



THE PARISH OF THE  
EPIPHANY

A welcoming Episcopal community

# 2021 ANNUAL REPORT



Annual Meeting  
30 January 2022  
via Zoom

The Parish of the Epiphany  Winchester, Massachusetts

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# WARDENS' REPORT

SUZANNE OWAYDA AND DAVE MCSWEENEY, WARDENS

## **Expressing Gratitude**

As we close out 2021 and look forward with hope to 2022, many of us are taking stock by making gratitude lists. Amidst all the continued hardship that the pandemic has caused, the practice of expressing gratitude for our blessings can help us stay grounded. Maybe if we compare our lists, we'll see themes in common; perhaps we will discover something new about each other. We compared our lists, and here is our expression of gratitude for Epiphany 2021.

Rev. Nick Myers joined us as our new rector in January 2021, culminating a terrific search process interrupted by the anything but terrific pandemic. It has been a fantastic time partnering with him as he inspires us to grow in new ways. His leadership of the vestry, particularly in reimagining how we can match our money to our mission, has given us new opportunities to grow our programming and staffing capacity through your generosity.

The regathering implementation team, Nick, and our staff worked tirelessly to enable us to resume in-person worship in May. Seeing you in person, back in our space again, was one of the most significant gifts of 2021. Special thanks to Ginger Barrow, Jared Cumming, Rich Goldhor, Lee Kaukas, Jason Kinchen, John McConnell, Kate Reynolds, Fred Spencer, Martha Stone Martin, and Mary Street for their leadership in making this happen.

We are so very grateful to Laura Krotky and Sara Post for reviving our Christmas Fair; it was terrific to have an in-person gathering of parishioners and the local community, not to mention that they exceeded our fundraising expectations! Starting new ministries during this time is challenging, but the response we received from Midweek @ Epiphany was genuinely amazing. We are so blessed to have Duane Wallick, his family, and Marie Lee lead this new ministry. Having a delicious home-cooked meal ready for us in the middle of the week to share in fellowship with others is truly a gift. The dinner and fellowship, followed by Bible study and activities for children and adults, is a beautiful way to connect our generations; please help us maintain and grow this new ministry.

This year, we discovered some unexpected property issues. We are blessed to have a very patient Property Committee led by Lee Kaukas; they keep realistically adding to the list with good humor. We are so appreciative that, within our community, we have the knowledge, talent, and willingness to learn new skills to produce high-quality YouTube streaming videos so that all parishioners can stay connected to our beautiful worship space. Thank you to the "streaming team" led by Rich Goldhor and Jason Kinchen, with terrific assistance from Fred Spencer.

## WARDENS' REPORT CONTINUED

As Wardens, we are blessed to have many people who say “yes” when asked, so we cannot close out the year without thanking the Nominating Committee led by Charlene Sanna for their hard work and for all those who said YES to leadership positions for the coming years. We are looking forward to continuing to discern God’s plan for us in this world with you.

Finally, it is a godsend when anyone decides to enter into discernment for ministry; as a parish, we are blessed to have been witnesses to Brett Johnson as he walked the path from postulant to ordained priest. He was formed here. Now we are sending him out to the world.

We are so grateful to all of you for your support and prayers during this past year; we felt your strength during difficult days. We are indebted to Kathryn Dominguez, Craig Benner, Suzy Westcott, Bryn Hollenbeck, and Brian Curreri for their dedication to Epiphany, as we welcome new staff and manage new workloads; thank you so much. Finally, with deep appreciation and privilege, we serve with Epiphany’s Vestry, Clerk, and Treasurers; thank you for your constant dedication.

# THE AGENDA

THE ANNUAL MEETING  
SUNDAY, 30 JANUARY 2022  
12:00PM

Call to Order and Opening Prayer	<i>The Rector</i>
The Reading of the Warrant Poll	<i>David McSweeney, Warden</i>
Organizing for Business	<i>David McSweeney, Warden</i>
Committee on Qualifications	
Declaration of a Constitutional Quorum	
Minutes of the 2021 Annual Meeting, 31 January 2021	<i>The Clerk</i>
Finance Reports	<i>Treasurer, Assist. Treasurer, Investments Chair</i>
Report of the Nominating Committee	<i>Charlene Sanna, Chair</i>
Introductions of nominees for Vestry	
Call for nominations from the floor	
Balloting/Poll	<i>David McSweeney, Warden</i>
Year in Review and Looking Forward	<i>The Rector</i>
Questions and Conversation	
Recognition of Leaders	<i>Wardens</i>
Reading of the Necrology	<i>The Rector</i>

# MINUTES FROM ANNUAL MEETING 2021

31 JANUARY 2021

THE PARISH OF THE EPIPHANY, WINCHESTER, MA 01980

The 133<sup>rd</sup> Annual Meeting of the Parish of the Epiphany and the 141<sup>st</sup> Annual Meeting of the Church of the Epiphany was held on Sunday, 31 January 2021 by Zoom, following the 10:00 am service.

## **Call to Order**

Nick Myers, Rector, welcomed parishioners and called the meeting to order at 11:37 a.m.

Nick Myers offered a prayer for the Parish and lead the assembled group in a hymn.

## **The Reading of the Warrant**

The Warrant having been posted in accordance with parish bylaws, the Rector asked that a motion be made to waive its reading. A motion was made and seconded. By affirmative vote of all present it was:

**Voted:** To waive the reading of the Warrant.

## **Organizing for Business**

A representative of the Committee on Qualifications announced that more than 98 parishioners were in attendance and declared the existence of a quorum.

## **Minutes of the 2020 Annual Meeting**

It was moved and seconded to accept the minutes of the 26 January 2020 Annual Meeting. By affirmative vote of all present, it was:

**Voted:** To accept the minutes of the 2020 Annual Meeting as submitted.

## **Treasurer's Report**

Alan Briggs, Treasurer, offered his thanks to the Finance and Investment Committee. He then provided the following highlights.

## **Financial Review, 2021 Budget Overview, and Investment Portfolio Overview**

Key takeaway from these reports is that you can have confidence that we are solid and stable. We have detailed monthly reviews of our revenues and expenses, and we are well supported by our cash and investments.

**2020 Financial Review:** We ended 2020 with a surplus of \$86,293. • Our revenues were higher than budgeted by \$20,347. This was driven primarily by revenue from the Paycheck Protection Program offsetting pledge, plate, and rental shortfalls due to the pandemic. It also helped that 99.7% of Pledge Budget was paid (98.5% of Pledge Cards). • Our expenses were lower than budgeted by \$65,947. This was driven by reduced spending because the church was not open. • All of the details are in the Annual report.

# MINUTES FROM ANNUAL MEETING 2021 CONTINUED

**2021 Budget:** The pandemic made forecasting uncertain for 2020 and that continues into 2021. While it has been our practice historically to present a balanced budget, the one presented to and approved by the vestry has a shortfall of \$27,000. The PPP allowed us to maintain staffing in 2020 and avoid a shortfall. Our approach is to treat the pandemic as a single event and allow the surplus from 2020 cover the \$27,000 shortfall for 2021.

- Total budgeted revenue is \$997,646, pledge income represents 91% of total revenue
- Personnel expenses are \$533,690, which represents 53.5% of total revenues, which is in the middle of our historical range of 50 to 55% for Epiphany.
- Total expenses are budgeted at \$1,024,508, a 5.1% decrease over last year.
- Again, all of the details are in the annual report.

Thanks to all who contributed to our budget process, and a big thank you to our Financial Administrator, Suzy Westcott, who maintains our financial records throughout the year.

## **Investment Subcommittee Review was presented by Jim Gammill**

The Investment Subcommittee oversees the Investment Portfolio (the "Portfolio") on behalf of the full Finance and Investment Committee and the Vestry. This Portfolio is invested in stocks and bonds and has historically contributed about 4% of its value each year (\$38,548 in 2020) to the operating budget.

This year the stock market was unusually volatile, with a sharp decline in March, followed by a rally in the subsequent months. This year provides a good insight to what is the Parish's Investment Policy and how the subcommittee implements it.

Five key principals of the Parish Investment Policy are:

- (1) Invest in stocks and bonds through mutual funds and similar instruments
- (2) Invest for the long term, with a 70% - 30% stock — bond mix as the norm
- (3) Be prudent and do not take on excessive risks
- (4) Be mindful of the values, beliefs, and mission of the Parish
- (5) Compare short term and long-term performance to a stable and appropriate benchmark

The Investment Subcommittee implements the Policy as follows:

- (1) We use only broad-based passively managed index funds, in order to minimize diversifiable risks and management fees
- (2) We include the Diocesan Fossil Fuel Free Fund as a sizeable position in our fund (currently about 1/3 of our total stock investments)
- (3) We usually adopt 70-30 as our rebalancing target
- (4) We take less risk in our bond investments than implied by the benchmark
- (5) We are willing to re-balance even in highly volatile markets

The Investment Subcommittee is scheduled to meet three times a year. By relying on passive index funds and a clear policy for allocating investments among various asset classes, this schedule works for us. If there are unusual circumstances between meetings, we can address those issues as they arise either by email or a special meeting.

## MINUTES FROM ANNUAL MEETING 2021 CONTINUED

This year the sharp sudden sell-off in the stock markets in March created such a circumstance. The Investment Policy says that the stock portion of the Investment Portfolio will be at least 60% of portfolio value. In March 2020, the stock market decline pushed our stock portion value to the 60% mark, and we approved, through email, a situation-specific rebalancing trade of buying \$40,000 of stocks and selling the same amount of the bond funds.

It is important to recognize that this trade was motivated by a desire to stay within the parameters of the Vestry-approved Investment Policy Statement, and not an attempt by the Subcommittee to "time" the market. We try hard not to think that we can outsmart the market. In this case, following the Investment Policy in hindsight helped our performance, as we happened to trade at the low point for the year.

Here is the performance table (performance results are annualized returns) and the year-end holdings for the Investment Portfolio:

	1 YR	3 YR	5 YR	10 YR
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Benchmark Indices:				
Russell 3000 (broad US stock market)	20.89%	14.49%	15.43%	13.79%
MSCI EAFE (international market)	7.82%	4.28%	7.45%	5.51%
Bloomberg US Agg (US bond market)	7.75%	5.44%	4.53%	3.89%
Custom Benchmark (55-15-30)	14.99%	10.24%	10.96%	9.58%
Parish Investment Portfolio	18.08%	10.96%	11.35%	8.86%

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### Stock Funds

Vanguard Value Index	\$	141,962	(13.6%)
Vanguard Growth Index		136,946	(13.1%)
Vanguard Extended Market Index		98,302	( 9.4%)
Vanguard Total International Index		124,931	(11.9%)
Diocesan Fossil Fuel Free Fund (est value)		252,625	(24.1%)
TOTAL STOCK FUNDS	\$	754,765	(72.1%)

### Bond Funds

Vanguard Total Bond Market Index	\$	146,188	(14.0%)
Vanguard Short Term Investment Grade		146,378	(14.0%)
TOTAL BOND FUNDS	\$	292,566	(27.9%)

TOTAL PORTFOLIO VALUE	\$	1,047,331	
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The table shows the contribution of Policy-driven trades to the performance of the overall Portfolio. We are mindful that this year's exceptional results are indeed the exception, and not the norm, given our passive approach to investing.

# MINUTES FROM ANNUAL MEETING 2021 CONTINUED

Two other items of note for 2020. First, the Committee approved an additional investment of \$50,000 in the Diocesan Fossil Fuel Free Fund. This Fund, created in response to a 2013 Diocesan Convention Resolution and first made available in the fall of 2015, now has a strong five-year record.

Second, the Committee asked the Vestry to approve balance sheet entries so that the value of the Investment Portfolio on the asset side approximately equals the value of the Unrestricted Endowment Fund on the liability side. This is a bookkeeping adjustment that recognizes investment actions taken about ten years ago, and this will simplify our periodic reports and oversight.

Finally, we close with our annual observation, as appropriate for a long-term fund, the Investment Subcommittee will continue to accept the ups and downs of the markets, re-balance the Investment Portfolio periodically, and look to earn long term returns that suitably reward the managed level of portfolio risk taken.

Investment Subcommittee: Jim Gammill, Ted Kellogg, Solomon Owayda, John Snow, and Jane White.

## **Nominating Committee Report**

On behalf of the Nominating Committee (includes Robie White, Bryn Hollenbeck, Leslie Aitken) Robie White presented the slate.

### **Slate of Candidates**

Warden	(for two years)	David McSweeney
Clerk	(for one year)	Eunice Aikins-Afful
Treasurer	(for one year)	Alan Briggs
Associate Treasurer	(for one year)	Cornelia Newell
Vestrypersons	(for three years)	Virginia Barrow James Bracciale Lindsey Schrader
Members of the Nominating Committee	(for one year)	Thomas Fries Martha Lewis Charlene Sanna, chair
Delegates to Diocesan Convention	(for one year)	Susan Almquist Marion Dry Andrew Sanna, alternate
Deanery Representative	(for one year)	Laura Dike Ruba Gnanaratnam Fred Rowland

# MINUTES FROM ANNUAL MEETING 2021 CONTINUED

Nominations from the floor were then solicited. There being none, Dave McSweeney moved to accept the slate as presented with one vote. After being seconded, by affirmative vote of all present, it was:

**Voted:** To accept the slate of candidates en bloc.

Father Nick expressed gratitude for the warm welcome given to him and his family.

## **Suzanne Owayda provided an update on Regathering**

- 1) HVAC updates installed but not yet functional
- 2) Streaming team is making progress with the new cameras and audio equipment which is required to continue our online presentations.
- 3) It is harder to reopen than it was to close down
  - a. Reservation system is required; It will likely be integrated with 3Crowns.org website
  - b. Signage is being prepared
  - c. Greeters will be needed to be trained to follow new procedures

We hope we are closer to reopening every day.

## **Vestry and Committee Recognition**

Suzanne noted that the current co-chairs of Property Committee are retiring. Fred Spencer was thanked for his two plus decades of service. Lee Kaukas will be the new chair.

Suzanne thanked the departing Vestry members Thom Fries, John McConnell, Rich Bartels and Eunice Aikins-Afful. Eunice will be returning as Clerk.

## **Dave McSweeney made the presentation of the Manifestation of the Magi Icon**

It is an honor and a privilege to present the Adoration of the Magi Icon this year to Bryn and Corey Hollenbeck for their extraordinary contributions to Faith Formation and music.

**Other Business and Reports** – There were none

## **Reading of the Necrology**

The Rector, the Reverend Nick Myers, read the necrology.

After a closing hymn, Nick offered a prayer.

By an affirmative vote of all present it was:

**Voted:** To adjourn at 12:43 p.m.

Respectfully Submitted,

Rich Bartels, Clerk

# NOMINEES SLATE

## THE REPORT OF THE NOMINATING COMMITTEE FOR THE ANNUAL MEETING JANUARY 30, 2022

Warden	(for two years)	Cornelia Newell
Clerk	(for one year)	Lauren Michalski
Treasurer	(for one year)	Jane White
Associate Treasurer	(for one year)	William Brickman
Vestrypersons	(for three years)	Richard Bartels Kathy Kerr Hodges Joshua Reynolds
Vestryperson	(for one year)	Carol Hollingshead
Members of the Nominating Committee	(for one year)	Eunice Aikins-Afful Corey Hollenbeck (Chair) Marie Johnson
Delegates to Diocesan Convention	(for one year)	Susan Almquist Marie Lee Andrew Sanna (Alternate)
Deanery Representative	(one year)	Sara Post Ruba Gnanaratnam

### ARTICLE VI NOMINATING COMMITTEE

There shall be a Nominating Committee appointed by the Vestry, consisting of the Rector, a Warden and three at-large members of the Parish, none of whom shall be vestrypersons. At large members of the Nominating Committee shall serve one-year terms following which they shall be ineligible to serve for one year. The Nominating Committee shall present at each Annual Meeting one or more candidates recommended for each position to be filled by vote at such meeting. The list of nominees so designated shall be posted with the notice of the Annual Meeting. Nominations for any office to be filled at an Annual Meeting may also be made at such meeting by any member of the Parish authorized to vote.

The Nominating Committee: Charlene Sanna, Chair; Thom Fries; Martha Lewis; Suzanne Owayda, Warden; Rev. Nick Myers

# BIOGRAPHIES OF VESTRY CANDIDATES

## NELIA NEWELL — CANDIDATE FOR WARDEN



I am grateful and excited to be nominated as one of Epiphany’s wardens. I love Epiphany and appreciate the opportunity to support our community as we continue to map our journey forward together. I believe that our role as leaders lies in the combination of looking ahead to understand what we will need on the road forward and of listening to the community to understand how our journey is evolving. While the difficulty of moving forward in the midst of a pandemic can at times seem never-ending, it also challenges us to identify what makes us a community and live it together. My goal is to support all of us as we seek that path.

We have been members of Epiphany since the late 80s. I currently serve as the Associate Treasurer and chair the Stewardship Committee. I am also on Bryn’s Children’s Ministry Committee, sing with the choir, and participate in various Mission and Outreach activities.

I teach finance at Boston University’s undergraduate business school. Prior to that, I worked as a lender for twenty years at BankBoston (now BofA) and Comerica. I have served in financial volunteer roles in several community groups and am currently working with the diocesan Financial Advisory Committee.

My husband, John, and I live in Weston. We have two children who grew up at Epiphany: Will and his wife, Angela, were married at Epiphany three years ago and currently live in San Francisco. Alex and his wife, Audrey, live in Lynn. I love getting outdoors and am blessed with a dog who loves walking 2-3 miles in the woods every morning in any kind of weather that New England throws at us.

## LAUREN MICHALSKI — CANDIDATE FOR CLERK



My name is Lauren Michalski and I am a lifelong resident of Winchester. I was baptized at Epiphany in 1992 and I attend the 8:00 am service. I work for the Town of Natick where I assist the Zoning Board of Appeals. In my free time, I love to read, travel, and spend time with my friends and family. In 2019, I began volunteering with Partakers and Concord Prison Outreach to mentor incarcerated individuals that are getting ready for release. During the pandemic, I completed teacher training which will allow me to teach classes in anger management, non-violent communication and restorative justice once prisons reopen for in person classes. I am very happy to call Epiphany home, and I am looking forward to serving on the Vestry!

# BIOGRAPHIES OF VESTRY CANDIDATES

## JANE WHITE — CANDIDATE FOR TREASURER



Robie and I visited Epiphany with our daughter one summer Sunday 20 years ago and never looked back. I settled into the choir loft, and we got to know our new church family — between us soon joining the ranks of ushers, lectors, finance, audit, stewardship, property, etc. Ultimately, I joined vestry and became a warden, serving happily with Ellen Wilson and Suzanne Owayda. Most recently, I have served on the rector transition and events steering committees. I can't tell you the number of times my car has inexplicably headed over the hill to Winchester when the intended destination was somewhere else entirely.

