



HOLY TRINITY LUTHERAN CHURCH

Loving, Witnessing and Growing through God's Grace

2019 ANNUAL REPORT

Holy Trinity Lutheran Church

149 Manzanita Avenue
San Carlos, CA 94070
650.593.0325
www.sancarloshtlc.org



Submitted to the congregation at its

ANNUAL MEETING
Feb 2nd, 2020

*We know that all things work together for good for those who love God,
who are called according to God's purpose.*

Romans 8:28

Welcome!

Holy Trinity Lutheran Church in San Carlos celebrates and shares God's gifts by worshipping together, caring for each other, and doing God's work in the community and beyond.

We believe that Christ has made us one body with many members, sharing in God's grace and unconditional love.

We joyfully welcome ALL people, without exception — of every age, sex, race, national origin, sexual orientation, gender identity, physical or mental ability, or of anything else that divides us — to join with us in worship, learning, fellowship, prayer and service.

"For in Christ Jesus you are all children of God through faith...there is no longer Jew or Greek, there is no longer slave or free, there is no longer male and female; for all of you are one in Christ Jesus." Galatians 3:26, 28

STAFF

Pastor:	The Rev. Joshua Serrano.....revserrano@sancarloshtlc.org
Organist/Pianist:	Kai Lin
Office Administrator:	Claudia Cortez.....office@sancarloshtlc.org
Nursery Care:	Jo O'Brien.....obrien@sancarloshtlc.org

CHURCH COUNCIL AND OFFICERS

President:	Barbara Padillapresident@sancarloshtlc.org
Vice President:	Dick Rescho
Secretary	Gail Blomstrom
Treasurer:	Petra Gilmore.....treasurer@sancarloshtlc.org
Financial Secretary:	Mary Webb
Council members:	Doug Southard
	Chris Kidwell
	Erin Andrews Fischer
	Sandy Frojelin
	Pr. Joshua Serrano

2019 MINISTRY TEAMS AND CHAIRS

Altar Guild:	Pamela Bohlmann
Budget:	Petra Gilmore
Buildings & Grounds:	Leroy Padilla, G.Ray Martin
Endowment:	John McDowell
Flower Coordinator:	Julianne Fredericks
Head Usher:	
Women of the ELCA (WELCA):	Lynn Garbe-Recknagel
Choir:	Anita Reimann, Peter Schmuckal
Technology Support:	Gary Wiessinger
Congregation Life:	
Nominating:	Lori Friedman, Anita Reimann, Bob Beuthel
Outreach & Evangelism:	Gary Wiessinger
Prayer Chain:	Anita Reimann/Ruby Phillips
Social Concerns:	Barbara Padilla, Hillary Wiessinger
Stewardship:	Bob Beuthel
Worship & Music:	Erik Vorhes
Youth:	Lori Friedman

Table of Contents

I. - Annual Meeting Agenda.....	4
II - Approval of Minutes:.....	5
Annual Congregational Meeting Minutes – February 3, 2019	5
III – 2019 Treasurer’s Financial Report	7
2019 Budget Highlights.....	7
Cash Receipts for month ending December 31, 2019	7
Bank Account Activity for Month Ending December 31, 2019	9
Cumulative Receipts Chart – 10 Year History.....	14
General Funding Sources Chart.....	14
Monthly Giving vs. Budget Goal.....	15
Budget Distribution.....	15
Benevolence.....	16
Spring Forth! and Loan Fund	17
IV - Reports	18
a. Pastor’s Report 2019	18
b. President’s Report 2019.....	19
c. Nominating Committee Report.....	19
d. Other Committee Reports	20
Building and Grounds	20
Endowment Committee.....	22
Evangelism and Outreach.....	24
Mutual Ministry Committee.....	25
Worship and Music	26
Technology "There is no material update at this time"	26
Social Concerns.....	27
Stewardship	28
Women of the ELCA (WELCA)	29
Youth Ministry and Sunday School	30
V – Action Items.....	31
a. Approval of 2020 Budget.....	31
b. Receipt of 2020 Pledges.....	32
c. Constitution Changes.....	33
Annual Meeting Date (C10.01.01)	33
Council Member Number and Term (C12.01 & C12.02)	33
d. Elections.....	33
VI – Closing Prayer.....	34

I. - Annual Meeting Agenda

Call to Order

Opening Prayer

- I. Approval of Agenda
- II. Approval of Minutes – February 3, 2019 Annual Meeting
- III. Approval of 2019 Treasurer’s Report
- IV. Reports
 - a. Pastor’s Reports
 - b. President’s Report
 - c. Nominating Committee Report
 - d. Other Committee Reports
- V. Action Items
 - a. Approval of 2020 Budget
 - b. Receipt of 2020 Pledges to support the adopted 2020 Budget
 - c. Constitution Changes
 - i. Annual Meeting Date
 - ii. Council member number & term
 - d. Elections
 - i. Council
 - ii. Nominating Committee
- VI. Closing Prayer

