



**CHRIST CHURCH**  
PORTOLA VALLEY & WOODSIDE



# 2019 ANNUAL REPORT

JANUARY 26, 2020

815 Portola Road  
Portola Valley, CA 94028  
65-851-0224  
ccpvw.org

# Thank You

*To All Who Have Already Pledged for 2020!*

Danny Alegria and Mary Hufty	Peter & Stannye Llewellyn
Elizabeth AlexanderAlice & Forrest Anderson	Juan Loaiza and Donna Howe
Catherine & Andrew Aragon*	Paul & Lenore Lovoi
Sandy & Hayley Bakken*	Jack & Libby Lucas
Bruce Beekley	Terry & Rebecca Lynn
Anne Halsey Bertenthal	Tim & Wendy McAdam
Hobart & JoAnne Birmingham	Laird & Penny McCulloch
Candida Burnap	Mike McLaughlin & Brandy Bridges
Norma Cance	Dave & Kathryn Miller Kennedy
Carl Cheney & Sherry Lund	Betsy Morgenthaler
Tricia & Gavin Christensen*	Ward & Mary Paine
Marty Coddington	Wil & Sandy Patterson
James Coker*	Andy & Courtney Kingston Pflaum
Anne Dauer	The Rev. Beth Phillips
Louise Delafield	Todd & Darci Reimund
Barbara Dolliver	Chris Ramming and Kiran Kamboj
Michel & Peggy Dubes	Robert & Suzy Redfern-West
Noel & Sally Fenton	Annemarie Redmond and Bud Hoffacker
John & Ellie Gardner	Sue & David Riggs
Joan Gray	Ross & Mary Soubirous
Harlan & Sarah Halsey	Tricia Suvari
Chuck & Barbara Harwood	Jim Szewczak and Pam Padilla*
Daniel & Lisa Hill	Jeff & Amy Tribble
Greg & Rosemary Hintz	June Tunnell
David & Karen Horn	Agneta Turner
Rev. Dede & Dr. Rex Jamison	Carol & Carl Wentworth
Ed & Mary Jennings	Christopher White & Rachel Bright
Bob & Claiborne Jones	Chet and Ruthann Wrucke*
Liz and Stephen Laderman	Julie Fouquet and George Zdasiuk
Stu & Kaethe Langs	Agneta Turner
Bill and Susie Lattin	Carol & Carl Wentworth
Trask & Diane Leonard	Christopher White & Rachel Bright
Belinda Lipa	Chet and Ruthann Wrucke*
	Julie Fouquet and George Zdasiuk

\*Nicole has quick question about your physical pledge card

# PRAYER

May today there be peace within.  
May you trust God that you are exactly where you are meant to be.  
May you not forget the infinite possibilities that are born of faith.  
May you use those gifts that you have received  
and pass on the love that has been given to you.  
May you be content knowing you are a child of God  
Let this presence settle into your bones,  
and allow your soul the freedom to sing, dance, praise and love.  
It is here for each and every one of us.

--St. Therese of Lisieux

## AGENDA & PRAYER



CHRIST CHURCH  
PORTOLA VALLEY & WOODSIDE

# AGENDA

- I. APPOINT CLERK
  - II. CALL TO ORDER AND PRAYER
  - III. APPROVE 2019 ANNUAL MEETING MINUTES
  - IV. THANKSGIVING, ELECTION 2020 NEW VESTRY MEMBERS, AND DELEGATES TO CONVENTION
  - V. BUDGET
  - VI. TABLE TOPICS
  - VII. RECTOR'S REPORT AND REMARKS
  - VIII. 7TH INNING STRETCH & EUCHARIST
  - IX. MOVIE
  - X. THE GIFT
-



# GIFTS OF THANKSGIVING

"I am gift." All that I am is something that's given, and given freely. Being doesn't cost anything. There's no price tag, no strings attached."

--THOMAS MERTON

## VESTRY

The vestry is comprised of parish leaders who help define and articulate the mission of the congregation, support the church by word and deed, ensure effective organization and planning, and manage the church's resources and finances. Today we say goodbye and thank our outgoing Members: Kiran Kambok, Anne Dauer, Claiborne Jones, and Lisa Hill and vote on new members: James Mack, Lori Palazzolo and Christopher White.

