sadly grieved the loss of Nancy Shephard from among us. The chapter members made a memorial donation to the National DOK Master's Fund in Nancy's name. This fund supports the education of seminarians and we knew how much Nancy prized education.

St. John's prayer shawl ministry is the Service component of Daughters. Chapter funds (most of which come from Helpful Shop grants) support the purchase of yarn for the shawls. As of Jan 1, 2023, a total of 296 shawls have been knitted, blessed and gifted. Each shawl has a small cross attached and is blessed by clergy at the altar. During 2022, seven shawls were gifted. Four shawls went to parish members and three to friends or family of parishioners. This year's knitters were Carolyn Ames, Meg Campbell, Pat Dorr, Jackie Davis Visser, Sherrie DeWitt, Nancy Goehring, Karen Greenleaf, Anne Sherwood and Vicky Wilson. We grieve the loss of Vicky, who was a major mainstay of the program. We happily include Jeanne O'Grady and Wendy Stevens among us now. More knitters are always welcomed. Contact Karen (728.3044) if you wish to join in this ministry.

Respectfully submitted,
Karen Greenleaf, DOK President

ECW Report, Barbara Raney

ECW at St. John's had a diverse schedule of programs in 2022. The programs were informative, active, and social. Eileen and Win Fernald presented a slide show about their trip to Peru, the Rev. Mary Lou McKenny talked to us about her life and spiritual journey, we learned about the various activities of Sheila Kell Schulberg's veterans group, we learned to repair and create prayer bracelets, we wrote and talked about a life-changing event, we learned about Nancy Goehring's lovely quilts, we shared reviews of books we had recently read, and we worked on making fleece blankets. In addition to program meetings, we had a picnic at Sierra Azul Gardens and lunch at El Palomar. The year was full of fellowship and learning.

Respectfully submitted,
Barbara Raney, 2022 ECW Leader

Friday Morning Men's Group Report, Tom Butler

The Friday men's Bible study group continues to meet weekly in Seascap. We often have up to 10 members participating. We regularly review the three lessons for the upcoming Sunday service and discuss each one and how it impacts our lives and what our interpretations are. It is a good time of fellowship and friendship enjoyed by all. The group is open to any other participants that want to join.

Respectfully submitted,

Tom Butler, Friday Men's Group Coordinator

Friday Noontime Prayer Report, Alliee DeArmond

Friday NoonTime Prayer continued meeting on the Back Patio in 2022. The half-hour Noonday Service generally included intercessory prayer and discussion around scriptures appointed for a particular Saint or Feast Day. Each week the Saint or Feast Day was sent to the parish at large via Realm. Three or four people and one dog attended regularly. We also welcomed occasional guests, and in the late summer, an additional dog. God has blessed us.

Respectfully submitted,

Alliee DeArmond +, Friday Noontime Prayer Leader

The Kenny Room Re-Organization, Alliee DeArmond

The Kenny Room Re-organization has been an ongoing project that kicked in mid-summer 2022. One of the most beautiful rooms in the church, it had become a dumping ground for all sorts of miscellaneous stuff. After being assigned a closet by ASUC, four teams were gathered for the work.

Working weekly for 2 - 5 hours, The Godly Play team collected, sorted, and created a data base of all the godly play materials.

The Arts & Crafts team also met weekly, sorting and labeling creative materials and children's books. The Library team looked over the catalogue and discussed ways to heighten parish use of the Library. The Conversation Corner / Furniture team, shopped couches.

By summer's end the Godly Play and Arts & Crafts teams, had accomplished their initial goals. When the school year kicked in, God blessed the church with several wonderful families with children. Under the leadership of Liz Lindsley, the Godly Play team joined Matt and Maritza as teachers. See Children's Church.

The Library Team lurched forward, culling doubles of books and attempting to arrange what remained into attractive, coherent order. Moveable shelf labels have arrived and



should help snap the strays into place. The removed doubles will be offered to the church members. Permission has been granted to have Minutes for Mission about a book in the Library to encourage use. The Books Group on Realm will also be used.

After having up to 10 kids using the Kenny Room for the fall semester, the Conversation Corner / Furniture Team are requesting input from Teachers, Parents, and Group Leaders about furniture improvements. Contact Alliee DeArmond, 831-688-7502, adbooks@aol.com

Respectfully submitted,
Alliee DeArmond +, Friday Noontime Prayer Leader

Grounds Report, Leonard Foreman

Thomasjohn Wells Miller and I supervised the landscaper and the maintenance of our lovely grounds including the sprinkler system during another year of the ongoing drought. Anne Sherwood and Rick Becton provided valuable support and guidance.

Despite the challenges of the pandemic, COVID restrictions have not been the major factor of fewer volunteers. It is more a matter of motivation, and the aging and unfortunately ailing of many key members of the congregation. We engaged a new landscape maintenance service in 2021 (Oscar Chavez) with a single point of contact who is on the grounds bi-monthly or when needed. He has a small crew with expertise and thoughtful clean-up, pruning, and pro-active suggestions. They have done a wonderful job in 2022 and we look forward to his continued work in 2023.

We embarked on a plan to raise the canopy of numerous trees and shrubs along the fences separating our campus with the neighbor's properties. Visibility under the plantings also prevents ongoing illegal activities along those same spaces.

The county trees along McGregor have been hit by tall trucks several times and are a constant source of branches and exhibit a hazard to the bicycle path access. Oscar and his crew have been keeping up with the trimming of those trees.