Motion: Approve agenda as presented

Motion by:

Second by:

II - Approval of Minutes:

Annual Congregational Meeting Minutes – February 3, 2019

ANNUAL CONGREGATIONAL MEETING MINUTES – February 3, 2019 HOLY TRINITY LUTHERAN CHURCH San Carlos, California

Opening Formalities:

- **Call to Order** - The meeting was called to order by our President, Barbara Padilla, at 11:30 AM, with a count of 35 members in attendance and the declaration that a quorum was present. (See written sign-in sheet with original member signatures, attached hereto.) Reference was made to the 31-page printed, published and distributed 2018 Annual Report, which is incorporated herein by reference. This was followed by an opening prayer by Pr. Josh and a photo slide show presentation of the past year's activities.
- The **Agenda** was presented and **Motion to approve** the Agenda was made and seconded and **passed without objection by voice vote**.
- **Meeting Minutes:** The Minutes from the 1/28/2018 Annual Meeting (See 2018 Annual Report, pages 5 & 6) were presented and **approved** on a voice vote after a motion was made (Bob Beuthel) and seconded (Pamela Bohlmann).

Reports:

- **Treasurer (Petra Gilmore):** See detailed written report at pages 7 through 17 of the Annual Report. . . Petra noted that financial and budget matters were thoroughly explained and discussed at the annual congregational budget meeting on January 27th. A motion to approve the report was made by Bob Beuthel and seconded by Doug Southard and **approved** on voice vote. Barbara also acknowledged to applause Petra's 23 continuous years of loyal service as Treasurer.
- **Pastor (Josh Serrano):** See written report at page 18 of Annual Report. . . Pr. Josh gave a brief oral report, thanking all members for the great work they have done over the last year. He noted that we had received seven new members in 2018 and had one baptism, and characterized 2018 as a year of transitions. Looking forward, he sees 2019 as a year of growing relationships, which he hopes to help further by meeting personally for significant time with each and every member, a process already begun.
- **President's Report (Barbara Padilla):** See written report at page 19 of the Annual Report. Barbara also presented general comments expressing her personal thanks to all who have offered their time and talents in furthering HTLC's mission.
- **Nominating Committee Report:** See written report at page 19 of the Annual Report, listing each of the proposed officers and committee members nominated for office in 2019. Barbara Padilla acknowledged and thanked Bob Beuthel and Anita Reimann for their six years each of distinguished service on the Church Council, with many notable accomplishments.
- **Committee Reports:** See detailed written reports of various committees (Building & Grounds, Endowment, Evangelism and Outreach, Mutual Ministry, Worship and Music, Technology, Social Concerns, Stewardship, Women of ELCA and Youth Ministry and Sunday School), located at pages 20 through 28 of the Annual Report. Committee Chairs also presented brief oral reports highlighting the purpose and activities of their respective committees in 2018 and going forward into the new year.

Action Items:

- **Motion to Approve 2019 Budget:** See proposed budget as presented on pages 29 and 30 of the Annual Report. See also attached copy of the modified and corrected Proposed Budget, replacing page 29, which was handed out at the meeting. (The amendment was required to reflect a \$300 per year increase for pulpit supply costs, based on new Synod guidelines.) Discussion and comment ensued, wherein it was suggested by Pr. Kemp that, going forward, we might restructure the budget line items to make our benevolences first of the list, rather than last, in view of our call to give our "first

fruits" tithing to God. A consensus agreed. . . . A motion was made by Doug S. to approve the budget , seconded by Pr. Kemp S. and Bob Beuthel, **approved** on a voice vote, with no "nays" registered.

- **Receipt of Pledges:** Members were called forward deposit their pledge cards for 2019 into the offering basket. These were received with a prayer of thanks by Pr. Josh, asking for them to be blessed for the work of God's Kingdom. . . . Petra reminded all of the ease and efficiency of the "Simply Giving" automatic payment program and distributed application forms for those interested.
- **Motion to Approve Slate of Officer Candidates:** See proposed slate on page 19 of the Annual Report. A motion to approve the slate of nominees was made by John McDowell and seconded by Pr. Josh and approved by voice vote, with no "nays" registered.

Closing Prayer: A closing prayer was given by Pr. Josh.

Meeting Adjourned at 12:30 p.m.

Respectfully submitted,

Douglas Southard, Council Secretary

Reviewed, modified and approved by Church Council: February 20, 2019

To be submitted for approval by the congregation at the next annual meeting, in 2020.

Motion: Approve February 3, 2019 Annual Meeting minutes

Moved by:

Second by:

III – 2019 Treasurer’s Financial Report

2019 Budget Highlights

Giving

- General Fund giving was \$243,645, a 7% increase over 2018 (\$221,313)
- 2019 General Fund giving was \$10,256 above expenses (\$233,389)
- In addition, designated giving was \$30,054 (includes Spring Forth)
- Significant giving in December \$62,839 (\$42,500 over monthly average)
- Giving met the monthly budget goal (\$19,143) only 25% (3 months) of the time

Expenses

- Total 2019 expenses @ \$233,338; 6.7% higher than 2018
- Total expenses were \$3,670 higher than budget due to large Benevolences as result of higher December giving
- At or under budget in 33 of 39 categories
- Line items over budget:
- Pastor Benefits, Payroll Taxes, Waste, Printing, Adult Ed.