## DELEGATES

LEARNING,  
LIVING,  
AND  
GIVING  
FOR THE  
GLORY  
OF  
GOD

Convention Delegates provide a link between the congregation and the Diocese by representing the parish both at the local level, with a cluster of nearby Episcopal churches called a Deanery, and at the diocesan level. The delegates cast votes on behalf of the parish and report back to the congregation on events, actions and decisions.

Delegates: Kaethe and Stu Langs, Carl Cheney, Sherry Lund  
Alternates: Jack and Libby Lucas, Diane Leonard, Marty Coddington



# 2019 IN REVIEW

PAGE 5

## NEW WEBSITE

A new website was launched, and we continue to improve it.

## FORKS & FELLOWSHIP



After years of requests for fellowship dinners, we launched our first Forks & Fellowship Friday night dinner last fall.

## CONFIRMATION

Four young members of our congregation were confirmed last summer. A day of service was incorporated into the curriculum. We served at the Night Ministry's Open Cathedral in San Francisco.



## SECOND SUNDAYS

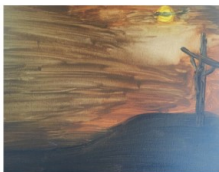
Following last year's annual meeting, we tried doing inter-generational and innovative liturgies on the Second Sunday of each month.



## MUSIC

The choir and Music Director Lauren continued to bring us outstanding music. The special program featuring black music history was also part of one of our Second Sunday liturgies.

## PAINTING THROUGH LENT



This year as a Lenten practice we took up painting. It fed our creative spirits and our souls.

## BAPTISMS AND BIBLE STUDIES



## CHRISTMAS BANQUET



Kids aren't the only ones who get to have fun in church. Our Christmas Banquet always gets us in the Christmas spirit.



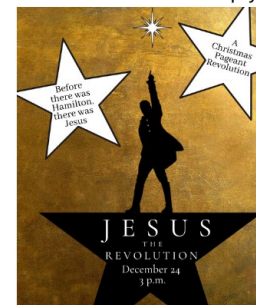
## CHRISTMAS PAGEANT MEETS HAMILTON

Another highlight this past year was the completely new Hamilton-style Christmas Pageant.

## BISHOP'S RANCH



Our annual parish retreat is a great way to relax and connect more deeply.



## Attendance & Pledges

	2017	2018	2019	2020
Average Sunday Attendance	80	80	77	TBD
Pledge Count	82	72	72	60
Annual Givers	8	4	0	0



## Buildings & Grounds Chaired by Paul Lovoi

We continue to move forward on several large projects and many smaller concerns. There is a database that is updated periodically to reflect what needs to be done to maintain our facilities and grounds. All projects are prioritized and approved by the Vestry. Major projects included:

1. The shed on the edge of the parking lot. It is almost ready for occupancy. Junior Warden **Jim Szewczak and his wife Pam** donated the materials and their company donated the labor for its construction. The project was held up for nearly a year getting the information necessary to submit permits to the city. The commercial shelving inside was donated by Nicole Sprague's family. It is mostly assembled. We are waiting for clamps and braces to secure the shelving to the wall. A photo log of all the storage spaces (and some spaces that are not supposed to be storage) was created. The church will be scoured soon for "stuff" to be either discarded, donated or moved to the new shed. {You will be asked to help with the big clean up!!}
2. Several electrical projects are still underway including re-lamping the entire facility with LED lighting, parking lighting in the front lot and replacing and lighting the front parking lot CCPVW sign and astrological timers for all the lighting currently manually changed.
3. The Pflaums gifted us with new entry mats with our new Christ Church logo.



Future Projects include:

- Resurfacing the walkway between the large parking lot and the church.
- Possibly remodeling the breezeway bathrooms and the maintenance closet to create a bathroom accessible for all.
- Restoring the Carillon Bell Tower to proper working order. Several bells currently do not work and the broken controller is obsolete and irreparable. Verdin (the successor company to the original supplier of the entire system) has submitted a proposal for replacing the controller and refurbishing the bells. We look forward to having the system working up to snuff and allowing Lauren to play the bells from the organ!!

