



The Cathedral
Church of **Saint John**
the **Divine**

The Congregation
of **Saint Saviour**



Annual Report

for the year ending
December 2021

For the 30th Annual Meeting of the Cathedral Congregation of Saint Saviour

February 6, 2022

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Agenda for the 30th Annual Meeting

Congregation of St. Saviour at the Cathedral Church of St. John the Divine
Sunday, February 6, 2022, 1:00 PM
Congregation Zoom Link

1. Call to Order and Opening Prayer
2. Welcome and Introductions
3. Determination of Quorum and Designation of Secretary
4. Election of Warden and Vestry members
5. Approval of Minutes from the 29th Annual Meeting
6. Wardens' and Committee Leaders' Addresses
7. Treasurer's Report
8. Vicar's Address
9. Questions and Comments
10. Call to Adjourn
11. Blessing and Dismissal

Minutes from the 29th Annual Meeting

Robert Deming, Secretary

Online Zoom Meeting of the Congregation of St. Saviour
at the Cathedral Church of St. John the Divine
Sunday, February 7, 2021

1. Call to Order and Opening Prayer

Reverend Steven Lee, Canon Pastor and Vicar, calls the meeting to order and asks Canon Patrick Malloy to lead the opening prayer, which he does.

2. Welcome and Introductions

Steven welcomes everyone on the Zoom meeting platform to the first online Annual Meeting. To get rid of the background noise, Steven mutes everyone.

3. Determination of Quorum and Designation of Secretary

The Congregation's By-Laws require that 10% of the Congregation need to be in attendance. The list of Congregation members numbers about 230. Since there are 71 in attendance on the Zoom meeting, Bob Deming, who is designated as Secretary for this Annual Meeting, indicates that is well above the needed 23. He indicates that there is a quorum.

4. Election of Five Vestry Members and Two Wardens

a. Review of Election Procedure: Neil Reilly explains the election procedure. He gives a primer now, and will go over in greater detail later, if online written voting is necessary. Emails were sent to Congregation members this morning, with a Google form labelled Vestry 2021 Election. In addition to inputting your name and email, Neil explains that there is a special key for each individual and an attendance key that will be given by Father Lee. If Congregation members have questions filling out the election Google form, Duncan Logie has volunteered to also help.

b. Introduction of Candidates for Vestry and Warden: Sonia Omulepu reviews who the candidates are. The candidates are Cecilia Amadi to fill a 2- year term for Vestry, Joan Adams for a new 3- year term for Vestry, Laura Betz for a new 3- year term for Vestry, Gale Kenny for a new 3-year term for Vestry, Sonia Omulepu for a new 3-year term for Vestry, Marsha Ra for a new 2- year term for Senior Warden, and Bob Deming to fill out a 1-year term for Junior Warden.

c. Nominations from the Floor: Steven opens up for the nominations from the floor. Neil explains that the By-Laws indicate that a person nominated needs to have 10% of the voting members present to second the nomination: in this case, that would be 7 seconds. Steven looks for hands to be raised for a nomination from the floor, and a period of about a minute passes. Steven concludes that there are no nominations from the floor.

d. Opening of Polls and Voting: Since no nomination has come from the floor, Steven indicates that the voting will proceed by acclamation. Pat and Bob Carey make a motion to vote for the nominated slate for Vestry and Warden positions. Hal seconds the motion. Many respond “Aye.” There are no “Nays” and no abstentions. Steven announces those who are elected: Joan Adams, Cecilia Amadi, Laura Betz, Gale Kenny, and Sonia Omulepu for the open seats on the Vestry; Marsha Ra for the Senior Warden, and Bob Deming for the Junior Warden.

e. Closing of Polls: Steven thanks everyone for their participation in the voting process.

5. Approval of Minutes from the 28th Annual Meeting

Steven invites attendees to look at last year’s minutes which are in the Annual Report located online at the Congregation’s website (<https://www.saintsaviour.org/>). Steven notes that there is also a paragraph about the website that Laura Freseman wrote.

No one offers to make any changes to the Minutes from last year’s 28th Annual Meeting. Lorenda Johnson makes a motion to adopt the Minutes; Joan Adams seconds the motion. Steven invites attendees to raise their hands, and many go up. No one votes not to adopt the Minutes or to abstain. The Minutes from the 28th Annual Meeting are approved.

6. Wardens’ and Committee Leaders’ Addresses

Marsha Ra, the Senior Warden, speaks first. It has been a very interesting year: we prayed a lot, we studied a lot, and we helped a lot of people. We used money to help our neighbors. Marsha is generally pleased with how the year went. She missed being together, but she learned a lot. She is hoping to figure how the Zoom platform can help us as a worshipping community when the Cathedral reopens. Her sharing on February 7th in the News from the Congregation was largely about thanking Tim Dwyer, who is stepping down as Junior Warden after this meeting. She takes this occasion to reiterate her feeling of gratitude of working side by side with him.

Tim Dwyer, the Junior Warden, speaks next. He thanks and echoes the positive feeling of working side by side with Marsha. Tim wishes all the best to Bob Deming who is taking over the Junior Warden position. Tim concludes with his sense that the Congregation is great where we are at present.

