



ST. MICHAEL'S EPISCOPAL CHURCH, RIDGECREST

Where All Souls Are Welcome

200 W. Drummond Avenue ~ (760) 446-5816

Mailing address: P.O. Box 1630, Ridgecrest, CA 93556

Web: www.stmichaelsridgecrest.org ~ E-mail: stmichaelsridgecrest@mail.com



2024 ANNUAL MEETING

JANUARY 21, 2024

TABLE OF CONTENTS

Saint Michael’s Episcopal Church January 2024 Annual Meeting Agenda	3
2023 Bishop’s Committee	3
2023 Diocesan Convention Delegates	3
Saint Michael’s Episcopal Church January 2023 Annual Meeting Minutes	4
Qualifications and Duties of the Bishop’s Committee	7
Diocesan Convention Delegate/Deanery Representative	8
2023 Priest in Charge Report	9
2023 Deacon’s Report	11
2023 Senior Warden’s Report	12
2023 Junior Warden’s Report	13
Clerk’s Report	16
Altar Guild Report	16
Financial Reports	17
Statement of Financial Position	17
Statement of Fund Balances	17
Statement of Financial Activity	18
2024 Budget	21

SAINT MICHAEL'S EPISCOPAL CHURCH

JANUARY 2024 ANNUAL MEETING AGENDA

January 21, 2024, 10 a.m., in the Parish Hall

- I. Call to Order
- II. Opening Prayer
- III. Review and Adopt Agenda
- IV. Approve Minutes of the January 2023 Annual Meeting
- V. Elections for Bishop's Committee and Diocesan Convention Delegates
 - a. Appoint Board of Tellers (fancy name for group of vote counters)
 - b. Distribute ballots
 - c. Nominations from the Floor
 - d. Vote
 - e. Report of results
- VI. Reports
 - a. Priest in Charge Report – The Rev. Jorge Pallares
 - b. Deacon's Report – The Rev. Cathy Kline
 - c. Senior Warden's Report – Richard Hendricks
 - d. Facilities Warden's Report – David Waller
 - e. Clerk's Report – Cassidi Reese
 - f. Altar Guild – Nani Banks
 - g. Financial Reports – Richard Hendricks
- VII. Appointment of Senior Warden
- VIII. For the Good of the Order/Announcements
- IX. Set the date of the next Annual Meeting
- X. Adjourn

Organizational Bishop's Committee Meeting follows the Annual Meeting

2023 BISHOP'S COMMITTEE

Priest-in-Charge: The Rev. Jorge Pallares

Senior Warden: Richard Hendricks

Junior Warden: David Waller

Class of 2023

Alana Spurling

Class of 2024

Martha Waller

Class 2025

Stephanie McManis

Deacon: The Rev. Cathy Kline

Clerk: Cassidi Reese

Treasurer: Lisa Kidder

Note: terms expire on December 31.

2023 DIOCESAN CONVENTION DELEGATES

Rosa "Patricia" Pezzat and Alana Spurling

SAINT MICHAEL'S EPISCOPAL CHURCH

JANUARY 2023 ANNUAL MEETING MINUTES

January 22, 2023

St. Michael's Episcopal Church Annual Meeting Minutes, January 22, 2023

I. Meeting Call to Order. The Rev. Jorge Pallares called the meeting to order at 11:24 am with a prayer. Attendance: 16.

II. Review and Adopt Agenda. The agenda was reviewed. Richard Hendricks moved, and Grace Morisset seconded, to adopt the agenda. It was unanimously adopted.

III. Approve Minutes of the November 2021 Annual Meeting. There were no corrections and the minutes were approved as presented.

IV. Elections for Bishop's Committee and Diocesan Convention Delegates.

a. Appoint Board of Tellers. Alana Spurling and Grace Morisset volunteered to serve as tellers.

b. Distribute ballots. Ballots were distributed to members in good standing, as instructed by Richard Hendricks.

c. Nominations from the Floor. Deacon Cathy nominated Stephanie McManis to the BC. Dave Waller moved and Alana Spurling seconded to close BC nominations. Deacon Cathy nominated Rosa Patricia Ezzat, Alana Spurling nominated herself, and Sandy Davis nominated herself for Diocesan Convention Lay Delegate. Aimee Bryan moved, and Dave Waller seconded to close the Lay Delegate nominations.

d. Vote. Deacon Cathy moved and Alana Spurling seconded a motion to elect Stephanie McManis to the BC via acclamation. She was unanimously elected.

e. Report of results. Stephanie McManis was elected to the BC. Elected to serve as Lay Delegates:

- i. Rosa Patricia Ezzat
- ii. Alana Spurling
- iii. Sandy Davis (Alternate)

V. Reports.

a. Priest-in-Charge Report. The Rev. Jorge Pallares provided the Priest-in-Charge report. Padre Jorge discussed his prior ministry and path to coming to St. Michael's. He and Patricia are very pleased to be a part of the church and local community and thanked everyone for their service.