The Skate Park's use of our parking lot for overflow has created extra work cleaning up trash and graffiti removal. The constant flow of non-affiliated and non-interested parties is challenging although intermittent and unpredictable. I have placed two new blue recycling containers on the campus grounds to help minimize trash/recycling brought on by the use of our parking lot.

We repaired a major leak in the irrigation system in 2022. Our landscaped area of 2.5 acres was designed to shelter the church with its bluff conditions and the dry climate of the past few years. Most of the campus is self-sufficient and drought resistant.

The grass lawn area continues to be an issue. Due to the drought, Soquel Creek Water instructed us to turn the sprinklers off on the grass lawn. That has been done. The lawn has continued to be used by worship and picnic activities even though it is brown.

The planning of a permanent labyrinth or labyrinths, the columbarium concept, and additional gathering areas for outdoor meetings and prayer or meditation are ongoing for 2023.

Plans for 2023 are to install artificial Japanese Aralias in the overhead alcove in the front of the church building. Plans are also in the works to renovate several landscape beds. With recent rains we look forward to fewer drought-like conditions for our campus grounds. Thank you for your support.

Respectfully Submitted,
Leonard Foreman, Grounds Chair

Outreach Committee Report, Mary-Nona Hudson

St. John's Outreach Committee is YOUR Outreach Committee. We encourage all parishioners to join us as we try to fulfill Christ's mandate in Matthew 25:40 — "Truly I tell you, whatever you did for one of the least of these brothers and sisters of mine, you did for me." We meet via Zoom on the second Wednesday of each month at 7pm.

In 2022, the Outreach Committee wrote its "committee charge" for the Vestry, describing its function, membership, responsibilities, etc. One major responsibility of the committee has been to fund international or national charities from the amount allocated to Outreach in the Church's Operating Budget. The decision not to fund local charities was based on the fact that the Helpful Shop, with a budget more than 10 times Outreach's budget, gives grants only to local charities.

The charities we supported (each with a \$300 gift) were:

- (1) **Doctors Without Borders USA** - For Doctors Without Borders, the ability to respond quickly to medical humanitarian emergencies is crucial to saving more lives.
- (2) **Refugees International** - Refugees International advocates for lifesaving assistance, human rights, and protection for displaced people and promotes solutions to displacement crises around the world.
- (3) **World Food Program USA** - The United Nations World Food Programme (WFP) has been on the frontlines of the world's worst hunger crises, fighting hunger and famine since 1962. Right now WFP is taking on its largest scale-up ever, providing lifesaving meals to 153 million of the world's most vulnerable people in more than 120 countries and territories.
- (4) **Microloan Foundation USA Inc.** - MicroLoan Foundation is a social microfinance institution providing business loans and training to women facing poverty in sub-Saharan Africa.
- (5) **Tops Food Pantry** program of St Philips Episcopal Church, Buffalo NY.

In 2022, Outreach began working on a process for gathering and deciding on community outreach ministry proposals using the Community Outreach Fund (CPF) previously set aside as a tithe of undesignated gifts. Several meetings were devoted to this process and we will have an almost final draft of the proposed guidelines to the Vestry in early 2023.

While Outreach focuses on funding international and national entities, it nevertheless is very involved in local activities that help the hungry, imprisoned, and homeless and provide clothing for the poor.

Examples of Groups and Charities we support include:

AFC Safe Spaces and Rotating Shelter. In conjunction with other area churches, we host overnight dinners and stays on a weekly (and sometimes monthly) basis.

Parishioners cook meals and eat with our guests.

South Sudanese Refugee Scholarships. This is a program in which we provide funding for students' education on a trimester basis. This is achieved 100% through private donations generously given by members of our parish and beyond.

Adopt-A-Family. At Christmas time, we "adopt" two or three families the Volunteer Center of Santa Cruz has identified as in particular need. Parishioners buy gifts or gift cards and bring joy to these families.

COPA. COPA is a broad-based, non-partisan membership organization working on issues affecting our families, neighborhoods and communities. Parishioners have attended candidate forums, gone to board of supervisor's meetings.

Habitat for Humanity. For almost three decades, St. John's parishioners have been providing healthy lunches one day a month to the volunteers who build the houses for Habitat.

Episcopal Relief & Development. When catastrophe happens, ERD is there. In November, Outreach asked for contributions for Florida and Puerto Rico hurricane victims. The congregation responded generously, providing more than \$4000, which was doubled by ERD.

Homeless Shower Program. Overseen by Mid-County Homeless Coalition, their portable shower trailer can provide showers for 50-60 persons a day. St. John's parishioners regularly volunteer at the Saturday Resurrection Church shower days.

English as a Second Language Program. Founded more than a decade ago by Gina Muller, a credentialed ESL teacher, to teach English to immigrants from Mexico and El Salvador. Along with classes, the students received one-on-one tutoring from individual parishioners. Gina is now focusing on helping her ESL graduates get U.S. citizenship.

Kairos Prison Ministry. This is another ongoing part of St. John's outreach led by Bill Kell, reaching out to the hungry, the homeless, the *imprisoned*, the poor.

Again, please join us and tell us about what projects you are interested in that fulfill our parish mission.

Respectfully submitted,

Mary-Nona Hudson

Pastoral Care Team Report, Brian Raney

The Pastoral Care Committee has weathered the storm of COVID and looks forward to a more active role in meeting the emotional and spiritual needs of the congregation of St. John's in 2023.

We hope to spend more time making pastoral visits, both delivering communion and just visiting. These visits have been difficult to make during the COVID years, and we'll still have to be careful, but the time seems ripe to ramp these visits up. We are continuing the call ministry, calling every household in the parish about every four weeks. We are continuing the card ministry, which attempts to send two cards to everyone in the parish on their birthday.