Kevin de l’Aigle, Stewardship Committee Co-Chair, goes next. Kevin expresses a thank you to everyone for contributions. Annual Giving in 2020 proved very strong, in spite of paradigms changing. Our finances generally stayed strong, even without having the Crafts Fair which did not occur in December. Kevin shares the following screen, with charts and tables providing perspective.



Our final total for giving for 2020 was \$192,148, as compared to \$207,047 in 2019 (banner year pre-Covid) and \$179,521 in 2018.

Kevin shares statistics about giving in December. In December 2019 the amount was \$27,621, whereas December 2020 the amount

was \$36,687.

The Stewardship Campaign effort for Mission and Outreach was also effective. The amount in December 2019 was \$140, whereas the amount in December 2020 was \$2,820. The next big campaign is the Absalom Jones Mutual Aid Project, which involves raising money for warm winter gear for CCC clients. Kevin encourages Congregation members to go to the giving link on the Congregation’s website (<https://www.saintsaviour.org/giving>) to find out more information and to give. Kevin ends by reiterating thanks for helping to sustain the Congregation as the heart of the Cathedral.

Joan Adams, a leader of RRR (Reparations and Racial Reconciliation) Committee, speaks next. The Reparations and Racial Committee was formed in the fall of 2019 under the leadership of Fred Wherry at the request of Reverend Lee in response to Bishop Dietsche’s Diocesan initiative to address reparations. The Committee reconvened in summer of 2020, in response to the police shootings of several Black people and nationwide protests. Joan Adams was appointed as co-leader. Fred Wherry was aware of a large grant of \$750,000 over a three-year period from the Henry Luce Foundation, and the clergy encouraged the Reparations and Racial Reconciliation Committee to take a look if the Cathedral is to submit an application. The grant is oriented around the themes of race, justice and religion in America. Presently a letter of inquiry has been submitted. Grant applications are due in December of 2021. Joan says that the RRR Committee will let you know what happens.

Marsha Ra speaks up about the Crafts Fair, which she assumes will be back in operation in the Cathedral during December 2021. The Crafts Fair has offered space to vendors who were jured in last year and are expected to come back. Hope Chang has taken on more of the administration work. Marsha is looking for people to take on leadership duties. A person is needed to run the Crafts Fair inside the Cathedral. If you are interested, please let Marsha know.

7. Treasurer's Report

Cecilia Amadi has her Treasurer's Report displayed on the Zoom screen and she goes through the page display.

The congregation's 2020 Annual Report reflects a deficit of \$-29,671. Last year we had a surplus of \$42,532.

This deficit was mitigated by the \$18,000 received from the Diocesan Covid-19 Aid and by the 25% (\$4,199) received as a discount on our Diocesan assessment.

The Congregation's deficit of \$-29,671 is made up as follows: Revenue: Budget Vs Actual: there is a deficit of \$-50,791.

Expenses: Budget Vs Actual: there is a surplus of \$21,120.

This deficit is obviously explainable. The Crafts fair, which is a major source of our fundraising, was not held in 2020. We increased our support for CCC, other Mission and Outreach and Cathedral Support. We underspent our budget in certain areas like Connect, Explore, Evangelism, Stewardship, and Audit Fee.

At year's end there were no un-cleared deposits. Much of our giving is now online.

Income

Pledge & Plate: This year, we had a deficit of \$-28,376 compared to our budget by Last year we exceeded our budget by \$30,656.

Mission and Outreach: We exceeded our budget by \$7,375.

Other Income: increases over last year include Pledge and Plate processing cost, Interest from our Diocesan DIF Investment, Donation to Vicar's Discretionary Fund and Radical Love Live.

Expenses

Our expenses this year were less than the budget by \$21,120. This is because of the pandemic and the crafts fair did not utilize its budgeted amount. Also, there was a surplus of \$4,199 from our Diocesan Assessment as the Diocese allowed us a 25% discount.

Each year, we contract with an Independent Auditing Firm to perform an overview of our finances, books and records, although the congregation is not required to have an audit due to the size of our budget. This year we have not yet contracted with an auditing company.

Great efforts have been made by the Congregation Finance committee, the Assistant Treasurer, Hope Chang, and Vestry members through the guidance of our Vicar to make all these changes possible.

Thanks to ALL!!!!

Steven adds that Cecilia used to manage the financial matters by herself, and this year, Angelo Santos, who is CPA by trade and is on the Vestry, joined to help. Also, there is a Finance

Committee of several people involved. A task coming up is better categorize some of the Congregation's expenses.

8. Vicar's Address

Steven goes next. He addresses the big loss the Vestry will experience with Tim Dwyer stepping down as Junior Warden. His HR knowledge and wisdom has been a huge help. Steven publicly thanks Tim for his leadership.

Steven shares his screen comparing about last year's Congregation Budget and the present year just getting underway.

The 2020 income was expected to fall off because of the Covid-19 pandemic and the fact that the Congregation did not have the 2020 Crafts Fair, which ordinarily nets about \$30,000.

Regarding 2021, Steven, with the Vestry's approval, agreed that this was not a time to hold back. Many in the neighborhood are in great need. There is \$15,000 designated for Neighborhood Mission, \$10,000 for Cathedral Mission and \$10,000 for Evangelism. \$25,000 of that money is coming out of Saved Funds, and Steven reminds that our Vestry does not have the customary expenses of paying for clergy or building costs. Since this is a time of real need, this is the right time to try to give away as we can.