b. Deacon's Report. The Rev. Cathy Kline provided the Deacon's report. She noted she has the Bishop's appointment to St. Paul's, as well as St. Michael's, which will continue for foreseeable future, but perhaps change later this year. She intends to continue supporting St. Michael's Food Pantry and Co-Op Store. The Co-Op store is so-called for tax reasons, and is partnered with CAPK to receive referrals from individuals who need support in the local community. Dave Waller thanked Patricia for the new refrigerator that she donated to the food pantry. Deacon Cathy noted that non-perishable food donations are always accepted in the black crate outside, perishable items are accepted on the fourth Tuesday of the month during food pantry day. The Co-Op store is somewhat overwhelmed with items at the moment, but Deacon Cathy encouraged individuals who wanted to donate items to coordinate with her. The Co-Op store is especially in need of children's clothes.

c. Senior Warden's Report. Richard Hendricks provided the Senior Warden's report. He thanked everyone for their service at St. Michael's over the past year. Deacon Cathy noted that Bishop David is coming on 26 February and uses the Common Cup. For Thursdays in Lent, there will be an Evening Prayer service with Communion followed by soup suppers. Also, during Lent on Flex Fridays, Stations of the Cross will occur at 1200. Richard noted that we will make an effort to celebrate major feast days that fall on weekdays in person.

d. Facilities Warden's Report. David Waller provided the Junior Warden's report. Dave apologized for the length of his report, but noted he is carefully documenting all Junior Warden actions for whomever may take on the role in the future. He covered updates on security systems, solar panels, Rectory, facility repairs, regular facility servicing, landscaping, and small jobs and future projects.

e. Clerk's Report. Cassidi Reese provided the Clerk's report. Cassidi will likely be leaving sometime this summer and a new Clerk will be needed.

f. Altar Guild Report. Nani Banks provided the Altar Guild report. She is not feeling well and was not present today. Padre Jorge noted that it is a very spiritual ministry and encouraged people to volunteer. Padre Jorge invited individuals to come on Wednesday of Holy Week to meditate in silence in the Sanctuary in preparation for Maundy Thursday and Good Friday, and suggested that we draw up a schedule. He also asked Richard to add that event to the church calendar.

g. Financial Reports. Lisa Kidder provided Financial reports from 1 January to 31 December 2022.

- i. Total Current Assets: \$76,901.41
- ii. Total Current Liabilities: \$894.45
- iii. Net Income (2022): -\$16,939.90

Lisa said that St. Michael's has not had a priest for quite some time and we, thankfully, were not greatly affected by COVID, so our cash on hand is fairly significant. Dave Waller asked if, should the need arise, unrestricted funds could be moved into restricted fund categories. Richard said that yes, we could do that, with BC approval. Deacon Cathy said that the Diocesan Assistance will eventually go away, likely in two years. Dave asked if there is any connection between Diocesan Assistance and Diocesan Assessment. Deacon Cathy said no, and we will continue to be assessed after the assistance goes away. Lisa said that roughly 75% of the online giving fees to tith.ly are covered by the individuals donating through tith.ly, while the church pays the remainder. The largest expense for 2022 was for the new roof. Richard observed that 23% of total income was put back into the community as local outreach, an usually large amount for most churches.

Deacon Cathy noted that Lisa has been serving as the treasurer for over five years. She and the congregation thanked Lisa for her service, but encouraged someone else to step up to fulfill the role. Lisa offered to train anyone who would like to volunteer.

VI. For the Good of the Order/Announcements.

a. Deacon Cathy noted the Diocese has three commissions: Care for Creation, Anti-Racism, and Immigration. All three are partnering together to do a Diocesan-wide pilgrimage to reach every church in the Diocese. She has selected Manzanar and the Owens Dry Lake Bed as local sites for the April pilgrimage, which has the theme: Jesus crucified, the days of hope to Christ's resurrection. She will be asking for volunteers in the congregation to assist.

b. Padre Jorge is working on a project for the church to reach out to the local Hispanic community. He will be developing an idea for a project and reaching out to the congregation for assistance.

c. Dave presented Sandy and Lisa with gift cards for their service.

VII. Set the date of the next Annual Meeting: January 21, 2024.

VIII. Adjourn. Deacon Cathy moved, and Dave seconded, to adjourn. The meeting was adjourned at 1:01 pm.

Richard called to order an organizational meeting for the Bishop's Committee at 1:06 pm with the following individuals present: Richard Hendricks, David and Martha Waller, Alana Spurling Lisa Kidder, Stephanie McManis, and Cassidi Reese.

Dave Waller was nominated to the position of Junior Warden and unanimously approved. Cassidi Reese was nominated to continue serving as Clerk for as long as she is here and unanimously approved. Lisa was nominated to continue serving as Treasurer and unanimously approved.

The next regular BC meeting will be next week. Deacon Cathy noted she is only present in Ridgecrest on the second and fourth Sundays of the month. Richard said the BC meetings are normally on the fourth Sunday of the month, but in February it will be the third Sunday of the month to deconflict from the Bishop's visit. The organizational meeting was adjourned at 1:17 pm.

Respectfully submitted, January 22, 2023, Cassidi Reese.

QUALIFICATIONS AND DUTIES OF THE BISHOP'S COMMITTEE

Qualifications

To be eligible to sit on the Bishop's Committee one must be an adult communicant member of St. Michael's in good standing. Bishop's Committee members serve a three- year term.

