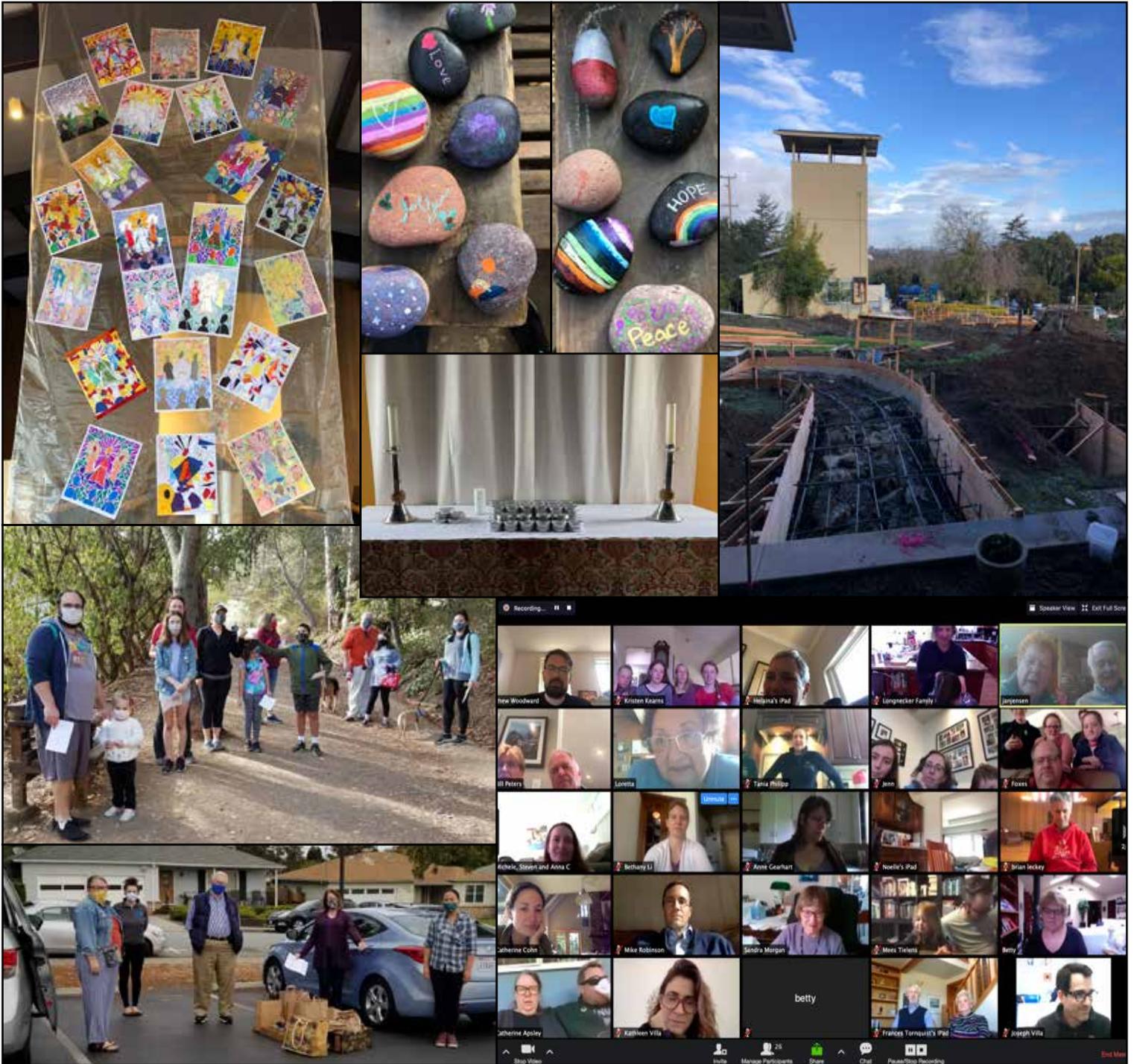




Transfiguration Episcopal Church



Annual Report 2020
Annual Meeting: February 7, 2021

2021 Annual Meeting Agenda

February 7, 2021

1. Introduction
2. Opening Prayer
3. Approval of the Minutes of the Annual Meeting - February 9, 2020
4. Report of the Vestry Nominating Committee
5. Election of Vestry Members
Election of Deanery Reps/Delegates to Diocesan Convention
6. Commissioning of those Elected
7. Review of Reports and Questions
 - Sr. & Jr. Wardens
 - Interim Rector
 - Finance
 - Buildings and Grounds
 - Search Committee
 - Faith Formation
8. Interim Rector's Final Remarks
9. Special Thanks
10. Closing Prayer and Dismissal