One effect of the pandemic was to keep people home, not travelling but rather in the neighborhood. Morning prayer and evening prayer on the Zoom platform has grown. Steven asks to what end is all this formation. His answer is to go out to serve the world. The Church's role is form disciples of Jesus. As we become disciples, we are strengthened to go out to serve. We can think of creative ways to serve our community. We can do that by witnessing Jesus.

9. Questions and Comments

Steven calls for questions and comments. Muriel Kneeshaw wonders if the Congregation is going to have the summer project that purchases and gives away backpacks filled with school supplies to students for the new academic year. Steven thinks that will happen. Muriel also asks about helping with the Wi-Fi situation with some students in the neighborhood. Steven indicates that the Vestry can take this issue up and discuss it. The third issue Muriel raises is the cost of people entering the Cathedral. If you indicate your purpose is prayer or meditation, you can go in for free. If you are from the Cathedral's zip code, you also can go in for free. The charge is intended for tourist groups.

10. Call to Adjourn

Steven notes that the time is 12:31 PM, and that is the end of the time allotted for our Annual Meeting by Zoom. Harry Johnson makes a motion to adjourn; Michael Nixon seconds. All vote in favor.

11. Blessing and Dismissal

Steven leads a short blessing, and then the meeting ends.

Vestry Nominations 2022

JOAN ADAMS, 2024 (Junior Warden)



A member of the Congregation since 1995, I have participated in the fellowship of Congregation activities, often volunteering with the annual Crafts Fair. I joined the Verger's Guild after a few years as an Acolyte and am blessed to have continued serving as a Verger. I met my husband, Robert Dey, at the Cathedral.

I am a Clinical Social Worker, who has worked as a clinician, supervisor, and Director in several

organizations in New York City, but now work independently as a psychotherapist and as an organizational consultant and trainer primarily facilitating around issues of race, anti-racism, and anti-oppression.

I was pleased to work with Sonia Omulepu and others to lead a series of 4 workshops on race and anti-racism for the Congregation about five years ago. I am happy to now co-chair a Congregation committee exploring how several of us can contribute to the Diocesan initiatives around Race, Reconciliation, and Reparations.

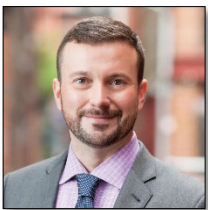
TONY BAER, 2025



I grew up in Texas and attended Catholic schools from kindergarten through high school. My family and I have been attending services at the Cathedral regularly for more than twelve years, and in that time, we have served as ushers, attended the Congregation Sunday School programs, and I have served on the Vestry for the past three years.

Despite the difficulties of the pandemic, the Congregation continues to be both very welcoming to newcomers and a comfortable spiritual home for regulars, and I would like to continue serving on the Vestry to help maintain this special community.

CHRISTOPHER CLOWDUS, 2024



I have been a member of the Congregation for about 2.5 years and currently serve on the Stewardship & Communications Committee.

Currently, I lead The Clowdus-Rivera Team at Cooper & Cooper Real Estate in New York. Our team of trusted advisers has earned a sterling reputation for our integrity, exceptional service, financial rigor, expert representation, and global reach.

I hold a MA in Theology from Yale Divinity School, an MMus. in Conducting from the Yale School of

Music, two certificates from the Yale Institute of Sacred Music, and completed an internship at General Theological Seminary. While at Yale, I served as Director of Music at Berkeley Divinity School and Marquand Chapel. Professionally, I have served Episcopal, Lutheran, Presbyterian, and United Methodist parishes. As a conductor, I have performed throughout the U.S., Europe and Asia, served as Artistic Director of a premier Manhattan ensemble, a large chorus in New Haven, and as Associate Conductor of a chamber orchestra.

If elected, I will bring years of experience from the ecclesiastical, educational, musical, and business

spheres to support the Congregation's vital ministry. I pride myself in being a master problem

solver, a gifted communicator, and an accessible and collaborative team member.

SHARNÉ JACKSON, 2025



Born and raised in multicultural Miami, I attended Spelman College and was confirmed at The Cathedral of St. Phillips in Atlanta, Georgia. In 2002, I moved to New York City.

In my current role as Senior Director, Events, Education and Give Back for The Fragrance Foundation, I utilize my marketing and retail experience to oversee the fragrance industry's premier organization for advancing excellence, innovation, and diversity.

I have found a deep connection to The Cathedral of St. John the Divine. I joined the Congregation in 2006 and have served on several committees, including a discernment committee and the Crafts Fair Committee. My strong commitment to the community includes mentoring young people and volunteering with several civic organizations. I have served on the Vestry for the past 3 years and, most recently, on the stewardship and communications committee and would be honored to continue my service.

PAULA MCKENZIE, 2023



I have been worshipping at The Cathedral since 1988 when my husband and I moved to the Upper West Side where we raised two daughters. I joined the Congregation during its early years, served as an usher at the 9 AM service and on the vestry

from 2015 through 2020.

I am currently an instructor of hatha yoga and meditation at Integral Yoga Institute of New York and am training to be a yoga therapist. Integral Yoga Institute and Saint John the Divine are two vital centers of light that uphold the promise of

interfaith harmony, and peace and dignity for all people. Their communities nourish my soul.