## Children, Youth and Family Ministries

Director Cara O'Connell



The Sunday program holds three classes: Nursery (0-4 years), Sunday Scholars (5-9 years), Connect (10-14 years). Approximately, 20-25 children attend the program throughout the year. However, the children's attendance varies weekly. We hold multiple family events during the year: Toiletries Collection for Homeless, Easter Egg Hunt, Backpack Drive, Blessing of the Backpacks/Ice Cream Social, Pumpkin Painting, Gingerbread House Decorating, and the Christmas Pageant.



## Churchyard & Funerals

Chaired by Paul Lovoi and Linda Millard

The balance for the Churchyard fund as of 12/31/2019 was \$29,030.04. Paul arranged for stone masons to refurbish all three sections. The stones were reset to be level and new "Blue Fines" replaced the white sand that was there before. There are still a number of niches available for those that wish to purchase them.

Mother Beth officiated at 7 services for the following souls: Frances Hillier, Annie Hoss (shown right), Richard Todd, Anne-Marie Thornton, Helen Lorah, Virginia Lee Shimizu, Takashi Shimizu and Cynthia Jamplis (photo on the far right).



## Mission & Outreach

### Chaired by Kathy Kennedy

Mission Ministries: to support a curated group of charities that help the poorest of the poor. We support three:

- GAIA: Providing AIDS nursing in Malawi, Africa.
- Home & Hope: housing for homeless San Mateo families.
- Life Moves: shelter for 175 adults in Redwood City every night

2019 Highlights:

- Mardi Gras fundraiser: raised over \$13K for the three charities
- April/May: toiletries collection by the church school kids (Life Moves)
- July: hosted 3 homeless families who stayed in tents in our parish hall for a week (Home & Hope)
- July: ran registration for the Stanford Transplant Center Camp
- August: filled the backpacks for homeless kids (Life Moves)
- October: Multifaith Community Crop Walk. \$2.5K raised with proceeds going to local food programs and to refugee camps worldwide. 11 walkers and many donors.
- December: Advent programs included 1) raising \$2.3K for GAIA 2) collecting warm outerwear for homeless adults at the RWC Life Moves Shelter 3) providing a week of groceries for 3 Home & Hope families staying in a motel because there was no congregation that could house them.
- Ongoing: 1) collecting motel-sized toiletries for Life Moves shelter at Maple Street 2) supporting the garden at the Maple Street Shelter.

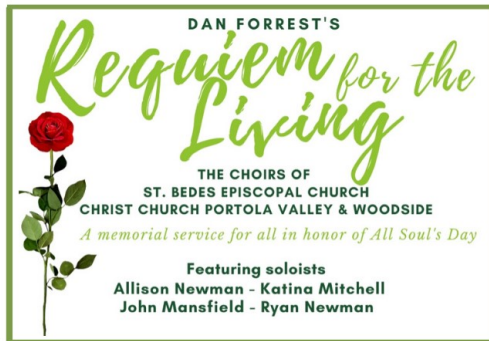




## Music and Choir Director Lauren Wittine



Last year was a very successful year for our music program. We implemented a new tradition on Second Sundays where we invite members of the congregation to sing with us without attending regular rehearsals, and several of our parishioners took advantage of this opportunity! We also hosted three special music events including a fabulous performance of "Oh, Glory!" by James Dargan and a moving rendition of Dan Forrest's "Requiem for the Living," which was a collaboration between our choir and the choir at St. Bede's Episcopal Church.



This year, our goal is to sing more music, including two anthems on many Sundays, and to grow the choir with more members from the congregation. The choir is open to everyone, no matter your level of experience in singing. We are lucky to have an incredibly open and supportive group of singers--come join our little community!

## Stewardship Chaired by Wendy McAdam and David Horn

We have raised \$253,000 towards our goal of \$425,000 for the Stewardship Campaign from a total of 60 donors. We are hoping to reach a total of 80 donors, which averages out to just over \$5000 per household. We kicked off the stewardship campaign with a chili cookoff (photo bottom right). We will be doing outreach over the coming weeks to those members who haven't pledged yet. We deeply appreciate the commitment that the Parish has made to the 2020 Stewardship Campaign and we hope that everyone will consider supporting it. The Stewardship Campaign is essentially the sole source of funds for the Christ Church. We could not achieve our mission without your support of it.