The lay Eucharistic visitors have been trained and certified and have started to make visits. The newcomer ministry still languishes, but the vestry have made it a goal to appoint a committee to get that rolling.

We need to work on facilitating transportation for the members of St. John's that are no longer driving. This is a difficult problem because of liability concerns, not to mention the paucity of volunteers to do the driving.

Respectfully submitted,

Brian Raney, Pastoral Care Committee Chair

Prayer List Ministry Report, Sherrie DeWitt

The Prayer List continues to be updated frequently; an effort is made to update for each of the bi-monthly issues of e-news but I don't quite make it. More and more people are finding it rewarding to make their requests by way of the group email, prayer@st-john-aptos.org while others make requests to me or to others who then forward to the group email. There are many faithful pray-ers, often people who have telephone contact with many, and who regularly report progress of those on the list and new concerns to be added.

People express a lot of gratitude at the idea of bringing to the attention of regular pray-ers their needs and those of their friends and family. I am sure we are all grateful for the people who have volunteered and do that so faithfully. The prayer list is referred to at Monday Evening Prayer, Friday Noontime Prayer, meetings of Daughters of the King, and others.

We continue to include during worship in the Prayers of the People 3 names from the prayer list each week. You can take that bulletin home and pray for those people all week! We can all use prayers, right?

If you would like to be one of the pray-ers and in the group, prayer@st-john-aptos.org, please let Mtr. Tracy know and she will add you to the list.

Respectfully submitted,

Sherrie DeWitt, Prayer List Coordinator

Stewardship Report, Tom Butler & Annie Henry

Members of the Stewardship Committee are: Charles Greenleaf, Annie Henry, Susan VonSchmacht and Mother Tracy Wells Miller. Adjunct helpers are Sherrie DeWitt, Juan Medina and Jim Von Schmacht.

I (Tom) feel blessed that I was asked to participate in the Stewardship team in May 2022. Then I was asked to be Co-Chair! Our biweekly meetings allowed us to make significant progress as we planned the stewardship events for fall and winter 2022-2023.

The Fall Pledge campaign was the major emphasis of our summer meetings. It kicked off in October and culminated with the ingathering and celebration on November 18. The highlight of the ingathering was a "Communications Skit" led by Susan VonSchmacht that demonstrated cooperation and communication. It was pretty funny, too, with tennis balls flying and bouncing all over the place. Total pledgers increased by one to 77 but total amount pledged is \$329,000, down by \$3,000 from last year. Kudos to Mtr. Tracy for sending hand-written notes to thank all the pledgers.

In the middle of the Pledge campaign, we held our first Craft Day on November 12th, encouraging fellowship and creating items for the Christmas Craft Fair. Despite reduced attendance, the event was fun and 6 crafters shared their talents. Many items were created and sold at the Christmas Fair.

December saw us preparing to host the Celebration of Giving Dinner in February. Chris Rowen will provide a gourmet feast and we will inaugurate the Honored Steward Award with the first recipient being Karen Greenleaf.

Respectfully submitted,

Tom Butler & Annie Henry, Stewardship Committee Co-Chairs in 2022

Worship Committee Report, Anne Baker

The Worship Committee is where it's at! Everything about Worship that keeps it exciting, moving, inspiring, challenging, organized, beautiful, consistent, staffed, timely, accessible, and more words than these, is planned by those in Worship Committee meetings.

This year we made many refinements on Covid both restrictions and relaxation of requirements. We continued to offer the cup from both chalice and cruet. We were able to offer more services indoors, but maintained frequent outdoor opportunities, and a consistent online presence on both Zoom and YouTube.

We want to give our thanks to Amma Eliza Linley and Deacon Joan Anderson who led the committee through Mother Tracy's 3 month sabbatical. They kept us on track, and hopefully the congregation felt the worship planning was seamless.

Respectfully submitted,

Anne Baker, Worship Committee scribe

Other Ministries Active in 2022:

The Gaffer Men's Group

We continue to meet Thursday mornings, mostly on Zoom where we enjoy each other's company and solve the world's problems. If you are interested in joining us contact John Duncan at jnjduncan@yahoo.com.

Playful Prayer

Our small group has been meeting on line weekly; sometimes to visit, and sometimes to do art while meditating on what was shared. It has been one way to stay in touch with and encourage each other while confined for health reasons. . If you are interested in joining us contact Janet Duncan at jnjduncan@yahoo.com.

Financial Reports

2022 -Parish Activity Statement	7 of 7
2022 -Actual vs. Budget Report	7 of 7
2022 -Helpful Shop Statement of Activity	1 of 1
2022- ACYP Statement of Activity	1 of 1

Episcopal Church of St. John the Baptist, Aptos, California

Comparative Statement of Activity

January - December 2022

	TOTAL	
	JAN - DEC 2022	JAN - DEC 2021 (PY)
Support and revenue		
40100 Support		
40110 Loose Offerings	3,359	1,740
40115 Current Operating Pledge	315,422	282,371
40121 Prior Year Pledges Realized	8,080	800
40123 Prepaid Pledges	13,220	1,500
40130 Identifiable Offerings	25,678	22,236
40140 Restricted Cash Contributions	70	250
40141 Hospitality Donations	389	
40142 Flowers - Donation	1,120	
40143 Music Donation	1,349	
Total 40140 Restricted Cash Contributions	2,927	250
40145 Contributions In Kind	209	5
40150 Holy Days		
40151 Easter Offerings	445	465
40153 Christmas Offerings	155	
40159 Other Holy Days	1,268	
Total 40150 Holy Days	1,868	465
40160 Services, Memorial, Baptism, Wedding, Anniv	3,210	1,536
Total 40100 Support	373,972	310,903
40200 Revenue		
40180 Fund Raisers		(150)
40183 Amazon Smile	162	140
40184 Christmas/Craft Fair	2,756	2,200
40189 Other Event Income	2,332	2,184
Total 40180 Fund Raisers	5,250	4,373
41200 Facility Rental Income	1,490	
49000 Interest & Dividend Income	241	253
Total 40200 Revenue	6,981	4,627
Suspense CR	0	
Total Support and revenue	\$380,953	\$315,530
Gross change in net assets	\$380,953	\$315,530
Functional expenses		
50000 Operating Expenses		
50100 Clergy		
50120 Substitute Clergy	2,350	1,575
Total 50100 Clergy	2,350	1,575