The Congregation of Saint Saviour has supported my Christian formation in many ways. Participation in the Via Media Course with Reverend Canon Victoria Sirota led to my Confirmation in June 2015 with Bishop Suffragan Right Reverend Allen K. Shin. I've been enriched by Congregation retreats, the Confronting the Demon course on anti-racism, Sunday Bible Study, Close Conversations, and Education for Ministry (EfM) with Donna Devlin.

I would be honored to serve again on the vestry as we discern our way with faith through this new era.

SUSAN SOBOLEWSKI, 2025



I have called the Cathedral my church "home" since my husband and I moved to New York in 1987. Over three decades, that concept of "home" has defined my journey.

The facts of my life include being a mother of two daughters, earning a doctorate in music, working as a music professor and performing as a professional pianist. I am also a runner—so solitary, introspective activity along with teaching and learning is as natural to me as breathing.

Initially I came to the Cathedral as an interested spectator. I attended weekly services and came for special holidays, but

I did not interact with other congregants. Three things changed that dynamic. First, I joined the Altar Guild. Second, I attended the 9:00 a.m. service, and third, I became a participant in the Bible Study group. My 'fellow seekers' helped me understand 'the body of Christ' in action.

GERHARD R.T. VAN DER POEL, 2024



It is with gratitude that I have found deep connections and a spiritual home at the Cathedral and in its inclusive community.

Born and raised in the Netherlands as a Protestant, I moved to New York in 1998, where I have had the privilege of raising my two children, Britt and Sam, with my wife, Carolien Hardenbol, who works with immigrant survivors of violence and human trafficking.

I am honored to be Chair of the Audit Committee, a member of the Finance Committee, Lector, and a weekly volunteer at the soup kitchen. Previously,

During the pandemic the Cathedral came to be my anchor. That feeling continues to grow. I have never been a member of a church-governing body, but I know about discipline, commitment, work, and listening to others. I ask for the opportunity to represent you as a member of the Vestry.

I served as a Trustee of the Anne Frank Center and as the Assistant Treasurer of the PTA at P.S. 166.

In my professional life, I am an aviation banker with experience in the financing of aircraft, advising and arranging debt financing for airlines, lessors, and investors. I obtained a BBA degree at Nyenrode University and a Master of Law degree at the University of Leiden. In 2000, I graduated from Columbia Business School with a degree in Finance and International Business.

With the support of the Congregation, I would be humbled to accept a position on the Vestry to deepen my commitment to expand Saint Saviour's community of faith, communion, and love.

Vicar's Report for 2021

The Reverend Canon Steven Lee

The word that best describes the Congregation this past year is “resilience.” For the first 9 months of the year, the Congregation could only worship through the Cathedral’s digital media channels. We were unable to receive the Eucharist together, and thus, community life suffered. Our communion with Christ is the foundation of our communion with one other.

In September, the Congregation returned to in-person worship at the Cathedral. After three months of sharing the Eucharist, we experienced a renewal in community life. Then, the Congregation experienced a second challenge. With the recent Omicron variant, we were forced back to online worship and once again, the temporary loss in our ability to share the Eucharist.

The Congregation rose to meet these challenges.

Financially, the Congregation finished the year with a small deficit of about \$5,000. Two committees deserve our thanks for this strong result. First, the Stewardship and Communications committee planned and executed a successful stewardship campaign. Donations came in approximately \$30,000 higher than budgeted expectations. Second, the Finance committee revised the budget in the spring to reduce expenses, once we realized we could not hold the Crafts Fair, a significant source of the Congregation’s income. The Vestry passed this revised budget at its May meeting. Thanks to these two committees, the Congregation is well-positioned to fulfill its Cost Share obligation to the Cathedral for the coming year.

Despite budget cuts and pandemic restrictions, the Congregation was able to maintain some ministry programs. These essential ministries focused on forming ever-more faithful disciples of Jesus Christ and maintaining our connections to one another. You can read about these ministry initiatives in the Wardens’ report.

The Congregation’s resilience teaches us that even in difficult times, our faith gives us hope. The source of our hope is the resurrection of Jesus Christ, an ever-present reality that reminds us the darkness can never overcome the light. As the Psalmist writes (Psalm 30:5):

*Weeping may spend the night,
but joy comes in the morning.*

Wardens' Report on the Committees

Marsha Ra, Senior Warden

2021 was if anything the year of the roller coaster. We began in the midst of a pandemic that kept us away from in-person worship, using totally virtual worship, meetings, events, offerings to enhance our spiritual lives. It was also the month that vaccines became available to the elderly, followed by a rapid expansion of vaccine availability to the rest of the population. The Dean and Chapter made the decision that in-person worship could start again; however, everyone coming into the Cathedral for any reason had to show proof of vaccination. In July the Cathedral opened to in-person week-day worship, followed in September by Sunday worship complete with full choir. Every week saw more and more members return. By Advent, the Coffee Hour was back and a sense of new beginnings took over, a sense of momentum as each aspect of our lives together was slowly being re-defined. But then at Christmastide, the Cathedral administration decided to shut down again as a new COVID 19 variant was surging through the city. As I write this report, we are in a sort of on-line purgatory with no clear idea of how we should proceed or how long the shut out will last. We learned to “do church” virtually, but there is no doubt that it is hard to hold a community together over ZOOM and email. Worshipping together face to face (even masked!) and sharing a cup of coffee afterward is vital to continuing our lives together.