- Adult – 16 years of age or over
- Communicant – received Holy Communion at least three times in the previous year
- Member – baptized (in water and the name of the Holy Trinity)
- In Good Standing – for the previous year has been faithful to corporate worship, unless for good cause prevented, and have been faithful in the working, praying, and giving for the spread of God's Kingdom

Meetings. The BC meets monthly generally on the Fourth Wednesday of the Month.

Duties

1. Fiscal Responsibility. The Bishop's Committee provides financial oversight for the church, preparing an annual budget and filing a corporate report yearly. Bishop's Committee members raise money for the church, pay salaries and bills and take care of all assets held by the church. Assets the church may have include endowments and trust funds. The Bishop's Committee approves or recommends any salary increases and denies or approves any expenditures.

2. Property Management. Property management is another duty of the Bishop's Committee; responsibilities include maintaining buildings, furnishings, and the surrounding property. If upgrades need to be made to physical property, the Bishop's Committee decides what changes can be made and allocates funds to these changes. Property management includes the entire campus including the parking lot and solar array; all should be free of any hazards. The Bishop's Committee also holds the duty of making sure that all property is insured.

3. Priest-in-Charge Assistance. The Priest-in-Charge doesn't have time to handle oversight of the church alone. The Bishop's Committee acts in partnership with the Priest-in-Charge. All work collectively and provide guidance to the Priest-in-Charge as needed.

4. Parishioner Recruitment and Enrichment. As a group of elected individuals, the Bishop's Committee must seek ways to form community among parishioners. A Bishop's Committee defines its own mission, goals, and values, depending on the variety of backgrounds among the Bishop's Committee members. Celebrations, picnics, outings, and other events are organized and carried out by the bishop's committee to build community within the church.

5. Community Outreach. Community outreach is vital to the spiritual growth of members in a parish; it may include raising money for a good cause, providing meals to homeless individuals, or cleaning up a local park. The Bishop's Committee oversees any outreach efforts by members of the parish.

DIOCESAN CONVENTION DELEGATE/DEANERY REPRESENTATIVE

The Episcopal Diocese of San Joaquin is organized into three deaneries (geographic groups of congregations). St. Michael's belongs to the Southern Deanery.

Delegates are elected from each parish of the deanery. In addition to Padre Jorge and Deacon Cathy, St. Michael's has two lay delegates. The number of delegates is based on the average Sunday attendance of the parish. Delegate responsibilities include attending quarterly deanery meetings, the annual Diocesan Convention (this year, November 4-5), and participating in the community of St. Michael's. Each delegate serves for one year and may be re-elected in subsequent years.

Qualifications

To be eligible for election as a Deanery Representative/Diocesan Convention Delegate one must be an adult communicant member of St. Michael's in good standing and who has been confirmed.

- Adult – 16 years of age or over
- Communicant – received Holy Communion at least three times in the previous year
- Member – baptized (in water and the name of the Holy Trinity)
- In Good Standing – for the previous year has been faithful to corporate worship, unless for good cause prevented, and have been faithful in the working, praying, and giving for the spread of God's Kingdom
- Confirmed – confirmed, received, or baptized as an adult, by a bishop of the Episcopal Church

Responsibilities

- Attend Deanery Meetings (no more than quarterly)
- Attend Pre-Convention Meeting (in 2023 the meeting will be October 14 via Zoom)
- Attend Diocesan Convention (in 2023 Convention will be November 10-11 at ECCO near Oakhurst, CA)
- Regular attendance and participation in the activities and life of St. Michael's and the life of the Diocese.
- Listening to and dealing with the views of parishioners, especially their questions, suggestions, complaints, and compliments. Where appropriate, sharing these views with the priest-in-charge, staff, and bishop's committee.
- Pray for the clergy, leaders, and people of the diocese and or our parish.
- Speak the truth in love for the upbuilding of the body of Christ in the church.

2023 PRIEST IN CHARGE REPORT

January 21, 2024.

I thank God, for The Right Rev. David Rice, Diocesan Bishop of the Episcopal Diocese of San Joaquin, The Rev. Canon Anna Carmichael, Canon to the Ordinary, The Rev. Deacon Catherine Kline, the Wardens, Richard Hendricks, and David Waller, and Bishop's Committee members, and all parishioners of St. Michael's Episcopal Church in Ridgecrest CA., their support and collaboration to serve the God's people in our community, as Priest in Charge during the 2023 year of our Lord Jesus Christ.

I also want to thank my family, especially my wife, R. Patricia Pezzat for sustaining and supporting me to carry out my ministry in our loved Church.

Our Vision and Mission continues being open to welcome all those who seek God, a family of faith and a safe place to develop and sharing their cultural and religious tradition, so, our words to express it are; "All Souls are Welcome."

It is important to mention that our services to the community have embraced the City of Ridgecrest, Inyokern, and the surrounding area.

It is my pleasure to inform our all members about my activities in our Church, in collaboration with other Churches and non-profit institutions and the Diocesan activities and events.

We celebrated the Holy Eucharist 69 times on Sundays and 42 times on weekdays. We carried out a total of 50 Daily Offices between Sundays and weekdays.