NOMINATIONS FOR THREE-YEAR VESTRY TERM



Tim Fox

Tim has been a member of Transfiguration for 24 years. Born and raised in a liberal Catholic tradition, Tim and his wife chose Transfiguration as their parish home when newly married. He has served as a past Vestry member and two terms as a Senior Warden, including during the last Search. He has been a member of the Endowment Committee and several other ministries, including as a lector. He and his family are frequent participants in the church's retreat programs. In his weekday job, Tim is a lawyer for public agencies.



Anne Gearhart

A Bay Area Native, Anne Gearhart grew up in Redwood City. She was an active member of Messiah Lutheran Church through her childhood and teen years, and served there as the youngest member of the church council. Anne came to Transfiguration in 2017, and was immediately attracted by the sense of creativity and authentic intergenerational community. Anne has been involved with *Distil*, supported Faith Lab activities and spoke in our Adult lecture series. In 2020, Anne has also been assisting regularly with Zoom Church. Passionate professionally about issues of equity, diversity and inclusion (especially with in STEM fields), Anne is thrilled to see how Transfiguration has been embracing, and growing in, these ideals as well. Anne brings to the Vestry the voice of those who themselves find great value in the intergenerational connections of the church as their personal life or circumstance finds them living independently. Anne enjoys spending time in her community garden, cooking and creating art.



Brad Lewis

Brad and his wife Victoria (Tori) have been members of Transfiguration since they moved to Belmont in 1997. Tori has previously served on Transfiguration's Vestry. Brad is currently a member of the Endowment Committee and the Finance Committee. They did have a 9-10 year hiatus beginning roughly 2009 when they were members of a different church, but they came to their senses and rejoined Transfiguration in 2018. They have 2 adult sons, John and Tim, who grew up in Transfiguration, and are now living on the east coast. Brad and Tori are both practicing lawyers, but still nice people and enjoyable to spend time with!



Chris Villanis

Chris is a cradle Episcopalian having traveled the world and the country as an Airforce brat and finally settling in Bay Area in 1990. She has been a member of Transfiguration since about 1999. In that time she has participated on the Stewardship Committee and the Deanery, and helped with ushering, hosting coffee hour, and Altar Guild. She also enjoyed attending almost all of the Women's Retreats over the years. Until COVID prevented us from attending church in person, Chris contributed as a Sunday Banker and she still reads in church on occasion. Chris retired in 2017 as a Deputy Chief Probation Officer after 31 years in law enforcement, almost 12 of that as a police officer. She shares a wonderful home in Half Moon Bay with her wife Loriann and enjoys woodworking, jigsaw puzzles, sewing and spending time with her 5 grandsons.

NOMINATIONS FOR DELEGATES TO THE DEANERY AND CONVENTION



Matthew Burt

Matthew has been Music Director and a member of Transfig since 2016. Holding master's degrees in theology and music from Oxford, Harvard, and Boston Universities, he has worked in the Diocese of California since 2004, and has been a Delegate to Convention both at Transfig and at his previous congregation—Christ Church, Portola Valley. He has served terms as Secretary and President of the Peninsula Deanery, and was also a member of the diocesan Executive Council, and elected as its Chair in 2014. He currently serves as a member of the Dispatch of Business Committee, with primary responsibility for liturgy and music during the annual Diocesan Convention. He lives in Palo Alto with his husband Patrick and their two children, Prescott and Margot.



Noelle Chard

Noelle joined Transfiguration Church in early 2017 along with her husband Jeff and children Pierson, Bryson, and Kaari. She is a California CPA and after several years as a stay at home mom, has recently returned to work as a finance consultant. She has served the church in various capacities including Deanery Rep last year, flowers, Sacristy, story telling, and coffee hours. She served several years on the school PTA and is volunteering as a local campaign treasurer. Interests include hanging out with her family, Ukulele, singing, reading, fitness, and learning Mandarin.