Whether online or in-person, the vestry supported programs to enhance our spiritual lives and made decisions on priorities which included using reserves where necessary to support local community needs. We provided additional funds to the Cathedral outreach programs including support for the new Schola Cantorum initiative of the music department—a choir program for neighborhood children who do not go to the Cathedral School.

During our online life as a congregation there were several meaningful offerings. It was possible each Sunday to watch the streamed Cathedral Sunday service together, to pause and share personal intercessions, and to join together at a ZOOM coffee hour. Sometimes these coffee hours were simply get-togethers. On several occasions, we had guests report or lead us in a focused discussion. These coffee hours were followed by several online classes, so it was possible to have a very full Sunday of church. **OPUS** (Older people up to something), led by **Muriel Kneeshaw** and **Sonia Omulepu**, sponsored a virtual conversation on “Climate Change and Sacred Ecology” led by The Rev. Canon Jeffery Gollieher via Zoom on March 10th, 2021 @1 PM.

We returned to in-person Sunday worship on September 12. Meeting on the steps of the Cathedral and serenaded by Paul Winter, we were led as a community through the great bronze doors. Once inside we were surrounded by the choir and all processed to seats in the nave. Given the construction work on the dome and the need for social distancing, space in the nave is much smaller. A challenge to some

members was the fact that the three services offered each Sunday pre-pandemic were collapsed into a single service at 10:30. While some who had attended the 9:00 a.m. service were disappointed not to be able to return as a separate community, the single service meant that the entire congregation was together on Sunday for the first time. Each week more members returned. By Advent, we brought back the coffee hour. By Advent 3, parents with children returned with their newly vaccinated charges. The atmosphere was lively and joyful. In fact, it was noted that the coffee hour lasted as long as the service had! Another return to normal was a retreat at Holy Cross monastery at the end of October. A dozen members made the journey up the Hudson to be led in prayer and meditation by the Very Reverend Titus Presler. It was a shock to the system when the service was shut down for Christmas and into January.

Certain aspects of our online life seem to have survived the return to in-person worship. Morning and Evening prayer continue via ZOOM where more people attend than attended in person in the last few years. Connecting with this aspect of Anglican worship tradition has been very meaningful to those who choose to participate. Also, the Vestry has discovered that ZOOM meetings have the distinct advantage of allowing people to attend without coming out at night. Bible study led by the Vicar continues both on Sunday morning and Wednesday evening. The YESS group (Young Episcopalians of Saint Saviour) ran an online additional Bible Study using the *Lectio Divina* method.

Junior Warden's Report | Bob Deming

I have been on the Vestry for 7 years. During that time, **Cecilia Amadi** has been the Treasurer. At the annual meeting she will be retiring from the position of Treasurer but will remain on the Vestry. I take this opportunity to recognize her extraordinary dedication and contribution to the Congregation and the Cathedral over many years. She provides a sterling example for selfless giving with little fanfare. Volunteers are the main ones that help to keep our Congregation running smoothly, and Cecilia's example has been one to try to emulate.

Vestry Report | Bob Deming

(Bob Deming generously agreed to serve as Clerk of the Vestry when the Clerk resigned early in February.)

This past year, still in the midst of the Covid pandemic yet with the increased availability of vaccines and boosters, called for ongoing adjustment by the Cathedral and the Congregation. This Vestry sought to support the changes and also be realistic. The Vestry knew that Congregation's income would be down because there would be no Crafts' Fair, which has been the Congregation's main fundraiser, in December 2021. We therefore spent less and kept our focus more on helping the local, namely Neighborhood and Cathedral Mission, giving to CCC, ACT, and Schola Cantorum.

One enduring change involved altering the By-Laws to have the size of the Vestry become smaller. The previous number on the Vestry was 15--12 Vestry members, 2 Wardens and 1 Vicar. This was the number of the Congregation Council, which had been the predecessor of the Vestry in the early 1990s. In the ensuing decades, there have sometimes been challenges filling the final seat or seats of the Vestry, so having a smaller number makes sense. The new number on the Vestry is now 12--9 Vestry members, 2 Wardens and 1 Vicar.

Congregation Volunteering

In addition to the work of the vestry and various committees listed below, members of the Congregation continued to volunteer to be readers, both at the virtual and in-person liturgies as well as do the leading morning and evening prayer and participating as acolytes and vergers at in-person worship. The congregation re-connected with CCC, especially the soup kitchen. Three members joined other volunteers each week to prepare and distribute meals on Sunday. The online system, REALM made volunteering relatively easy and transparent. In October several members spent hours in Cathedral House preparing hundreds of paper flowers for the Cathedral's installation of two Day of the Dead altars for All Saints/All Souls days of remembrance. **Paula Mackenzie** continued to serve on the board of ACT as the congregation liaison.

Committee Reports

Admin Team Report | Laura Freseman

Cleaning Room 118, Cathedral House: Over the summer Bob Deming and I (along with Gina Scudellari) cleaned the Congregation's office: a) sorting, packing, and moving nearly 10 boxes worth of materials belonging to Donna Devlin b) disposing of pre-2013 financial records and carefully organizing years 2015-2021 into Banker's boxes now neatly stored in a filing cabinet c) donating non-perishable food items and plastic containers to the CCC. Room 118 is now a well-organized space divided between a small administrative hub, a storage area, and a meeting place.