Account Balances

- 2019 ended with \$96,546 in checking/savings:
 - \$76,546 ending balance in General Fund checking/savings
 - \$20,000 Contingency Fund (Emergencies); This fund is in a special savings account with Mission Investment Fund (goal to maintain 10% of budget as a contingency)
- 2019 ended with positive account balances
- Large giving in December is positive, but creates planning insecurity
- Need increased giving throughout the year

Cash Receipts for month ending December 31, 2019



Holy Trinity Lutheran Church
Balance Sheet
as of 12/31/2019

Account Number	Account Name	Amount
Assets		
Current Assets		
1000	Wells Fargo Checking	\$6,839.64
1010	Market Rate Account	\$69,706.39
1020	Endowment	\$101,201.58
1030	Mission Investment Fund Account	\$20,000.00
1040	Brokerage Account	\$47.25
Total Current Assets		\$197,794.86
Total Assets		\$197,794.86
Liabilities		
Total Liabilities		\$0.00
Equity		
Unrestricted Net Assets		
3000	General Fund - Fund Balance	\$61,647.19
Total Unrestricted Net Assets		\$61,647.19
Restricted Net Assets		
3100	Building Fund - Fund Balance	\$2,795.09
3101	Endowment Fund Fund Balance	\$101,201.58
3102	Memorial Fund Balance	\$5,031.51
3105	Music Fund Balance	\$111.87
3106	Pastor Designated Expense Fund	\$1,352.79
3107	Special Designations Fund Balance	\$845.77
3109	Youth Fund Balance	\$3,120.03
3110	HTLCW Fund Balance	\$184.53
3111	Benevolences Fund Balance	\$1,504.50
3112	Contingency Fund Balance	\$20,000.00
Total Restricted Net Assets		\$136,147.67
Total Equity		\$197,794.86
Total Liabilities + Total Equity		\$197,794.86

Bank Account Activity for Month Ending December 31, 2019



Holy Trinity Lutheran Church
Budget: Current Month v. Year
for the period of 01/01/2019 to 12/31/2019

		YTD			Current Month		
Account Number	Account Name	Actual	YTD Budget	Difference	Actual	Budget	Difference
Income							
General Donations							
4000	General Giving	\$207,407.96	\$229,719.00	\$-22,311.04	\$60,164.38	\$19,143.25	\$41,021.13
4010	Simply Giving	\$25,770.00	\$0.00	\$25,770.00	\$2,170.00	\$0.00	\$2,170.00
4020	Room Donations	\$8,350.00	\$0.00	\$8,350.00	\$505.00	\$0.00	\$505.00
4030	Thrivent	\$2,117.00	\$0.00	\$2,117.00	\$0.00	\$0.00	\$0.00
Total General Donations		\$243,644.96	\$229,719.00	\$13,925.96	\$62,839.38	\$19,143.25	\$43,696.13
Designated Donations							
4100	Building Fund Income	\$10,885.70	\$0.00	\$10,885.70	\$10.00	\$0.00	\$10.00
4120	HTLCW Fund Donations	\$305.00	\$0.00	\$305.00	\$30.00	\$0.00	\$30.00
4125	Memorial Fund Donations	\$3,050.00	\$0.00	\$3,050.00	\$3,050.00	\$0.00	\$3,050.00
4135	Spring Forth Donations	\$3,823.35	\$0.00	\$3,823.35	\$0.00	\$0.00	\$0.00
4145	Pastor Designated Expense Fund Donations	\$-100.00	\$0.00	\$-100.00	\$0.00	\$0.00	\$0.00
4150	Special Designations Fund Donation	\$9,457.56	\$0.00	\$9,457.56	\$0.00	\$0.00	\$0.00
4160	Youth Fund Donations	\$582.69	\$0.00	\$582.69	\$40.00	\$0.00	\$40.00
4165	Benevolence Donation	\$2,050.00	\$0.00	\$2,050.00	\$780.00	\$0.00	\$780.00
Total Designated Donations		\$30,054.30	\$0.00	\$30,054.30	\$3,910.00	\$0.00	\$3,910.00
Other Income							
4500	Interest/Revenue gain/loss	\$3,007.58	\$0.00	\$3,007.58	\$1,019.59	\$0.00	\$1,019.59
Total Other Income		\$3,007.58	\$0.00	\$3,007.58	\$1,019.59	\$0.00	\$1,019.59
Total Income		\$276,706.84	\$229,719.00	\$46,987.84	\$67,768.97	\$19,143.25	\$48,625.72