On Sunday, September the 3rd, 2023 our Church opened her doors and welcomed the Hispanic Community to celebrate the Holy Eucharist every Sunday at Noon. Our attendance is still irregular, and I do not consider these comers to be members of our Church yet.

We observed the Liturgical Seasons Year "A", Advent, Christmas, Lent, Easter, and Ordinary time after Epiphany and after Pentecost in both languages.

We had special services: one Baptism, Saturday, December the 9th, and one Virgin of Guadalupe Mass, Tuesday, December the 12th, both in Spanish.

Our two Delegates for the 2023 Diocese Annual Convention, Alana Spurling and R. Patricia Pezzat, attended to the 2023 Annual Deanery Meeting via Zoom on Saturday, September 30, and in person to the Convention on November 10 and 11, at ECCO. Deacon Cathy and I attended both events as Saint Michael's clergy.

I attended the Gathering of Clergy Zoom meetings on every second Thursday of the Month.

My participation in the Food Pantry in the third Tuesdays of the month has been consistent to serve and reach our customers. Deacon Cathy and I have approached the Spanish Speakers to serve and invite them to our Worship and Social Services. I am committed with Deacon Cathy and our community to continue participating as often as is possible in the Food Pantry.

I participated in the Winter, February the 14th to the 16th and Fall, November the 14th to the 16th, Clergy Conferences in ECCO. During these two events I had meetings with Bishop David Rice and Canon Anna Carmichael to inform them about the life our Church.

I also participated in the Clergy Latino Ministry Retreat in ECCO held on June the 20th to 22nd.

I organized the 2023 Stewardship Campaign with the collaboration of Deacon Cathy Kline and our Church Wardens and the volunteers who gave testimony of their commitment with God and his Church during the four Sundays in which we held reflections according with the theme. Our Stewardship Campaign was based on TENS Material, and it was held from September the 17th to October the 8th, according with our Timeline.

I participated in the “Las Posadas” Celebration hosted by Saint Paul’s in Bakersfield on December the 18th. It was a great pleasure to gather with Bishop Rice, Canon Anna, Fr. Nelson, Fr. Luis, Deacon Cathy, and the people of the area, to celebrate a so traditional Mexican festivity regarding the pilgrimage of Joseph and Mary to Bethlehem to give birth Jesus in a humble manger as our bible story relates.

I participated in every Monthly Church Bishop’s Committee Meeting and in Weekly Bible Study.

In my Continuing Education I participated in the Pilgrimage to Holy Land called “The Palestine of Jesus,” form July the 1st to July the 15th.

Currently our Lay Leaders are Licensed by our Diocesan Bishop to serve as Ministers of the Eucharist and Worship Leaders: Richard Hendricks, Alana Spurling, and Cassidi Reese. Readers: Richard Hendricks, Nani Banks, Aimee Bryan, Sandy Davis, Alana Spurling, Cassidi Reese and David Waller.

I would like to express my deep gratitude to all members of St. Michael’s who are committed as members of Bishop’s Committee; Richard Hendricks as Bishop’s Warden, David Waller as People’s Warden, Alana Spurling as Class of 2023, Martha Waller as Class of 2024, Stephanie McManis as Class of 2025, Cassidi Reese as Clerk, Lisa Kidder as Treasurer, and the Parish Deacon, the Rev. Catherine Kline; Altar Guild Team: Nani Banks, Martha Waller, and Renée Westa-Lusk; our volunteer Secretary, Nani Banks; and our Volunteer Musician, Stephanie McManis and our Violinist, Aimee Bryan, and Special Singer Shiana Tyler.

Praying and wishing the best to our Church, Diocese and Community in general I will continue committed with the variety of ministries of Saint Michael’s Episcopal Church, Ridgecrest. CA. during the year 2024.

Faithfully,
Rev. Jorge Pallares
Priest in Charge

2023 DEACON'S REPORT

Another year has passed and what a great year it has been. It was our first full year with our new priest in charge, Padre Jorge, and although I am not there as often I would like, I so enjoy serving by his side up at the altar. With the start of our new Spanish speaking service, I have also had some opportunity to serve at that service as well even though I cannot speak Spanish. My goal is to at least be able to read the Gospel in Spanish in time for our Bishop's visit this upcoming year. Some other new additions to our services this past year was Immigrant Stations of the Cross, Dia de los Muertos wonderful altar for our loved ones who have past set up in the Narthex, and Our Lady of Guadalupe Service with her wonderful Statue up by our altar adorned with flowers and candles. Padre Jorge, along with his lovely wife Rosa, have worked with the Spanish speaking congregation in providing a time for social hour and a piñata for the kids at Christmas. One of our goals is to add to these cultural events this coming year.