Aidan Jobe Sea

Aidan is a lifelong Episcopalian and member of Transfiguration Episcopal Church in San Mateo. He has received degrees in economics from both Cal Poly San Luis Obispo and the University of Copenhagen in Denmark. Aidan's interests are in entrepreneurship, finance, and in finding new ways to address the world's challenges. He is also a news junky, and enjoys discussions with passionate people on a wide variety of topics. Aidan hopes to use his skills and interests to help the Episcopal church remain grounded in tradition and ready for the future. He has been a Deanery Rep for three years and became Deanery President and a member of the Diocesan Executive Council.



Stacy Ryan

Stacy has been a member of Transfiguration for twelve years and once served the role of Junior Warden. Recently, she was the Godly Play coordinator and also volunteered with Faith Lab, giving her the opportunity to work with our youth at various ages. When not staying at home with the kids, Stacy runs the volunteer-based art program at Sunnybrae elementary and she is currently working on a novel. Along with her husband Mark, Stacy has been thrilled to watch her children Maggie and Bishop grow into their roles as acolytes.

ALTERNATE TO THE DEANERY AND CONVENTION



Mees Tielens

Mees has been at Transfiguration since 2016 and has served as a deanery representative since 2017. He is in his third and last year of serving on the Executive Council of the diocese, currently as its secretary. Mees is a postulant for the priesthood in the Diocese of California and started seminary at the Church Divinity School of the Pacific in Berkeley this fall.

COMMISSIONING OF VESTRY MEMBERS AND DELEGATES

THE EXAMINATION

Friends in Christ, we are all baptized by the one Spirit into one Body, and given gifts for a variety of ministries for the common good. Our purpose is to commission these persons in the Name of God and of this congregation to a special ministry to which they are called.

NEW VESTRY MEMBERS

Nominating Committee I present to you *Tim Fox, Anne Gearhart, Brad Lewis, and Chris Villanis* to be admitted to the ministry of the Vestry.

All **The Lord gives wisdom; from God's mouth comes knowledge and understanding; God pours wisdom in the open heart; through love, we come to know God's ways.**

Rector I am your servant; grant me understanding

All **That we might be leaders through your Spirit.**

Let us pray.

O Eternal God, the foundation of all wisdom and the source of all courage: Enlighten with your grace the Vestry of this congregation, may their hearts be open to your wisdom, may your love lead us through their decisions, and may their feet stand for justice and peace; through Jesus Christ our Lord. **Amen.**

In the name of God and of this congregation, I commission you: *Tim, Anne, Brad and Chris* as Vestry members.

DELEGATES TO DEANERY AND DIOCESAN CONVENTION

Nominating Committee I present to you *Matthew Burt, Noelle Chard, Aidan Jobe Sea, Stacy Ryan and Mees Tielens.* duly elected as delegates & alternates to the Deanery and Diocesan Convention, to be commissioned for their ministry.

All **In the midst of your assembly let your truth be known and heard and may your church follow in Christ's ways.**

Rector Save us from straying from your ways and bless us as we seek to do your work.

All **That we might be leaders through your Spirit.**

Let us pray.

Eternal God, who by the Holy Spirit presided at the council of the Apostles to guide them in knowledge and truth: Be present with the delegates of our parish. In the passions of debate, give them a quiet spirit. In the complexities of the issues, give them clear minds. In the moments of decision give them courageous hearts. Guide them in all things to seek only your will; in Christ's name we pray. **Amen.**

WARDEN'S REPORT

The first line of the warden's report last year read, "It has been an eventful year at Transfiguration." Little did we know what was to come. The challenges of 2020 far exceeded anything we could have anticipated as we entered the year.

In August, we said goodbye to Matthew Woodward, our Rector of almost 10 years as he moved on to a new role as Dean of Trinity Cathedral in Sacramento. We entered a period of transition and in October, Bob Kossler joined us as Interim Rector. Our Search Committee is working diligently and thoughtfully to develop a parish profile and lead us through the search process toward calling a new Rector.

You have been incredible in meeting these challenges and helping us weather the storm. The Vestry, the Early Learning Center Committee, the Site and Renovation Committee, the Finance Committee, and the Search Committee have all stepped up. Each member has made incredible contributions as we have navigated our way through 2020. In addition to members of committees, and so many other contributors we haven't named, other Parishioners have not hesitated to step up and provide necessary help.