		YTD			Current Month		
Account Number	Account Name	Actual	Budget	Difference	Actual	Budget	Difference
Personnel Expenses							
5000	Salaries and Contractors	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
5001	Pastor	\$55,317.76	\$55,508.00	\$-190.24	\$4,625.66	\$4,625.63	\$0.03
5002	Secretary	\$20,097.00	\$21,840.00	\$-1,743.00	\$1,585.50	\$1,820.00	\$-234.50
5003	Organist	\$9,800.00	\$9,500.00	\$300.00	\$1,050.00	\$791.63	\$258.37
5004	Director of Child and Family	\$0.00	\$3,000.00	\$-3,000.00	\$0.00	\$250.00	\$-250.00
5005	Nursery	\$2,100.00	\$2,600.00	\$-500.00	\$150.00	\$216.63	\$-66.63
5006	Substitutes	\$900.00	\$1,350.00	\$-450.00	\$0.00	\$112.50	\$-112.50
5007	Janitor	\$3,900.00	\$3,900.00	\$0.00	\$325.00	\$325.00	\$0.00
5008	Gardener	\$3,000.00	\$3,000.00	\$0.00	\$250.00	\$250.00	\$0.00
5009	Bookkeeper	\$7,863.00	\$7,863.00	\$0.00	\$655.25	\$655.25	\$0.00
Total for 5000 - Salaries and Contractors		\$102,977.76	\$108,561.00	\$-5,583.24	\$8,641.41	\$9,046.64	\$-405.23
Total Personnel Expenses		\$102,977.76	\$108,561.00	\$-5,583.24	\$8,641.41	\$9,046.64	\$-405.23
Benefits and Personnel Related Expenses							
5050	Benefits	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
5051	Pastor Benefits	\$25,234.18	\$25,200.00	\$34.18	\$2,127.37	\$2,100.00	\$27.37
5052	Pastor Housing	\$3,000.00	\$3,000.00	\$0.00	\$250.00	\$250.00	\$0.00
5053	Car Allowance	\$1,749.96	\$1,750.00	\$-0.04	\$145.83	\$145.87	\$-0.04
Total for 5050 - Benefits		\$29,984.14	\$29,950.00	\$34.14	\$2,523.20	\$2,495.87	\$27.33
5060	Personnel Related Expenses	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
5061	Professional Expenses	\$1,370.26	\$1,500.00	\$-129.74	\$197.67	\$125.00	\$72.67
5066	Payroll Taxes	\$7,015.30	\$7,500.00	\$-484.70	\$525.30	\$625.00	\$-99.70
Total for 5060 - Personnel Related Expenses		\$8,385.56	\$9,000.00	\$-614.44	\$722.97	\$750.00	\$-27.03