Episcopal Church of St. John the Baptist, Aptos, California

Comparative Statement of Activity

January - December 2022

	TOTAL	
	JAN - DEC 2022	JAN - DEC 2021 (PY)
50200 Education		
50220 Adult Ed	374	200
50240 Sunday School	46	
50250 Regional Youth Group		3,000
Total 50200 Education	420	3,200
50300 Outreach		
50310 Outreach Grants & Programs	1,550	1,500
50320 COPA	3,000	3,000
50330 Sheltering/Homeless AFC Dues	3,000	3,000
50331 Sheltering/Homeless Expenses	50	
50390 WOD Fair Share	55,535	42,876
Total 50300 Outreach	63,136	50,376
50400 Parish Life		
50420 Hospitality / Coffee Hour	872	54
50490 Vestry Retreat	166	
Total 50400 Parish Life	1,038	54
50600 Stewardship		1,578
50700 Worship		
50701 Reimbursable to Flowers/Music	(100)	
50705 Worship & Liturgy Assets	201	133
50710 Altar Supplies, Consumable	1,542	724
50720 Altar Flowers	1,005	210
50730 Organ & Piano Maint	1,245	1,575
50740 Musicians - Contract	2,900	2,400
50750 Music Supplies	379	
Total 50700 Worship	7,172	5,041
51000 Facilities	1,071	
51010 Buildings Maintenance	1,482	3,798
51011 Reserve - Major Building Repair	3,222	3,009
51012 Equipment & Fixtures	1,590	698
51013 Fire Protection Maint	595	908
51015 Landscape & Grounds	7,089	8,578
51020 Janitorial Supply & Svc	2,230	775
51025 Quarterly Alarm Inspections	1,061	1,020
51026 Reserve - Fire Sprinkler Inspection	300	300
51035 Security Service	83	118

Episcopal Church of St. John the Baptist, Aptos, California

Comparative Statement of Activity

January - December 2022

	TOTAL	
	JAN - DEC 2022	JAN - DEC 2021 (PY)
51040 Utilities		
51041 Power - Electric	8,679	6,501
51042 Power - Gas	4,039	2,895
51043 Water - Facility	5,184	3,274
51044 Water - Landscape	2,901	4,695
51045 Trash & Recycling	2,069	1,912
Total 51040 Utilities	22,871	19,276
51050 Property Assessment	1,356	1,281
51051 Annex Portable Rent	5,776	6,309
Total 51000 Facilities	48,726	46,072
51100 Insurance	6,906	5,969
51110 Umbrella Policy	555	550
51160 Worker's Compensation	505	1,017
Total 51100 Insurance	7,966	7,536
51200 Administration		200
51210 Marketing & Visibility	391	423
51220 Bank Charges & Fees	596	905
51225 Payroll Service & Software	1,972	1,810
51230 Dues & Subscriptions		305
51240 Office Supplies & Postage	1,873	1,211
51241 COVID Supplies	1,311	
51242 Computer Software & Supplies	4,394	3,735
51244 Rector Business Expenses	174	188
51246 Rector Mileage	357	213
51248 Rector Education (Was 61075)		(700)
51260 Telephone	1,581	2,243
51265 Internet Service	2,094	1,838
51266 Web Hosting	256	20
51280 Annual Audit		350
51285 Professional Fees		
51286 Bookkeeping	16,894	20,196
Total 51285 Professional Fees	16,894	20,196
Total 51200 Administration	31,892	32,938
51400 Office Equipment		
51405 Computer Equipment	1,209	96
51407 Computer Support & IT	200	
51410 Office Equip Maintenance	1,645	1,714
Total 51400 Office Equipment	3,054	1,810
Total 50000 Operating Expenses	165,755	150,179

Episcopal Church of St. John the Baptist, Aptos, California

Comparative Statement of Activity

January - December 2022

	TOTAL	
	JAN - DEC 2022	JAN - DEC 2021 (PY)
60000 Salaries & Compensation		
60100 Staff Salaries		
60102 Media Technician	2,070	
60120 Office Manager	21,813	21,305
60121 Office Manager Pension	1,872	1,872
60122 OfficeMgr Dent/Life/Dis	1,588	972
Total 60120 Office Manager	25,273	24,149
60140 Nursery Coordinator	1,785	665
60150 Dir. of Music Ministries (DMM)	39,570	37,504
60160 Dir. of Children & Family Ministries (DCFM)		3,696
60190 Janitor	4,377	3,840
Total 60100 Staff Salaries	73,075	69,855
61000 Rector		
61010 Rector Salary	32,334	31,700
61020 Rector Housing	61,200	60,000
61030 Rector Medical Insurance	23,832	17,150
61032 Rector Life Insurance	182	197
61050 Rector Pension Premium	16,506	19,920
61060 Rector Dental/Disability	2,141	1,768
61070 Sabbatical Reserve		3,000
61075 Rector Education	700	700
Total 61000 Rector	136,895	134,435
65010 Payroll Taxes	5,326	5,126
65600 Recruitment Expenses		110
Total 60000 Salaries & Compensation	215,295	209,527
Payroll Expenses		
Company Contributions		
Retirement	5,519	5,470
Total Company Contributions	5,519	5,470
Taxes	0	(842)
Wages	0	0
Total Payroll Expenses	5,519	4,629
Suspense	0	0
Unapplied Cash Bill Payment Expense		0
Total Functional expenses	\$386,569	\$364,334
Change in net assets	\$ (5,616)	\$ (48,805)