Stewardship Team (from left to right back row): James Coker, Robert Redfern-West, David Horn, Todd Reimund; (front row) Anne Dauer vestry liaison, Wendy McAdam Tricia Christensen, not in photo: Alice Anderson and Courtney Kingston Pflaum.





**CARILLON**  
PRESCHOOL

## Carillon Preschool

Carillon Preschool continues to serve families who love and choose our school for the curriculum, strong group of dedicated teachers and our faith based foundation. Although, there was a change in leadership this school year, Carillon persevered and transitioned smoothly all whilst receiving the utmost support from the Carillon Community. Teachers Cara O'Connell and Christine Williams are the Interim Co-Directors. Re-enrollment is off to a great start and is looking very promising for the 2020-2021 school year. In fact, we only have one spot open in our older class (ladybugs) and just a couple of spots in our younger class (honeybees). two of our classes are almost full. We continue to host tours and enroll new and former families. Fundraising is a top priority this year as we would still love to offer tuition assistance for those who need it most.

PRESCHOOL EXPENSES	
<b>CARRIED BY CHURCH</b>	
Portion of Admin/Clergy Payroll, pension and insurance	\$40,000
Portion of Property and Liability insurance	\$3,000
Portion of Workers Comp	\$2,280
Portion of Utilities	\$6,000
Portion of Maintenance	\$12,000
Supplies (copier, paper, etc)	\$3,000
<b>TOTAL</b>	<b>\$66,280</b>

Preschool Profit & Loss Budget vs Actuals				
	Budget July 2018- June 2019	Actuals July 2018- June 2019	Budget July 2019- June 2020	Actuals To Date Jul 2019 - Dec 2019
<b>Ordinary Income/Expense</b>				
Income				
4202 · Other Preschool Income			0.00	0.00
4700 · Pre-School Tuition				
4705 · Application/Registration Fee			0.00	800.00
4735 · Childcare			0.00	1,110.00
5010 · 2019-2020 tuition	217,595.31	263,800.39	137,500.02	173,811.50
<b>Total 4700 · Pre-School Tuition</b>	<b>217,595.31</b>	<b>263,800.39</b>	<b>137,500.02</b>	<b>175,721.50</b>
<b>Total Income</b>	<b>217,595.31</b>	<b>263,800.39</b>	<b>137,500.02</b>	<b>175,721.50</b>
<b>Gross Profit</b>			<b>137,500.02</b>	<b>175,721.50</b>
Expense				
4595 · Staff Development	1,000.00	3,919.59	0.00	0.00
5100 · Payroll Expenses	183,436.00	192,817.53	113,321.94	132,146.86
5130 · Pension Fund/Insurance	14,411.00	13,786.37	9,686.16	8,846.45
5193 · Medical Benefits	12,000.00	23,256.57	7,895.16	7,052.48
5210 · Communications	1,000.00	2,390.04	840.00	797.73
5240 · Office Supplies	2,498.06	1,489.06	1,600.00	601.86
5245 · PS Equipment/Non consumables	5,000.00	3,633.64	1,500.00	1,803.62
5260 · Office /Advertising/Licensing	1,000.00	493.50	600.00	459.35
5265 · Consumable Supplies	2,000.00	849.39	750.00	1,933.42
5270 · Field Trips	3,500.00	1,749.22	1,250.00	2,220.00
5275 · Professional Development	4,500.00	97.92	1,000.00	1,334.89
5285 · Event Food (Snacks)	1,000.00	931.88	400.00	500.69
5515 · Substitute/Clergy/Teachers	3,000.00	0.00	500.00	1,829.25
5555 · Maintenance	4,000.00	6,412.83	2,500.00	4,658.74
5899 · Allocated Expenses	20,000.06	19,992.00	10,000.00	9,996.00
<b>Total Expense</b>	<b>258,345.12</b>	<b>271,819.54</b>	<b>151,843.26</b>	<b>174,181.34</b>
<b>Net Ordinary Income</b>	<b>-40,749.81</b>	<b>-8,019.15</b>	<b>-14,343.24</b>	<b>1,540.16</b>
<b>Net Income</b>	<b>-40,749.81</b>	<b>-8,019.15</b>	<b>-14,343.24</b>	<b>1,540.16</b>