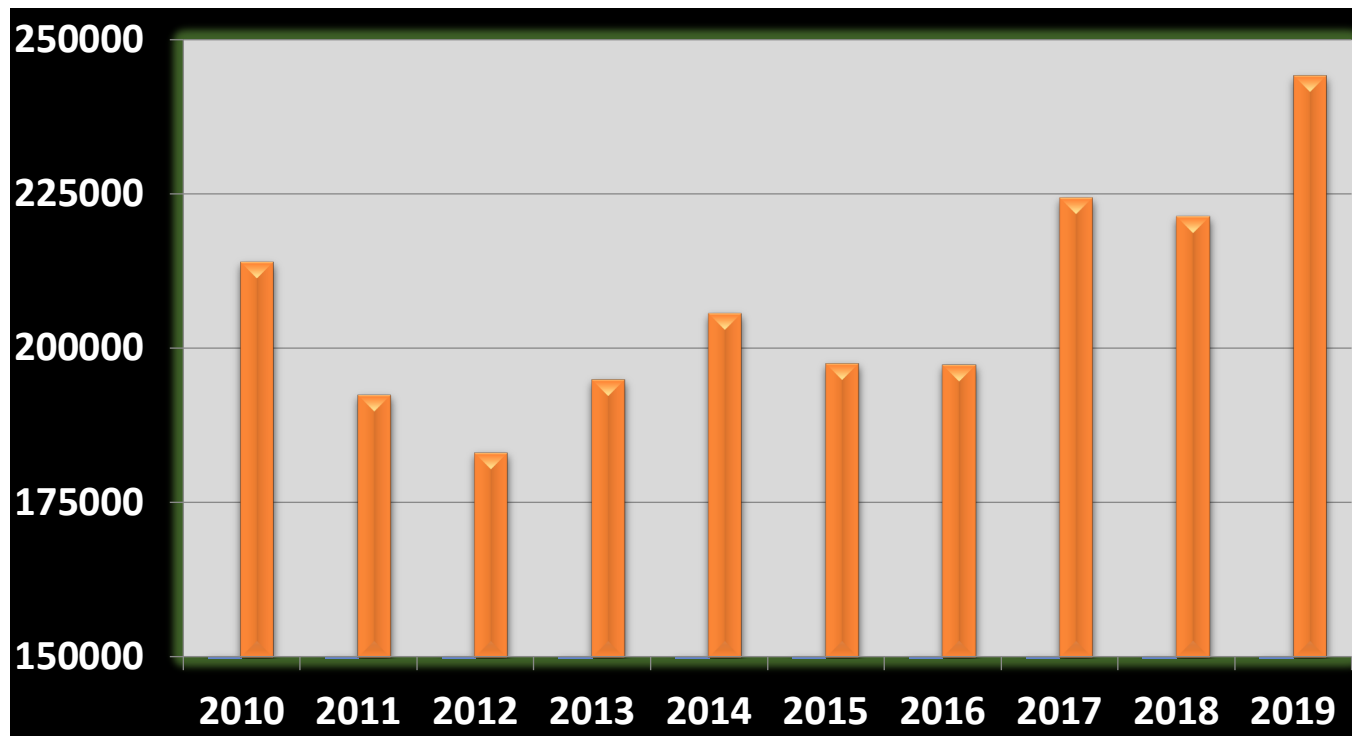
		YTD			Current Month		
Account Number	Account Name	Actual	Budget	Difference	Actual	Budget	Difference
Total Benefits and Personnel Related Expenses		\$38,369.70	\$38,950.00	\$-580.30	\$3,246.17	\$3,245.87	\$0.30
Utilities							
5100	PG&E	\$5,267.36	\$4,500.00	\$767.36	\$332.11	\$375.00	\$-42.89
5110	Water	\$2,288.03	\$1,500.00	\$788.03	\$187.00	\$125.00	\$62.00
5120	Phone and Internet	\$5,174.56	\$2,800.00	\$2,374.56	\$493.68	\$233.37	\$260.31
5130	Waste Disposal	\$957.53	\$950.00	\$7.53	\$180.61	\$79.13	\$101.48
Total Utilities		\$13,687.48	\$9,750.00	\$3,937.48	\$1,193.40	\$812.50	\$380.90
Office Expenses							
5200	Office Supplies	\$911.14	\$900.00	\$11.14	\$161.00	\$75.00	\$86.00
5210	Postage	\$296.15	\$500.00	\$-203.85	\$0.00	\$41.63	\$-41.63
5220	Printing	\$5,910.50	\$5,600.00	\$310.50	\$822.93	\$466.63	\$356.30
Total Office Expenses		\$7,117.79	\$7,000.00	\$117.79	\$983.93	\$583.26	\$400.67
Taxes and Insurance							
5300	Insurance	\$7,364.99	\$8,000.00	\$-635.01	\$0.00	\$666.63	\$-666.63
5306	Property Taxes	\$3,152.84	\$3,100.00	\$52.84	\$1,645.68	\$258.37	\$1,387.31
Total Taxes and Insurance		\$10,517.83	\$11,100.00	\$-582.17	\$1,645.68	\$925.00	\$720.68
Committees							
5400	B&G Repair and Maintenance	\$4,516.36	\$4,000.00	\$516.36	\$2,064.27	\$333.37	\$1,730.90
5420	Financial	\$2,660.03	\$3,084.00	\$-423.97	\$146.29	\$257.00	\$-110.71
5430	Personnel Admin.	\$0.00	\$100.00	\$-100.00	\$0.00	\$8.37	\$-8.37
5440	Technology Support	\$1,014.35	\$2,500.00	\$-1,485.65	\$59.95	\$208.37	\$-148.42
Total Committees		\$8,190.74	\$9,684.00	\$-1,493.26	\$2,270.51	\$807.11	\$1,463.40
Ministries							
5500	Adult Education	\$0.00	\$300.00	\$-300.00	\$0.00	\$25.00	\$-25.00
5510	Confirmation	\$575.13	\$500.00	\$75.13	\$79.94	\$41.63	\$38.31
5515	Congregation Life	\$272.00	\$500.00	\$-228.00	\$0.00	\$41.63	\$-41.63
5520	Hospitality	\$901.13	\$700.00	\$201.13	\$72.44	\$58.37	\$14.07
5525	Outreach and Evang.	\$0.00	\$500.00	\$-500.00	\$0.00	\$41.63	\$-41.63