My education includes a BA (political science) and an MBA (finance), followed by the CFA designation. Not surprisingly, my work experience is in finance — with fifteen years in commercial banking (operations and commercial lending) at Bank of New England and eighteen years in investment management at a smaller firm (Boston Trust & Investment Management/Walden Asset Management). At these firms, I have held both inward- and outward-facing positions; managed groups both large and small; and done a fair amount of policy and procedure development, HR, compliance, etc. Along the way, I taught finance at the Simmons Graduate School of Management and served as consultant to professional development programs in financial services.

Beyond Epiphany, roles as treasurer of two Cambridge Not-for-Profits — the Cambridge Homes, a West Cambridge assisted living facility, and the Episcopal Chaplaincy at Harvard — currently keep me busy. In the past, I have served on the financial advisory committee of the Episcopal Diocese of Massachusetts; as a trustee and treasurer of Buckingham, Browne and Nichols School in Cambridge; and as a director and treasurer of El Hogar Ministries, Inc. in Honduras.

Robie and I live in Belmont and try to find ways to see our children and grandchildren as often as possible.

## BILL BRICKMAN — CANDIDATE FOR ASSOCIATE TREASURER



Bill was raised in southeastern Virginia, in big family of four girls and just the one boy; his father a heart surgeon, then a lawyer; his mother a school teacher, a property manager, then the main administrator for the family's long-time Lutheran church. He and most of his siblings have ended up working in academia: two are professors in southern universities, while Bill has supported Harvard in the central IT organization for over twenty years, most recently as an Enterprise Data Architect. Bill and his husband Jeff recently moved from the South End in Boston proper, where they'd been parishioners of Trinity Church Boston for many years — Bill was received into the Episcopal Church there, and he and Jeff were married at Trinity. They're just settling into their new suburban life in Woburn, getting to know all the delights of the area.

# BIOGRAPHIES OF VESTRY CANDIDATES

## RICH BARTELS — CANDIDATE FOR VESTRY



I was born and raised in New Jersey. I moved to Lexington, Massachusetts in 1970 to pursue a career in finance. I have been working in the investment arena for about 50 years. I have been told my resume looks like I can't hold a job, but I have held many diverse interesting jobs along the way. I currently have a business, Race Rock Capital, which matches institutional investors to institutional caliber money managers.

Karen (Andersen) and I were married in Winchester in August of 1985. We raised my three children and our one child together in Lexington and then moved to Winchester in 2008. We joined Epiphany that year. For Karen, who was raised in Winchester, it was a return home after a long absence. We now reside in the The Ledges in Winchester.

Karen and I have three grandchildren whom we adore. Her parents, Teri and George Andersen, have lived and have been active in Winchester for 60 years.

My faith journey started as a Roman Catholic and after 56 years found a need to find a different path with all the turmoil facing the Roman Catholic Church. Thankfully, Ted Kellogg invited us to Epiphany where we found acceptance and community beyond just a new place to worship.

We attend the 10:00 am service. We appreciate the music program that is such a wonderful attribute of this parish. I sing in a loud voice so it is better to be seated behind me most of the time!

I look forward to serving on the vestry. It will be a real lesson in the inner workings of the parish for me.

# BIOGRAPHIES OF VESTRY CANDIDATES

## KATHY HODGES — CANDIDATE FOR VESTRY



I grew up at St. Paul's Cathedral in Burlington, Vermont where my grandfather was Dean and later Bishop of the Episcopal Diocese of Vermont. He and my grandmother had a significant impact on my religious upbringing and appreciation for the traditions of the Episcopal Church. My parents were also very active at the Cathedral throughout my childhood which further provided a strong foundation for my faith that has continued to support me in my adult life.

I am a graduate of Middlebury College and spent the early part of my adult years studying and then living in Germany, working at a Patent Law firm in Munich. My time in southern Germany provided me with an opportunity to experience a culture strongly shaped by the Roman Catholic Church further increasing my appreciation for some of the higher church elements of my Episcopalian upbringing. Upon returning to the United States in 1999, I began working in Boston at Wolf, Greenfield & Sacks, an Intellectual Property Law Firm. Over the past 22 years, I have worked in management at WGS and am currently Chief Legal Services Officer, responsible for the oversight of the legal support staff.

My husband (Matt), daughter (Madeleine), and I live in Lexington and have been members of Epiphany for the past seven years. All three of us are active in the parish. We typically attend the 10:00 am service during the school year and the 8:00 am service during the summer. We are also regulars at the 9:00 am coffee hour. I have served on the Altar Guild since arriving at Epiphany and as co-chair of the Altar Guild for the past four years. Our daughter serves as an acolyte and has been active in the children and youth formation programs and my husband has previously served on the vestry. We enjoy European travel and I can typically be found working on our antique house and gardens in my free time.

I look forward to contributing to the parish in yet another way and being involved in the short and long term planning as we come out of the pandemic. I am honored to be considered for a Vestry position with the Parish of the Epiphany.

# BIOGRAPHIES OF VESTRY CANDIDATES

## CAROL HOLLINGSHEAD — CANDIDATE FOR VESTRY



A cradle Episcopalian raised in Michigan, I came east for college and have been in the Boston area ever since. I rediscovered church when Jack Bishop married Bill (Saunders) and me 38 years ago and we engaged with this vibrant, friendly and active parish community. Jack soon baptized our three children and I started teaching Sunday school. Over the years of raising children while working at a computer software company, Epiphany anchored our weeks, educated and guided our faith. The children grew, became acolytes, were active in Youth Group and went to El Hogar. I served on various committees, became a greeter and a lector and also went to El Hogar.

Eventually, I found my passion and the best expression of my personal faith in the call to serve others in this often broken world, initially as co-chair of the South Africa AIDS Ministry. Following my retirement in 2011, I became a faithful volunteer at St. Luke's food pantry and a member/leader of the Haiti Medical Mission. As co-chair of the Mission & Outreach Committee, I helped to organize immigration detention protests and to move forward with sanctuary support. All of these activities have been shared with wonderful, caring people who enrich my life. Epiphany is my home and I am honored to be nominated to serve on the Vestry in this time of both uncertainty and of renewal and growth.

# BIOGRAPHIES OF VESTRY CANDIDATES

## JOSH REYNOLDS — CANDIDATE FOR VESTRY



Kate and I and our family have been members of Epiphany for 25 years, raising our children Adam (26), Nick (24), and Liz (20) in the Epiphany community. For me, Epiphany has been the north star on my compass of faith. And for our entire family, the engaged and generous people of the Epiphany community provide a center for both ethical and religious perspective in a tempestuous world.

Through the years, I've been honored to participate in so many facets of the Epiphany community. I joined the choir in 1996 and have sung as both a tenor and bass making "joyful music" under the tutelage of Suzanne McAllister, David Eaton, and Craig Benner. I was a member of the Stewardship committee for a number of years, and led the 2015 and 2016 Commitment Campaigns, and have been both a greeter and Lector reader. Led by Kate's commitment to Mission and Outreach, we've been actively involved in El Hogar. Everyone in the Reynolds family has traveled to El Hogar for multiple Service Trips — and I was grateful to be part of the only Men's trip with Thomas Brown in 2010. Justice is an important facet of my religious belief, and I'm honored to help in the food pantry at St Luke's and to march for Immigration Justice. And for the past two years, I've helped grow the Epiphany Creation Care ministry to help the parish expand its role in fighting climate crisis and care for our earth.

I'm a lifelong Episcopalian, having grown up at Christ Church in Andover, Massachusetts. In fact, my grandfather was an Episcopal minister and my aunt is the retired minister of St. Stephens in Middlebury, Vermont. For Kate and me, Epiphany has been a center for our social connections, and over the years, our children have been actively involved in Sunday school, serving as an acolyte and junior choir.

Professionally I'm a marketing leader in the high-tech and mutual fund industries. I'm an avid cyclist, passionate skier, hiker, below-average guitar player, and lover of gardening, reading, and great food and wine.

# RECTOR'S REPORT

## The REVEREND NICK MYERS

Dear friends in Christ,

One year ago, I arrived as the new rector of our beloved Parish of the Epiphany. One year. How can such a small thing be such a big deal?

This one year together has brought so much change and transition and surprise. The past year has been a wonderfully beautiful and challenging time. Before all else, I want to say “Thank you!” Thank you for your commitment and faithfulness in stewarding our mission and ministry here during a trying year. To our vestry, I am grateful for your steady leadership amidst the challenges, chaos, and long meetings. To the staff: we simply could not have made it through this year in health without your ingenuity, flexibility, and commitment.

This year we returned to in-person worship. In April of 2021, we held our first in-person worship offering since March of 2020, with seven Easter weekend services held in the Cloister Garden. Then, in May, we returned to in-person worship in the sanctuary. So much effort and energy has gone in to making our church building safely usable for gatherings and worship. To our Regathering Committee, Buildings and Ground Committee, and Vestry: Thank you! With our worship, we expanded our livestreaming capabilities with the installation of new equipment in the sanctuary. This has expanded our reach and engagement as a first-step in digital ministry. Innumerable thanks to our worship crew: the A/V Team, Altar Guild, Flower Guild, Choristers, Vergers, Acolytes, Greeters and Ushers. Each one of these ministries is essential to our Sunday welcome, and I invite you to explore serving with these extraordinary people.

Indeed, this past year saw many challenges for us as we are faced with the good and significant challenge of rebuilding our mission and ministry together. Nearly every aspect of our life together as a parish has been touched by two years of transition and pandemic and resulted in a need for “relaunching” this past year. We might think of the exuberance of Rally Sunday, the beautiful Christmas Lessons and Carols, or even Christmas Eve itself—all wonderful, all touched by challenge. The Christmas Fair—what a success, in all its difference. Children’s Ministries, Youth Ministry, Adult Formation, small groups all began a time of re-engagement and reimagination this year, even while having to adapt to continually shifting contexts. In 2021, our Mission and Outreach focused primarily on monetary donations, while reimagining our partnerships to respond to the needs of our neighbors, from St. Stephen’s, to San Lucas/St. Luke’s, to El Hogar and Haiti efforts. Our pastoral care ministries, such as Epiphany Visitors, Lay Eucharistic Visitors, Stephen Ministers, and Friends Indeed, were sidelined by covid precautions, but were relaunched in 2021 and remain a vital source of community connection.

The truth is this: each one of you, each ministry team, guild, committee—we have all felt the weight and wonder of this past year, each in our own way. Each one of you is crucial to our life together—and I am so grateful for you.

## RECTOR'S REPORT CONTINUED

This year saw the launch of a new parish-wide ministry called Midweek @ Epiphany. Gathering on the first and third Wednesdays of the month for food, fellowship, and formation, we discovered a real desire to simply be together as an intergenerational community. We hope to make this ministry a mainstay of our life together—a time to connect and share our lives outside Sunday worship. If you were able to attend Midweek then you know the energy and beauty of our community. I hope that in the coming year, with an improvement in the pandemic, that we will return to Midweek @ Epiphany with renewed vigor and celebration.

If 2021 was a year of restarting the engine of Epiphany, then 2022 will certainly be a year of rebuilding and renewing our core commitments here at Epiphany—making space for God to fill up the tank that drives us forward. The coming year will certainly invite us to care for ourselves and one another as we begin to process the impact of the past two years on our lives and parish. The coming year will invite us to take another look at the “why” of all that we do as a parish and individuals. Certainly, the coming year will be an opportunity to continue to renew and rebuild the relationships, structures, and networks of our parish life and ministry. As we look into the new year, I hope to see us reimagine and recommit to our work of service, outreach, and working for justice and care in the larger community. I hope that the coming year will be a time to welcome new staff who will help co-lead our common mission and ministry together. I hope to see Epiphany become more rooted in the local communities, to build relationships and partnerships to meet people where they are at, while also engaging those who walk through our doors, join us for worship online, or gather around the table for a meal. I am filled with hope for this next chapter of our life together, not simply because of who we are or what we've come through (which is a lot!), but because, together, we trust, in God who is with us, guiding us, inviting us forward to a place that God already is—whether it be a place of hurt or healing, sorrow or joy, loss or life.

One year. How can such a small thing be so big? Because this is how God works. Because of you. I am so thankful for you, for your trust and God's call in our life together.

Nick

# ALTAR GUILD

## KATHY HODGES AND ENNO BECKER

As of the end of 2021, we have eleven active members: Enno Becker, Sue Brown, Bill Brickman, Emily Brownell, Afaf Georgis, Kathy Hodges, Sarah Lewis, Annie Poskitt, Gabrielle Stott, and Stephanie Terry. Another four people served during 2021 and are no longer active: Barbara Cade, Judy Coltman, Jo Devlin, and Brenda Reishus. We are especially grateful to have had Jo Devlin as co-chair and will miss her eye for detail, knowledge, and thoughtfulness.

The Altar Guild cares for the altars, vestments, vessels, candles, and linens of the main church and chapel. We set up and clean up before, between, and after the Sunday services, weddings, funerals, baptisms, the services of Holy Week, Easter, and Christmas. We also provide for special needs such as the travel kits used by LEVs.

We work closely with the vergers, LEMs, acolytes, Flower Guild, and sextons to make sure that the services run smoothly, working behind the scenes to assist in the administration of the Eucharist, enhancing the beauty of our worship space and adding to our shared spiritual experience.

We currently serve in teams of 1-2 persons on a monthly rotation for the 10:00 am service and a team of 2 persons completing the transition from the 8:00 am to the 10:00 am service, with wider participation as needed for festivals and experienced members setting up as needed for weddings and funerals. Schedules are managed via SignUpGenius, email, and direct communication and published on a rota shared with the church office.

The Altar Guild entered the year with significant pandemic precautions in place to maintain social distancing and other Covid-related precautions. As the year progressed, we relaxed some precautions and worked closely with Nick and other teams to modify the service set ups as conditions allowed.

Kathy Hodges and Enno Becker  
Co-chairs

# FLOWER GUILD

## LESLIE AITKEN

The Flower Guild has been creating arrangements this year! A huge change from last year. While things are not exactly back to “normal,” it is close.

Easter and Christmas had their full complement of pots of lilies or poinsettias, up on the stands. Many hands help decorate the church for the high holidays!

Arrangements are usually created on Saturdays, in late morning or in the afternoon, so we are not in the way of the Altar Guild. It is a truly lovely time to be in the church! We are looking for new members who would like to play with flowers. We are happy to teach you!

Please thank the arranger who is listed in the Sunday bulletin. The team is: Priscilla Burns, Brenda Cook, Cynthia Lawson, Kent Porter-Hamann, Sunne Savage, and Gabrielle Stott. Additionally, Sara Post is indispensable at Christmas and Easter as she cascades all the plants next to the Altar. Angie Fincke and Chris Mooradian have stepped down, and they will be missed.

Except in Lent, the Flower Guild graces the Altar and the Chapel with fresh flowers every Sunday, in memory of family and friends who have died. The Flower Guild appreciates your generous contributions to the Flower Fund — thank you very much. Sara Post sends a note to those whose information we have on file of loved ones who have passed. We hope you find this useful. If you wish to add a remembrance name to the Memorial List, please contact the Church Office.

In a normal year the Flower Guild decorates the church for three large floral events: Easter, Thanksgiving, and Christmas. We provide flowers for the children at Easter and lilies for those who have lost a family member during the year. The poinsettias at Christmas are also delivered to parishioners.

We strive to have continuing education for the Guild; we will let you know when it is coming, as it may entice you to join us. We would love to have you join our Guild! Christmas and Easter are a great way to get your feet wet or your hands dirty. We have the luxury of peace and quiet in the church on Saturdays, and the joy of creating something beautiful for the altars.

Leslie J. Aitken  
Chair

# LITURGICAL MINISTRIES

## ACOLYTES, LAY EUCHARISTIC MINISTERS, AND VERGERS — MARY STREET

The Parish of the Epiphany is blessed with many young people and adults who generously serve in the three ministries of acolyte, lay Eucharistic minister, or verger at every Sunday service and at almost all additional services held during a non-pandemic year, including funerals. In total, there are 25-30 people in all three groups. Epiphany is blessed to have so many youth and adults who are committed to serving during worship.

In 2021, after in-person worship began, a verger served at each service and Tom Pavilon worked to schedule a crucifer for each 10:00 am service. 'Blessed are the flexible' became our motto as changes occurred on a regular basis. We also expanded the verger team with the addition of Laurie Minniti and Jeff Neal. In a difficult time, many have been faithful in supporting worship.

# MUSIC MINISTRY

## CRAIG BENNER, DIRECTOR OF MUSIC

Covid has now been a part of our lives for two full years. It has changed the way we live, worship, and it has certainly had an effect on how we make music together. While most of 2020 seemed to be a struggle, 2021 has been filled with expectation, hope, and a good deal of joy.

The year started off with the arrival of Rev. Nick and his family. What a joy it has been to get to know all of them. The energy and ideas that Nick has brought have already had an impact on our worship, music, and the activities that go on here at Epiphany.

Since Covid was still dominating our lives for the first few months of 2022, the staff spent a lot that time brainstorming and planning how we might regather once Covid numbers began to drop. During this time, virtual worship continued and we certainly learned how to do things better. New cameras and mics made things look and sound more professional. The choir got better at making virtual choir anthems. There were certainly a lot of anthems to make as we were still virtual for Holy Week and Pentecost. Many thanks to our sectional leaders for all of their work in helping choir members rehearse their parts, and to Corey Hollenbeck for spending countless hours putting videos together. Virtual anthems would not have been possible without their help!

What a joy it was to have in person worship again as we began our summer services! Having people in the pews again made it feel so much more like worship for those of us who had been playing, singing, reading, and preaching in a nearly empty church. As time went on, we were able to have congregational singing again. The sound of all of you singing on a Sunday morning literally brought tears of joy to my eyes.

By fall, the church felt alive again. There were choir members and section leaders in the choir loft, and we were all practicing together on Thursday evenings! We began to work on new music, and we were able to sing live anthems each week. Music was being sung and handbells were being played by our children and youth on Wednesday evenings during our Midweek @ Epiphany gatherings. We also began to hear the sounds of a new piano on Sunday mornings. The vestry made the purchase a new piano for the chancel possible so that we could hear a wider variety of music. It was wonderful to use the choir stalls and the piano at the front of the church each week for the music during Communion.

During all of this excitement in the fall, a new opportunity was brewing for my spouse in the form of a job that would take us to New York City. After much thought and prayer, and many conversations, we both knew that this was something that we couldn't pass up, in spite of all that we loved here in Boston. After four and a half years at Epiphany, my time here would be coming to an end. Little did I know that my last choral service with the whole choir would be Lessons and Carols. In many ways, I think this is very appropriate. I remember Thomas remarking in my first year here that he thought Lessons and Carols was one of the highlights of the year for most people at Epiphany. It has certainly become one of my favorite services, and this year's will always remain with me. What a wonderful way to cap off four and a half wonderful years. Thank you Parish of the Epiphany!

# ADULT FORMATION

## BRYN HOLLENBECK AND JOHN JENKE

This year's Adult Formation programming focused on two seasons: Lent and Advent. During Lent, Gabrielle Stott offered a weekly Zoom-based series on the Psalms, which deepened our understanding and appreciation of this amazing and multifaceted book. Additionally, three Lenten "home groups," also on Zoom, helped parishioners to dive deeper into the Psalms and get to know one another better throughout the six weeks of Lent. Thank you to Gabrielle, home group leaders, and all participants for taking joining this wonderful series.