Realm Database: Under the tutelage of Hope Chang and Cecilia Amadi, Bob and I have been able to take over keeping track of the Congregation's financial recordkeeping. As almost all congregants now give online through Realm, this work is much easier, as is the task of reconciling our accounts. Just this past week sent out the 2021 Giving Statements, and we look forward to better-integrating Realm into the Congregation's budgeting and stewardship work.

Website: I added a page enabling Congregants to volunteer through Realm at CCC. I also used Realm in combination with the website to provide information, sign-up, and payment for this fall's retreat at Holy

Cross. Finally, I encourage people to visit the website's "Photo Album" page to find out what your fellow congregants have been up to. I always looking for new content and welcome pictures.

Audit Committee Report | Gerhard van der Poel

The mission of the Audit Committee is to conduct an independent examination and inspection of the financial accounts and records of the Congregation.

In light of the financial hardship facing many congregations due to the Coronavirus pandemic, the Diocese has allowed congregations with a limited budget, such as Saint Saviour, to perform a streamlined Alternative Audit Procedure instead of a certified audit, which is saving us approximately \$3,000 in audit fees for each calendar year.

As a result, the Audit Committee has self-audited the books of the Congregation for the calendar year 2020 and 2019 by performing the Alternative Audit Procedure and thereby reconciling various financial records, expenses, approvals, bank statements, minutes, and reports.

Based on this audit, the Audit Committee has made several recommendations to the Treasurer and Finance Committee to further improve the administrative systems and controls. No red flags were detected, but only areas to further strengthen the administrative organization in order to meet the highest standards and improve the transparency and accountability vis-a-vis the congregation.

Hospitality (Coffee hour!) | Barbara Trelstad

I can report that we had two successful coffee hours after the service and that they lasted almost as long as the service. Folks seemed to enjoy them and, I think, were pleased to have a bit of normalcy back in their lives. Special thanks to **Rick Awe** and **Justin Dehnert** for help with managing the coffee. I am hopeful that once we resume in-person services we can continue the coffee hour.

Stewardship and Communications Committee (SCC) | Christopher Clowdus and Sharne Jackson

The SCC is comprised of the following members: **Scott Klein, Sharné Jackson, Oliver Mahrtdt, Christopher Clowdus,** and **Karl Taps**. At the suggestion of the Canon Vicar, we merged Stewardship with Communications to form the "Stewardship and Communications Committee." Given the size of our congregation, the talents that our members who serve bring, and our need for effective communications, there is significant overlap between the roles of these two committees and their members, and merging them has resulted in a more agile, proactive team. We were fortunate to welcome Karl Taps as a member of the SCC. Karl has a wealth of knowledge and experience with social media and restarted our social media accounts so that we have an effective online presence. In addition, **Laura Freseman** has assisted the SCC in keeping the giving portion of our website up to date. Our first task was to draft the following Statement of Purpose:

The purpose of the Stewardship & Communications Committee is to discern how God is calling our Congregation to faithfully manage all that we are given, so that God may use our gifts to transform us spiritually and to extend Christ's transforming love to others. We do this by:

- *Developing and implementing an annual plan based on the rhythms of the liturgical year to teach members how to cultivate God's gifts through sacrificial giving*
- *Helping members identify ways they may contribute their time, treasures, and talents on a multi-generational basis*
- *To develop and execute an inclusive communications strategy that meets the needs of the Congregation and fosters a sense of connectedness and involvement*
- *Discerning how to best make use of the Congregation's gifts to supply the needs of the community and taking action to address those needs*
- *To make our community accessible to the community and prospective members through effective management of social networking accounts*

We then planned and implemented a stewardship plan based on the rhythms of the liturgical year with our *Give From The Heart* Campaign for 2021-2022. The following is an outline of what we have done so far and what is to come in 2022:

SEPTEMBER 12 – Regathering Sunday

We launched preparation for First Sunday of Advent Consecration Sunday and implemented a communications strategy that culminated on Advent I.

ADVENT Consecration Sunday – First Sunday of Advent

We hosted the first in-person coffee hour since the beginning of the pandemic, with Sharné Jackson and Scott Klein taking lead. We handed out individually-wrapped heart-shaped cookies with our Give From The Heart Logo and a QR Code that when scanned takes one directly to the Realm giving website.

LAST TUESDAY OF THE CALENDAR YEAR – GIVING TUESDAY, DECEMBER 28, 2021

As 2021 ended, we found ourselves facing a budget deficit and appealed to our members for support to sustain our mission and avoid depleting our savings. As members planned their year-end giving, we invited them to *Give from the Heart* on Tuesday, 28 December in support of the Congregation's vital ministry. We estimate that this appeal resulted in \$3,000 of giving.

UPCOMING 2022

LENT / HOLY WEEK – Sacrificial Giving Outreach/Life, Legacy, & Planned Giving

Focus on sacrificial giving and where God is leading us on our 40-day journey. Challenge Congregation members to ask, "How do I want to be remembered?" A powerful question and the answer to which can start to change the way we live today.