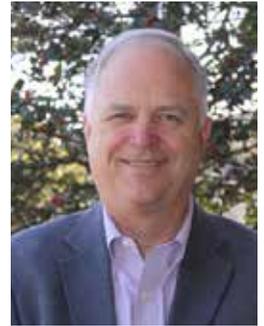
We save our biggest "shout out" for our incredible staff. We started the year with only the Sanctuary available to us for services and childcare. The staff handled the situation so well, the limitations weren't really noticeable. Then of course, as COVID hit, we lost our ability to share in the space of the sanctuary. Our staff, with the incredible talents of filmographer extraordinaire Brian Leckey, transformed our worshiping into Zoom services enjoyed by dozens of us, near and far. It has been such a blessing to enjoy the weekly company of friends 1000s of miles away, and together we've created a strong community with our online worship and coffee hours.

The children and youth ministry continues to shine, and activities such as Gospel Preview, Meditations, and Book Club extend our sense of community. And we have enjoyed the beautiful singing from the choir, which, through great leadership, has not only continued under difficult digital conditions but has fostered growth as so many members have taken on solos in every service.

On behalf of all of Transfiguration, we thank Matthew W., Matthew B., Michele M., Fran, Jureck, Bob, Amber, and Hailey for all their work in creating our wonderful services and of course to Noreen, who brings such creativity to all our community events.

We still have a lot on our plates in the coming year – finishing our building project, determining an effective path forward with our preschool space, weathering the gap in our finances, and of course still getting through COVID. But as we have through the decades, this Parish of Transfiguration continues to show inspirational resilience and energy, and we feel so fortunate to be on this journey with our talented Transfig community.

*Submitted by
Bill Peters, Sr. Warden
Michelle McLean, Jr. Warden*



INTERIM RECTOR'S REPORT

Dear Friends in Christ,

In my Christmas Eve sermon, I mentioned that 2020 was no ordinary year. As we start 2021, I hope and pray for some sense of normalcy, but, as we saw last year, the future is hard to predict with any certainty.

Last year at this time, things looked very different. Construction progressed in the parish hall/church office/school. The staff developed plans for Lent and Easter. Transfiguration was a hive of activity. And then, Covid-19 crossed from China to Europe, devastating parts of Italy. It crossed the Atlantic and had a similar impact on the city of New York. The pandemic found its way to California, and we locked down the week of March 16th. I doubt many expected our continued struggle to control the spread of this disease.



We finished Lent in the hopes of an Easter gathering. We learned how to deploy streaming technologies to continue our services. We also learned to “Zoom.” Whoever imagined that “Zoom” would become an all too familiar verb? Easter came and went without gathering. The virus ebbed and flowed, as did our response. We hoped for a summer respite, which never came, testing your resiliency.

You were further tested when Matthew, your rector of 10 years, announced that he was leaving Transfiguration for a new position in Sacramento. Not only did you experience the uncertainty about the pandemic and the upcoming school year, but you also faced a vacuum when Matthew left.

I can say that as your interim rector, you responded well. The vestry, especially your wardens, quickly stepped up to the tasks at hand. Matthew left in August, and I was on board by mid-October. It doesn't feel like you missed a beat, although I know that some of you suffered some sense of loss. Despite the difficulties, you continued. We have an active meditation group that meets daily. We recite morning prayer on Wednesdays and also study the upcoming week's Gospel.

What I find most profound are the Sunday services and activities. I describe the Joyful Noise service as “Holy Chaos.” The service reflects the love, care, and dedication of Michele Maia and the parents who attend with their little ones each week. Our 1030 service is equally wonderful in its own right. The Choir brings joy and beauty to the service, along with Matthew's organ and piano. For Christmas Eve we celebrated the eucharist again as community, the body of Christ gathered, virtually but still together. And, we had a beautiful pageant thanks to the skills of Brian Leckey and planning by Michele Maia and team.

The long and short of it is that we experienced a year unlike any other in decades. We not only survived, but I think I can say that we thrived. That reflects on you, the community, along with the wardens and the staff.

May we find grace, patience and strength as we face a new year. Amen.