Adult Formation also sponsored two excellent Advent programs: John McConnell's program on Advent art, and Craig Bennett's program on Advent music. We thank John and Craig, and all who joined us for these edifying and highly enjoyable classes.

The Adult Christian Formation committee agreed at the beginning of summer to enter a period of rest and discernment. The committee members (as you'll see below) are all highly active members of this parish who have taken on greater responsibilities and new tasks here as we brave our way through the pandemic. A lighter "course load" for AXF members this year not only gives needed rest, but also perspective on how to rejuvenate and focus formation programming in the future, and this hiatus gives the congregation and potential new members space to consider what their hopes for learning and formation are in the future.

We thank our ASF Chairperson Emeritus, John Jenke, who retired in June. John gave countless hours over the years to organizing and offering Adult Formation programs, and our Parish is stronger, more knowledgeable, and more thoughtful because of his leadership.

The 2021 AXF committee included Rich Goldhor, Bryn Hollenbeck, John Jenke, Jason Kinchen, Marty Mauzy, and Gabrielle Stott.

# CHILDREN'S MINISTRIES

## BRYN HOLLENBECK, DIRECTOR OF CHILDREN'S MINISTRY AND PARISH LIFE

2021 was a great year in our Children's Ministries, which encompass Church School; Faith-at-Home (family-centered) formation; special worship services; and Midweek @ Epiphany's art- and music-based faith formation programming on Wednesday evenings. Our Children's Ministries engage several dozen children aged preschool through fifth grade and their families, and over a dozen adult parishioners actively support our Children's Ministries. During the past year the Parish has successfully grown our programming beyond simple "Sunday morning" models, and we've worked to meet the changing needs of our children and families in each season of the pandemic.

Our Church School began 2021 by jumping into the second trimester of our Faith-at-Home Love First curriculum, which teaches children about the immeasurable love God has for us and how we are called to love God and others. All enrolled families received two Faith-at-Home boxes (one winter, one spring) which contained weekly lesson materials and crafts. These materials could stand alone as family devotions, or complement the weekly Sunday School Zoom classes which ran from January through Pentecost.

During the season of Lent, our Zoom Sunday School classes welcomed several ministry leaders to discuss ways in which our Parish loves our neighbors near and far: we thank Josh Reynolds (Creation Care & Sustainability); Betsy Walsh and Susan Haskell (El Hogar); Janet Boswell (Haiti Medical Missions); and Roz Nazarro (Bella Isla and food security ministries) for each spending a morning with us. The strong collaboration between family formation and other parish ministries highlights the commitment and care this parish has for its children and youth.

In the late spring, we launched a new worship service especially planned around the needs of families with children. These outdoor services were held in the Cloister Garden, bimonthly at 5:00 pm on Sunday evenings. In addition to being a great way to reconnect in-person, these services also proved to be good community outreach; several new families came to these short, half-hour services, which continued into early December.

In the fall, we joyfully regathered for in-person Church School, for the first time in 18 months. We turned the Bishop Woodland Garden into an outdoor classroom for September and October, and when it turned cold, we moved into Upper Parish Hall, where the open space, high ceilings, and many windows give our children a healthy and safe physical environment.

We jumped into an exciting new Church School curriculum called *Storymakers*. *Storymakers* creatively retells stories from the Old and New Testaments through zines, which are a combination guide, magazine, and workbook. ("Zine" comes from the word "magazine.") Every child receives their own zine to keep for each unit (we will cover 3-4 units over one program year). Our zines are full of beautiful color illustrations, art, and graphic-novel layouts. As well as introducing our children to important biblical stories and increasing their biblical literacy, *Storymakers* helps children to make sense of where they fit into God's stories.

## CHILDREN'S MINISTRIES CONTINUED

A particularly important benefit of the *Storymakers* curriculum is its emphasis on social-emotional awareness and mental health. As resilient as our children are, we must pay attention to the toll the pandemic has taken and continues to take on them; the disruptions to school, family and friendship; the increase in their caregivers' stress levels; the anxiety or confusion they may have themselves. Through biblical stories, personal responses, and emotional skill-building exercises (including prayer practices), *Storymakers* gives us an integrated approach to children's spiritual, social, and emotional growth and well-being.

In December, the children presented their annual ministry to the congregation: our Christmas Pageant. Our parish's children and youth filled our sanctuary with enthusiastic carols, excellent readings, and creative pantomime. They were magnificent.

A special and heartfelt thank-you goes out to our faithful Sunday School teachers and members of the Children's Ministry Committee: Tracy Grandeau, John Jenke, Elizabeth Berner, Sarah McGonigle, Gwen Hippolite, Ellen Wilson, Laura Krotky, Joan O'Connor, Pam Chester, Bethany Myers, Alex Rodriguez, and Annie Bing. They just keep pivoting and being flexible, from on-line teaching to outdoors and back again. They are filled with grace and bravery, and we are blessed by the love and skill of each.

Submitted by Bryn Hollenbeck, Director of Children's Ministries and Parish Life

## YOUTH MINISTRIES

### **BRYN HOLLENBECK, DIRECTOR OF CHILDREN'S MINISTRY AND PARISH LIFE**

In the winter and spring, our middle and high school group continued to meet weekly for Wednesday Evening Check-Ins, a time on Zoom for connecting, talking about what's on our hearts, and prayerfully considering an offered devotion. When the weather turned warm in May, we were thrilled to offer two outdoor gatherings, with active games and food (two treasured parts of any youth group, which are greatly missed in the online format). Although youth meetings were on hiatus in the fall while we searched for a Director of Youth Ministries, we were thrilled when in late December Eva Dazell joined us in a part-time capacity as our Interim Director of Youth Ministries for the remainder of the 2021-22 program year. We joyfully anticipate a winter and spring full of youth programming and we look forward to our continuing our search for a full-time, permanent Director of Youth Ministries. We thank the Parish for their continued support for this new staff position.

We thank our wonderful and faithful youth volunteers for their ministry in 2021: Heather Keith-Lucas, Laura Krotky, John Jenke, and Ellen Wilson.

Submitted by Bryn Hollenbeck, Director of Children's Ministries and Parish Life

# MISSION AND OUTREACH COMMITTEE

JANET BOSWELL AND LISA CORE, CO-CHAIRS

SUSAN HASKELL, OUTREACH FUND MANAGER

A Steering Committee oversees Mission and Outreach activities. Meetings are typically held on the third Tuesday of each month at 7:30 pm. Meetings are open to all interested parishioners and new members are welcome! Janet Boswell and Lisa Core co-chair the Committee and Susan Haskell is its fund manager. Frequent attendees include: Claudia Bell, Carol Hollingshead, Roz Nazarro, Bob Davidson, Ellen Rockefeller, and Betsy Walsh.

We have liaisons/volunteer coordinators for the following organizations:

- American Friends of the Episcopal Diocese of Jerusalem (AFEDJ): Jack Roll
- Blackstone Library Project: Susan Haskell
- Council of Social Concern: Ellen Rockefeller
- El Hogar: Betsy Walsh
- Habitat for Humanity: Bill Saunders
- Haiti Medical Mission: Janet Boswell and Bill Sanders
- Kids4Peace: Pam Chester
- Massachusetts Community Action Network (MCAN) Burlington Cluster: Pam Chester
- Network for Social Justice: Bob Davidson
- Quest Adventures: Claudia Bell
- St. Luke's Community Dining Room: Claudia Bell
- St. Luke's Food Pantry: Betsy Walsh
- St. Stephen's Youth Programs (SSYP): Betsy Walsh
- Sustainability and Creation Care: Josh Reynolds
- Winchester Interfaith Resettlement Project: Bob Davidson

Highlights of 2021:

- **Winchester Interfaith Resettlement Project** — Epiphany is a leading faith community in the effort to organize support for Afghan evacuees relocated to this area. The interfaith group is working with two local refugee resettlement organizations, Ascentria Care Alliance and LexRAP, to form Neighborhood Support Teams (NSTs). Teams will work alongside case managers to help evacuees access resources and build self-sufficiency. Epiphany hosted a well-attended orientation and training on 1/13/2022 for volunteers from participating communities.
- **Sustainability and Creation Care** — This group has grown to over 30 individuals who meet monthly, publish a newsletter, sponsor educational programming, and participate in local events. The group hosted a youth-led Creation Care Challenge in June and July which encouraged households to use the Episcopal Diocese's ["Sustaining our Island Home" carbon tracker website](#) to find new ways to reduce their CO<sub>2</sub>e emissions. Interfaith Power & Light is a key partner in amplifying our parish's impact in seeking legislative change and opportunities for hands-on involvement in environmental justice actions.

## MISSION AND OUTREACH COMMITTEE CONTINUED

- **Hybrid Giving Tree** — Parishioners provided generous support for our organizations both through the donation of gift cards and by making online contributions to their “wish lists.”
- **Council of Social Concern** — Parishioners donated almost 100 bags of food for the Council’s annual fall food drive and \$1,000 worth of grocery gift cards – matching last year’s record in gathering.
- **St. Luke’s** — The food pantry resumed its pre-COVID operations in the late fall when the City of Chelsea ended their emergency food distribution program based at St. Luke’s. However, the “Brigade” of volunteers from local faith communities, active in food security issues throughout the pandemic, continued their support with donations of toiletries, gift cards, and holiday gifts for children.
- **St. Stephen’s Youth Programs** — For a second year, we collected Thanksgiving food items and distributed about 100 bags of groceries to the families of their students and teen staff. Parishioners also donated almost 100 holiday gift cards for SSYP families.

### Missions Supported

The Mission & Outreach Committee distributed \$60,500 as follows:

#### Donations to organizations

American Friends Episcopal Diocese of Jerusalem	1,500
Anna’s Fund (Farmers Market)	1,000
Blackstone Library Project	3,000
Brookview House	500
Council of Social Concern	1,000
El Hogar — 2 sponsorships	6,000
El Hogar — University Aid	2,000
Episcopal City Mission	1,000
ECM Bond Fund	1,000
Episcopal Relief and Development	1,000
Children’s Nutrition Program of Haiti	2,000
Haiti Nursing School Scholarships	4,000
Kids4Peace	1,500
Meals on Wheels	500
MV Habitat for Humanity	500
Network for Social Justice	500
Quest Adventures For Inner City Youth	1,500
St Luke’s COVID Emergency Fund	6,000
St. Stephen’s Youth Programs	3,000
SSYP B-SAFE Summer Youth Jobs (2)	6,000
UU Bedford Sanctuary Fund	1,500
Winchester Got Lunch Program	1,000

# MISSION AND OUTREACH COMMITTEE CONTINUED

## Special Programs

Turkey Wahoo (SSYP)	1,446
B-SAFE (SSYP)	2,273
Creation Care	1,500
Clergy Discretionary	2,000

## Grants and Emergency requests

LexRAP (Afghan refugees)	3,789
Immigrant Family Services Institute (Haitian refugees)	3,789

Respectfully submitted,

*Janet Boswell and Lisa Core, Co-Chairs*  
*Susan Haskell, Outreach Fund Manager*

# SUSTAINABILITY AND CREATION CARE

## JOSH REYNOLDS

This is the Sustainability and Creation Care committee's second year, and our first year working with Nick Myers. This committee was formed on the belief that caring for Creation is something in which all residents of this diverse and breathtaking planet have a stake. God calls us to be stewards for the planet and to honor our life-sustaining blessings.

The tenet of Creation Care is that this stewardship is both a personal and systemic responsibility — it's a moral issue. The evidence shows that the climate is warming and that the generation of heat trapping gasses is the leading cause. We as individuals and we as a society need to take action to reduce emissions of CO<sub>2</sub> and other heat-trapping gasses to stop and reverse the warming of our planet.

Our Bishops have recognized this imperative and declared a "Climate Emergency," saying:

*We recognize that accelerating global warming and mass extinctions are destroying God's creation, threatening to make our planet uninhabitable. We likewise recognize that the climate crisis affects low-income communities and communities of color first and hardest.*

*We confess that we, and our churches, have not yet responded with adequate seriousness or urgency to the ongoing, intensifying effects of climate change, and to its underlying causes.*

We support the Bishops' imperative, and we invite you to join us to "step in" and do this work together. The Bishops have called on each of us to: *Pray, Learn, Act, Advocate* and so this is how we seek to engage the Epiphany congregation.

### **Pray:**

Our prayers are based in a language of faith. There is no talk of living a life of faith in this world without discussing Climate Change. We have no home other than this earth.

### **Learn:**

The Diocese encourages congregations to convene conversations and educational events around such topics as: how tackling the climate crisis connects with efforts to alleviate poverty, fight injustice, and defend human life; and how to stop and reverse the warming of our planet.

We have set up ways to enable this conversation:

- Discussions with theological leaders and with parishioners who are taking action in the fight against climate change such as: Leah Schade, Susan McPhee, Hannah Niswonger, Laura Dike, Joy and Leo Cass, and Julie Dalton.
- Publication of a monthly Newsletter to update the congregation on challenges and progress in the fight against environmental injustice and climate change.

## SUSTAINABILITY AND CREATION CARE CONTINUED

- Support for organizations that advocate to fight global warming and the inequity of its impact on the poorest and most disadvantaged people.

### **Act:**

As a Parish committed to being stewards of God's earth, we must step-in and take action to reduce emissions and fight global warming.

- Help parishioners take tangible steps to reduce emissions in their own households through both education and challenges, youth activities, and hands-on work.
- Assess within our own property strategies and tactics to reduce carbon emissions through a "green audit."
- Encourage biodiversity and more healthful living through recycling, gardening and planting.
- Engage youth and children in projects to reduce emissions and promote sustainable food practices and farming.
- Work with interfaith groups and organizations promoting justice to take action at a regional, state, and international level to promote racial and environmental justice.

### **Advocate:**

When we talk about transformation or ending injustice in our world, we need to be activists — we need to be engaged. As a Parish, we support interfaith and environmental justice organizations such as: Interfaith Power and Light; GreenRoots in Chelsea; the Network for Social Justice; and Alternatives for Community and Environment in Roxbury. Parish members are actively engaging with these groups and working locally with people in low-income communities and communities of color to effect tangible change in these communities.

We hold a monthly meeting via Zoom on the last Monday of each month (the Zoom link is on the Creation Care page on 3crowns.com). And the Newsletter is distributed every other month.

We have an advisory group to generate ideas, provide insight and direction for the overall committee. The current members of this group include:

Susan Almquist  
Pam Chester  
Ingrid Geis  
Bryn Hollenbeck  
Hannah Niswonger  
Eileen Marks  
Ellen Rockefeller  
Fred Spencer  
Pierre Trepagnier

Contact the parish office if you would like to be added to the newsletter or become a part of the Advisory group.

## CARD MINISTRY

### JOY CASS AND BARBARA LEVIN

Barbara Levin and I, as well as the Epiphany Visitors, continue to send cards for Illness, bereavement, and other life events. We depend on the clergy and other parishioners to let us know when a card would be appreciated and to join us in sending cards. It's always a pleasant surprise to find something other than ads and bills in the mailbox! We could always use some extra help; please contact Joy Cass if you are interested in being a part of this ministry.

## CIRCLE OF LIFE

### BARBARA ROWLAND

The Circle of Life group has continued to meet weekly by Zoom on Tuesday afternoons. The link to our meetings is listed weekly in the Parish newsletter. Our purpose is to maintain socialization and community during this time of Covid restrictions. We do not, currently, have a formal program with speakers. Those who join our Zoom sessions discuss family, Parish updates, current events, books, and movies. All are welcome.

# EPIPHANY VISITORS

## DIANA OBBARD

Traditionally, the Epiphany Visitor role is to reach out, in a variety of ways, to those of our parishioners who, because of health or mobility issues or lack of transportation, are no longer able to participate in Epiphany's life, be it church services, social events, or other traditional church activities. Often, this inability to participate leads to a sense of isolation and sadness.

Pre-Covid, our goal was to bring a sense of Epiphany to these parishioners — to let them know they remain connected to and remembered by the parish. We visit them where they live — at home, assisted living facility, or nursing home. We may chat or simply listen, bring them news of church activities, share books or at times, sit in companionable silence. Occasionally we may go for a drive to see the fall leaves or spring flowers or out to lunch.

But Covid brought a sudden end to our usual in-person visits. Our visitees missed us and we missed them.

Knowing it was more important than ever to keep connected, we did so, but in different ways. Phone calls, emails, texts or FaceTime kept us in touch. We sent cards and notes to celebrate birthdays, or holidays, or just to provide cheer. We dropped off edibles or books or flowering plants at their front doors or facility desks. It wasn't the same as being there, in person, but it kept us together as we tried to maintain the relationships and rituals we had together.

In May, in lieu of our annual spring Epiphany Visitor party in Hadley Hall, we delivered "gourmet" boxes of baked treats to each of our visitees. And then, soon after, Covid appeared to be waning and we were permitted to visit in person! It was wonderful.

Throughout this whole time, we have marveled at the uncomplaining attitude and strength of those whose isolation was more severe than most. It was impressive. And they appreciated and were very responsive to the virtual church services — which without Covid might not have come into being.

So, interestingly, Covid did not cut us off from our visitees; instead it provided new ways to stay connected and strengthened our commitment to them.

Our committee, which meets monthly, includes Pat Aldrich, Joy Cass, Barbara De Wolfe, Marie Lee, Gloria Korta, Joan O'Connor, Diana Obbard, Peggy Roll, Jack Roll, Betsey Spiller, Gabrielle Stott, Alison Taber, Stephanie Terry, and Peggy Wiseman. The Reverend Nicholas Myers arrived as the year began and has provided not only spiritual guidance but practical assistance during this time.

If you know of someone who would benefit from an Epiphany Visitor, we would welcome this information.

## FLOWER DELIVERY MINISTRY

### JULIE BRODERICK

After each 10:00 am Sunday service (or after Evensong, on the Sundays that Evensong is held), the Flower Delivery Ministry delivers the altar flowers and cards to two parishioners selected by the Rector to receive the flowers. The Rector or his/her designee decides who will receive flowers each week. They are sent to parishioners for many reasons, such as after the birth of a baby, after the death of a loved one, during recovery from illness or surgery, and sometimes just to say thank you or we miss you. Flower deliverers rotate, and each individual delivers flowers approximately once every 6-8 weeks, depending on everyone's schedules. The schedule is set up for three months at a time, based on each deliverer's availability. After the service, the Flower Guild divides the flowers into two coffee cans, and then the flower deliverer picks up the flowers and takes them to the recipient. The card has the delivery name and address. Most deliveries are in Winchester, but there are occasionally deliveries to surrounding towns, such as Belmont, Lexington, and Reading. Julie Broderick is the current team leader for the Flower Delivery Ministry and organizes the team's schedule based on individual availability, which is obtained through a Doodle poll every 3 months.

Flower delivery was suspended due to the Covid-19 pandemic from Lent 2020 to mid-2021, but resumed over the summer of 2021. We currently have approximately 9 active members and 5 members who participate based on the season and their availability.