The other part of a Deacon's ministry is taking the message out into the world as we are to be the bridge between the world and the church. St. Michael's has continued to serve our community through our Food Pantry. We continue to be one of the largest food ministries in Ridgecrest serving 100's of people each month. Our distribution is only once a month, but we make sure we have milk, eggs, bread and a meat along with canned and dry goods. We gave out turkeys at Thanksgiving and ham for Christmas. Our patrons continue to be very grateful for the loving care we provide and really appreciate the fact that they are recognized by giving them the opportunity to freely shop for their needs. Many of the other food ministries hand out a pre made commodities box such as the box that is distributed on Senior Box Day. Although this works great for once a month, we want to give our people a chance to choose. Another opportunity we have had offered to us this year is collecting the left overs at the Inyokern's commodities pick up once a month. This has allowed us to distribute fresh fruit and vegetables on our pantry day. We have also decided to discontinue of partnership at CAPK as we have not shopped with them since last July. We however are still active with the Oasis Family Center and CAPK is now using our storage closet with a \$50 donation each month to the pantry. We also continue to get referrals from them at our Thrift Co-Op to assist low-income families with clothing and household items. Our thrift Co-Op also continues to bring in close to \$50 a month in sales. Volunteers are always needed to help with any of these ministries. Please contact me if you are available to help in any way.

I look forward to increasing my ministries at St. Michael's and I am working with Padre Jorge in starting up a children's Sunday school as well as looking into a Summertime Vacation Bible School. With increasing the families that attend St. Michael's, we need to provide a children's ministry. Once again, if this is something you may be interested in, please contact me. If we can get enough volunteers, we can have a rotation throughout the month, so no one is responsible for every Sunday.

I want to thank my St. Michael's family for all their support. I could not do the ministries I do without your help. I do my best to visit and spend time with many of you but feel free to call me if you want to have coffee and chat!

Blessings, *Deacon Cathy Kline*

2023 SENIOR WARDEN'S REPORT

As your Senior Warden for last year, I'd like to highlight some groups and activities in 2023, and I ask your forgiveness if I missed the group or activities you were involved in:

1. Our Priest-in-Charge – It has been my pleasure to work with Padre Jorge Pallares this last year and a half, with his encouragement, positive attitude and his work in pastoral care and working with newcomers. This relationship has been very positive.
2. Our Deacon – We have been blessed to have Rev. Cathy Kline as our Deacon. Her enthusiasm and energy has had a positive impact on St. Michael's. Her work with the Food Pantry has had a positive influence on the community of Ridgecrest and the surrounding communities of the Indian Wells Valley.
3. Building and Grounds – Our Junior Warden, David Waller, has spent tremendous time and energy keeping our property in good shape.
4. Music – Stephanie McManus has served as our piano player this past year. She has done a good job in helping St. Michael's to make a joyful noise to the Lord.
5. Our Treasurer, Lisa Kidder, has effectively maintained our finances during 2023. We are in good financial shape.
6. St. Michael's has continued in our support of the Episcopal Diocese of San Joaquin by paying our assessments.
7. A special thank you to our volunteer secretary, Nani Banks.

Finally, thank you to all the groups that make our Church services enjoyable on Sunday mornings. This includes the Altar Guild, the Eucharistic Ministers, Lay Readers (Lectors), and Coffee Hour volunteers.

In addition to serving as Senior Warden, I served as Eucharistic Minister, editor of the bulletin and newsletter, and served as webmaster for our website. This is my final report as your Senior Warden as I have been asked to serve as your Treasurer for 2024. I thank all of you for your support of St. Michael's Episcopal Church.

Very respectfully,
Richard Hendricks

2023 JUNIOR WARDEN'S REPORT

Facility Operations

The window in the Rectory library which had been broken in 2022 by students from mesquite high school was repaired/replaced in January 2023.

Due to continued previous problems with all three toilets in the breezeway women's restroom all three toilets were replaced with newer, more modern and efficient toilets.

Through 2023 Michael's A/C service continued semi-annual cooler/heater shutdown and start-up and general maintenance. After winter servicing the Junior Warden places Canvas covers over all three outdoor evaporative coolers to protect them during the winter months.

In 2023 Michael's A/C replaced Air Ductor A/C in performing the semi-annual cooler/heater maintenance on the Pantry A/C & Heater Units.

Annual Fire Extinguisher inspection/certification took place in June *note: there are eight (8) extinguishers located throughout Church spaces.*

Kern County fire department in June held what will now become a yearly inspection of all our Church spaces. Overall received passing grades but did need to take care of a couple of minor issues prior to the next inspection, i.e. a carbon monoxide detector was put in the kitchen, and "Doors must remain unlocked during business hours" signs placed above a couple of exit doors.

Throughout 2023 Stafford's Pest Control continued to regularly service all Church spaces to prevent insect or rodent infestations.

Throughout 2023 local Girl Scout organizations have continued to use the Hall for meetings on Sundays, Mondays and Thursdays.

Throughout 2023 Senior Box Days and Food Pantry Days have continued in the Hall and parking lot to serve the local community for those who are food insufficient.

In 2023 Eric Barbe (CAPK) from the Family Resource Center in Ridgecrest began using the Hall on Tuesday nights to conduct family resource counseling and meetings. He also began using a Hall storage room to stage Family Resource Center supplies. CAPK provides a monthly "donation" for use of the space(s).

New roofing was applied for the horizontal roof areas above the Hall. The process involved a new formula of HENRY'S roll-on roofing which provides a life time guarantee. This should resolve any roofing issues for the Hall for many years to come.