Episcopal Church of St. John the Baptist, Aptos, California

Comparative Statement of Activity

January - December 2022

	TOTAL	
	JAN - DEC 2022	JAN - DEC 2021 (PY)
Other revenue and support		
72000 Int/Div on Restricted Funds	5,628	19,527
Charles Schwab Dividend Income		
Schwab Dividend Income Mikkelsen Curate		190
Schwab Dividend Income Nelson Special Fund		367
Total Charles Schwab Dividend Income		557
Interest on Wells Fargo Building Fund CDs	4,235	3,689
Rebele Endowment	19,974	71,531
St John's Endowment	310	1,071
Wells Fargo Savings	32	6
Total 72000 Int/Div on Restricted Funds	30,179	96,381
72001 Fees/Mtc on Investment	(18,456)	(20,902)
72003 Unrealized Gain/Loss on Investment	(144,328)	5,957
Unrealized Gain/Loss Charles Schwab	4	
Unrealized Gain/Loss C. Schwab-Mikkelsen	(3,211)	3,117
Unrealized Gain/Loss C. Schwab-Nelson	(5,802)	5,626
Total Unrealized Gain/Loss Charles Schwab	(9,008)	8,743
Unrealized Gain/Loss ECF Rebele	(517,769)	25,885
Unrealized Gain/Loss ECF St. John Endowment	(7,930)	312
Unrealized Gain/Loss Wells Fargo Building Fund CDs	(1,527)	(2,094)
Total 72003 Unrealized Gain/Loss on Investment	(680,562)	38,804
75100 Aptos Youth Program - Income		
75101 ACYP Interest Income	3	34
75102 ACYP Grant Income		1,000
75103 School Supply Donations Through St John's	1,300	6,200
75104 School Supply Donations Through Square		1,370
Total 75100 Aptos Youth Program - Income	1,303	8,604
81000 Helpful Shop Income		
81001 Sales - Helpful Shop	85,232	72,530
81001.5 Merchant Fees	(1,422)	(1,142)
Total 81001 Sales - Helpful Shop	83,810	71,388
81002 Donations - Helpful Shop	1,232	1,344
Total 81000 Helpful Shop Income	85,042	72,732
91000 Void Prior Year Checks	3,880	
One-time Bequests	3,500	
PPP Loan 2020 -- Forgiven		38,000
Realized Gain/Loss Charles Schwab		(883)
Realized Gain/Loss Charles Schwab Mikkelsen Curate		47
Realized Gain/Loss Charles Schwab Nelson Special Fund		29
Total Realized Gain/Loss Charles Schwab		(807)

Episcopal Church of St. John the Baptist, Aptos, California

Comparative Statement of Activity

January - December 2022

	TOTAL	
	JAN - DEC 2022	JAN - DEC 2021 (PY)
State Street Realized Gain (Loss)		
Realized Gain (Loss) Mikkelsen Trust #1	3,968	14,577
Realized Gain (Loss) Mikkelsen Trust #2	20,478	73,036
Realized Gain (loss) Rebele Endowment	87,521	322,930
Realized Gain (Loss) St John's Endowment	1,345	4,797
Total State Street Realized Gain (Loss)	113,312	415,340
Total Other revenue and support	\$ (461,802)	\$648,151
Other expenses		
71000 - Capital Expenses	3,788	
73000 Rector's RDF Expense	10,646	15,588
75200 Aptos Youth Program - Expenses		
75201 ACYP Director Expenses		
75202 Director Salary	61,324	60,780
75203 ACYP Director Pmt in lieu of Medical		258
75204 ACYP Director Payroll Taxes	4,691	5,491
75205 Director Worker's Comp	328	328
75206 ACYP Director Den/Dis/Life	1,648	1,166
75208 Director Gas Milage	1,776	2,050
Total 75201 ACYP Director Expenses	69,767	70,073
75210 ACYP Program Expenses		
75211 ACYP Project and Activity Fund	28,077	24,978
75212 Lounge Maint & Custodial Support	162	193
75213 ACYP Liability Insurance	324	324
75214 ACYP Marketing	764	1,125
75215 ACYP Printing and Printer	145	384
75217 ACYP Storage Unit	940	917
75218 ACYP COVID-19 Equipment		90
75219 ACYP Youth Incentives		1,046
75220 Grant Pantry Food Expense (Rotary)	120	349
75221 Bank/Credit Card Fees	8	18
75222 -- Square Fees		45
75223 School Supplies	2,721	4,481
Total 75210 ACYP Program Expenses	33,262	33,949
75230 ACYP Support & Volunteers		
75239 Bookkeeping Expense	769	1,969
Total 75230 ACYP Support & Volunteers	769	1,969
Total 75200 Aptos Youth Program - Expenses	103,799	105,991