In Christ,

Bob+

MILESTONES IN 2020

Births	Monty Hutchinson-Wu Rowan Li
Baptisms	William David Peters
Deaths	Barbara Hanley Terry Fluke David Lintott
Memorials	Ronald Brown

DIRECTOR OF MUSIC REPORT



An organist friend of mine in Arizona joked on Facebook that, for his church's 2020 annual report, he was simply going to write “Well, it's been a year.” In many ways I'm tempted to do the same, not wishing to highlight or relive the tremendous challenges we've faced. At the heart of our common worship is the experience of singing together, yet this is the very thing that has been impossible for nearly a year now. At the same time, our beautiful choir has been unable to sing together in harmony, and our majestic organ has only been heard through microphones and speakers—not in the radiant acoustic for which it was designed.

Yet, while this will definitely be a shorter report than usual, I do wish to name some positive and creative musical things that did emerge from our pandemic worship:

- First and foremost, our broadcasts have enjoyed stunning videography and sound thanks to the amazing Brian Leckey. It is impossible to overstate how impactful his expertise and equipment have been on the quality of our services during this time—thank you Brian!

- Although unable to perform together, many of our choir members have gained in confidence and skill as they have sung solo lines in hymns and other music for our Zoom services.
- We have been able to enjoy vocal and instrumental performances from the homes of a variety of adult and youth musicians as preludes and postludes for our worship.
- As part of our cycle of liturgies, we have rediscovered the beauty of sung Matins (Morning Prayer) with its array of psalms and canticles.

So while I hope and pray that next year’s annual report will look very different, I also give thanks for these things, and for all my colleagues and the people of Transfig who make my ministry here so rewarding.

Love,
Matthew

DIRECTOR OF FAITH FORMATION REPORT

Family Ministry in 2020

Joyful Noise

We reimagined our Joyful Noise service in May to create a child friendly, intergenerational worship service on zoom. Joyful Noise can be found Sunday mornings at 9:15 am and features Godly Play stories, popular hymns, and prayers followed by a casual coffee hour on zoom. I am grateful to all our storytellers who have adapted their storytelling skills and materials to our new online format. Although this service is designed to engage young children, all ages are welcome to join our Joyful Noise. The service and coffeeshour are about 30 minutes—allowing you to participate in Joyful Noise and attend the 10:30 am service.



Community of Wonder

Prior to the pandemic, C.O.W convened during the 10:30 am service for about 30 minutes of activities. We now meet on zoom weekly and our gathering time has increased to about an hour. Our Community of Wonder is time for elementary aged children to join in fellowship and activities centered around our faith. We gather on zoom on Mondays at 4pm to tell stories, watch short videos, participate in all kinds of crafts, activities, science experiments and play games together. Although I set the theme for the day, much of our time is child-led. We explore the ideas that the kids are interested in while learning about how the stories of the Bible can inspire us today. No registration is required, just come and join us on zoom. I look forward to seeing you Mondays at 4 pm.

Faith Lab

Faith Lab is a time set aside for youth in grades 6 and up to come together to reflect on our faith traditions, Bible stories, share fellowship, play games and to ask all kinds of questions. Faith Lab started 2020 meeting biweekly after the 10:30 service on Sundays for lunch and conversation. We have now moved onto zoom and meet every Sunday at 4:30 pm. During our weekly meetings we have planned events like Pics and Pumpkins, played games, watched movies, and had deep conversations about topics such as the nature of prejudice, what is just and fair, and how we can have meaningful lives. Faith Lab is a safe place to talk about tough topics without judgement and it is a place to have some fun! I am so grateful to all of the youth who join us each week and I am especially thankful to Mees Tielens for his leadership in planning our sessions.

Transitioning to all virtual offerings has allowed us to include families from across the country and to connect in different and creative ways.

Love,
Michele

TREASURER'S REPORT

Transfiguration Episcopal Church

Statement of Activity - Actual, Budget, & Variance

As of 31 December 2020



	ACTUAL	BUDGET	VARIANCE
Revenue			
Contributions & Support	336,594	347,722	(11,128)
Earned Revenue	12,320	55,636	(43,317)
Other Revenue	1,539	20,000	(18,461)
TOTAL Revenue	\$ 350,453	\$ 423,358	\$ (72,906)
Expenses			
Salaries & Related Expenses	249,041	274,893	25,852
Contract Services	21,815	16,310	(5,505)
Other Expenses (Non-Personnel)	13,238	15,190	1,952
Facilities & Equipment	50,649	73,220	22,571
Charitable Contributions	1,000	3,500	2,500
Diocesan Assessment	20,425	45,701	25,277
TOTAL Expenses	\$ 356,168	\$ 428,815	\$ 72,647
Net Income	\$ (5,716)	\$ (5,457)	\$ (258)