Account Number	Account Name	YTD			Current Month		
		Actual	Budget	Difference	Actual	Budget	Difference
5535	Stewardship	\$0.00	\$200.00	\$-200.00	\$0.00	\$16.63	\$-16.63
5540	Sunday School	\$1,540.03	\$1,300.00	\$240.03	\$0.00	\$108.37	\$-108.37
5545	Worship and Music	\$4,567.70	\$3,900.00	\$667.70	\$662.13	\$325.00	\$337.13
5550	Youth Programs	\$201.96	\$200.00	\$1.96	\$88.61	\$16.63	\$71.98
5555	Senior Ministries	\$0.00	\$250.00	\$-250.00	\$0.00	\$20.87	\$-20.87
Total Ministries		\$8,057.95	\$8,350.00	\$-292.05	\$903.12	\$695.76	\$207.36
Other							
5560	Synod Assemblies	\$379.19	\$1,700.00	\$-1,320.81	\$0.00	\$141.63	\$-141.63
5565	Miscellaneous	\$0.00	\$50.00	\$-50.00	\$0.00	\$4.13	\$-4.13
Total Other		\$379.19	\$1,750.00	\$-1,370.81	\$0.00	\$145.76	\$-145.76
Benevolences							
5580	ELCA	\$11,411.13	\$9,758.00	\$1,653.13	\$2,141.65	\$813.13	\$1,328.52
5585	Other	\$12,060.13	\$9,757.00	\$2,303.13	\$2,141.65	\$813.12	\$1,328.53
Total Benevolences		\$23,471.26	\$19,515.00	\$3,956.26	\$4,283.30	\$1,626.25	\$2,657.05
Non Budgeted Expenses							
5710	Building Fund Expense	\$262.05	\$0.00	\$262.05	\$0.00	\$0.00	\$0.00
5725	Spring Forth Expense	\$6,420.48	\$0.00	\$6,420.48	\$469.73	\$0.00	\$469.73
5730	Music Fund Expense	\$161.25	\$0.00	\$161.25	\$161.25	\$0.00	\$161.25
5735	Pastor Discretionary Expense	\$118.88	\$0.00	\$118.88	\$0.00	\$0.00	\$0.00
5740	Special Designation Expense	\$9,569.97	\$0.00	\$9,569.97	\$0.00	\$0.00	\$0.00
5745	Sunday School Fund Expense	\$170.37	\$0.00	\$170.37	\$0.00	\$0.00	\$0.00
5750	Youth Fund Expense	\$1,440.00	\$0.00	\$1,440.00	\$0.00	\$0.00	\$0.00
5760	Benevolence Fund Expense	\$30,538.13	\$0.00	\$30,538.13	\$14,552.79	\$0.00	\$14,552.79
Total Non Budgeted Expenses		\$48,681.13	\$0.00	\$48,681.13	\$15,183.77	\$0.00	\$15,183.77
Total Expense		\$261,450.83	\$214,660.00	\$46,790.83	\$38,351.29	\$17,888.15	\$20,463.14
Total		\$14,377.02	\$0.00	\$14,377.02	\$7,009.27	\$0.22	\$7,009.05