## 2019 BALANCE SHEET V. PREVIOUS YEAR - PAGE 11

2:20 PM  
01/24/20  
Cash Basis

### Christ Church 2019 Balance Sheet Prev Year Comparison As of December 31, 2019

Schwab Account as of 1/24/2020

2019 Balance Sheet Prev Year Comparison

	Dec 31, 18	Dec 31, 19
<b>ASSETS</b>		
<b>Current Assets</b>		
Checking/Savings		
1010 · Cash-Checking	135,640.49	164,818.11
1021 · Charles Schwab	1,073,008.33	1,263,946.12
1055 · Wells Fargo Brokerage	63,991.86	106,811.83
1060 · Christ Church Churchyard	31,023.48	29,030.04
1065 · Wells Fargo Music	100,092.08	93,708.79
<b>Total Checking/Savings</b>	<b>1,403,756.24</b>	<b>1,658,314.89</b>
<b>Total Current Assets</b>	<b>1,403,756.24</b>	<b>1,658,314.89</b>
<b>Fixed Assets</b>		
1600 · Furniture & Equipment	217,140.00	217,140.00
1605 · Visser Pipe Organ/Vision 87	250,145.00	250,145.00
1610 · Church Renovation/Vision 87	593,000.00	593,000.00
1615 · Churchyard	44,183.00	44,183.00
1620 · Land-Building	258,417.50	258,417.50
1630 · Vision 87/Other	209,795.00	209,795.00
<b>Total Fixed Assets</b>	<b>1,572,680.50</b>	<b>1,572,680.50</b>
<b>TOTAL ASSETS</b>	<b>2,976,436.74</b>	<b>3,230,995.39</b>
<b>LIABILITIES &amp; EQUITY</b>		
<b>Liabilities</b>		
<b>Current Liabilities</b>		
2897 · 2018-2019 Deferred tuition	59,943.33	0.00
2899 · 2019-2020 Deferred Tuition	0.00	138,058.21
3510 · 2019 Prepaid Pledge	57,911.17	0.00
3515 · 2020 prepaid pledge	0.00	47,601.42
<b>Total 2101 · Deferred Revenue</b>	<b>117,854.50</b>	<b>185,659.63</b>
<b>2580 · Suspense Account</b>		
2585 · Bishops Ranch	-587.07	-1,242.22
2600 · Improvement & Capital	0.00	7,047.57
2605 · Outside Charities	288.20	4,076.95
2610 · Banquet	0.00	174.80
2615 · Diocal Women's Clericus	0.00	160.46
2625 · volunteer appreciation	621.94	105.00
2700 · Scholarship Preschool	2,324.17	3,025.72
2750 · Rectors Discretionary Fund	1,791.90	1,582.32
2775 · Carillon Bell Tower	0.00	25,000.00
4230 · Summer Camp	1,199.37	0.00
5700 · Childrens Spirituality Book	646.98	696.98
5705 · Pilgrimage/MissionTrips	300.00	300.00
5777 · Staff Development	3,500.00	3,500.00
<b>Total 2580 · Suspense Account</b>	<b>10,085.49</b>	<b>44,427.58</b>
<b>Total Other Current Liabilities</b>	<b>127,939.99</b>	<b>230,087.21</b>
<b>Total Current Liabilities</b>	<b>127,939.99</b>	<b>230,087.21</b>
<b>Total Liabilities</b>	<b>127,939.99</b>	<b>230,087.21</b>
<b>Equity</b>		
3010 · Property Fund	1,512,680.50	1,512,680.50
3050 · Churchyard Fund	31,023.48	29,030.04
3055 · Endowment and Capital Funds	1,173,100.41	1,357,654.91
3900 · Retained Earnings	-3,977.58	131,692.36
<b>Net Income</b>	<b>135,669.94</b>	<b>-30,149.63</b>
<b>Total Equity</b>	<b>2,848,496.75</b>	<b>3,000,908.18</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>2,976,436.74</b>	<b>3,230,995.39</b>