Electrical problems were intermittent in the office and Sanctuary buildings. Part of the problem related to the Zinsco circuit breaker panel in the office building. Gilliland Solar & Electric was contracted to replace the circuit breaker panel and most of the issues were resolved. A few additional issues relating to old wiring and worn switches continued to

cause issues. Gilliland Solar & Electric was contracted again and those issues were resolved after some switches and wiring were replaced.

The lock on the breezeway women's restroom was worn and very difficult to open and to lock. It was replaced with a completely new mechanism and keyed to the same "Y" hall key as the old lock had been.

The old, broken vertical blinds were removed from the large glass Hall windows and replaced with beautiful curtains (Thanks Stephanie!)

Landscaping/Grounds Improvements

Green Scape Landscaping continued to perform weekly grounds service throughout 2023.

The old and dying pine trees (about 20 in all) were cut down to avoid any danger from falling trees or limbs in high winds. Deacon Cathy found an individual to do the work for free provided they got the firewood which they did.

Future Projects (2024 and beyond)

Michael's A/C will be replacing the two evaporative coolers in the attic area of the Hall with new units in January 2024.

K.J. Jackson Construction will be performing refinishing and replacement if necessary of various outside wooden doors, as well as painting metal handrails on the steps leading to the backyard area.

Small Jobs Completed and Useful General Information

1. Videoing of Church spaces (for insurance documentation purposes) continues and will be retained on USB drives with one duplicate being kept at a non-Church location.
2. When taping reminders or any other information anywhere around Church spaces please remember to use painter tape only. Other tape, such as scotch tape, is hard to remove and damages the surface finish where it is attached. There is an ample supply of painters tape in the Junior Warden office.
3. Basic tools such as shovels, racks, post hole digger, brooms etc. have been relocated from the Junior Warden office to the office bldg. outside closet which also houses the office bldg. heating unit. **Note:** the large wet/dry vacuum is also located in this closet. It is extremely useful when picking up water in flooded spaces such as in the Rectory a few months ago when the sewer backed up.
4. In the past it appeared that some of our patio area lighting had burned out bulbs so we did replace them from time to time. However, while observing the patio globe lighting during high winds I noticed the strong winds shake the lights so hard that they actually loosen the bulbs to the extent they are not making contact with the electrical power inside the socket. **Note:** If anyone notices lighting not working after dark please let me know.
5. Now that we have additional security gates to pass through when entering the breezeway more people who use the office building are choosing to enter and exit

through Nani's office. There are two locks on the office door. The bottom lock normally locks automatically when you exit unless you have intentionally turned the lock open from the inside. The top lock requires the key to be inserted and turned to lock it. Recently I have found the top lock unlocked on a couple of occasions. Please be sure and insert the key for the top lock when departing and securely lock it so both locks are in place.

6. Both candle lighters/snuffers are now equipped with oil burning attachments in order to avoid the prior problems with waxed wicks clogging up the candle lighters/snuffers.
7. A battery "disposal" bucket is now available in the Junior Warden's office in order to avoid throwing used batteries in the trash.
8. An ample supply of paper towels, toilet paper and Kleenexes are located in the Junior Warden's office should anyone need any of these items.
9. In many rooms throughout Church spaces light bulb wattages are too low. An effort is underway to replace lower wattage bulbs with higher wattage ones where needed.
10. An outdoor framed sign was mounted near the lobby door in order to keep Church members informed about special events or changes to the normal schedule.
11. New wall clocks were placed in the Hall, the Kitchen and the Library.

Respectfully submitted,

David Waller

Junior Warden, Saint Michael's Episcopal Church

CLERK'S REPORT

Dear friends in Christ,

I had the honor of being called as the Clerk of the Bishop's Committee (BC). As such, I record the minutes for each meeting of the BC, ensuring they are an accurate representation of attendance, discussions, motions, and votes. I am blessed to have the opportunity to serve our congregation in this capacity.

Peace,

Cassidi Reese

ALTAR GUILD REPORT

Renee Westa-Lusk, Martha Waller, and Nani Banks served as the Altar Guild members during 2023. During that time, we lit and changed the Sanctuary candle when necessary, set out the gospel and service books, dressed the chalice, and placed the bread and the wine on the Credence table. After each communion service, the Credence table items were washed, sanitized, and dried. The altar was also set up after the 10:00 am service for the noon service. We washed and ironed Communion linens.

Respectfully submitted,

Nani Banks

KEY DATES

Please mark the following dates on your calendars, make a special effort to participate, and bring a friend:

- Wednesday, February 14, 2024 Ash Wednesday
- Sunday, March 17, 2024 Bishop David visits St. Michael's
- Sunday, March 24, 2024 Sunday of the Passion
- Thursday, March 28, 2024 Maundy Thursday
- Friday, March 29, 2024 Good Friday
- Sunday, March 31, 2024 Easter Day
- Sunday, May 19, 2024 Day of Pentecost
- Sunday, September 29, 2024 Feast of St. Michael
- Sunday, October 20, 2024 Bishop David visits St. Michael's
- Sunday, November 3, 2024 All Saints Sunday
- Tuesday, December 24, 2024 Christmas Eve