Statement of Financial Position

As of 31 December 2020

	Unrestricted	Temp Restricted	Restricted	Total
ASSETS				
Bank Accounts	58,076	130,068	529,092	717,236
Pledges Receivable	0	544,917	0	544,917
Other Current Assets	3,903	0	0	3,903
Building Improvements	0	21,667	0	21,667
Notes Receivable	(0)	0	100,000	100,000
Total Assets	\$ 61,978	\$ 696,652	\$ 629,092	\$ 1,387,723
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities	14,908	33,225	0	48,133
Long-Term Liabilities	51,400	598,750	0	650,150
Total Liabilities	66,308	631,975	0	698,283
Equity				
Net Equity	1,386	914,347	627,049	1,542,782
Net Revenue	(5,716)	(849,670)	2,043	(853,342)
Total Equity	(4,330)	64,677	629,092	689,440
Total Liabilities & Equity	\$ 61,978	\$ 696,652	\$ 629,092	\$ 1,387,723

Submitted by
Joseph Villa, Treasurer

RENOVATION REPORT

Bakirman Group (contractor) started 2020 with minor demolition of a few walls and installing the “rough” electrical, mechanical, plumbing and fire sprinkler systems in the Parish Hall. They had several crews working together from different companies inside the building and on track to complete the work by the end of the year.

With the onset of COVID-19, productivity fell, and construction was not allowed for several weeks due to a Shelter In Place order. When construction could resume, only one crew from one firm was allowed inside at a time slowing down progress.

Bakirman Group has been working hard to complete the Parish Hall. They have been working evenings and weekends to keep progress moving. Some updates from the current year:

- 113 windows replaced
- New walls constructed
- Low voltage (internet) installed
- Exterior painting in progress
- Kitchen cabinetry
- Insulation installed throughout
- Lift foundation poured
- Tile installed in bathrooms
- Many more outlets installed
- Soiled added and sidewalk rebar laid out
- Kitchen appliance ordered (& waiting in warehouse)
- New HVAC systems

See the overall progress of the Capital Campaign schedule, beginning with the feasibility study in 2017.

Transfiguration Capital Campaign Schedule

Parish Hall Renovation Schedule rev 7

Task Name	Start	Finish	2017				2018				2019				2020				2021				2022			
			Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
1 Feasibility Study	01/01/17	06/29/18	Feasibility Study																							
2 Design Drawings	07/01/18	04/22/19	Design Drawings																							
3 Building Permit Application	03/12/19	10/01/19	Building Permit Application																							
4 Parish Meeting For Construction Priorities	04/15/18	04/15/18	Parish Meeting For Construction Priorities																							
5 Parish Walking Tour	01/13/19	01/13/19	Parish Walking Tour																							
6 Parish Hall Clean Up	01/02/19	06/21/19	Parish Hall Clean Up																							
7 Project Coordinator Hired	04/30/19	04/30/19	Project Coordinator Hired																							
8 Preparation for Contractor Bidding	03/04/19	04/19/19	Preparation for Contractor Bidding																							
9 Contractor Bidding	04/15/19	08/23/19	Contractor Bidding																							
10 Contractor Selection	08/26/19	09/20/19	Contractor Selection																							
11 Bakirman Group Contract Executed	09/17/19	09/17/19	Bakirman Group Contract Executed																							
12 Environmental Review	04/23/19	06/24/19	Environmental Review																							
13 Pine Tree Permit and Removal	04/23/19	08/27/19	Pine Tree Permit and Removal																							
14 Preschool Closed	06/15/19	06/15/19	Preschool Closed																							
15 Abatement Complete	09/19/19	09/19/19	Abatement Complete																							
16 Install Tree Protection	10/07/19	10/11/19	Install Tree Protection																							
17 Parish Meeting for Budget Update	10/13/19	10/13/19	Parish Meeting for Budget Update																							
18 Groundbreaking Ceremony	10/20/19	10/20/19	Groundbreaking Ceremony																							
19 Parish Hall Renovation	10/02/19	03/15/21	Parish Hall Renovation																							
20 Foundation and Lift Work	06/01/20	02/26/21	Foundation and Lift Work																							
21 Electrical, Mechanical and Fire Sprinkler	01/20/20	03/01/21	Electrical, Mechanical and Fire Sprinkler																							
22 Window Replacement	07/15/20	11/30/20	Window Replacement																							
23 Door Replacement	01/15/21	03/31/21	Door Replacement																							
24 Site Work	06/01/20	03/31/21	Site Work																							
25 Parish Hall Finishes	04/12/20	03/31/21	Parish Hall Finishes																							
26 Exterior Painting of Parish Hall	10/15/20	02/26/21	Exterior Painting of Parish Hall																							
27 Church Reception Patio Finishes	11/02/20	03/31/21	Church Reception Patio Finishes																							
28 Pre-Shelter in Place - Loss of Productivity Due to COVID	02/03/20	03/31/20	Pre-Shelter in Place - Loss of Productivity Due to COVID																							
29 Shelter in Place - No Construction Allowed	03/31/20	05/04/20	Shelter in Place - No Construction Allowed																							
30 Post Shelter in Place - Smaller Crews	05/04/20	06/30/21	Post Shelter in Place - Smaller Crews																							
31 Punchlist and Final Clean of Parish Hall	03/01/21	03/24/21	Punchlist and Final Clean of Parish Hall																							
32 Building Permit Final *** Exact Date TBD	03/22/21	03/22/21	Building Permit Final *** Exact Date TBD																							
33 Staff Move In *** Exact Date TBD	03/26/21	04/14/21	Staff Move In *** Exact Date TBD																							