PENTECOST – Spiritual Gifts/Time & Talent

Focus on Pentecost as a perfect time to balance the monetary campaign with a time and talent campaign. Invite lay witnesses to share short testimonials about how giving their time and talent has helped them to grow in their faith

Treasurer's Report

For the Fiscal Year 2021 as of 12/31/2021

Cecilia Amadi

The congregation's 2021 Budget shows a deficit of \$4,986. In 2020 we had a deficit of \$29,671. Due to the COVID-19 situation, there were withdrawals from our prior saved funds to cover some of our current year's costs. Also, there were minimal expenses incurred on our various programs.

The Congregation's deficit of \$4,986 may be explained as follows:

Expenses: Budget vs Actual: there is a surplus of \$45,462

Revenue: Budget vs Actual: there is a deficit of \$50,448.

This deficit is obviously explainable. The Crafts fair, which is a major source of our fundraising, we did hold again in 2021. We increased our support for Neighborhood Mission. We obviously underspent our budget in certain areas. Please see the sub-heading "SERVE", Fellowship Groups, Hospitality, Children Youth & Families, Christian Formation, Vicar's Discretionary Expense, and Audit fee.

At the end of the year, there were no un-cleared deposits. Much of our giving is now online through Realm.

Income

Pledge & Plate: This year, we had a surplus of \$29,312 compared to our budget. Last year we had a deficit of \$28,376.

Other Mission and Outreach:

We incurred a deficit of \$4,952 compared to our budget.

Other Income:

Donor Covered Pledge and Plate Processing Cost and Donation to Vicar's Discretionary Fund.

Expenses

Our expenses this year were less than the budget by \$45,462. I will imagine that this is the result of the Pandemic situation, programs like the crafts fair, Sub-Heading "CONNECT" and Vicar's Discretionary did not utilize their budgeted amounts.

Each year, we contract with an Independent Auditing Firm to perform an overview of our finances, books, and records, although the congregation is not required to have an audit due to the size of our budget. For the years 2019 and 2020, we conducted a simplified version of the audit as allowed by the Diocese. This was conducted by representatives of the Vestry and the Congregation. There were no adverse reports. However, there were some recommendations made. The same audit procedure will be applied to the 2021 year.

Great efforts have been made by the Administrative Team, Congregation Finance Committee, the Assistant Treasurer, Hope Chang, and Vestry members through the guidance of our Vicar to make all these changes possible.

Cathedral Congregation Budget

INCOME	2021 Budget	2021 May Revision	2021 Actuals	2022 Budget
Pledge & Plate	\$145,000	\$145,000	\$173,128	\$160,000
Pledge & Plate Processing Costs		\$2,000	\$1,184	\$2,000
Diocesan Covid Aid	0	0	0	\$0
Vicar's Discretionary Fund	0	\$0	\$1,650	\$1,000
Radical Love Live	0	0	0	\$0
Crafts Fair	\$54,000	\$2,920	\$0	\$0
Retreats	\$0	\$0	\$2,520	\$6,300
Mission and Outreach	\$10,000	\$10,000	\$5,048	\$5,000
Vestry	\$0	\$0	\$0	\$0
Bank Interest	\$20	\$20	\$42	\$20
TOTAL INCOME	\$209,020	\$159,940	\$183,572	\$174,320
EXPENSES	2021 Budget	2021 May Revision	2021 Actuals	2022 Budget
CONNECT				
Hospitality	\$4,538	\$0	\$0	\$12,000
Newcomers	\$0	\$0	\$0	\$0
LGBTQ	\$0	\$0	\$0	\$0
Young Adult	\$0	\$0	\$0	\$0
Fellowship Groups	\$5,000	\$0	\$0	\$0
EXPLORE				
Children, Youth, Families	\$10,890	\$5,000	\$4,375	\$0
Adult Education	\$0	\$0	\$0	\$0
Retreats	\$0	\$0	\$2,640	\$6,750
Spiritual Exploration	\$0	\$0	\$0	\$0
Pilgrimage Scholarship Fund	\$0	\$0	\$0	\$0
SERVE				
Cathedral Support			\$0	\$0
Evangelism	\$10,000	\$1,000	\$0	\$0
Cathedral Mission	\$10,000	\$8,000	\$0	\$5,000
Neighborhood Mission	\$15,000	\$0	\$5,000	\$0
Global Mission	\$0	\$0	\$0	\$0
ADMINISTRATION				
Membership Database: Realm	\$6,800	\$4,272	\$4,048	\$4,272
Realm Processing Costs	\$0	\$3,000	\$2,461	\$3,000
Office Supplies & Paper	\$500	\$300	\$74	\$300
Communications	\$409	\$850	\$1,365	\$850
Audit Fee	\$50	\$50	\$0	\$50
Bank Charges	\$400	\$300	\$964	\$300
Insurance	\$3,280	\$3,280	\$2,993	\$3,280
Vestry Discretionary Fund	\$3,000	\$0	\$2,136	\$1,802
Vicar's Discretionary Fund	\$3,000	\$0	\$0	\$0
Stewardship	\$500	\$0	\$73	\$0
Crafts Fair	\$4,000	\$2,235	\$2,235	\$0
Diocesan Assessment	\$14,172	\$18,896	\$17,715	\$11,198
Cost Share	\$142,481	\$142,481	\$142,480	\$142,481
TOTAL EXPENSES	\$234,020	\$189,664	\$188,558	\$191,283
Net Profit and Loss	-25,000	-29,724	-4,986	-16,963
Saved Funds	\$25,000	\$29,724	\$4,986	\$16,963

2022 Narrative Budget

The budget is a reflection of our life together and our values. The Congregation's common life continues to be affected by COVID-19 and the associated variants. Despite these significant challenges, the 2022 budget reflects a congregation committed to becoming a community of ever more faithful disciples of Jesus Christ.