Episcopal Church of St. John the Baptist, Aptos, California

Comparative Statement of Activity

January - December 2022

	TOTAL	
	JAN - DEC 2022	JAN - DEC 2021 (PY)
82000 Helpful Shop Expenses		
82010 Helpful Shop Manager Expenses		
82011 HS Manager Salary (to be reimb)	9,021	7,344
82013 HS Manager Worker's Comp	358	358
82014 HS Manager Payroll Taxes	690	562
Total 82010 Helpful Shop Manager Expenses	10,070	8,263
82100 Operating Expenses - Helpful Shop		
82101 HS Rent	8,800	9,600
82102 HS Utilities	234	279
82103 HS Phone/Internet	1,559	1,234
82105 HS Merchant/Bank Fees	0	0
82106 HS Supplies	689	981
82107 HS Maint/Improvements	48	593
82108 HS Misc Expense		39
82111 Advertising/Promotion	305	344
82112 HS Sales Tax Expense	7,800	4,895
82114 Grant Luncheon	264	
82141 Bookkeeping Expense	1,538	1,613
82145 HS Liability Insurance	240	240
82200 Grants - Helpful Shop	28,000	
Total 82100 Operating Expenses - Helpful Shop	49,475	19,818
Total 82000 Helpful Shop Expenses	59,544	28,082
Total Other expenses	\$177,776	\$149,660
Net other revenue and support	\$ (639,578)	\$498,491
Change in net assets	\$ (645,194)	\$449,686

Episcopal Church of St. John the Baptist, Aptos, California

Actual vs. Budget

January - December 2022

QuickBooks Account #	Description	Actual	Revised Annual Budget	Over (Under) Budget
	Support and revenue			
	Support			
40115	Current pledge	315,422	318,910	(3,488)
40121	Prior year pledges realized	8,080	900	7,180
40123	Prepaid Pledges	13,220	0	13,220
	Offerings			
40110	Loose plate	3,359	1,779	1,580
40130	Identifiable offerings	25,678	20,340	5,338
40145	Contributions in kind	209	0	209
	Holy days			
40151	Easter	445	1,400	(955)
40153	Christmas	155	2,000	(1,845)
40159	Other holy days	<u>1,268</u>	<u>150</u>	<u>1,118</u>
	Total holy days	\$1,868	\$3,550	(\$1,682)
40160	Memorials, baptisms, weddings	<u>3,210</u>	<u>12,500</u>	<u>(9,290)</u>
	Total offerings	<u>\$34,324</u>	<u>\$38,169</u>	<u>(\$3,845)</u>
	Total support	\$371,046	\$357,979	\$13,067
	Revenue			0
manual	Helpful Shop tithe	7,711	7,141	570
	Fund raisers			0
40183	Amazon Smile	162	152	10
40184	Christmas crafts fair	2,756	2,500	256
40189	Other events	<u>2,332</u>	<u>2,000</u>	<u>332</u>
	Total fund raisers	\$5,250	\$4,652	598
manual	ACYP 2022 admin contribution	512	500	12
manual	Helpful Shop 2022 admin contribution	256	1,000	(744)
41200	Facility rental	1,490	1,000	490
49000	Interest & dividends	<u>241</u>	<u>247</u>	<u>(6)</u>
	Total revenue	<u>\$15,460</u>	<u>\$14,540</u>	<u>\$920</u>
	Total support and revenue	\$386,506	\$372,519	\$13,987

Episcopal Church of St. John the Baptist, Aptos, California

Actual vs. Budget

January - December 2022

	Expenses	Shaded amounts reflect only the budget's contribution to these expenses.		
	Ministry			
	Worship			
50705	Worship & liturgy assets	201	1,000	(799)
50710	Altar supplies, consumable	1,561	1,300	261
50720	Altar flowers	400	400	0
50730	Organ & piano maintenance	1,245	905	340
50740	Musicians - contract	2,400	2,400	0
50750	Music supplies	379	500	(121)
50765	Other Worship Events/Food	0	0	0
	Total worship	\$6,186	\$6,505	(319)
	Parish Life			
50420	Hospitality / coffee hour	750	750	0
50430	Newcomers	0	0	0
50440	Parish care	0	0	0
	Total parish life	\$750	\$750	0
	Stewardship			
50610	Stewardship	0	1,600	(1,600)
50611	Endowment Legacy Society	0	0	0
	Total stewardship	\$0	\$1,600	(\$1,600)
	Education			
50220	Adult education	374	100	274
50240	Sunday school	46	0	46
50250	Regional youth group	0	0	0
	Total education	\$420	\$100	\$320
	Outreach			
50310	Outreach grants & programs	1,600	1,500	100
50320	COPA	3,000	3,000	0
50325	ESL - English learners	0	0	0
50330	AFC dues	3,000	3,000	0
50331	Sheltering (Homeless) Program expenses			
	Donations	(50)		
	Expenditures	50		
	Net Sheltering (Homeless) Program expenses	\$0	\$300	(\$300)
50340	CDSP -Theological Education	0	0	0
	Total outreach	\$7,600	\$7,800	(\$200)
	Total ministry	\$14,956	\$16,755	(\$1,799)