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In the fall, the Renovation Committee resumed regular meetings to guide furnishing the Parish Hall. First, paint colors for the interior and exterior of the building were selected. See February Journey’s article for details. Currently, we are in the process of selecting furniture for the office and meeting rooms. We are excited to be deliberate and thoughtful about what is going back into the Parish Hall. It had 50 years accumulation of furniture and stuff. After the big purge in the Fall of 2019, we are looking forward to an updated, fresh and modern facility with coordinated furnishings.







Transfiguration Episcopal Church
3900 Alameda de las Pulgas, San Mateo, CA 94403
2020 Annual Meeting Minutes -- 2020-02-09

Business portion of meeting convened at 12:06

Vestry Nominees

- Barbara Carlisle, Eric Johnson, Hilary McClure, Helaina Titus
- open floor to nominations – none
- Skip Howie moved to close, Virginia Fox seconded
- Motion carried

Deanery Nominees

- Matthew Burt, Noelle Chard, Aidan Jobe Sea, Stacy Ryan –
- Mees Tielens running as an alternate
- open floor to new nominees – none
- Cathy Cohn moved to close nominees, Skip Howie seconded
- Motion carried

Both Vestry and Deanery members elected were commissioned by Fr. Matthew

Discussion of Written Reports

Fr. Matthew's comments

- what are we here for – to be salt and light for the world
- how we do it – we're thoughtful, helpful – we don't shout about it
- Faith Lab – seeks to answer questions the teens raise
- we want to serve our community – our buildings were keeping some people out
- pre-school wasn't serving needs for a lot of our community – closed existing, rebuilding the inside to support more growth – to serve the needs of dual-working parents – good foundation for stronger parish finances

Senior Warden's comments (Bill Peters)

- fifth time on vestry – worried when approached about being senior warden
- strong programs in place – concerned the disruption would be detrimental
- instead, seen tremendous strength in programs
- choir, children's programs, Faith Lab all strong
- we've asked a lot, with capital campaign and all this change – and still had a tremendously successful stewardship campaign
- great sermons
- thanks to Noreen for keeping Matthew from doing everything

Treasurer's comments (Joseph Villa)

- Page 8 – statement of financial activity
- went into the year planning to go in the red – budgeted -\$44,844, came in at -\$46,058
- knew we'd need to bridge until the Early Learning Center comes online
- earned revenue – down because didn't account for lost pre-school revenue – soiree surprise upside
- for 2020, anticipating deficit of -\$5,457
- once Early Learning Center comes along, we anticipate being in a positive financial state for the foreseeable future
- assets – have approx. \$1.8M in cash to fund construction

Comments on renovation (Bill Peters)

- major challenge of the Bay Area economy – from when planning time started, costs went up a great deal – plus, took four months to get a contractor to bid – costs were much higher than planned
- crafted updated plan to get most of what we wanted, especially Early Learning Center
- forced us to take loans from ourselves on restricted funds