FINANCIAL REPORTS

STATEMENT OF FINANCIAL POSITION

As of December 31, 2023

ASSETS			
Current Assets			
Checking/Savings			
Checking 180373=4	6,062.85		
Savings 180373=0	<u>103,215.46</u>		
Total Checking/Savings		<u>109,278.31</u>	
Total Current Assets			<u>109,278.31</u>
TOTAL ASSETS			<u>109,278.31</u>
LIABILITIES & EQUITY			
Liabilities			
Current Liabilities			
Credit Cards			
VISA 180373=8	<u>-532.81</u>		
Total Credit Cards		<u>-532.81</u>	
Total Current Liabilities		<u>-532.81</u>	
Total Liabilities			-532.81
Equity			
32000 · Retained Earnings	75,001.68		
Net Income	<u>34,809.44</u>		
Total Equity			<u>109,811.12</u>
TOTAL LIABILITIES & EQUITY			<u>109,278.31</u>

STATEMENT OF FUND BALANCES

As of December 31, 2023

Unrestricted Funds		97,368.30	
Temporarily Restricted Funds			
Tutu Desk		20.00	
Landscaping		1,890.00	
Food Pantry		5,118.21	
Parish Discretionary Fund		3,839.64	
Building & Grounds		<u>1,574.97</u>	
Total Temporarily Restricted Funds			<u>12,442.82</u>
TOTAL			<u>109,811.12</u>

STATEMENT OF FINANCIAL ACTIVITY

12-month period, Jan. 1, 2023 – Dec. 31, 2023

Income		
4A · OPERATING INCOME		
4030 Pledge and Plate		
A Paid Pledge	41,859.81	
B Giving of Record	28,395.98	
C Loose Offerings	<u>2,675.00</u>	
Total 4030 Pledge and Plate		72,930.79
4041 Dividends		34.98
4051 Building and Fundraising		
A-Building and Grounds Fund	<u>7,314.00</u>	
Total 4051 Building and Fundraising		7,314.00
4058 · Landscaping		4,800.00
4070 Diocesan Assistance		<u>14,418.00</u>
Total 4A · OPERATING INCOME		99,497.77
4B · NON-OPERATING INCOME		
4100 Outreach Local		
Parish Discretionary Fund	1,709.50	
St. Michael's Food Pantry	<u>5,160.56</u>	
Total 4100 Outreach Local		6,870.06
4110 For Outreach Non-Local		
Bishop's Discretionary Fund	262.00	
Other Diocesan Outreach	200.00	
UTO	<u>695.00</u>	
Total 4110 For Outreach Non-Local		<u>1,157.00</u>
Total 4B · NON-OPERATING INCOME		<u>8,027.06</u>
Total Income		107,524.83

Expense

5A Operating

5120 Diocesan Assessment		8,999.84
5140 Salaries & Benefits		
Priest SECA	1,562.03	
Priest Pension (Q)	500.01	
Priest Stipend	<u>1,750.00</u>	
Total 5140 Salaries & Benefits		3,812.04
5141 Equipment Lease**		1,688.98
5142 Education & Programs		
Books & Supplies	52.50	
Conference Fees	836.40	
Meals and Other Fellowship	<u>287.97</u>	
Total 5142 Education & Programs		1,176.87
5143 Liturgical		
Altar Supplies	580.76	
Music	151.38	
Worship Musicians	<u>900.00</u>	
Total 5143 Liturgical		1,632.14
5144 Administrative		
Online Giving Fees	301.83	
Advertising - Online/Electronic	300.00	
Advertising - Print	61.20	
Audit Expenses	321.10	
Office Supplies	376.65	
PO Box Rental	<u>210.00</u>	
Total 5144 Administrative		1,570.78
5145 Building Maintenance		
Landscaping	3,900.00	
Building Supplies	236.97	
Janitorial	4,134.00	
Pest Control	515.00	
Piano Tuning	271.66	
Repair & Maintenance	<u>2,604.50</u>	
Total 5145 Building Maintenance		11,662.13

5146 Parish Utilities		
Alarm - Parish	100.00	
Electric - Church & Parish Hall		
Electricity Usage-SCE	1,902.26	
Solar Electricity Production	<u>2,753.06</u>	
Total Electric - Church & Parish Hall	4,655.32	
Gas	5,978.00	
Sewer (SA)	650.90	
Telephone and Internet	1,953.42	
Trash	2,193.06	
Water	<u>3,067.18</u>	
Total 5146 Parish Utilities		18,597.88
5146 Rectory Utilities		
Electric - Rectory	931.67	
5146 - Sewer (Annual)	<u>543.69</u>	
Total 5146 Rectory Utilities		1,475.36
5147 Insurance, Parish		
Commercial Package (Q)	5,837.00	
Workers Comp	<u>13.00</u>	
Total 5147 Insurance, Parish		5,850.00
5149 Other Expenses		
Misc Expense	<u>149.53</u>	
Total 5149 Other Expenses		<u>149.53</u>
Total 5A Operating		56,615.55
5B Non-Operating		
5150 Non-Recurring Expenses		
Major Expenses	<u>6,811.49</u>	
Total 5150 Non-Recurring Expenses		6,811.49
5160 Outreach Local		
Other Local Outreach	300.00	
Parish Discretionary Fund	945.57	
St. Michael's Food Pantry	<u>6,692.68</u>	
Total 5160 Outreach Local		7,938.25
5180 Outreach Non-Local		
Bishop's Discretionary Fund	455.10	
Other Diocesan Outreach	200.00	
UTO	<u>695.00</u>	
Total 5180 Outreach Non-Local		<u>1,350.10</u>
Total 5B Non-Operating		16,099.84
Total Expense		<u>72,715.39</u>
Net Income		<u><u>34,809.44</u></u>