INCOME

	2021 Budget	2022 Budget
Pledge & Plate	\$145,000	\$160,000
Despite economic uncertainty created by the pandemic, the Congregation's giving for 2021 came ahead of budget by almost \$30,000. For 2022, we are setting a conservative increase of roughly half (\$15,000) of last year's gain.		
Processing Cost	\$0	\$2,000
Additional amount given when online donors choose to cover Realm processing costs.		
Vicar's Discretionary	\$0	\$1,000
Anticipated donations to Vicar's discretionary fund.		
Crafts Fair	\$54,000	\$0
Crafts Fair income is a combination of application fees, exhibitor booth fees, Café income, and miscellaneous sponsorships. We were unable to hold a Crafts Fair in 2020 and 2021. Due to construction in the Cathedral, we will be unable to hold a Crafts Fair in 2022.		
Retreats	\$0	\$6,300
We anticipate having two retreats in 2022 as per our usual custom.		
Mission and Outreach	\$10,000	\$5,000
Despite economic uncertainty, the Vestry is committed to supporting our neighborhood and Cathedral.		
Vestry	\$0	\$0
We anticipate continued Vestry meetings by Zoom which eliminate the cost of providing dinner.		
Bank Interest	\$20	\$20
Total Income	\$209,020	\$174,320

EXPENSES

	2021 Budget	2022 Budget
CONNECT		
Hospitality	\$4,538	\$12,000

This line will be used for hospitality events directed at the whole Congregation to rebuild the sense of community and belonging.

Fellowship Groups	\$5,000	\$0
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This budget line has been eliminated due to our projected decrease in income from no Crafts Fair.

EXPLORE

Children, Youth, Families	\$10,890	\$0
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This budget line has been eliminated due to our projected decrease in income from no Crafts Fair.

Adult Education	\$0	\$0
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Adult Formation programs will continue to be offered on Zoom, with freely available resources.

Retreats	\$0	\$6,750
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We anticipate having two retreats in 2022 as per our usual custom.

Spiritual Exploration	\$0	\$0
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This budget line has been eliminated due to our projected decrease in income from no Crafts Fair.

Pilgrimage Scholarship Fund	\$0	\$0
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This budget line has been eliminated due to our projected decrease in income from no Crafts Fair.

SERVE

Evangelism	\$10,000	\$0
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This budget line has been eliminated due to our projected decrease in income from no Crafts Fair.

Cathedral Mission	\$10,000	\$0
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This budget line has been eliminated due to our projected decrease in income from no Crafts Fair.

Neighborhood Mission	\$15,000	\$5,000
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Support for our local neighborhood.

Global Mission	\$0	\$0
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This budget line has been eliminated due to our projected decrease in income from no Crafts Fair.

GIVE

Membership Database	\$6,800	\$4,272
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This represents the cost of our contract with ACS for Realm, our membership and financial database.

Processing Cost	\$0	\$3,000
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Amount taken out of each online donation by Realm that is not covered by donors.

Office Supplies, Paper	\$500	\$300
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Reduced because we depend more and more on email and on Realm for our correspondence.

Communications	\$409	\$850
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These are expenses for Mail Chimp (email newsletter program); Squarespace (Congregation website); GSuite (Congregation email addresses); and ZOOM.

Audit Fee	\$50	\$50
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As allowed under diocesan guidelines, we will do a streamlined self-audit for 2022.

Bank Charges	\$400	\$300
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Insurance	\$3,280	\$3,280
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Vestry Discretionary	\$3,000	\$1,802
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Past expenditures include assistance to members we sponsor for ordination to the priesthood. Planned amounts set aside for the renovation of Room 118 in Cathedral House and purchase of a new Congregation computer.

Vicar Discretionary	\$0	\$0
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This budget line has been eliminated due to our projected decrease in income from no Crafts Fair.

Stewardship	\$500	\$0
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Crafts Fair	\$4,000	\$0
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Costs are charged to the Congregation in the following year. Since we did not hold a Crafts Fair in 2021, there will be no expenses for 2022.

Diocesan Assessment	\$14,172	\$11,198
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The Congregation's full diocesan assessment for 2022 is \$18,284. \$7,086 is credited to this balance from our overpayment of 2021's apportioned share.

Cathedral Cost Share	\$142,481	\$142,481
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Total Expenses	\$234,020	\$191,283
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Net	(\$25,000)	(\$16,963)
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Saved Funds	\$25,000	\$16,963
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Due to careful financial management and stronger than anticipated stewardship, the Congregation only spent \$4,986 out of its Saved Funds to cover the 2021 deficit, and not the budgeted amount of \$25,000. For 2022, without income from the Crafts Fair and with increased spending for hospitality, the Congregation is projecting a deficit of \$16,963. The Vestry feels that now the moment to spend its accumulated surplus to rebuild the Congregation community.