Flower delivery is a much-loved Parish ministry to recipients and deliverers alike.

## FRIENDS IN DEED

### SARA POST

Friends in Deed is a group of parishioners who show the love of this parish to others in times of need or celebration. Once we receive a request from the office, the call goes out and our members respond as they are able. Our gestures of care are many, from meals, rides to appointments, plants, baked goods, and myriad other activities. In our Baptismal Covenant, we are asked to serve Christ in all persons loving our neighbor as our self. Friends In Deed is a way of showing this. Please contact one of the three co-coordinators — Susan Almquist, Thom Fries, and Sara Post — or the Epiphany office if you feel called to join us.

COVID-19 has had an impact on our ministry as it has on all our lives. Due to COVID restrictions, we were not as active as in the past, but we were still able to provide many meals and some rides to doctor appointments.

Please contact me or the Parish office if you would like to join us.

Sara Post

## HEALING MINISTRY

### FRED ROWLAND

During this time of necessary physical distancing, the Healing Ministry has continued to offer time on Thursday evenings for prayer or thanksgiving via Zoom. We have begun to include the name of the prayer partners in the Thursday email announcement for those who may be more comfortable with an individual member of the Healing Ministry team.

Members of the team have been meeting monthly for prayer and study.

## INTERCESSORY PRAYER LIST MINISTRY

### JAKE MONTWIELER

This ministry team maintains Epiphany's prayer list and communicates regularly with those who have requested prayers for loved ones. The ministry supports other pastoral outreach efforts by often being the first pastoral contact with someone in crisis. 116 people were on Epiphany's prayer list in 2020. Thirty members of the church have committed to praying for our loved ones in need and receive the prayer list via email each week. The intercessory prayer team meets once a month to reflect together and to review the intercessory prayer list.

This ministry, now entering its ninth year, continues to be a blessing for those who pray and for those who have requested prayers. As with Epiphany's other pastoral ministries, the prayer list team continues to experience God's grace in these moments of petition, reflection, caring, and consolation.

We graciously invite parishioners to join this ministry by...

- 1) Reaching out with prayer requests when you or your loved ones are in need.
- 2) Signing up to receive Epiphany's weekly prayer list via email so that you might join our community of prayers.

We can be contacted via [prayer@3crowns.org](mailto:prayer@3crowns.org)

## LAY EUCHARISTIC VISITORS

### SUSAN BECKER

The Lay Eucharistic Visitors take Communion to any parishioner who is unable to attend church services. Historically, for those who are in nursing homes, homebound because of illness, surgery, family responsibilities, or simply unable to attend church services on a regular basis, an LEV visit provided time for prayer, worship, and a link to the larger parish family.

With the quarantine restrictions imposed by Covid-19, our ministry came to an abrupt halt in March 2020. As 2021 made vaccines readily available to us, we resumed service to a small number of parishioners who were comfortable with home visits. Despite the loss of several cherished parishioners who were visited regularly, our members, Susan Almquist, Joy and Leo Cass, Diana Obbard, William Pelosky, Sara Post, Marie Sabatino, Mary Street, Alison Taber, and Peggy Wiseman, have stayed active through prayer, phone calls and notes.

It is our hope that more parishioners might take advantage of Eucharistic celebrations in their home. We look to reach those who might feel uneasy in the pews during these continued months of pandemic concerns, or are remaining at home because of the birth of a child or care of children who are too young to be vaccinated. We look forward to expanding our ministry in 2022.

## MEN'S GROUP

### FRED ROWLAND

The Men's Group has continued to meet weekly on Thursday afternoons via Zoom for fellowship, mutual support, and learning from each other and the books we read. Our reading this year has taken us into areas where we each have been surprised at what was absent from our previous education or experience.

During this year we have read and had extensive discussions about:

- *Taking America Back For God: Christian Nationalism in the United States* by Andrew L Whitehead and Samuel L Perry;
- *The Color of Law: A Forgotten History of How Our Government Segregated America* by Richard Rothstein;
- *The Courage to Meddle: The Belief of Frances Perkins* by Tom Levitt;
- *Tangled Up In Blue: Policing the American City* by Rosa Brooks.

In the new year, we are beginning to read *Jesus and John Wayne: How White Evangelicals Corrupted a Faith and Fractured a Nation* by Kristin Kobes Du Mez.

## PRAYER SHAWL MINISTRY

### MARTHA LEWIS

The members of the Prayer Shawl Ministry, with determination and grace, have continued to knit shawls with love and prayers in every stitch. Shawls were delivered to those who were ill or undergoing medical procedures, those who were grieving a loss, and those celebrating a time of joy, and there are baby shawls for new babies. An Epiphany Hug. Some shawls were delivered personally, others were mailed, all with a personal note from the group.

During the blessing of this Ministry, June 2012, by Thomas Brown, he remarked, “The shawls are themselves symbols of God’s embracing, unconditional love. Those who received these shawls have been uplifted and affirmed.” And I would add, as have the knitters been uplifted and affirmed. You are invited to join us as we knit, laugh and pray together, at this present time from our homes.

Martha Lewis for the Prayer Shawl Ministry

## STEPHEN MINISTRY

### TED KELLOGG

In the fall of 2019, Epiphany launched its Stephen Ministry program to reach out to people with one-to-one Christian care. Through Stephen Ministry, a team of Epiphany church members, known as Stephen Ministers, have been equipped to provide quality care to people facing a variety of personal crises. Some of the situations in which Stephen Ministers provide care include the loss of a loved one, the birth of a child, divorce, terminal illness, loneliness, unemployment, hospitalization, and spiritual crisis.

Before commissioning, Epiphany’s Stephens Ministers received 50 hours of training in Christian caregiving skills covering topics such as active listening, confidentiality, crisis theory, as well as ministering to people in specific situations such as divorce, grief and hospitalization. After they begin providing care, Stephen Ministers continue to meet frequently with their Stephen Leaders for continuing education and supervision as they strive to offer the highest quality Christian caregiving.

If you are interested or have questions about Stephen Ministry at Epiphany, please contact Ted Kellogg at 617-304-4914. If you know someone who needs care or support, please call the Reverend Nick Myers at 781-729-1922. Stephen Leaders are: the Reverend Bob Davidson, Gloria Korta, Joan O’Connor, and Ted Kellogg.

# CHRISTMAS FAIR

## SARA POST AND LAURA KROTKY

The annual Christmas Fair, held on Saturday, November 20, was a wonderful day of community and good cheer. We welcomed 600 visitors and raised more than \$19,000 for the church. Of note, over 60 volunteers donated their time on Fair day to create a warm and welcoming experience for our visitors!

Organizing the Fair is an all-volunteer endeavor, and our dedicated, lead volunteers deserve a huge thank you. In particular, section leaders at the bake and knit tables, white elephant, kids store, marketing, café, and silent auction made a huge commitment of time to make the event a success.

We made one accommodation to the pandemic. Our café turned into a “famous Cumming-family homemade soup to go” station. The soup was delicious! We look forward to returning to a full, sit-down café next year.

We are looking for new leadership for many of the sections for next year’s Fair. If you enjoy the event, please consider joining the organizing team.

# COMMUNICATIONS COMMITTEE

## KATE REYNOLDS

Thank you to the members of our small communications committee, Martha Stone-Martin, Laura Krotky, and Linda McDonough who generously offered their time and talent to support Kathryn Dominguez, Parish Administrator, and other staff and committee chairs, however needed throughout the year.

In 2021, we shared stories and updates under the umbrella of Epiphany’s five pillars: Worship and Music, Faith Formation, Parish Life, Mission and Outreach and Pastoral Care. We helped disseminate information about the parish on social media, the website, in press releases, announcements, and newsletters to increase awareness about Epiphany, to educate newcomers about the parish, and to welcome all into our community. Martha Stone-Martin worked closely with Kathryn to manage the website design and updates, and we are looking into potentially rebranding in 2022. We continued to work with staff and committee chairs to better understand their communications needs, and jumped in wherever needed. We also provided publicity support for the Christmas Fair chairs, Laura Krotky and Sara Post, in the form of signage, press releases, and social media advertising to help drive traffic to the Fair. We also launched a *Reflections on a Pandemic* exhibit which may be reintroduced and expanded on in 2022 since the pandemic isn’t quite over yet.

We invite and welcome any parishioners who enjoy writing, photography, website design, or video production to join us in sharing Epiphany stories internally and externally. Please email Kate Reynolds with any ideas or if you would like to share your communications talents with the broader community.

# EVENTS STEERING COMMITTEE

## JANE WHITE

In ordinary times, the Events Steering Committee is responsible for overseeing Epiphany's events calendar and budgeting and recruiting for parish events. Specific responsibilities include:

- Staying in touch with parish staff and leaders with respect to events (receptions large and small, luncheons, rummage sales, fairs, etc.) they are planning for the coming year and working with the Parish Administrator to maintain a parish-wide, annual calendar of events.
- Managing the events budget.
- Assessing the need for staffing not available from the sponsoring group and recruiting needed hosts/organizers.
- Working with staff and parish leaders to develop new events that appeal to a variety of ages and interest groups within the parish.
- Serving as a resource for events-related knowledge such as: recruiting, attendance and food and beverage estimates, state raffle regulations, Epiphany's alcohol policy and related local regulations, Epiphany's policies around handling cash at events, etc.

Once summer arrived and we could gather outside for summer punch after church, Events was back in business. Come fall, we rejoiced in our renewed ability to see each other in person and embarked on a full schedule from Rally Day (sponsored by the Vestry) to Christmas Eve dinner (for clergy, choir, and guest musicians), including weekly Sunday fellowship, a newcomers' coffee (with the Welcome Ministry), the ever-popular Ciderfest, the All Saints' baptism reception, a fabulous Christmas Fair (organized by Laura Krotky and Sara Post), and a festive celebration of the stewardship ingathering. As winter approached, fellowship continued, with some people in and some outside, including a festive reception following the pageant. While some events went virtual (Brett's Diaconate ordination reception) or were canceled as health and safety required (the fall rummage sale, the reception following Lessons & Carols), we look forward to their return, and more!

I am grateful to a long list of volunteers who responded cheerfully to regular sign-ups in their email, sought me out to ask how they could help, or jumped right in to pour cider, cut the cake, or clear plates and mugs "in the moment." Simply put, you made it possible.

As I write this, Events has gone relatively quiet again, but just as soon as we are able to enjoy food and drink together again, Events, led by new co-chairs Annie Bing and Marie Johnson, will be back. Get ready to jump in! There will be gatherings to host or co-host, cookies to bake, soups to make, flowers to arrange, punch to wrangle, dishes to wash, tablecloths to launder, and delightful people to meet in the kitchen while lending a hand.

Jane White,  
Chair

## GIFTS AND MEMORIALS COMMITTEE

### CYNTHIA LAWSON SAMOILOFF

This year, the Gifts and Memorials Committee was comprised of Cynthia Lawson Samoiloff (Chair), Laurie Minniti, Joan Wallwork, Lee Kaukas (Property Committee), Kathy Hodges and Jo Devlin (Altar Guild), and Suzanne Owayda (Warden).

During this year, we saw the final step in the refurbishment of the nave with new kneelers, fully funded, delivered and installed, which match the seat cushions previously funded. The Gifts and Memorials Fund also provided the financial support to begin the program of restoration for the altar tapestries.

Finally, the calligraphy was completed which would bring the volumes recording the deaths of church members and the gifts of the prior two years up to date. These volumes are now installed in their case at the rear of the church.

All of these projects have been completed with the monies contributed to the Gifts and Memorials Fund. It is hoped that this Fund will come to mind when seeking ways to remember the lives of friends and family and to support the efforts to enhance our place of worship and the activities of the Parish of the Epiphany.

## GREETERS

### CAROL HOLLINGSHEAD

Greeters welcome all those arriving at the church door for all services. This initial greeting draws us together in warm friendship as we prepare to worship in community. We strive to welcome each person with an enthusiastic smile, giving each our full attention and offering assistance and directions when needed. When live services restarted, a core, dedicated group of greeters again volunteered to embody the welcome that Epiphany offers to all who come.

## PERSONNEL COMMITTEE

### LINDSEY SCHRADER

The primary focus of the Personnel Committee in 2021 was aiding the Rector in the search process for new roles as they arose. Given the various changes in staffing, this work is continuing into 2022. The project of reviewing the current employee handbook and aligning it with the Diocesan standards to the extent applicable and practical has kicked off with an initial draft complete. The plan will be to have the draft reviewed by key stakeholders with a goal of publishing an updated and approved Handbook in Q1 2022. The Personnel Committee will also look to expand membership in 2022.

# PROPERTY COMMITTEE

## LEE KAUKAS

Committee Members: Lee Kaukas (chair), Darwin Keith-Lucas, Charlie Price, Jay Stott, Jenifer Tidwell, Frank Vaughan, and Brian Curreri (sexton). We welcomed Suzanne Owayda as a new member of the committee. We thank Fred Spencer, Pierre Trepagnier, and Ted Reboul for their many years of service and efforts for the committee.

This has been a busy year for the committee with rectory renovations, regathering preparations, purchase and installation of audiovisual equipment and electrical capacity for remote services, carpentry work at the parish, new landscaping and temporary lighting for the courtyard, and initiation of a physical assessment project.

At the rectory, we worked with a contractor to make changes to the second floor living space, including adding a new bathroom and making a new closet. We also finished a new room on the third floor, replaced carpeting on the second and third floors, and installed new basement windows. We are grateful for the architectural design and drawing work John McConnell did, the interior-design recommendations and guidance Brenda Reishus provided, and the closet design work Anne Sharp did. We also thank Charlie Price and Suzanne Owayda who gave time and effort to the rectory year-round.

In preparation for reopening the church in the spring, the committee collaborated with the Regathering Committee to improve the air quality in the sanctuary and enhance cleaning protocols. An ionization air purifier was installed for the sanctuary with guidance and coordination from Pierre Trepagnier as part of his stewardship of the HVAC physical plant. Prior to reopening, the Sanctuary had a thorough cleaning and hand sanitizer stations were set up at various locations.

2021 saw many significant changes and improvements to our ability to stream services while people were obliged to remain at home, as well as see and hear better the services on the Epiphany campus. We began the year with empty pews with only service participants and technicians in the church. We used cameras set up on tripods in the center aisle and our existing audio infrastructure for capturing the worship service for streaming. In addition, the choir was obligated to prerecord much of the music using Zoom technology called A Capella while additional music offerings were produced at high quality by Craig and Corey Hollenbeck who made videos of various soloists. Our services were then a mix of live liturgy and pre-recorded music as well as some readings as well.

With the return of worshippers to the sanctuary, recording set-ups had to change in church. The Audiovisual Team embarked on a new project to install broadcast quality remote cameras in the nave. We hired an electrical firm to install high-speed ethernet in the nave and the rest of the Epiphany campus to carry the video and audio signals. At the same time, we had to upgrade our audio equipment to a digital technology, so it could be carried over the network. By the time we welcomed parishioners back into the sanctuary in May, we were streaming with a completely new infrastructure using all digital technology for video, and by September were using all digital technology for audio.

## PROPERTY COMMITTEE CONTINUED

We began in-person worship with prerecorded segments and so had to place monitors temporarily in the nave so music and readings could be seen in the nave as well as on the stream. Later, when all music and readings were live, we moved this technology to Hadley Hall, so that socially distanced worship could take place. Currently, we can stream our services to the internet, but also to different parts of our campus at high quality. In 2022 we plan to enable streaming from different venues such as the Chapel, Hadley Hall, and the Upper Parish Hall, as well as enabling hybrid meetings and presentations where some participants are on campus while others are remote.

All this new technology required a new commitment on behalf of the streaming/audio teams that bring you these offerings on YouTube. An entirely new system required old and new volunteers and a new round of training. We are deeply grateful for those who have given us their time and talent to stream for you each weekend — Dave McSweeney, Suzanne Owayda, Jenifer Tidwell, Jared Cumming, Joan O'Connor, and Jason Kinchen are at the streaming console. And at the audio mixer are John Jenke, Fred Spencer, Jenifer Tidwell (yes, she's double the impact!), Rich Bartels, and Rich Goldhor. Clearly, nothing could happen without the dedication of these teams.

For Easter Vigil services, Charlie Price and Fred Spencer created and installed a temporary outdoor lighting display in the Courtyard. Jenifer Tidwell and Ellen Rockefeller selected perennials for a new garden bed in the Courtyard and Jenifer Tidwell planted them in the fall.

With guidance from the Vestry, the Committee began steps for a full physical plant assessment of the Epiphany Campus, including the Rectory. The Committee is collaborating with the Creation Care Team on an environmental assessment of our energy usage. In 2022, these efforts will enable us to strengthen our plans for the future and prioritize efforts.

# STEWARDSHIP COMMITTEE

## NELIA NEWELL

The Stewardship Committee is responsible for organizing and leading the annual pledge campaign for the Parish of the Epiphany. Our annual pledges represent 90% of the Parish's annual revenues and are an essential determinant of what we will do together as a parish next year. Pledge totals serve as a starting point for the budget which sets out salaries, program budgets for Parish Life, Mission & Outreach, Worship & Music and Formation (children, youth, and adult), and provisions for building maintenance.

Last summer, Nick and the vestry developed a vision to expand the ways in which we engage and serve the parish and broader community: examples include additional staffing, activities such as the Midweek @ Epiphany gatherings on Wednesdays, and increased technology to support hybrid services and gatherings. The 2022 annual pledge campaign entitled Renew & Rebuild set out to support this vision by setting a goal of \$1,050,000 in total pledges. We asked each of us to consider increasing our pledge by 15% and sought to increase the number of pledging households from 226 to 240.

Thank you to all of you who came to presentations and who took the time to share your feedback. Most importantly, thank you to each of you who has pledged your support for our journey together as a community. As of January 6, pledges received are 18.7% higher than at this point last year reflecting an aggregate increase of 20% from those who have pledged and 11 new pledges. As in prior years, there are still households who have not turned in their pledges and we continue to follow up with them as well as encouraging pledges from those who are new to the parish or who haven't pledged in the past.

Overall, we expect to achieve our pledge revenue goal, but recognize that we will fall short of the 240 households that we had hoped would pledge. As is evident in the table below, the number pledging has shown a decreasing trend over the past three years which represents a challenge that we will need to focus on as a community over the next year in order to support Epiphany's operating budget and growth into new endeavors.

The Committee this year consisted of seven members: Jared Cumming, Jonathan Foot, Marie Johnson, Warren McFarlan, Nick Myers, Nelia Newell (chair), Peggy Roll, and Jane White. Thank you to everyone on the committee for their untiring good humor and willingness to take on whatever task we asked of them. In addition, thank you to those who supported the campaign, in particular, to those who participated in video conversations and to Corey Hollenbeck who supported us with his gifts as a videographer and editor. Finally and most importantly, a huge thank you to Suzy and Kathryn who have fielded countless requests and put up with a few missed deadlines in our efforts to communicate with and respond to the parish. I am beyond grateful for the many ways that you have supported us.

The table below shows how the 2022 campaign compares to the 2020 and 2021 campaigns at this stage.