Your Portfolio Composition

	Current	
Large Cap Equity	\$ 566,768.18	44.1%
Small Cap Equity	\$ 137,578.58	10.7%
International Equity	\$ 100,194.05	7.8%
Fixed Income	\$ 205,750.50	16.0%
Cash Investments	\$ 275,264.60	21.4%
Other	\$ 138.34	0.0%
<b>Total</b>	<b>\$ 1,285,694.24</b>	<b>100.0%</b>

# CHURCH ONLY 2019 BUDGET & ACTUALS V. 2020 BUDGET

2:13 PM  
01/24/20  
Cash Basis

## Christ Church (2019 Church) Profit & Loss Budget vs. Actual January through December 2019

	2019 Budget	Actuals Jan - Dec 19	2020 Budget
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
4100 · Pledges			
4190 · 2016 Pledge	3,130.00	0.00	
4195 · 2017 Pledges	0.00	0.00	0.00
4198 · 2019 Pledge	350,004.00	333,455.01	241,416.00
<b>Total 4100 · Pledges</b>	<b>353,134.00</b>	<b>333,455.01</b>	<b>241,416.00</b>
4199 · 2017 Annual Gift/Donation	0.00	0.00	
4201 · Other Church Income			
4300 · Facility Use Income	8,000.00	2,300.00	2,400.00
4400 · Loose Plate Collection	15,000.00	16,179.79	15,000.00
4500 · Interest Income	240.00	353.63	442.15
<b>Total 4201 · Other Church Income</b>	<b>23,240.00</b>	<b>18,833.42</b>	<b>17,842.15</b>
4295 · 2016 Annual Gifts/Donations	0.00	0.00	0.00
5025 · 2018 Contribution-Gift	0.00	0.00	0.00
5030 · 2019 Contribution/Gift	20,000.00	56,845.75	36,996.00
<b>Total Income</b>	<b>396,374.00</b>	<b>409,134.18</b>	<b>296,254.15</b>
<b>Gross Profit</b>			
	396,374.00	409,134.18	296,254.15
<b>Expense</b>			
4595 · Staff Development	2,000.00	-133.36	1,500.00
4596 · Vestry Expenses	1,000.00	0.00	750.00
5100 · Payroll Expenses	189,912.00	191,810.59	191,157.72
5130 · Pension Fund/Insurance	26,724.00	30,835.35	31,545.36
5175 · Travel-Mileage	1,200.00	1,472.48	1,000.00
5190 · Workmans Compensation	4,560.00	3,935.00	4,056.96
5193 · Medical Benefits	26,224.56	26,464.80	22,196.76
5197 · Church Insurance	17,640.00	18,351.50	18,764.04
5200 · Utilities	10,000.00	9,009.38	10,700.04
5210 · Communications	10,000.00	13,592.63	11,000.04
5220 · Accounting/Audit	840.00	0.00	900.00
5240 · Office Supplies	15,000.00	12,641.51	15,000.00
5250 · Altar Supplies	2,508.00	2,541.92	2,500.00
5260 · Office /Advertising/Licensing	12,500.00	4,130.92	5,000.04
5275 · Professional Development	2,500.00	943.19	2,500.00
5330 · Diocese Assessment	51,583.68	51,583.68	59,424.00
5515 · Subsite/Clergy/Teachers	1,900.00	1,861.12	1,500.00
5517 · Sub-Organist	1,000.00	250.00	750.00
5520 · Music/Choir	3,600.00	11,487.16	14,560.00
5555 · Maintenance	27,000.00	32,040.59	28,000.00
5560 · Organ Maintenance	2,640.00	2,639.00	2,640.00
5574 · Sunday School	8,000.00	7,104.75	5,000.00
5575 · Adult Education	750.00	1,583.32	750.00
5605 · Hospitality	6,000.00	8,948.16	6,000.00
5999 · Allocated Expense Reimbursement	-20,000.00	-19,992.00	-20,000.00
<b>Total Expense</b>	<b>405,082.24</b>	<b>413,101.69</b>	<b>417,194.96</b>
<b>Net Ordinary Income</b>	<b>-8,708.24</b>	<b>-3,967.51</b>	<b>-120,940.81</b>
<b>Net Income</b>	<b>-8,708.24</b>	<b>-3,967.51</b>	<b>-120,940.81</b>