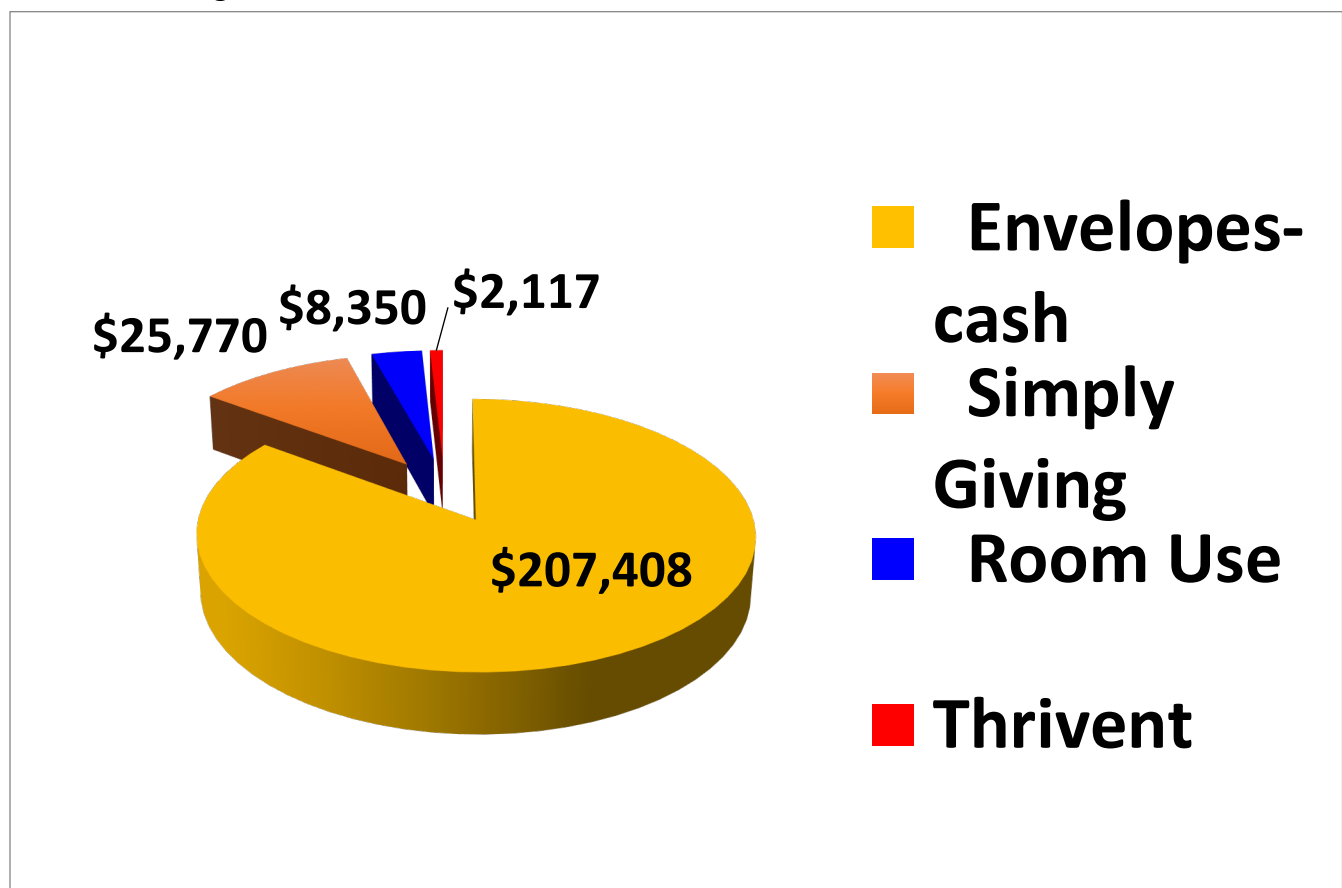
Cumulative Receipts

MONTH	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
January	\$12,881.17	\$18,768.82	\$16,399.77	\$25,631.43	\$15,035.11	\$12,539.44	\$11,123.47	\$16,839.87	\$17,563.00	\$16,846.79	\$11,171.15
February	\$15,040.01	\$11,937.47	\$10,587.68	\$17,719.82	\$18,575.02	\$14,325.81	\$15,083.45	\$11,588.84	\$14,389.00	\$16,674.66	\$15,954.46
March	\$17,502.83	\$14,163.21	\$11,488.06	\$7,878.94	\$16,287.35	\$17,777.90	\$14,347.70	\$19,413.07	\$15,779.03	\$17,613.25	\$16,822.82
April	\$17,527.83	\$14,884.29	\$16,563.57	\$16,264.16	\$14,291.41	\$18,051.66	\$19,190.23	\$10,899.55	\$17,219.96	\$15,182.97	\$22,918.00
May	\$16,990.23	\$11,635.01	\$13,254.82	\$8,553.76	\$10,807.33	\$15,163.41	\$13,586.45	\$15,093.50	\$12,366.37	\$11,249.55	\$14,824.00
June	\$12,410.27	\$18,076.64	\$11,513.55	\$18,848.00	\$20,576.79	\$16,898.74	\$14,817.32	\$12,774.53	\$17,552.00	\$12,968.10	\$16,049.78
July	\$13,340.32	\$15,024.25	\$18,139.42	\$10,917.38	\$13,881.77	\$11,313.83	\$9,763.99	\$11,018.58	\$22,730.00	\$16,783.00	\$13,003.33
August	\$15,468.66	\$20,352.26	\$15,313.94	\$13,728.33	\$10,937.23	\$25,477.57	\$17,402.20	\$13,793.62	\$11,440.20	\$16,042.90	\$16,784.56
September	\$15,550.56	\$15,371.14	\$33,002.73	\$16,432.41	\$15,504.38	\$17,789.96	\$24,442.85	\$11,272.65	\$12,584.00	\$14,451.00	\$17,157.91
October	\$13,868.75	\$15,451.04	\$15,373.81	\$13,175.16	\$15,349.92	\$11,540.36	\$10,531.20	\$15,462.00	\$20,389.00	\$13,449.42	\$13,776.23
November	\$18,382.42	\$18,852.81	\$14,607.35	\$14,767.57	\$12,305.09	\$12,775.21	\$19,603.08	\$14,017.00	\$19,417.15	\$19,860.00	\$22,678.88
December	\$43,942.37	\$39,373.42	\$16,205.08	\$19,184.92	\$31,367.77	\$32,000.47	\$27,596.03	\$45,170.34	\$42,833.00	\$50,190.90	\$62,839.38
Total	\$212,905.42	\$213,890.36	\$192,449.78	\$183,101.88	\$194,919.17	\$205,654.36	\$197,487.97	\$197,343.55	\$224,262.71	\$221,312.54	\$243,980.50
Diff prior year	\$15,942.62	\$984.94	(\$21,440.58)	(\$9,347.90)	\$11,817.29	\$10,735.19	(\$8,166.39)	(\$144.42)	\$26,919.16	(\$2,950.17)	\$22,667.96
Prior yr %	108.09%	100.46%	89.98%	95.14%	106.45%	105.51%	96.03%	99.93%	113.64%	98.68%	110.24%
Notes:		Parsonage Rental \$3,225 July-Dec \$19,350	Called P.Christian			Began Sanctuary Refresh/ Capital Campaign	P. Christian last day 7/31	Called P. Josh			
Key:								Easter	* 5 Sunday	* Easter+5 Sunday	
Monthly Average YTD:		Donations YTD	\$243,980.50						\$20,331.71		
Monthly needed to reach budget		Expenses YTD	-\$233,388.59						\$19,143.00		
Difference		Difference	\$10,591.91						-\$1,188.71	per month	