# STEWARDSHIP COMMITTEE CONTINUED

## Recap of Stewardship Campaigns - Budget Years 2022, 2021, and 2020

	Through Week 7 of 2022 Campaign			Through Week 7 of 2021 Campaign			Through Week 8 of 2020 Campaign		
	Number of Pledges	\$ Value	Change from Prior Year	Number of Pledges	\$ Value	Change from Prior Year	Number of Pledges	\$ Value	Change from Prior Year
Level Pledges	67	\$152,810		96	\$324,969		90	\$227,702	
Increased Pledges	107		\$163,197	74		\$38,086	97		\$113,499
Decreased Pledges	14		(\$4,628)	32		(\$29,300)	40		(\$33,713)
Total Continuing Pledges	188	\$979,034		202	\$839,385		227	\$880,604	
New Pledges	11	\$26,230		6	\$7,565		9	\$15,320	
<b>Total Pledges Received to Date</b>	<b>199</b>	<b>\$1,005,264</b>		<b>208</b>	<b>\$846,950</b>		<b>236</b>	<b>\$895,924</b>	
<b>New Funds</b>		<b>\$184,799</b>			<b>\$16,351</b>			<b>\$95,106</b>	
Average Pledge		\$5,052			\$4,072			\$3,796	
Median Pledge		\$2,500			\$2,100			\$2,400	
Pledged Prior Year, Not Yet This Year*	28	\$46,525		24	\$44,190		10	\$10,384	
Packets Remaining Outstanding	161			162			154		
<b>Campaign Goal</b>	<b>240</b>	<b>\$1,050,000</b>		<b>250</b>	<b>\$875,000</b>		<b>275</b>	<b>\$875,000</b>	
<b>Final Pledges</b>				<b>226</b>	<b>\$891,990</b>		<b>247</b>	<b>\$909,179</b>	

\* net of reserve for departures, changes, etc.

## USHERS

### REID BOSWELL

I assumed the role of head usher from Pat Aldrich in the spring of 2021. Thanks to Pat for her faithful service prior to and into the beginning of the COVID pandemic. Suffice it to say that our role as ushers has evolved very quickly and a bit chaotically in response to the public health emergency of this virus. We have been able to provide at least three ushers for the 10:00 service and one for the 8:00. We have lost seasoned lead ushers who have respectfully resigned, but have added new ushers. We have had a moving target with the ever changing liturgical recommendations, but our usher crew has risen to the challenges. Thank you to all who have faithfully served and continue to be flexible with ever changing protocols. Our hope is to move, however slowly, to our "normal" procedure for welcoming, seating, offering, and providing a space for Holy Communion. We would welcome those who may be called to usher.

# FINANCE COMMITTEE

## ALAN BRIGGS, TREASURER

The Finance Committee is responsible for overseeing the business activities of the Parish of the Epiphany and providing fiscal guidance and support to the Vestry. A primary responsibility of the Committee is to prepare the annual budget for Epiphany, which was submitted and approved by Vestry in December. Working closely with the Treasurers and Wardens, the Committee monitors monthly revenue and expenses to ensure the various committees and ministries of the Parish are operating within budget guidelines. The Committee also addresses other financial issues as needed, including funding of new projects, policy clarifications and revisions and audits.

The members of the Finance Committee during 2021 were Alan Briggs, Treasurer; Nelia Newell, Associate Treasurer; My Linh Cumming; Whit Rappole; Jay Stott.

### 2021 Financial Review:

**Operating Results:** Included in the Annual Report is a copy of the 2021 financial statements for Parish of the Epiphany, which provides account-level detail of actual full-year results as compared to the budget. The financial statements show a stable and sound financial position for the Parish.

**Revenues:** For the year ended 12/31/2021, total revenue was \$989,361 which was a (-10.1%) decrease from 2020 including PPP Unrestricted Funds (\$1,100,847) and is (-\$8,285) under the budgeted amount of revenue. Revenue excluding PPP Unrestricted Funds would be a decrease of (-2.0%) from 2020. The underage was driven by Plate and Special Offerings (-\$9,206) offset by Pledge (-\$766), Investments Dividend and Interest \$1,160, Other Activity Income excluding Christmas Fair (-\$6,308), Christmas Fair Income \$8,706, and Special Donations (-\$1,872).

**Personnel:** Personnel Salary and Benefits totaled \$541,331 and was over budget by (-\$7,641). This was driven by Interim Rector (-\$8,128), Coordinator of Formation 403b/Health Insurance (\$2,159), Childcare Providers (\$2,949), Singers (\$3,943), Parish Administrator (\$3,645), Interim Communications Assistant (-\$3,825), Other Lay Staff (\$4,471), Lay Benefits primarily Coordinator of Formation (-\$18,244), and Clergy/Other (\$5,389). Overall, total personnel expenses represented 55% of total revenues which was within the guideline of 50% to 55% that has historically been the goal for Epiphany.

**Operating Expenses:** Total expenses were \$1,015,660 in 2021 which was lower than the budget of \$1,024,508. This was primarily a result of lower than planned spending due mainly to the pandemic, the church not being open all year with savings offsetting new items like Midweek.

**Net Surplus:** Revenues were under budget while expenses were favorable to budget resulting in a net surplus for 2021 of \$564 or 0.06% of plan.

## FINANCE COMMITTEE CONTINUED

**Balance Sheet:** *Liquidity* of the Parish remains strong and is more than adequate to support monthly operating needs of Epiphany with approximately \$82K in the general fund (less liabilities), which represents cash available to support operating needs and emergencies.

Reserves of the Parish are held in the Unrestricted Endowment (Vestry Designated) which is managed by Vanguard and the DIT. Total balances amounted to approximately \$1,213,847 at the end of the year. The Investment Committee oversees all invested assets of Epiphany.

**Summary:** Parishioners can have confidence that Epiphany's overall financial position is solid and stable. From an operating perspective, we manage the budget very carefully through monthly detailed revenue and expense reviews. Also, from a balance sheet perspective, Epiphany is well supported by our near-term liquidity and long-term reserves.

*Alan Briggs, Treasurer and Chair*

# INVESTMENT SUBCOMMITTEE

## JIM GAMMILL

The Investment Subcommittee oversees the Investment Portfolio (the “Portfolio”) on behalf of the full Finance and Investment Committee and the Vestry. This Portfolio is invested in stocks and bonds and has historically contributed about 4% of its value each year (\$31,744 in 2021) to the operating budget.

The Investment Subcommittee meets three times a year to review the investment performance during a regularly scheduled monthly Finance Committee meeting. All the holdings are passively managed index funds, with a neutral target allocation of 70% stocks, 30% bonds.

The year was another strong year for stocks. The Portfolio total return was 14.03% for the year, versus 15.33% for the benchmark. Here are performance measures (in annualized returns) and year-end holdings for the Investment Portfolio.

	<b>1 YR</b>	<b>3 YR</b>	<b>5 YR</b>	<b>10 YR</b>
	-----	-----	-----	-----
<b>Benchmark Indices:</b>				
Russell 3000 (broad US stock market)	25.66%	25.79%	17.97%	16.30%
MSCI EAFE (international market)	11.26%	13.54%	9.55%	8.03%
Bloomberg US Agg (US bond market)	-1.58%	4.91%	3.64%	2.94%
<b>Custom Benchmark (55--15--30)</b>	<b>15.33%</b>	<b>17.69%</b>	<b>12.41%</b>	<b>11.05%</b>
<b>Parish Investment Portfolio</b>	<b>14.03%</b>	<b>17.67%</b>	<b>12.60%</b>	<b>11.04%</b>
<b>Stock Funds</b>				
Vanguard Value Index	\$	173,393	(14.9%)	
Vanguard Growth Index		128,042	(11.0%)	
Vanguard Extended Market Index		89,741	(7.7%)	
Vanguard Total International Index		120,263	(10.4%)	
Diocesan Fossil Fuel Free Fund		308,460	(26.6%)	
<b>TOTAL STOCK FUNDS</b>	<b>\$</b>	<b>819,900</b>	<b>(70.7%)</b>	
<b>Bond Funds</b>				
Vanguard Total Bond Market Index	\$	170,577	(14.7%)	
Vanguard Short Term Investment Grade		169,732	(14.6%)	
<b>TOTAL BOND FUNDS</b>	<b>\$</b>	<b>340,309</b>	<b>(29.3%)</b>	
<b>TOTAL PORTFOLIO VALUE 12/31</b>	<b>\$</b>	<b>1,160,209</b>		

And as we say each year, as appropriate for a long-term fund, the Investment Subcommittee will continue to accept the ups-and-downs of the markets, re-balance the Investment Portfolio periodically, and look to earn long term returns that suitably reward the managed level of portfolio risk taken.

Investment Subcommittee: Jim Gammill, Ted Kellogg, Solomon Owayda, John Snow, and Jane White

# 2022 BUDGET

## PARISH OF THE EPIPHANY

On Wednesday, December 15, 2021, the Vestry met and discussed the proposed 2022 budget as presented by the Treasurer and Finance Committee. Following the discussion, several changes were made to the 2022 budget for Epiphany. On January 5, 2022, the Vestry electronically voted unanimously to approve an amended 2022 Budget for Epiphany. An outline and summary of the budget is provided below. The fully detailed 2022 budget can also be found in the Annual Report.

A primary goal of the new budget is to adequately fund all Epiphany staff and committees and to ensure that the proposed budget is balanced. Historically, it has been the practice to present a balanced budget. However, the Covid-19 pandemic has made forecasting more uncertain for 2020, 2021, and 2022. Our approved 2021 budget had a deficit of \$27K and our approved 2022 has a deficit of \$20K. This was done with the expectation that the gap will be funded by our General Fund surplus.

The approach to drafting the budget is to ensure the forecasted Stewardship number is correct, but also conservatively projected based on prior experience as things can change during any given year.

**Revenues:** The 2022 budget includes a figure for Stewardship pledges of \$1,050,000 which represents a 18.7% increase over the prior year figure of \$884,500.

Including other pledge income (pledge due from prior years and non-pledge offerings), pledges for 2022 total \$1,082,000 which represents 91% of total revenue for Epiphany. Although Epiphany does have other material sources of revenue, pledge income remains critical to the spiritual and financial health of Epiphany.

Total revenue includes pledges (\$1.082K), plate offerings (\$23.9K), investment income (\$42.2K), activities (\$36.0K), and special donations (\$7.5K). Total budgeted revenue is \$1,191,622 for 2021.

**Personnel Salary & Benefits:** For 2022, personnel expenses (clergy and lay staff) are budgeted at \$638,602, which represents an increase of 19.7% from the prior year. Material changes contributing to the impact from the prior year is related to salaries and benefits. Mostly, Assistant Rector being added. Other changes include an Interim Director of Music with a replacement later in the year and a new part-time Interim Minister of Youth and Lifelong Learning. Also included in the 2022 budget is a 5.2% increase in compensation for members of our laystaff.

Total salary and benefits also represent 52.8% of total revenues for 2022. This figure is in the middle of the historical range (50% to 55%) for Epiphany.

## 2022 BUDGET

**Expense Accounts:** Total expenses are budgeted at \$1,211,395 in 2022, which equates to a 16.7% increase overall. A deficit is forecast at (\$20,000). We are paying down two separate Diocesan Loans over time; one for critical roof repairs a few years ago and one new one for the Rectory upgrades and the HVAC system in Hadley Hall. Also, Epiphany will again contribute \$60,000 to the Preventive Maintenance fund which enables the Property Committee to maintain our property.

In closing, the Parish remains on solid footing, and our 2022 budget accomplishes key goals for Epiphany. In spite of the deficit, we are able to fund our staff and programs while maintaining a budget that is fully paid for by revenues and the surplus from the General Fund. The Parish is in good financial position and able to absorb the deficit. Thanks to all who contributed to our budget process, and a big thank you to our Financial Administrator, Suzy Westcott, who maintains our financial records throughout the year.

*Alan Briggs, Treasurer*

# 2021 OPERATING RESULTS (REVENUES AND EXPENSES)

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Parish of the Epiphany  
Analysis of Revenues & Expenses - Detail  
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Accounts	MTD Actual (This Year)	MTD Budget (This Year)	MTD Budget/Actual (This Year)	YTD Actual (This Year)	YTD Budget (This Year)	YTD Budget/Actual (This Year)
<b>Revenues</b>						
<b>Pledge Income</b>						
000322 - Pledge Due Previous Years	\$468.00	\$0.00	\$468.00	\$6,982.00	\$10,000.00	(\$3,018.00)
000323 - Pledge This Year	\$61,579.12	\$73,381.78	(\$11,782.64)	\$813,708.16	\$844,500.00	(\$30,791.84)
000324 - Non-Pledge Offerings	\$4,860.00	\$2,000.00	\$2,860.00	\$16,685.00	\$12,000.00	\$4,685.00
000325 - Pre-Paid Pledge Income	\$0.00	\$0.00	\$0.00	\$68,358.68	\$40,000.00	\$28,358.68
<b>Total Pledge Income</b>	<b>\$66,907.12</b>	<b>\$75,381.78</b>	<b>(\$8,454.64)</b>	<b>\$905,733.84</b>	<b>\$906,500.00</b>	<b>(\$766.16)</b>
<b>Plate and Special Offerings</b>						
000331 - Open Plate	\$253.00	\$3,100.00	(\$2,847.00)	\$587.00	\$7,350.00	(\$6,763.00)
000332 - Christmas Offering	\$5,380.00	\$8,000.00	(\$2,620.00)	\$5,380.00	\$8,000.00	(\$2,620.00)
000333 - Easter Offering	\$0.00	\$0.00	\$0.00	\$4,091.00	\$8,500.00	(\$2,409.00)
000334 - Unrestricted Gifts	\$364.94	\$170.00	\$194.94	\$4,628.13	\$2,040.00	\$2,588.13
<b>Total Plate and Special Offerings</b>	<b>\$5,997.94</b>	<b>\$11,270.00</b>	<b>(\$5,272.06)</b>	<b>\$14,684.13</b>	<b>\$23,890.00</b>	<b>(\$9,205.87)</b>
<b>Investments Div &amp; Int</b>						
000352 - Operating Div & Int	\$8.84	\$50.00	(\$41.16)	\$137.87	\$800.00	(\$662.13)
000353 - Endowment Div & Int	\$0.00	\$0.00	\$0.00	\$39,578.51	\$37,956.00	\$1,622.51
<b>Total Investments Div &amp; Int</b>	<b>\$8.84</b>	<b>\$50.00</b>	<b>(\$41.16)</b>	<b>\$39,716.18</b>	<b>\$38,556.00</b>	<b>\$1,160.18</b>
<b>Other Activity Income</b>						
000365 - Vacation Bible School Income	\$0.00	\$0.00	\$0.00	\$0.00	\$4,000.00	(\$4,000.00)
000381 - Rental Income	\$925.00	\$700.00	\$225.00	\$4,892.50	\$4,200.00	\$692.50
000382 - Rummage Sales Income	\$0.00	\$0.00	\$0.00	\$0.00	\$3,000.00	(\$3,000.00)
000384 - Christmas Fair Income	\$4,498.00	\$11,000.00	(\$6,502.00)	\$19,705.80	\$11,000.00	\$8,705.80
<b>Total Other Activity Income</b>	<b>\$5,423.00</b>	<b>\$11,700.00</b>	<b>(\$6,277.00)</b>	<b>\$24,598.30</b>	<b>\$22,200.00</b>	<b>\$2,398.30</b>
<b>Special Donations</b>						
000361 - Music Receipts	\$0.00	\$1,000.00	(\$1,000.00)	\$0.00	\$2,500.00	(\$2,500.00)
000364 - Other Outreach Offerings	\$0.00	\$0.00	\$0.00	\$100.00	\$0.00	\$100.00
000366 - Relief Fund Offerings	\$0.00	\$0.00	\$0.00	\$1.00	\$0.00	\$1.00
000367 - Flower Receipts	\$1,645.00	\$800.00	\$845.00	\$4,527.50	\$4,000.00	\$527.50
<b>Total Special Donations</b>	<b>\$1,645.00</b>	<b>\$1,800.00</b>	<b>(\$155.00)</b>	<b>\$4,628.50</b>	<b>\$6,500.00</b>	<b>(\$1,871.50)</b>
<b>Total Revenues</b>	<b>\$79,981.90</b>	<b>\$100,181.78</b>	<b>(\$20,199.88)</b>	<b>\$989,360.95</b>	<b>\$997,646.00</b>	<b>(\$8,285.05)</b>