- borrowed from Rector's Fund and Endowment Fund – also took out Line of Credit – all of those will incur interest payments
- scope – renovation of hall, Early Learning Center, and grounds between hall and church
- completion between September and January
- contractor has done an excellent job – if church members need a contractor, consider him

Questions from the floor

- Kathleen Villa – timeline for when outside will break ground – don't have updated schedule – two weeks after last major rain storm, anticipate April
- Cathy Cohn – hoping for September open but could be delayed – impact on Center –
 - we have to finish inspections after building is done
 - could mean October start
 - latest opening would be January
 - budget takes that into account – doesn't anticipate full income on September
- Bob Shields – how is search for school director – have budgeted well for Bay Area salary
 - we have done a lot of research on salary – had set one level based on national – have increased for Bay Area – finalizing job description now – will post broadly soon – expect candidates in March – are hoping they'll anticipate in meetings between now and hiring time of September, with some compensation
 - have a full business plan for Early Learning Center – staff, supplies – were residual funds on the books from the previous school that will cover startup fees
- Ted Everett – Diocesan assessment – any wiggle room – ultimately, it could increase as we get bigger – can we get a little break
 - formula was jiggered 8 years ago, went down – they do things at scale that we couldn't do otherwise – we can ask for relief if we were in financial crisis – invokes a lot of scrutiny
 - in the past, they've given us a break – did that when we hired an associate rector
 - we won't pay assessment on operations of Early Learning Center
- Sundance – difficult budget choices – sustainable green, solar – how are we prioritizing those decisions
 - we considered putting solar on – don't have resources – return is so far down the road that we can't afford it –
 - low PEC paints, flooring, roof insulation
 - materials coming out is getting recycled
 - earth moving – will keep it onsite
- Sundance – it's important to do solar soon – if we're not going to be a leader on this, who is – we should give ourselves a timeline on that
- Peter Jensen – Diocesan Assessment – we're working the system well – don't want to go to appeal on assessment – we don't want the supervision that comes with it
- Skip Howie – in defense of Diocese – they support Vicars when churches are in trouble
- Fr. Matthew – you have a lot of input in how Diocese runs – she meets with Bishop regularly – Aidan and Mees on executive council – all representing our views there
- Bethany Li – married to president of electric power board – can help with non-profile getting solar grants, etc.

Appreciation (Fr. Matthew)

- volunteer leadership – Vestry – site committee – it's like we're a startup
- staff – Noreen – Matthew – Michele – Ole, he's a cheerful sexton – Jenn, amazing at details – Christine, new bookkeeper, helping us do a better job – Cathy Cohn will be assistant treasurer this coming year
- retiring from Vestry – Erin, Cathy Apsley, Greg, Betty
- retiring from Deanery – Skip

closing prayer 1:09 – meeting adjourned

Respectfully submitted,
Eric Johnson, Clerk of the Vestry

STAFF AND LEADERSHIP

STAFF

Rector (<i>thru August 2020</i>)	The Rev. Matthew Woodward
Interim Rector (<i>from October 2020</i>)	The Rev. Bob Kossler
Director of Music	Matthew Burt
Director of Family Ministry	Michele Maia
Operations Manager	Noreen Huey
Sexton	Olegário Neves
Bookkeeper	Christine Semenza
Assoc. for Digital Mission (<i>thru September 2020</i>)	Mees Tielens
Assisting Priests	The Rev. Jureck Fernandez (<i>thru November 2020</i>) The Rev. Amber Stancliffe-Evans The Rev. Fran Tornquist
Deacon	The Rev. Hailey McKeefry-Delmas

VESTRY (BY CLASSES)

Class of 2021	Michele Charles Claudia Dierkes-Banks John Marburger Mees Tielens	
Class of 2022	Michael Hutchinson Michelle McLean, Jr. Warden Bill Peters, Sr. Warden Ann-Marie Wiese	
Class of 2023	Barbara Carlisle Eric Johnson, Clerk of the Vestry Hilary McClure Helaina Titus	
Treasurer	Joseph Villa	
Assistant Treasurer	Cathy Cohn	
Deanery Delegates	Matthew Burt Aidan Jobe Sea Mees Tielens, alternate	Noelle Chard Stacy Ryan



Transfiguration
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