Episcopal Church of St. John the Baptist, Aptos, California

Actual vs. Budget

January - December 2022

	Campus			
51051	Office trailer rent	5,776	5,946	(171)
	Maintenance			
51010	General maintenance	1,482	4,144	(2,662)
51020	Janitorial supplies and services	2,230	846	1,384
	Fire prevention			
51013	Fire protection maintenance	595	650	(55)
51014	Building systems maintenance	0	0	0
51025	Quarterly Alarm Inspections	1,061	1,071	(11)
	Total fire prevention	<u>\$1,656</u>	<u>\$1,721</u>	<u>(\$65)</u>
	Total maintenance	\$5,368	\$6,711	(\$1,343)
	Equipment & fixtures			
51012	Non-office equipment	1,590	762	828
	Office equipment			
51405	Computer equipment	1,209	105	1,104
51407	Computer support & IT	200	0	
51410	Office equipment maintenance	<u>1,645</u>	<u>1,813</u>	<u>(168)</u>
	Total office	<u>\$3,054</u>	<u>\$1,918</u>	<u>\$1,136</u>
	Total equipment & fixtures	\$4,644	\$2,680	\$1,964
51015	Landscape & grounds	7,089	8,442	(1,353)
	Utilities			
51041	Power - electric	8,679	6,715	1,964
51042	Power - gas	4,039	2,724	1,315
51043	Water - facility	5,184	3,289	1,895
51044	Water - landscape	2,901	4,789	(1,888)
51045	Trash & recycling	<u>2,069</u>	<u>1,912</u>	<u>157</u>
	Total utilities	\$22,871	\$19,429	3,442
51035	Security services	83	135	(52)
51050	Assessments	1,356	1,248	108
51100	Insurance	<u>6,906</u>	<u>7,909</u>	<u>(1,003)</u>
	Total campus	\$54,093	\$52,500	\$1,593
50390	Fair Share (Work of the Diocese)	55,535	52,465	\$3,070

Episcopal Church of St. John the Baptist, Aptos, California

Actual vs. Budget

January - December 2022

	Administration			
50490	Vestry retreat	166	360	(194)
51210	Marketing & visibility	391	461	(70)
51220	Bank charges & fees	596	943	(347)
51225	Payroll service & software	1,972	1,832	140
51230	Dues & Subscriptions	0	0	0
51239	Copies over contract	0	0	0
51240 / 51245	Office supplies & postage	1,873	1,130	743
51241	COVID supplies	1,311	0	1,311
51242	Computer software & supplies	4,394	3,767	627
51250	Printing & publication	0	0	0
51260	Telephone	1,581	2,305	(724)
51265	Internet service	2,094	1,832	262
51266	Web hosting	256	22	234
51280	Annual review of accounts	0	360	(360)
51286	Bookkeeping service	<u>16,894</u>	<u>20,000</u>	<u>(3,106)</u>
	Total administration	\$31,528	\$33,012	(\$1,484)
	Personnel			
	Staff expense			
	Staff compensation			
60102	Technical Support	2,070	0	2,070
	Office manager			
60120	Wages	21,813	21,216	597
60121	Pension	1,872	1,909	(37)
60122	Dental/Life/Disability	1,588	1,416	172
	Employee Assistance Program	<u>0</u>	<u>48</u>	<u>(48)</u>
	Total office manager	\$25,273	\$24,589	\$684
60140	Nursery coordinator	1,785	1,090	695
60050	Director of Music Ministries	39,570	39,666	(96)
60060	Dir. of Children & Fam. Ministries	0	0	0
60090	Janitor	4,377	3,917	460
60156	Youth Music Camp Leader	<u>0</u>	<u>0</u>	<u>0</u>
	Total staff compensation	\$73,075	\$69,262	\$3,813
65010	Employer taxes	5,326	5,070	256
51160	Workers compensation	<u>505</u>	<u>1,457</u>	<u>(952)</u>
	Total staff expense	\$78,905	\$75,789	\$3,116

Episcopal Church of St. John the Baptist, Aptos, California

Actual vs. Budget

January - December 2022

	Rector expense			
	Rector compensation			
61010	Salary	32,334	32,334	0
61020	Housing	61,200	61,200	0
61030	Medical insurance	23,832	23,640	192
61032	Life insurance	182	214	(32)
61050	Pension premium	16,506	16,836	(330)
61060	Dental/disability	<u>2,141</u>	<u>1,416</u>	<u>725</u>
	Total Rector compensation	\$136,195	\$135,640	555
	Substitute clergy			
50120	Stipend	2,350	1,000	1,350
50121	Mileage	<u>0</u>	<u>100</u>	<u>(100)</u>
	Total substitute clergy	\$2,350	\$1,100	1,250
51244	Rector business expenses	174	250	(76)
51246	Rector mileage	357	1,000	(643)
51248	Rector education	700	700	0
50110	Clergy conference	<u>0</u>	<u>0</u>	<u>0</u>
	Total Rector expense	\$139,775	\$138,690	1,085
65600	Recruitment expenses	<u>0</u>	<u>0</u>	<u>0</u>
	Total personnel	<u>\$218,680</u>	<u>\$214,479</u>	<u>\$4,201</u>
	Total expenses	<u>\$374,793</u>	<u>\$369,211</u>	<u>\$5,582</u>
	Surplus (Deficit)	<u>\$11,713</u>	<u>\$3,308</u>	<u>\$8,405</u>

Episcopal Church of St. John the Baptist, Aptos, California

Actual vs. Budget

January - December 2022

	Plus cash surplus from 2021	5,345	5,345	
	Plus expenses paid from the sabbatical reserve			
	Substitute clergy (7/17 thru 10/19)	2,975	0	
	Media technician wages (7/17 thru 12/31)	1,970		
	Media technician employer taxes	<u>200</u>		
	Total paid from sabbatical reserve	5,145		
	Less additions to reserves			
	5 yr fire inspection fund	(300)	(300)	0
	Accumulated unused Rector's education allowance (if any) at year end	(700)	(700)	0
	Major maintenance reserve	(3,222)	(3,222)	0
	Sabbatical reserve	<u>0</u>	(3,000)	(3,000)
	Net remaining cash (Unfunded deficit)	<u>\$17,981</u>	<u>\$1,431</u>	<u>\$16,550</u>