# 2021 OPERATING RESULTS CONTINUED

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Analysis of Revenues & Expenses - Detail  
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Accounts	MTD Actual (This Year)	MTD Budget (This Year)	MTD Budget/Actual (This Year)	YTD Actual (This Year)	YTD Budget (This Year)	YTD Budget/Actual (This Year)
<b>Expenses</b>						
<b>Personnel Salary &amp; Benefits</b>						
<b>Salary</b>						
<b>Clergy</b>						
<b>Rector</b>						
000400 - Rector	\$9,213.34	\$8,442.90	(\$770.44)	\$83,361.07	\$70,357.50	\$6,996.43
000401 - Rector - Housing	\$3,000.00	\$3,000.00	\$0.00	\$24,800.00	\$25,000.00	\$200.00
000448 - Dental Ins Contribution - Myer	\$230.00	\$0.00	(\$230.00)	\$2,760.00	\$0.00	(\$2,760.00)
000449 - 403b Contribution - Myers	\$576.93	\$555.54	(\$21.39)	\$4,769.30	\$4,629.50	(\$139.80)
000450 - Health Ins Contribution - Myer	\$0.00	\$0.00	\$0.00	\$4,774.00	\$0.00	(\$4,774.00)
<b>Total Rector</b>	<b>\$13,020.27</b>	<b>\$11,998.44</b>	<b>(\$1,021.83)</b>	<b>\$100,464.37</b>	<b>\$99,987.00</b>	<b>(\$477.37)</b>
<b>Interim Priest</b>						
000443 - Interim Priest	\$0.00	\$0.00	\$0.00	\$7,172.08	\$0.00	(\$7,172.08)
000444 - Interim Priest - Housing	\$0.00	\$0.00	\$0.00	\$1,038.46	\$0.00	(\$1,038.46)
000445 - Dental Ins Contribution - Conn	\$0.00	\$0.00	\$0.00	(\$82.00)	\$0.00	\$82.00
<b>Total Interim Priest</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$8,128.54</b>	<b>\$0.00</b>	<b>(\$8,128.54)</b>
<b>Total Clergy</b>	<b>\$13,020.27</b>	<b>\$11,998.44</b>	<b>(\$1,021.83)</b>	<b>\$108,592.91</b>	<b>\$99,987.00</b>	<b>(\$8,605.91)</b>
<b>Lay Staff</b>						
<b>Christian Formation</b>						
000405 - Coordinator of Formation	\$1,897.35	\$2,513.34	\$615.99	\$23,907.96	\$22,620.06	(\$1,287.90)
000406 - Childcare Providers	\$0.00	\$655.44	\$655.44	\$0.00	\$2,949.48	\$2,949.48
000447 - 403B Contribution - Hollenbec	\$375.00	\$2,186.66	\$1,791.66	\$13,375.00	\$19,499.94	\$6,124.94
000453 - Health Ins Contribution-Hollen	\$680.50	\$0.00	(\$680.50)	\$3,966.75	\$0.00	(\$3,966.75)
<b>Total Christian Formation</b>	<b>\$2,952.85</b>	<b>\$5,355.44</b>	<b>\$2,382.59</b>	<b>\$41,249.71</b>	<b>\$45,069.48</b>	<b>\$3,819.77</b>
<b>Music Program</b>						
000407 - Minister of Music	\$6,825.10	\$5,936.22	(\$888.88)	\$53,425.90	\$53,425.98	\$0.08
000436 - 403B Contribution - Benner	\$2,000.00	\$2,888.88	\$888.88	\$26,000.00	\$25,999.92	(\$0.08)
000590 - Singers	\$4,179.45	\$5,039.94	\$860.49	\$26,951.70	\$30,895.19	\$3,943.49
<b>Total Music Program</b>	<b>\$13,004.55</b>	<b>\$13,865.04</b>	<b>\$860.49</b>	<b>\$106,377.60</b>	<b>\$110,321.09</b>	<b>\$3,943.49</b>
<b>Administrative Staff</b>						
000409 - Parish Administrator	\$5,697.69	\$5,063.64	(\$634.05)	\$46,982.07	\$45,572.76	(\$1,409.31)
000410 - Financial Administrator	\$4,606.98	\$4,606.98	\$0.00	\$41,462.82	\$41,462.82	\$0.00
000411 - Interim Communications Assis	\$331.25	\$0.00	(\$331.25)	\$3,825.00	\$0.00	(\$3,825.00)
000417 - 403B Contribution - Twiss	\$0.00	\$1,040.76	\$1,040.76	\$2,428.44	\$9,366.84	\$6,938.40
000451 - 403B Contribution - Domingue	\$240.00	\$0.00	(\$240.00)	\$1,480.00	\$0.00	(\$1,480.00)
000452 - Dental Ins Contribution - Dom	\$45.00	\$0.00	(\$45.00)	\$405.00	\$0.00	(\$405.00)
<b>Total Administrative Staff</b>	<b>\$10,920.92</b>	<b>\$10,711.38</b>	<b>(\$209.54)</b>	<b>\$98,583.33</b>	<b>\$96,402.42</b>	<b>(\$180.91)</b>
<b>Sexton</b>						
000412 - Sexton	\$5,695.86	\$5,877.96	\$182.10	\$48,429.87	\$52,901.64	\$4,471.77
<b>Total Sexton</b>	<b>\$5,695.86</b>	<b>\$5,877.96</b>	<b>\$182.10</b>	<b>\$48,429.87</b>	<b>\$52,901.64</b>	<b>\$4,471.77</b>
<b>Total Lay Staff</b>	<b>\$32,574.18</b>	<b>\$35,789.82</b>	<b>\$3,215.64</b>	<b>\$292,640.51</b>	<b>\$304,694.63</b>	<b>\$12,054.12</b>
<b>Total Salary</b>	<b>\$45,594.45</b>	<b>\$47,788.26</b>	<b>\$2,193.81</b>	<b>\$401,233.42</b>	<b>\$404,681.63</b>	<b>\$3,448.21</b>
<b>Benefits</b>						
<b>Clergy Benefits</b>						
000495 - Clergy Pension Fund	\$2,268.13	\$2,246.34	(\$21.79)	\$26,082.85	\$28,303.88	\$2,221.03
000496 - Clergy Medical	\$2,722.00	\$2,629.00	(\$93.00)	\$30,605.00	\$33,651.20	\$3,046.20
000499 - Rector Hsing Equity Allowan	\$576.93	\$555.54	(\$21.39)	\$4,769.30	\$4,629.50	(\$139.80)
<b>Total Clergy Benefits</b>	<b>\$5,567.06</b>	<b>\$5,430.88</b>	<b>(\$136.18)</b>	<b>\$61,457.15</b>	<b>\$66,584.58</b>	<b>\$5,127.43</b>
<b>Lay Staff Benefits</b>						
000491 - FICA - Employees	\$2,454.00	\$2,763.84	\$309.84	\$22,463.80	\$23,542.22	\$1,078.42
000497 - Employee Medical	\$4,216.26	\$1,573.62	(\$2,642.64)	\$35,223.73	\$16,979.58	(\$18,244.15)
000498 - Lay Benefits - 403B	\$1,836.49	\$2,006.70	\$170.21	\$18,252.73	\$18,046.06	(\$206.67)
<b>Total Lay Staff Benefits</b>	<b>\$8,506.75</b>	<b>\$6,344.16</b>	<b>(\$2,162.59)</b>	<b>\$75,940.26</b>	<b>\$58,567.86</b>	<b>(\$17,372.40)</b>
<b>Worker's Compensation</b>						
000492 - Worker's Compensation	\$0.00	\$0.00	\$0.00	\$2,700.00	\$3,855.90	\$1,155.90
<b>Total Worker's Compensation</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$2,700.00</b>	<b>\$3,855.90</b>	<b>\$1,155.90</b>
<b>Total Benefits</b>	<b>\$14,073.81</b>	<b>\$11,775.04</b>	<b>(\$2,298.77)</b>	<b>\$140,097.41</b>	<b>\$129,008.34</b>	<b>(\$11,089.07)</b>
<b>Total Personnel Salary &amp; Benefits</b>	<b>\$59,668.26</b>	<b>\$59,563.30</b>	<b>(\$104.96)</b>	<b>\$541,330.83</b>	<b>\$533,689.97</b>	<b>(\$7,640.86)</b>
<b>Worship &amp; Music</b>						
<b>Music</b>						
000408 - Substitute Organists	\$800.00	\$400.00	(\$400.00)	\$5,050.00	\$4,800.00	(\$250.00)

# 2021 OPERATING RESULTS CONTINUED

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000591 - Music Expenses	\$917.74	\$291.63	(\$626.11)	\$3,287.24	\$3,500.00	\$212.76
000593 - Instrument Maintenance	\$0.00	\$291.63	\$291.63	\$2,458.32	\$3,500.00	\$1,043.88
000594 - Music Minister Transition	\$0.00	\$0.00	\$0.00	\$50.00	\$0.00	(\$50.00)
000595 - Instrumentalists	\$4,000.00	\$6,500.00	\$2,500.00	\$8,700.00	\$9,750.00	\$1,050.00
000596 - Substitute Singers	\$409.75	\$500.00	\$90.25	\$2,540.45	\$1,000.00	(\$1,540.45)
<b>Total Music</b>	<b>\$6,127.49</b>	<b>\$7,983.26</b>	<b>\$1,855.77</b>	<b>\$22,084.01</b>	<b>\$22,550.00</b>	<b>\$465.99</b>
<b>Worship</b>						
000526 - Supply Clergy	\$0.00	\$0.00	\$0.00	\$706.72	\$2,250.00	\$1,543.28
000562 - Worship/Liturgy	\$0.00	\$208.37	\$208.37	\$689.74	\$2,500.00	\$1,810.26
000567 - Flower Expenses	\$1,539.82	\$900.00	(\$639.82)	\$4,208.41	\$3,000.00	(\$1,208.41)
000568 - Altar Candles, Linens	\$714.30	\$375.00	(\$339.30)	\$1,666.83	\$1,500.00	(\$166.83)
<b>Total Worship</b>	<b>\$2,254.12</b>	<b>\$1,483.37</b>	<b>(\$770.75)</b>	<b>\$7,271.70</b>	<b>\$9,250.00</b>	<b>\$1,978.30</b>
<b>Total Worship &amp; Music</b>	<b>\$8,381.61</b>	<b>\$9,466.63</b>	<b>\$1,085.02</b>	<b>\$29,355.71</b>	<b>\$31,800.00</b>	<b>\$2,444.29</b>
<b>Christian Formation &amp; Educ.</b>						
<b>Adult Education</b>						
000534 - Adult Ed. Curriculum	\$0.00	\$0.00	\$0.00	\$271.91	\$375.00	\$103.09
000535 - Adult Ed. Honoraria	\$500.00	\$0.00	(\$500.00)	\$500.00	\$3,000.00	\$2,500.00
000599 - Theological Education	\$0.00	\$0.00	\$0.00	\$1,342.50	\$1,625.00	\$282.50
<b>Total Adult Education</b>	<b>\$500.00</b>	<b>\$0.00</b>	<b>(\$500.00)</b>	<b>\$2,114.41</b>	<b>\$5,000.00</b>	<b>\$2,885.59</b>
<b>Youth Ministry</b>						
000509 - Other Youth Ministry	\$0.00	\$339.00	\$339.00	\$223.02	\$1,800.00	\$1,376.98
000537 - Genesis	\$0.00	\$665.00	\$665.00	\$104.14	\$1,250.00	\$1,145.86
000538 - YPF	\$0.00	\$357.00	\$357.00	\$210.63	\$1,250.00	\$1,039.37
000577 - Children/Youth Mission & Givi	\$0.00	\$100.00	\$100.00	\$0.00	\$1,200.00	\$1,200.00
<b>Total Youth Ministry</b>	<b>\$0.00</b>	<b>\$1,461.00</b>	<b>\$1,461.00</b>	<b>\$537.79</b>	<b>\$5,300.00</b>	<b>\$4,762.21</b>
<b>Church School</b>						
000530 - Substitute Childcare Providers	\$0.00	\$0.00	\$0.00	\$61.52	\$0.00	(\$61.52)
000539 - Church School Expenses	\$218.24	\$429.00	\$210.76	\$4,558.92	\$5,145.00	\$586.08
<b>Total Church School</b>	<b>\$218.24</b>	<b>\$429.00</b>	<b>\$210.76</b>	<b>\$4,620.44</b>	<b>\$5,145.00</b>	<b>\$524.56</b>
<b>Vacation Bible School</b>						
000565 - Vacation Bible School Expens	\$0.00	\$0.00	\$0.00	\$0.00	\$4,000.00	\$4,000.00
<b>Total Vacation Bible School</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$4,000.00</b>	<b>\$4,000.00</b>
<b>Total Christian Formation &amp; Educ.</b>	<b>\$718.24</b>	<b>\$1,890.00</b>	<b>\$1,171.76</b>	<b>\$7,272.64</b>	<b>\$19,445.00</b>	<b>\$12,172.36</b>
<b>Pastoral Care &amp; Stewardship</b>						
<b>Pastoral Care</b>						
000541 - Pastoral Care	\$72.41	\$0.00	(\$72.41)	\$1,808.84	\$1,500.00	(\$308.84)
000551 - Stephen Ministry	\$0.00	\$0.00	\$0.00	\$193.95	\$250.00	\$56.05
<b>Total Pastoral Care</b>	<b>\$72.41</b>	<b>\$0.00</b>	<b>(\$72.41)</b>	<b>\$2,002.79</b>	<b>\$1,750.00</b>	<b>(\$252.79)</b>
<b>Annual Stewardship Program</b>						
000514 - Stewardship Expenses	\$5,950.00	\$600.00	(\$5,350.00)	\$3,781.00	\$4,100.00	\$319.00
<b>Total Annual Stewardship Program</b>	<b>\$5,950.00</b>	<b>\$600.00</b>	<b>(\$5,350.00)</b>	<b>\$3,781.00</b>	<b>\$4,100.00</b>	<b>\$319.00</b>
<b>Welcoming Commission</b>						
000543 - Newcomer Initiatives	\$0.00	\$25.00	\$25.00	\$0.00	\$300.00	\$300.00
000544 - Parish Events	\$1,518.11	\$225.00	(\$1,293.11)	\$3,324.14	\$4,925.00	\$1,600.86
000545 - Marketing & Communications	\$0.00	\$375.00	\$375.00	\$902.71	\$1,500.00	\$597.29
000552 - Midweek	\$2,357.17	\$0.00	(\$2,357.17)	\$5,318.98	\$0.00	(\$5,318.98)
000600 - Christmas Fair Expenses	\$0.00	\$300.00	\$300.00	\$353.72	\$600.00	\$246.28
<b>Total Welcoming Commission</b>	<b>\$3,875.28</b>	<b>\$925.00</b>	<b>(\$2,950.28)</b>	<b>\$9,899.55</b>	<b>\$7,325.00</b>	<b>(\$2,574.55)</b>
<b>Discretionary Funds</b>						
000520 - Rector's Discretionary Fund	\$500.00	\$41.63	(\$458.37)	\$500.00	\$500.00	\$0.00
000521 - Assistant Rector's Discretionary	\$200.00	\$18.63	(\$183.37)	\$200.00	\$200.00	\$0.00
<b>Total Discretionary Funds</b>	<b>\$700.00</b>	<b>\$59.26</b>	<b>(\$641.74)</b>	<b>\$700.00</b>	<b>\$700.00</b>	<b>\$0.00</b>
<b>Total Pastoral Care &amp; Stewardship</b>	<b>\$10,597.69</b>	<b>\$1,583.26</b>	<b>(\$9,014.43)</b>	<b>\$16,383.34</b>	<b>\$13,875.00</b>	<b>(\$2,508.34)</b>
<b>Mission &amp; Outreach</b>						
000546 - Outreach Projects & Grants	\$3,180.44	\$2,500.00	(\$680.44)	\$60,500.00	\$60,500.00	\$0.00
000564 - Other Outreach Disbursement	\$100.00	\$0.00	(\$100.00)	\$100.00	\$0.00	(\$100.00)
000566 - Relief Fund Grants	\$1.00	\$0.00	(\$1.00)	\$1.00	\$0.00	(\$1.00)
<b>Total Mission &amp; Outreach</b>	<b>\$3,281.44</b>	<b>\$2,500.00</b>	<b>(\$781.44)</b>	<b>\$60,601.00</b>	<b>\$60,500.00</b>	<b>(\$101.00)</b>
<b>Diocesan Support</b>						
000548 - Diocesan Assessment	\$8,692.87	\$8,692.87	\$0.00	\$104,314.00	\$104,314.00	\$0.00
<b>Total Diocesan Support</b>	<b>\$8,692.87</b>	<b>\$8,692.87</b>	<b>\$0.00</b>	<b>\$104,314.00</b>	<b>\$104,314.00</b>	<b>\$0.00</b>

# 2021 OPERATING RESULTS CONTINUED

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Parish of the Epiphany  
Analysis of Revenues & Expenses - Detail  
January to December 2021

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Accounts	MTD Actual (This Year)	MTD Budget (This Year)	MTD Budget/Actual (This Year)	YTD Actual (This Year)	YTD Budget (This Year)	YTD Budget/Actual (This Year)
<b>Administration &amp; Finance</b>						
<b>Office</b>						
000501 - Office Supplies	\$727.13	\$540.00	(\$187.13)	\$4,138.36	\$6,480.00	\$2,341.64
000502 - Office Machine Repairs/Maint	\$1,351.55	\$1,700.00	\$348.45	\$20,085.16	\$20,400.00	\$314.84
000503 - Outside Printing	\$130.28	\$2,000.00	\$1,869.74	\$2,044.85	\$4,000.00	\$1,955.15
000504 - Postage	\$823.80	\$0.00	(\$823.80)	\$2,362.88	\$2,500.00	\$137.32
000505 - Subscriptions	\$0.00	\$0.00	\$0.00	\$100.00	\$300.00	\$200.00
000527 - Communication Software	\$1,832.40	\$125.00	(\$1,507.40)	\$2,298.65	\$1,500.00	(\$798.65)
000586 - Church Telephone	\$297.00	\$257.75	(\$39.25)	\$4,463.73	\$3,093.00	(\$1,370.73)
<b>Total Office</b>	<b>\$4,981.94</b>	<b>\$4,622.75</b>	<b>(\$339.19)</b>	<b>\$35,491.43</b>	<b>\$38,273.00</b>	<b>\$2,781.57</b>
<b>Vestry Expenses</b>						
000506 - Gifts for Outgoing Vestry	\$0.00	\$0.00	\$0.00	\$250.00	\$250.00	\$0.00
000507 - Vestry Retreat & Expenses	\$0.00	\$0.00	\$0.00	\$2,541.39	\$1,500.00	(\$1,041.39)
<b>Total Vestry Expenses</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$2,791.39</b>	<b>\$1,750.00</b>	<b>(\$1,041.39)</b>
<b>Clergy Expenses</b>						
000508 - Clergy Hospitality	\$3,080.98	\$375.00	(\$2,705.98)	\$3,740.43	\$4,500.00	\$759.57
000510 - Clergy Travel/Professional Ex	\$2,345.87	\$229.13	(\$2,116.74)	\$2,150.87	\$2,750.00	\$599.13
000515 - Clergy Sabbatical Fund	\$4,000.00	\$333.37	(\$3,666.63)	\$4,000.00	\$4,000.00	\$0.00
000525 - Clergy Hiring Expenses	\$0.00	\$0.00	\$0.00	(\$125.59)	\$0.00	\$125.59
<b>Total Clergy Expenses</b>	<b>\$9,426.83</b>	<b>\$937.50</b>	<b>(\$8,489.33)</b>	<b>\$9,765.71</b>	<b>\$11,250.00</b>	<b>\$1,484.29</b>
<b>Continuing Education</b>						
000512 - Clergy Continuing Education	\$55.35	\$0.00	(\$55.35)	\$494.26	\$1,500.00	\$1,005.74
000513 - Staff Continuing Education	\$0.00	\$0.00	\$0.00	\$0.00	\$1,000.00	\$1,000.00
<b>Total Continuing Education</b>	<b>\$55.35</b>	<b>\$0.00</b>	<b>(\$55.35)</b>	<b>\$494.26</b>	<b>\$2,500.00</b>	<b>\$2,005.74</b>
<b>Other Expenses</b>						
000516 - Bank Charges/Late Fees	\$344.58	\$300.00	(\$44.58)	\$3,341.29	\$3,800.00	\$258.71
000519 - Diocesan Convention Expense	\$0.00	\$50.00	\$50.00	\$40.00	\$150.00	\$110.00
000522 - Stokes Loan Interest	\$43.09	\$113.34	\$70.25	\$739.16	\$1,428.88	\$689.52
000524 - Triennial Audit	\$0.00	\$0.00	\$0.00	\$5,000.00	\$10,000.00	\$5,000.00
<b>Total Other Expenses</b>	<b>\$387.65</b>	<b>\$463.34</b>	<b>\$75.69</b>	<b>\$9,120.45</b>	<b>\$15,178.88</b>	<b>\$6,058.23</b>
<b>Total Administration &amp; Finance</b>	<b>\$14,831.77</b>	<b>\$6,023.59</b>	<b>(\$8,808.18)</b>	<b>\$57,863.24</b>	<b>\$68,951.88</b>	<b>\$11,288.44</b>
<b>Property</b>						
<b>Rectory</b>						
<b>Rectory Utilities</b>						
000570 - Rectory Gas	\$236.00	\$265.17	\$29.17	\$2,881.23	\$3,182.70	\$501.47
000571 - Rectory Electricity	\$174.19	\$176.78	\$2.59	\$2,822.21	\$2,121.80	(\$500.41)
000572 - Rectory Water & Sewer	\$0.00	\$171.63	\$171.63	\$2,208.19	\$2,080.00	(\$148.19)
<b>Total Rectory Utilities</b>	<b>\$410.19</b>	<b>\$613.58</b>	<b>\$203.39</b>	<b>\$7,511.63</b>	<b>\$7,384.50</b>	<b>(\$147.13)</b>
<b>Rectory Upkeep</b>						
000573 - Rectory Landscaping	\$770.00	\$333.37	(\$436.63)	\$2,315.00	\$4,000.00	\$1,685.00
000574 - Rectory Maintenance	\$0.00	\$333.37	\$333.37	\$6,452.37	\$4,000.00	(\$2,452.37)
<b>Total Rectory Upkeep</b>	<b>\$770.00</b>	<b>\$666.74</b>	<b>(\$103.26)</b>	<b>\$8,767.37</b>	<b>\$8,000.00</b>	<b>(\$767.37)</b>
<b>Total Rectory</b>	<b>\$1,180.19</b>	<b>\$1,280.32</b>	<b>\$100.13</b>	<b>\$16,279.00</b>	<b>\$15,384.50</b>	<b>(\$894.50)</b>
<b>Church</b>						
<b>Church Utilities</b>						
000580 - Church Fuel	\$4,448.84	\$4,120.00	(\$328.84)	\$23,798.24	\$24,720.00	\$923.76
000581 - Church Electricity	\$1,257.52	\$1,375.00	\$117.48	\$13,524.81	\$16,500.00	\$2,975.19
000582 - Church Water & Sewer	\$0.00	\$210.00	\$210.00	\$1,197.90	\$2,520.00	\$1,322.10
<b>Total Church Utilities</b>	<b>\$5,706.36</b>	<b>\$5,705.00</b>	<b>(\$1.36)</b>	<b>\$38,518.95</b>	<b>\$43,740.00</b>	<b>\$5,221.05</b>
<b>Church Upkeep</b>						
000580 - Building Supplies	\$475.78	\$250.00	(\$225.78)	\$3,813.13	\$3,000.00	(\$813.13)
000578 - A/V Equipment	\$219.88	\$0.00	(\$219.88)	\$1,251.93	\$0.00	(\$1,251.93)
000579 - Regathering Expenses	\$0.00	\$0.00	\$0.00	\$813.74	\$0.00	(\$813.74)
000583 - Church Landscaping	\$4,339.55	\$0.00	(\$4,339.55)	\$8,829.51	\$7,000.00	(\$1,829.51)
000584 - Building Maintenance	\$3,933.52	\$1,179.13	(\$2,754.39)	\$22,709.83	\$14,150.00	(\$8,559.83)
000587 - Cleaning Services	\$750.00	\$1,166.63	\$416.63	\$9,000.00	\$14,000.00	\$5,000.00
000588 - Snowplowing	\$0.00	\$1,000.00	\$1,000.00	\$2,100.00	\$4,000.00	\$1,900.00
000589 - Trash Collection	\$484.00	\$242.00	(\$242.00)	\$2,904.00	\$2,178.00	(\$726.00)
000592 - Preventative Maintenance Fun	\$0.00	\$0.00	\$0.00	\$80,000.00	\$80,000.00	\$0.00
<b>Total Church Upkeep</b>	<b>\$10,202.71</b>	<b>\$3,837.76</b>	<b>(\$6,364.95)</b>	<b>\$111,022.14</b>	<b>\$104,328.00</b>	<b>(\$6,694.14)</b>