2024 BUDGET

Income

4A · OPERATING INCOME

4030 Pledge and Plate

A Paid Pledge 28,880.00

B Giving of Record 10,700.00

C Loose Offerings 2,000.00

Total 4030 Pledge and Plate 41,580.00

4031 Providential Giving 3,207.84

4041 Dividends 40.00

4051 Building and Fundraising

C-Building Usage Donation 1,350.00

A-Building and Grounds Fund 11,500.00

B-Fundraising 2,000.00

Total 4051 Building and Fundraising 14,850.00

4058 · Landscaping 4,000.00

4070 Diocesan Assistance 14,418.00

Total 4A · OPERATING INCOME 78,095.84

4B · NON-OPERATING INCOME

4100 Outreach Local

Parish Discretionary Fund 600.00

St. Michael's Food Pantry 6,200.00

Total 4100 Outreach Local 6,800.00

4110 For Outreach Non-Local

Bishop's Discretionary Fund 250.00

Other Diocesan Outreach 100.00

Total 4110 For Outreach Non-Local 350.00

Total 4B · NON-OPERATING INCOME 7,150.00

Total Income 85,245.84

Expense

5A Operating

5120 Diocesan Assessment		8,117.88
5140 Salaries & Benefits		
Priest SECA	2,677.56	
Priest Stipend	<u>3,000.00</u>	
Total 5140 Salaries & Benefits		5,677.56
5141 Equipment Lease**		1,615.20
5142 Education & Programs		
Books & Supplies	50.00	
Conference Fees	2,000.00	
Meals and Other Fellowship	<u>250.00</u>	
Total 5142 Education & Programs		2,300.00
5143 Liturgical		
Altar Supplies	875.00	
Music	225.00	
Worship Musicians	<u>1,800.00</u>	
Total 5143 Liturgical		2,900.00
5144 Administrative		
Online Giving Fees	350.00	
Advertising - Print	50.00	
Bank Charge	0.00	
Office Supplies	500.00	
PO Box Rental	250.00	
Print Services	<u>0.00</u>	
Total 5144 Administrative		1,150.00
5145 Building Maintenance		
Landscaping	3,900.00	
Building Supplies	375.00	
Janitorial	4,550.00	
Pest Control	480.00	
Piano Tuning	140.00	
Repair & Maintenance	<u>2,900.00</u>	
Total 5145 Building Maintenance		12,345.00
5146 Parish Utilities		
Electric - Church & Parish Hall		
Electricity Usage-SCE	2,199.96	
Solar Electricity Production	<u>3,600.00</u>	
Total Electric - Church & Parish Hall	5,799.96	
Gas	6,800.00	
Sewer (SA)	600.00	
Telephone and Internet	1,887.96	
Trash	2,387.28	
Water	<u>3,400.00</u>	
Total 5146 Parish Utilities		20,875.20

5146 Rectory Utilities		
Electric - Rectory	1,800.00	
5146 · Sewer (Annual)	<u>600.00</u>	
Total 5146 Rectory Utilities		2,400.00
5147 Insurance, Parish		
Commercial Package (Q)	5,900.00	
Workers Comp	<u>15.00</u>	
Total 5147 Insurance, Parish		5,915.00
5149 Other Expenses		
Misc Expense	<u>50.00</u>	
Total 5149 Other Expenses		<u>50.00</u>
Total 5A Operating		63,345.84
5B Non-Operating		
5150 Non-Recurring Expenses		
Major Expenses	<u>14,900.00</u>	
Total 5150 Non-Recurring Expenses		14,900.00
5160 Outreach Local		
Other Local Outreach	300.00	
Parish Discretionary Fund	1,100.00	
St. Michael's Food Pantry	<u>5,200.00</u>	
Total 5160 Outreach Local		6,600.00
5180 Outreach Non-Local		
Bishop's Discretionary Fund	300.00	
Other Diocesan Outreach	100.00	
Total 5180 Outreach Non-Local		<u>400.00</u>
Total 5B Non-Operating		<u>21,900.00</u>
Total Expense		<u>85,245.84</u>
Net Income		<u>0.00</u>

OUR MISSION

The people of St. Michael's welcome all those who seek a deeper understanding of God's love for ALL His children. Our congregation is "intentionally inclusive," welcoming all persons without regard to age, race, ethnicity, gender identity, sexual orientation, or physical or developmental disability.



EPISCOPAL DIOCESE OF SAN JOAQUIN

THE RT. REV'D DAVID C. RICE, EPISCOPAL BISHOP OF SAN JOAQUIN