Episcopal Church of St. John the Baptist, Aptos, California

Actual vs. Budget

January - December 2022

	Altar Flower Fund			
	Budget contribution	400		
	Donations	<u>1,120</u>		
	Money available	\$1,520		
	Money spent	<u>(1,005)</u>		
	Balance remaining	\$514		
	Music Fund			
	Budget contribution	2,400		
	Donations	<u>1,349</u>		
	Money available	\$3,749		
	Money spent	<u>(2,900)</u>		
	Adjustment for Mary Haynes memorial	250		
	Adjusted money spent	<u>(2,650)</u>		
	Balance remaining	\$849		
	Coffee Hour Fund			
	Budget contribution	750		
	Donations	<u>389</u>		
	Money available	\$1,139		
	Money spent	<u>(872)</u>		
	Balance remaining	\$267		

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Episcopal Church of St. John the Baptist, Aptos, California

Helpful Shop

Statement of Activity

January - December 2022

QuickBooks Account Number	Revenue and Support	January through November	December	Total
	Sales			
81001	Gross sales	79,223	7,105	86,327
81001.5	Credit card fees	(1,301)	(121)	(1,422)
82111	Sales taxes	(7,800)	0	(7,800)
	Net sales	\$70,122	\$6,984	\$77,105
81002	Donations	1,102	130	1,232
	Total Revenue and Support	\$71,224	\$7,114	\$78,337
82000	Expenses			
82010	Manager			
82011	Wages	7,926	1,095	9,021
82013	Worker's Comp	269	90	358
82014	Payroll Taxes	606	84	690
	Total Manager	\$8,801	\$1,268	\$10,070
82101	Rent	8,800	0	8,800
82102	Utilities	234	0	234
82103	Phone/Internet	1,431	128	1,559
82106	Supplies	689	0	689
82107	Maintenance/Improvements	48	0	48
82111	Advertising/Promotion	305	0	305
82114	Grants Luncheon	264	0	264
manual	Administrative contribution	224	32	256
82141	Bookkeeping	1,463	75	1,538
82145	Liability Insurance	180	60	240
	Total Expenses	\$22,437	\$1,563	\$24,000
	Surplus	\$48,787	\$5,550	\$54,337
	Allocation of Current and Accumulated Surplus			
	Surplus accumulated as of 12/31/21			10,232
	Additional surplus accumulated during 2022			54,337
	Total surplus			\$64,569
	Operating reserve			(2,500)
	2022 Tithe to St. John's (10% of net sales)			(7,711)
	2022 Grants awarded			(44,800)
	Net surplus available for 2023 grants			\$9,558
	The Grant Year is from November 1 through October 31.			
	The total available for grants resets on November 1 each year.			
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Episcopal Church of St. John the Baptist, Aptos, California				
Aptos Community Youth Program				
Statement of Activity				
January - December 2022				
QuickBooks Account Number		January through November	December	Total
	Support and Revenue			
	Rebele Endowment	102,224	34,108	136,332
75104	Square Donations	0	0	0
75101	Interest income	<u>3</u>	<u>0</u>	<u>3</u>
	Total support and revenue	\$102,227	\$34,108	\$136,335
	Expenses			
75201	Director expense			
	Compensation			
75202	Salary	54,251	7,074	61,324
75203	Payment in lieu of medical insurance	0	0	0
75206	Den/Dis/Life	<u>1,502</u>	<u>146</u>	<u>1,648</u>
	Total compensation	\$55,753	\$7,220	\$62,973
75204	Payroll taxes	4,150	541	4,691
75205	Worker's Compensation Premiums	246	82	328
75208	Mileage	<u>802</u>	<u>974</u>	<u>1,776</u>
	Total director expense	\$60,950	\$8,817	\$69,767
75211	Project and Activity Fund	25,739	2,456	28,195
75212	Lounge Maint & Custodial Support	0	0	0
75213	Liability Insurance	243	81	324
75214	Marketing	746	18	764
75215	Printing and printer	141	5	145
75217	Storage unit	861	79	940
75218	COVID-19 Equipment	0	0	0
75219	Youth incentives	0	0	0
75221	Bank/Credit Card Fees	8	0	8
manual	Administrative contribution	400	112	512
51286	Bookkeeping	<u>750</u>	<u>19</u>	<u>769</u>
	Total Expenses	\$89,839	\$11,587	\$101,425
	Change in cash position	<u>\$12,389</u>	<u>\$22,521</u>	<u>\$34,910</u>
=====				
	School Supply Drive			
	Balance from 2021			3,044
75103	Donations through St John's	1,300	0	1,300
75104	Donations through Square	0	0	0
75222	Square Fees	0	0	0
75223	School supplies purchased	(2,721)	0	(2,721)
	Remaining donations available			\$1,623
Note: School Supply Drive Balance from 2021 is calculated as follows: (a) \$6,200 contributed in 2021 from St. John's parishioners; plus (b) \$1,370 contributed by others in 2021 through Square; minus (c) \$45 in 2021 Square fees; minus (d) \$4,481 in 2021 school supply purchases.				
	Food Pantry			
	Balance from 2021			651
75220	Food pantry food expense	(120)	0	(120)
	Remaining Rotary grant available			\$531
Note: Food Pantry Balance from 2021 is calculated as follows: (a) \$1,000 contributed in 2021 by Rotary Club of Capitola-Aptos; minus (b) \$349 in 2021 pantry supply purchases.				
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