# 2021 OPERATING RESULTS CONTINUED

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Parish of the Epiphany  
Analysis of Revenues & Expenses - Detail  
January to December 2021

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Accounts	MTD Actual (This Year)	MTD Budget (This Year)	MTD Budget/Actual (This Year)	YTD Actual (This Year)	YTD Budget (This Year)	YTD Budget/Actual (This Year)
000585 - Church Insurance	\$8,836.50	\$0.00	(\$8,836.50)	\$32,918.75	\$28,500.00	(\$4,418.75)
<b>Total Church Insurance</b>	<u>\$8,836.50</u>	<u>\$0.00</u>	<u>(\$8,836.50)</u>	<u>\$32,918.75</u>	<u>\$28,500.00</u>	<u>(\$4,418.75)</u>
<b>Total Church</b>	<u>\$22,545.57</u>	<u>\$9,542.76</u>	<u>(\$13,002.81)</u>	<u>\$182,459.84</u>	<u>\$176,568.00</u>	<u>(\$5,891.84)</u>
<b>Total Property</b>	<u>\$23,725.76</u>	<u>\$10,823.08</u>	<u>(\$12,902.68)</u>	<u>\$199,738.84</u>	<u>\$191,932.50</u>	<u>(\$8,806.34)</u>
<b>Total Expenses</b>	<u>\$129,897.64</u>	<u>\$100,542.73</u>	<u>(\$29,354.91)</u>	<u>\$1,015,659.60</u>	<u>\$1,024,508.15</u>	<u>\$8,848.55</u>
<b>Net Total</b>	<u>(\$49,915.74)</u>	<u>(\$360.97)</u>	<u>(\$49,554.77)</u>	<u>(\$26,298.85)</u>	<u>(\$26,862.15)</u>	<u>\$563.50</u>

# 2021 BALANCE SHEETS

Date : 01/25/2022  
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Parish of the Epiphany  
Balance Sheet  
GENERAL FUND  
December 2021

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## Accounts

		Assets	
<b>Cash</b>			
<b>Petty Cash</b>			
000101 - Petty Cash		\$250.00	
<b>Total Petty Cash</b>		<u>\$250.00</u>	
<b>Winchester Co-operative Bank</b>			
<b>Winchester Checking Account</b>			
000120 - WCB Checking GF		\$118,166.47	
<b>Total Winchester Checking Account</b>		<u>\$118,166.47</u>	
<b>Winchester Savings Account</b>			
000133 - GF Interest		\$708.72	
<b>Total Winchester Savings Account</b>		<u>\$708.72</u>	
<b>Total Winchester Co-operative Bank</b>		<u>\$118,875.19</u>	
<b>Vanguard Brokerage Services</b>			
000160 - Vanguard Brokerage - GF		\$35,017.62	
<b>Total Vanguard Brokerage Services</b>		<u>\$35,017.62</u>	
<b>Total Cash</b>			<b>\$154,142.81</b>
<b>Investments</b>			
<b>General Fund</b>			
000148 - Vanguard Ultra-Short-Term Bond GF		\$123,601.51	
<b>Total General Fund</b>		<u>\$123,601.51</u>	
<b>Total Investments</b>			<u>\$123,601.51</u>
<b>Total Assets</b>			<u><u>\$277,744.32</u></u>

## Liabilities and Net Assets, Fund Principal, & Restricted Funds

<b>Liabilities and Net Assets</b>			
<b>Liabilities</b>			
<b>Current Liabilities</b>			
000239 - Stewardship Movie-Advanced Deposit		\$3,300.00	
000258 - Stories in Light		\$81.86	
000259 - Haiti Educational Fund		\$2,980.30	
000263 - Advanced Pledges		\$113,136.10	
000264 - El Hogar Women's Mission Trip		\$95.00	
000265 - El Hogar Youth Mission Trip		\$181.58	
000266 - Haiti Medical Mission		\$19,552.62	
000278 - Holy Land Trip		\$12,682.64	
000279 - Advanced Christmas Flower Payments		\$600.00	
000297 - All Parish Weekend-Advanced Deposit		(\$1,697.00)	
000298 - Church School Curr-Advanced Deposit		(\$1,912.50)	
000299 - Tapestry Restoration		\$22,090.00	
<b>Total Current Liabilities</b>		<u>\$171,090.60</u>	
<b>Total Liabilities</b>			<b>\$171,090.60</b>
<b>Net Assets</b>			
<b>Unrestricted Net Assets</b>			
<b>Unrestricted: Non-Designated</b>			
000230 - Unrealized Gain - General Fund		\$213.51	
000282 - Music Fund		\$10,256.81	
000283 - Rector's Sabbatical Fund		\$9,809.53	
000287 - Assoc. Rector's Sabbatical Fund		\$4,680.30	
<b>Total Unrestricted: Non-Designated</b>		<u>\$24,960.15</u>	
<b>Total Unrestricted Net Assets</b>		<u>\$24,960.15</u>	
<b>Total Net Assets</b>			<b>\$24,960.15</b>
<b>Total Liabilities and Net Assets</b>			<u><u>\$196,050.75</u></u>

# 2021 BALANCE SHEETS CONTINUED

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Parish of the Epiphany  
Balance Sheet  
GENERAL FUND  
December 2021

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**Accounts**

**Fund Principal**

000231 - General Fund  
Excess Cash Received

\$107,992.22  
(\$26,298.65)

**Total Fund Principal and Excess Cash Received**

**\$81,693.57**

**Total Liabilities and Net Assets, Fund Principal, & Restricted Fu**

**\$277,744.32**

# 2021 BALANCE SHEETS CONTINUED

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Parish of the Epiphany  
Balance Sheet  
Permanently Restricted Endowment  
December 2021

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Accounts

Assets		
<b>Investments</b>		
<b>Permanently Restricted Funds</b>		
000125 - DIT - M. Irving - Perm. Restricted	\$63,587.52	
000126 - DIT - F. Booth - Perm. Restricted	\$66,118.27	
000127 - DIT - E. Davis - Perm. Restricted	\$68,073.84	
<b>Total Permanently Restricted Funds</b>	<u>\$197,779.63</u>	
<b>Total Investments</b>		<u>\$197,779.63</u>
<b>Total Assets</b>		<u><u>\$197,779.63</u></u>

Liabilities and Net Assets, Fund Principal, & Restricted Funds		
<b>Liabilities and Net Assets</b>		
<b>Net Assets</b>		
<b>Restricted Net Assets</b>		
<b>Permanently Restricted</b>		
000224 - Unrealized Gain - Perm. Restricted	\$17,749.01	
000225 - DIT - M. Irving	\$57,881.11	
000226 - DIT - F. Booth	\$60,184.72	
000227 - DIT - E. Davis	\$61,964.79	
<b>Total Permanently Restricted</b>	<u>\$197,779.63</u>	
<b>Total Restricted Net Assets</b>	<u>\$197,779.63</u>	
<b>Total Net Assets</b>		<u>\$197,779.63</u>
<b>Total Liabilities and Net Assets</b>		<u>\$197,779.63</u>
Excess Cash Received	\$0.00	
<b>Total Fund Principal and Excess Cash Received</b>		<u>\$0.00</u>
<b>Total Liabilities and Net Assets, Fund Principal, &amp; Restricted Fu</b>		<u><u>\$197,779.63</u></u>

# 2021 BALANCE SHEETS CONTINUED

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Parish of the Epiphany  
Balance Sheet  
Plant Fund  
December 2021

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## Accounts

Assets		
<b>Cash</b>		
<b>Winchester Co-operative Bank</b>		
<b>Winchester Checking Account</b>		
000122 - WCB Plant Fund Checking	\$228.00	
<b>Total Winchester Checking Account</b>	<u>\$228.00</u>	
<b>Total Winchester Co-operative Bank</b>	<u>\$228.00</u>	
<b>Total Cash</b>		<b>\$228.00</b>
<b>Property</b>		
000150 - Building & Land	\$848,316.00	
000151 - Improvements	\$2,838,402.63	
000152 - Furniture & Equipment	\$141,794.87	
000153 - Accumulated Depreciation	(\$1,584,278.98)	
<b>Total Property</b>		<u><b>\$2,244,234.52</b></u>
<b>Total Assets</b>		<u><u><b>\$2,244,462.52</b></u></u>
<b>Liabilities and Net Assets, Fund Principal, &amp; Restricted Funds</b>		
<b>Liabilities and Net Assets</b>		
<b>Liabilities</b>		
<b>Property Liabilities</b>		
000271 - Stokes Loan	\$34,112.43	
<b>Total Property Liabilities</b>	<u>\$34,112.43</u>	
<b>Total Liabilities</b>		<b>\$34,112.43</b>
<b>Net Assets</b>		
<b>Unrestricted Net Assets</b>		
<b>Property Net Assets</b>		
000270 - Plant Fund	\$2,352,300.75	
000272 - Depreciation Deletions	(\$141,950.66)	
<b>Total Property Net Assets</b>	<u>\$2,210,350.09</u>	
<b>Total Unrestricted Net Assets</b>	<u>\$2,210,350.09</u>	
<b>Total Net Assets</b>		<u><b>\$2,210,350.09</b></u>
<b>Total Liabilities and Net Assets</b>		<u><b>\$2,244,462.52</b></u>
Excess Cash Received	\$0.00	
<b>Total Fund Principal and Excess Cash Received</b>		<u><b>\$0.00</b></u>
<b>Total Liabilities and Net Assets, Fund Principal, &amp; Restricted Fu</b>		<u><u><b>\$2,244,462.52</b></u></u>

# 2021 BALANCE SHEETS CONTINUED

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Parish of the Epiphany  
Balance Sheet  
Temporarily Restricted Endowment  
December 2021

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Accounts

Assets		
<b>Cash</b>		
<b>Winchester Co-operative Bank</b>		
<b>Winchester Checking Account</b>		
000121 - WCB Temporarily Restricted Checking	\$8,204.08	
<b>Total Winchester Checking Account</b>	<b>\$8,204.08</b>	
<b>Winchester Savings Account</b>		
000123 - WCB Temp Restricted Savings	\$10,736.94	
<b>Total Winchester Savings Account</b>	<b>\$10,736.94</b>	
<b>Total Winchester Co-operative Bank</b>	<b>\$18,941.02</b>	
<b>BlueHub Capital</b>		
000168 - BlueHub Loan Fund - Temp	\$2,000.00	
<b>Total BlueHub Capital</b>	<b>\$2,000.00</b>	
<b>Total Cash</b>		<b>\$20,941.02</b>
<b>Total Assets</b>		<b>\$20,941.02</b>
<b>Liabilities and Net Assets, Fund Principal, &amp; Restricted Funds</b>		
<b>Liabilities and Net Assets</b>		
<b>Net Assets</b>		
<b>Restricted Net Assets</b>		
<b>Temporarily Restricted</b>		
000242 - Altar Guild Memorial Fund	\$122.42	
000243 - Christian Ed. Memorial Fund	\$525.00	
000246 - Flower Guild Memorial Fund	\$1,914.02	
000247 - JJB Woodland Garden Fund	\$3,946.87	
000248 - Memorial Garden Fund	\$4,027.98	
000249 - Music Memorial Fund	\$300.00	
000255 - Communications Initiative	\$692.50	
000268 - BlueHub Loan Fund	\$2,000.00	
000274 - R. Nelson Fund-Christian Formation	\$7,412.23	
<b>Total Temporarily Restricted</b>	<b>\$20,941.02</b>	
<b>Total Restricted Net Assets</b>	<b>\$20,941.02</b>	
<b>Total Net Assets</b>		<b>\$20,941.02</b>
<b>Total Liabilities and Net Assets</b>		<b>\$20,941.02</b>
Excess Cash Received	\$0.00	
<b>Total Fund Principal and Excess Cash Received</b>		<b>\$0.00</b>
<b>Total Liabilities and Net Assets, Fund Principal, &amp; Restricted Fu</b>		<b>\$20,941.02</b>

# 2021 BALANCE SHEETS CONTINUED

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Parish of the Epiphany  
 Balance Sheet  
 Together Now  
 December 2021

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**Accounts**

<u>Assets</u>		
<b>Liabilities and Net Assets, Fund Principal, &amp; Restricted Funds</b>		
<b>Liabilities and Net Assets</b>		
Excess Cash Received	\$0.00	
<b>Total Fund Principal and Excess Cash Received</b>		<b>\$0.00</b>
<b>Total Liabilities and Net Assets, Fund Principal, &amp; Restricted Fu</b>		<b>\$0.00</b>

# 2021 BALANCE SHEETS CONTINUED

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Parish of the Epiphany  
Balance Sheet  
Unrestricted Endowment - Designated  
December 2021

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Accounts

Accounts	Assets	
<b>Cash</b>		
<b>Winchester Co-operative Bank</b>		
<b>Winchester Checking Account</b>		
000137 - WCB Unrestrict Designated Checking	\$17,334.14	
<b>Total Winchester Checking Account</b>	<u>\$17,334.14</u>	
<b>Rector Disc Fund Account</b>		
000185 - Rector's Disc Cking - Unrest Des	\$16,108.73	
<b>Total Rector Disc Fund Account</b>	<u>\$16,108.73</u>	
<b>Asst Rector Disc Fund Account</b>		
000186 - Asst Rect Disc Cking - Unrest Des	\$2,209.46	
<b>Total Asst Rector Disc Fund Account</b>	<u>\$2,209.46</u>	
<b>Total Winchester Co-operative Bank</b>	<u>\$35,652.33</u>	
<b>Total Cash</b>		<b>\$35,652.33</b>
<b>Investments</b>		
<b>Unrestricted Designated Funds</b>		
000129 - Vanguard Total Bond Mkt Index	\$170,576.88	
000130 - Vanguard Growth Index	\$128,042.28	
000131 - Vanguard Value Index	\$173,393.46	
000132 - Vanguard Intl Stock Index	\$120,262.93	
000135 - Vanguard Extended Mkt Index	\$89,740.98	
000146 - DIT - Epiphany Winchester Green Fd	\$308,460.35	
000147 - Vanguard Short-Term Inv-Grade Fund	\$169,732.43	
000149 - Vanguard Ultra Short Term Bond Fund	\$53,637.91	
<b>Total Unrestricted Designated Funds</b>	<u>\$1,213,847.22</u>	
<b>Total Investments</b>		<u>\$1,213,847.22</u>
<b>Total Assets</b>		<u>\$1,249,499.55</u>
<b>Liabilities and Net Assets, Fund Principal, &amp; Restricted Funds</b>		
<b>Liabilities and Net Assets</b>		
<b>Net Assets</b>		
<b>Unrestricted Net Assets</b>		
<b>Unrestricted: Designated</b>		
000228 - Unrestricted Endowment Fund	\$1,024,903.07	
000229 - Unrealized Gain - Unrestricted End	\$134,549.72	
000244 - Gifts & Memorials	\$7,698.53	
000250 - Outreach Fund	\$1.71	
000251 - Preventative Maintenance Fund	\$18,832.25	
000285 - Rector's Disc Fund Acct-Unrest Des	\$16,108.73	
000286 - Asst Rect Disc Fund Acct-Unrest Des	\$2,209.46	
000289 - Together Forever Property Fund	\$7,477.60	
000291 - Elevator Maintenance	\$36,568.48	
000292 - Sustainability & Creation Care	\$1,150.00	
<b>Total Unrestricted: Designated</b>	<u>\$1,249,499.55</u>	
<b>Total Unrestricted Net Assets</b>	<u>\$1,249,499.55</u>	
<b>Total Net Assets</b>		<u>\$1,249,499.55</u>
<b>Total Liabilities and Net Assets</b>		<u>\$1,249,499.55</u>
Excess Cash Received	\$0.00	
<b>Total Fund Principal and Excess Cash Received</b>		<u>\$0.00</u>
<b>Total Liabilities and Net Assets, Fund Principal, &amp; Restricted Fu</b>		<u>\$1,249,499.55</u>

# 2022 BUDGET

Parish of the Epiphany  
Analysis of Revenues & Expenses - Detail  
January to December 2021

Page : 1

Accounts	Annual Budget (2021)	YTD Actual (2021)	Annual Budget (2022)
<b>Revenues</b>			
<b>Pledge Income</b>			
000322 - Pledge Due Previous Years	\$10,000.00	\$6,982.00	\$10,000.00
000323 - Pledge This Year	\$844,500.00	\$813,708.16	\$1,020,000.00
000324 - Non-Pledge Offerings	\$12,000.00	\$16,685.00	\$12,000.00
000325 - Pre-Paid Pledge Income	\$40,000.00	\$68,358.68	\$40,000.00
<b>Total Pledge Income</b>	<u>\$906,500.00</u>	<u>\$905,733.84</u>	<u>\$1,082,000.00</u>
<b>Plate and Special Offerings</b>			
000331 - Open Plate	\$7,350.00	\$587.00	\$7,350.00
000332 - Christmas Offering	\$8,000.00	\$5,380.00	\$8,000.00
000333 - Easter Offering	\$6,500.00	\$4,091.00	\$6,500.00
000334 - Unrestricted Gifts	\$2,040.00	\$4,626.13	\$2,040.00
<b>Total Plate and Special Offerings</b>	<u>\$23,890.00</u>	<u>\$14,684.13</u>	<u>\$23,890.00</u>
<b>Investments Div &amp; Int</b>			
000352 - Operating Div & Int	\$600.00	\$137.67	\$600.00
000353 - Endowment Div & Int	\$37,956.00	\$39,578.51	\$41,647.00
<b>Total Investments Div &amp; Int</b>	<u>\$38,556.00</u>	<u>\$39,716.18</u>	<u>\$42,247.00</u>
<b>Other Activity Income</b>			
000365 - Vacation Bible School Income	\$4,000.00	\$0.00	\$4,000.00
000381 - Rental Income	\$4,200.00	\$4,892.50	\$10,985.00
000382 - Rummage Sales Income	\$3,000.00	\$0.00	\$6,000.00
000384 - Christmas Fair Income	\$11,000.00	\$19,705.80	\$15,000.00
<b>Total Other Activity Income</b>	<u>\$22,200.00</u>	<u>\$24,598.30</u>	<u>\$35,985.00</u>
<b>Special Donations</b>			
000361 - Music Receipts	\$2,500.00	\$0.00	\$2,500.00
000364 - Other Outreach Offerings	\$0.00	\$100.00	\$0.00
000366 - Relief Fund Offerings	\$0.00	\$1.00	\$0.00
000367 - Flower Receipts	\$4,000.00	\$4,527.50	\$5,000.00
<b>Total Special Donations</b>	<u>\$6,500.00</u>	<u>\$4,628.50</u>	<u>\$7,500.00</u>
<b>Total Revenues</b>	<u><u>\$997,646.00</u></u>	<u><u>\$989,360.95</u></u>	<u><u>\$1,191,622.00</u></u>

# 2022 BUDGET CONTINUED

Parish of the Epiphany  
Analysis of Revenues & Expenses - Detail  
January to December 2021

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Accounts	Annual Budget (2021)	YTD Actual (2021)	Annual Budget (2022)
<b>Expenses</b>			
<b>Personnel Salary &amp; Benefits</b>			
<b>Salary</b>			
<b>Clergy</b>			
<b>Rector</b>			
000400 - Rector	\$70,357.50	\$63,361.07	\$84,186.44
000401 - Rector - Housing	\$25,000.00	\$24,800.00	\$10,000.12
000448 - Dental Ins Contribution - Myers	\$0.00	\$2,760.00	\$2,760.16
000449 - 403b Contribution - Myers	\$4,629.50	\$4,769.30	\$4,999.80
000450 - Health Ins Contribution - Myers	\$0.00	\$4,774.00	\$5,375.76
<b>Total Rector</b>	<u>\$99,987.00</u>	<u>\$100,464.37</u>	<u>\$107,322.28</u>
<b>Interim Priest</b>	\$0.00	\$8,128.54	\$0.00
<b>Assistant Rector</b>			
000402 - Assistant Rector	\$0.00	\$0.00	\$69,509.98
<b>Total Assistant Rector</b>	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$69,509.98</u>
<b>Total Clergy</b>	<u>\$99,987.00</u>	<u>\$108,592.91</u>	<u>\$176,832.26</u>
<b>Lay Staff</b>	\$304,694.63	\$292,640.51	\$278,156.81
<b>Total Salary</b>	<u>\$404,681.63</u>	<u>\$401,233.42</u>	<u>\$454,989.07</u>
<b>Benefits</b>			
<b>Clergy Benefits</b>			
000495 - Clergy Pension Fund	\$28,303.88	\$26,082.85	\$41,511.80
000496 - Clergy Medical	\$33,651.20	\$30,605.00	\$42,141.24
000499 - Rector Hsing Equity Allowance Match	\$4,629.50	\$4,769.30	\$4,999.80
<b>Total Clergy Benefits</b>	<u>\$66,584.58</u>	<u>\$61,457.15</u>	<u>\$88,652.84</u>
<b>Lay Staff Benefits</b>			
000491 - FICA - Employees	\$23,542.22	\$22,463.80	\$21,071.02
000497 - Employee Medical	\$16,979.58	\$35,223.73	\$56,614.38
000498 - Lay Benefits - 403B	\$18,046.06	\$18,252.73	\$13,100.32
<b>Total Lay Staff Benefits</b>	<u>\$58,567.86</u>	<u>\$75,940.26</u>	<u>\$90,785.72</u>
<b>Worker's Compensation</b>	\$3,855.90	\$2,700.00	\$4,174.19
<b>Total Benefits</b>	<u>\$129,008.34</u>	<u>\$140,097.41</u>	<u>\$183,612.75</u>
<b>Total Personnel Salary &amp; Benefits</b>	<u>\$533,689.97</u>	<u>\$541,330.83</u>	<u>\$638,601.82</u>
<b>Worship &amp; Music</b>			
<b>Music</b>			
000408 - Substitute Organists	\$4,800.00	\$5,050.00	\$4,800.00
000591 - Music Expenses	\$3,500.00	\$3,287.24	\$3,750.00
000593 - Instrument Maintenance	\$3,500.00	\$2,456.32	\$3,750.00
000594 - Music Minister Transition	\$0.00	\$50.00	\$0.00
000595 - Instrumentalists	\$9,750.00	\$8,700.00	\$9,750.00
000596 - Substitute Singers	\$1,000.00	\$2,540.45	\$1,000.00
<b>Total Music</b>	<u>\$22,550.00</u>	<u>\$22,084.01</u>	<u>\$23,050.00</u>
<b>Worship</b>			
000526 - Supply Clergy	\$2,250.00	\$706.72	\$2,250.00
000562 - Worship/Liturgy	\$2,500.00	\$689.74	\$2,500.00
000567 - Flower Expenses	\$3,000.00	\$4,208.41	\$5,000.00
000568 - Altar Candles, Linens	\$1,500.00	\$1,666.83	\$1,500.00
<b>Total Worship</b>	<u>\$9,250.00</u>	<u>\$7,271.70</u>	<u>\$11,250.00</u>
<b>Total Worship &amp; Music</b>	<u>\$31,800.00</u>	<u>\$29,355.71</u>	<u>\$34,300.00</u>
<b>Christian Formation &amp; Educ.</b>			
<b>Adult Education</b>			
000534 - Adult Ed. Curriculum	\$375.00	\$271.91	\$375.00
000535 - Adult Ed. Honoraria	\$3,000.00	\$500.00	\$3,000.00
000599 - Theological Education	\$1,625.00	\$1,342.50	\$0.00

# 2022 BUDGET CONTINUED

Parish of the Epiphany  
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Accounts	Annual Budget (2021)	YTD Actual (2021)	Annual Budget (2022)
<b>Total Adult Education</b>	\$5,000.00	\$2,114.41	\$3,375.00
<b>Youth Ministry</b>			
000509 - Other Youth Ministry	\$1,600.00	\$223.02	\$5,000.00
000537 - Genesis	\$1,250.00	\$104.14	\$0.00
000538 - YPF	\$1,250.00	\$210.63	\$0.00
000577 - Children/Youth Mission & Giving	\$1,200.00	\$0.00	\$0.00
<b>Total Youth Ministry</b>	<u>\$5,300.00</u>	<u>\$537.79</u>	<u>\$5,000.00</u>
<b>Church School</b>			
000529 - Nursery	\$0.00	\$0.00	\$300.00
000530 - Substitute Childcare Providers	\$0.00	\$61.52	\$0.00
000539 - Church School Expenses	\$5,145.00	\$4,558.92	\$5,145.00
<b>Total Church School</b>	<u>\$5,145.00</u>	<u>\$4,620.44</u>	<u>\$5,445.00</u>
<b>Family</b>	\$0.00	\$0.00	\$1,200.00
<b>Parish Retreat</b>	\$0.00	\$0.00	\$1,500.00
<b>Vacation Bible School</b>			
000565 - Vacation Bible School Expenses	\$4,000.00	\$0.00	\$4,000.00
<b>Total Vacation Bible School</b>	<u>\$4,000.00</u>	<u>\$0.00</u>	<u>\$4,000.00</u>
<b>Total Christian Formation &amp; Educ.</b>	<u>\$19,445.00</u>	<u>\$7,272.64</u>	<u>\$20,520.00</u>
<b>Pastoral Care &amp; Stewardship</b>			
<b>Pastoral Care</b>			
000541 - Pastoral Care	\$1,500.00	\$1,808.84	\$1,500.00
000551 - Stephen Ministry	\$250.00	\$193.95	\$250.00
<b>Total Pastoral Care</b>	<u>\$1,750.00</u>	<u>\$2,002.79</u>	<u>\$1,750.00</u>
<b>Annual Stewardship Program</b>			
000514 - Stewardship Expenses	\$4,100.00	\$3,781.00	\$4,100.00
<b>Total Annual Stewardship Program</b>	<u>\$4,100.00</u>	<u>\$3,781.00</u>	<u>\$4,100.00</u>
<b>Welcoming Commission</b>			
000543 - Newcomer Initiatives	\$300.00	\$0.00	\$300.00
000544 - Parish Events	\$4,925.00	\$3,324.14	\$21,750.00
000545 - Marketing & Communications	\$1,500.00	\$902.71	\$6,500.00
000552 - Midweek	\$0.00	\$5,318.98	\$10,450.00
000600 - Christmas Fair Expenses	\$600.00	\$353.72	\$600.00
<b>Total Welcoming Commission</b>	<u>\$7,325.00</u>	<u>\$9,899.55</u>	<u>\$39,600.00</u>
<b>Discretionary Funds</b>			
000520 - Rector's Discretionary Fund	\$500.00	\$500.00	\$500.00
000521 - Assistant Rector's Discretionary Fd	\$200.00	\$200.00	\$200.00
<b>Total Discretionary Funds</b>	<u>\$700.00</u>	<u>\$700.00</u>	<u>\$700.00</u>
<b>Total Pastoral Care &amp; Stewardship</b>	<u>\$13,875.00</u>	<u>\$16,383.34</u>	<u>\$46,150.00</u>
<b>Mission &amp; Outreach</b>			
000546 - Outreach Projects & Grants	\$60,500.00	\$60,500.00	\$60,500.00
000553 - Creation Care - Honoraria	\$0.00	\$0.00	\$1,500.00
000554 - Creation Care-Environmental Justice	\$0.00	\$0.00	\$750.00
000555 - Creation Care-Interfaith PowerLight	\$0.00	\$0.00	\$750.00
000564 - Other Outreach Disbursements	\$0.00	\$100.00	\$0.00
000566 - Relief Fund Grants	\$0.00	\$1.00	\$0.00
<b>Total Mission &amp; Outreach</b>	<u>\$60,500.00</u>	<u>\$60,601.00</u>	<u>\$63,500.00</u>
<b>Diocesan Support</b>			
000548 - Diocesan Assessment	\$104,314.00	\$104,314.00	\$101,708.00
<b>Total Diocesan Support</b>	<u>\$104,314.00</u>	<u>\$104,314.00</u>	<u>\$101,708.00</u>
<b>Administration &amp; Finance</b>			
<b>Office</b>			
000501 - Office Supplies	\$6,480.00	\$4,138.36	\$6,640.00
000502 - Office Machine Repairs/Maintenance	\$20,400.00	\$20,085.16	\$21,620.00

# 2022 BUDGET CONTINUED

Parish of the Epiphany  
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Accounts	Annual Budget (2021)	YTD Actual (2021)	Annual Budget (2022)
000503 - Outside Printing	\$4,000.00	\$2,044.85	\$4,130.00
000504 - Postage	\$2,500.00	\$2,362.68	\$2,645.00
000505 - Subscriptions	\$300.00	\$100.00	\$200.00
000527 - Communication Software	\$1,500.00	\$2,296.65	\$1,500.00
000556 - Financial Services - Contractor	\$0.00	\$0.00	\$20,800.00
000586 - Church Telephone	\$3,093.00	\$4,463.73	\$4,600.00
<b>Total Office</b>	<b>\$38,273.00</b>	<b>\$35,491.43</b>	<b>\$62,135.00</b>
<b>Vestry Expenses</b>			
000506 - Gifts for Outgoing Vestry	\$250.00	\$250.00	\$250.00
000507 - Vestry Retreat & Expenses	\$1,500.00	\$2,541.39	\$3,000.00
<b>Total Vestry Expenses</b>	<b>\$1,750.00</b>	<b>\$2,791.39</b>	<b>\$3,250.00</b>
<b>Clergy Expenses</b>			
000508 - Clergy Hospitality	\$4,500.00	\$3,740.43	\$4,500.00
000510 - Clergy Travel/Professional Expenses	\$2,750.00	\$2,150.87	\$4,750.00
000515 - Clergy Sabbatical Fund	\$4,000.00	\$4,000.00	\$4,000.00
000525 - Clergy Hiring Expenses	\$0.00	(\$125.59)	\$10,000.00
000557 - Deacon Professional Expenses	\$0.00	\$0.00	\$1,000.00
<b>Total Clergy Expenses</b>	<b>\$11,250.00</b>	<b>\$9,765.71</b>	<b>\$24,250.00</b>
<b>Continuing Education</b>			
000512 - Clergy Continuing Education	\$1,500.00	\$494.26	\$2,500.00
000513 - Staff Continuing Education	\$1,000.00	\$0.00	\$1,000.00
<b>Total Continuing Education</b>	<b>\$2,500.00</b>	<b>\$494.26</b>	<b>\$3,500.00</b>
<b>Other Expenses</b>			
000516 - Bank Charges/Late Fees	\$3,600.00	\$3,341.29	\$3,600.00
000519 - Diocesan Convention Expenses	\$150.00	\$40.00	\$150.00
000522 - Stokes Loan Interest	\$1,428.68	\$739.16	\$1,978.96
000524 - Triennial Audit	\$10,000.00	\$5,000.00	\$1,333.00
<b>Total Other Expenses</b>	<b>\$15,178.68</b>	<b>\$9,120.45</b>	<b>\$7,061.96</b>
<b>Total Administration &amp; Finance</b>	<b>\$68,951.68</b>	<b>\$57,663.24</b>	<b>\$100,196.96</b>
<b>Property</b>			
<b>Rectory</b>			
<b>Rectory Utilities</b>			
000570 - Rectory Gas	\$3,182.70	\$2,681.23	\$4,000.00
000571 - Rectory Electricity	\$2,121.80	\$2,622.21	\$2,600.00
000572 - Rectory Water & Sewer	\$2,060.00	\$2,208.19	\$1,200.00
<b>Total Rectory Utilities</b>	<b>\$7,364.50</b>	<b>\$7,511.63</b>	<b>\$7,800.00</b>
<b>Rectory Upkeep</b>			
000573 - Rectory Landscaping	\$4,000.00	\$2,315.00	\$5,000.00
000574 - Rectory Maintenance	\$4,000.00	\$6,452.37	\$10,000.00
<b>Total Rectory Upkeep</b>	<b>\$8,000.00</b>	<b>\$8,767.37</b>	<b>\$15,000.00</b>
<b>Total Rectory</b>	<b>\$15,364.50</b>	<b>\$16,279.00</b>	<b>\$22,800.00</b>
<b>Church</b>			
<b>Church Utilities</b>			
000580 - Church Fuel	\$24,720.00	\$23,796.24	\$27,220.00
000581 - Church Electricity	\$16,500.00	\$13,524.81	\$17,550.00
000582 - Church Water & Sewer	\$2,520.00	\$1,197.90	\$2,520.00
<b>Total Church Utilities</b>	<b>\$43,740.00</b>	<b>\$38,518.95</b>	<b>\$47,290.00</b>
<b>Church Upkeep</b>			
000560 - Building Supplies	\$3,000.00	\$3,613.13	\$3,000.00
000578 - A/V Equipment	\$0.00	\$1,251.93	\$0.00
000579 - Regathering Expenses	\$0.00	\$613.74	\$0.00
000583 - Church Landscaping	\$7,000.00	\$8,829.51	\$7,000.00
000584 - Building Maintenance	\$14,150.00	\$22,709.83	\$16,150.00

# 2022 BUDGET CONTINUED

Parish of the Epiphany  
Analysis of Revenues & Expenses - Detail  
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Accounts	Annual Budget (2021)	YTD Actual (2021)	Annual Budget (2022)
000587 - Cleaning Services	\$14,000.00	\$9,000.00	\$14,000.00
000588 - Snowplowing	\$4,000.00	\$2,100.00	\$5,500.00
000589 - Trash Collection	\$2,178.00	\$2,904.00	\$2,178.00
000592 - Preventative Maintenance Fund	\$60,000.00	\$60,000.00	\$60,000.00
<b>Total Church Upkeep</b>	<u>\$104,328.00</u>	<u>\$111,022.14</u>	<u>\$107,828.00</u>
<b>Church Insurance</b>			
000585 - Church Insurance	\$28,500.00	\$32,918.75	\$28,500.00
<b>Total Church Insurance</b>	<u>\$28,500.00</u>	<u>\$32,918.75</u>	<u>\$28,500.00</u>
<b>Total Church</b>	<u>\$176,568.00</u>	<u>\$182,459.84</u>	<u>\$183,618.00</u>
<b>Total Property</b>	<u>\$191,932.50</u>	<u>\$198,738.84</u>	<u>\$206,418.00</u>
<b>Total Expenses</b>	<u>\$1,024,508.15</u>	<u>\$1,015,659.60</u>	<u>\$1,211,394.78</u>
<b>Net Total</b>	(\$26,862.15)	(\$26,298.65)	(\$19,772.78)





**The Parish of the Epiphany**

70 Church Street, Winchester, Massachusetts 781.729.1922 [3crowns.org](http://3crowns.org)