Cumulative Receipts Chart – 10 Year History

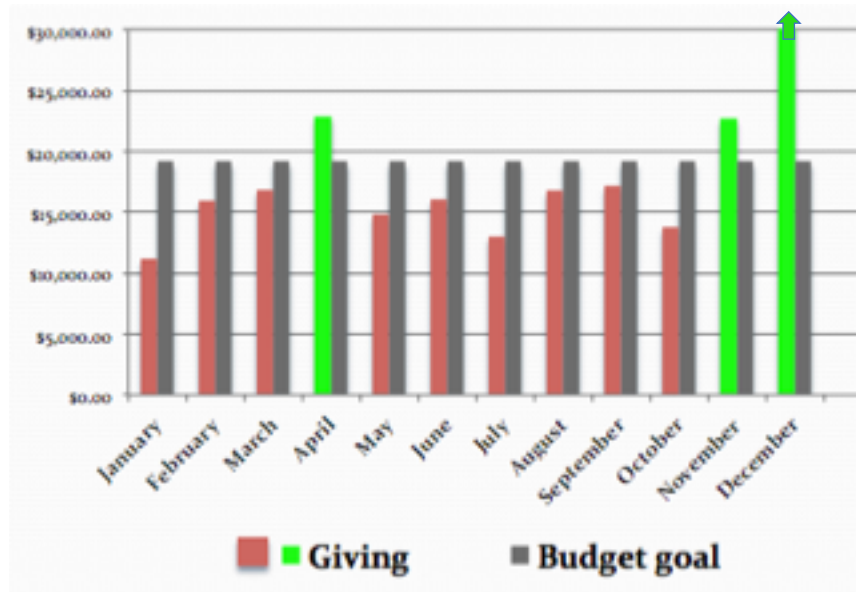


General Funding Sources Chart



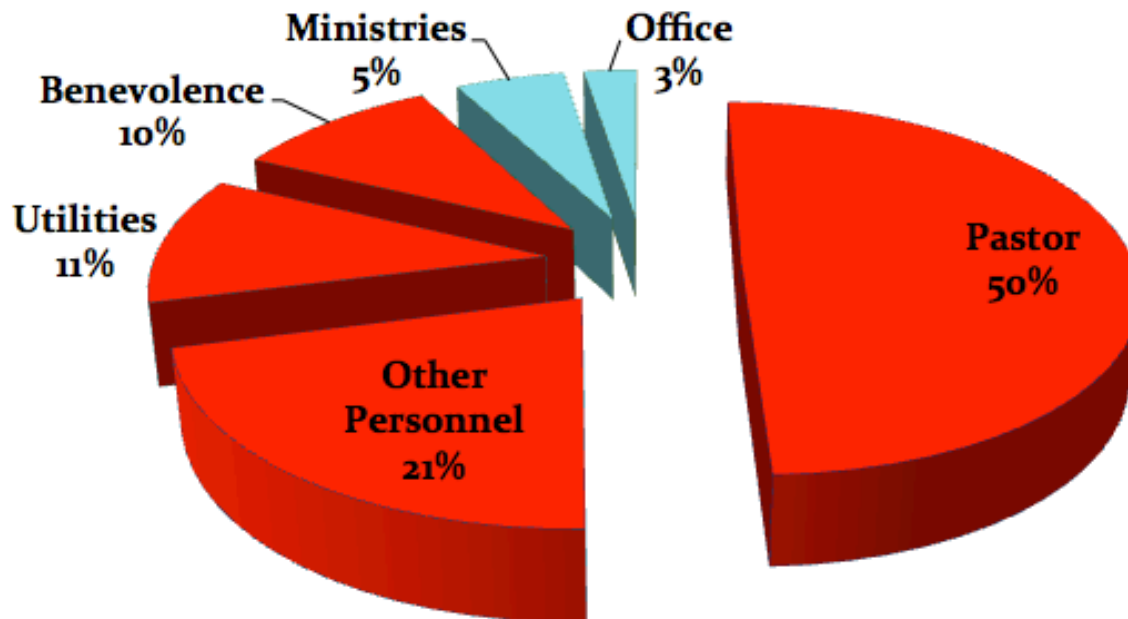
Monthly Giving vs. Budget Goal

- 2019 Average monthly giving through Oct. was \$15,846
- \$19,143 was needed to meet monthly budget
- In Oct. there was a deficit of \$30,520
- Need for increased giving throughout the year



Budget was met ONLY three months during 2019
Leadership concern regarding deficits going into October

Budget Distribution



Red = limited change; Blue = greater change options

■ Pastor ■ Other Personnel ■ Utilities ■ Benevolence ■ Ministries ■ Office

Benevolence

- Holy Trinity benevolence giving is generous - \$47,843 in 2019
- 10% of GF giving dedicated to benevolence

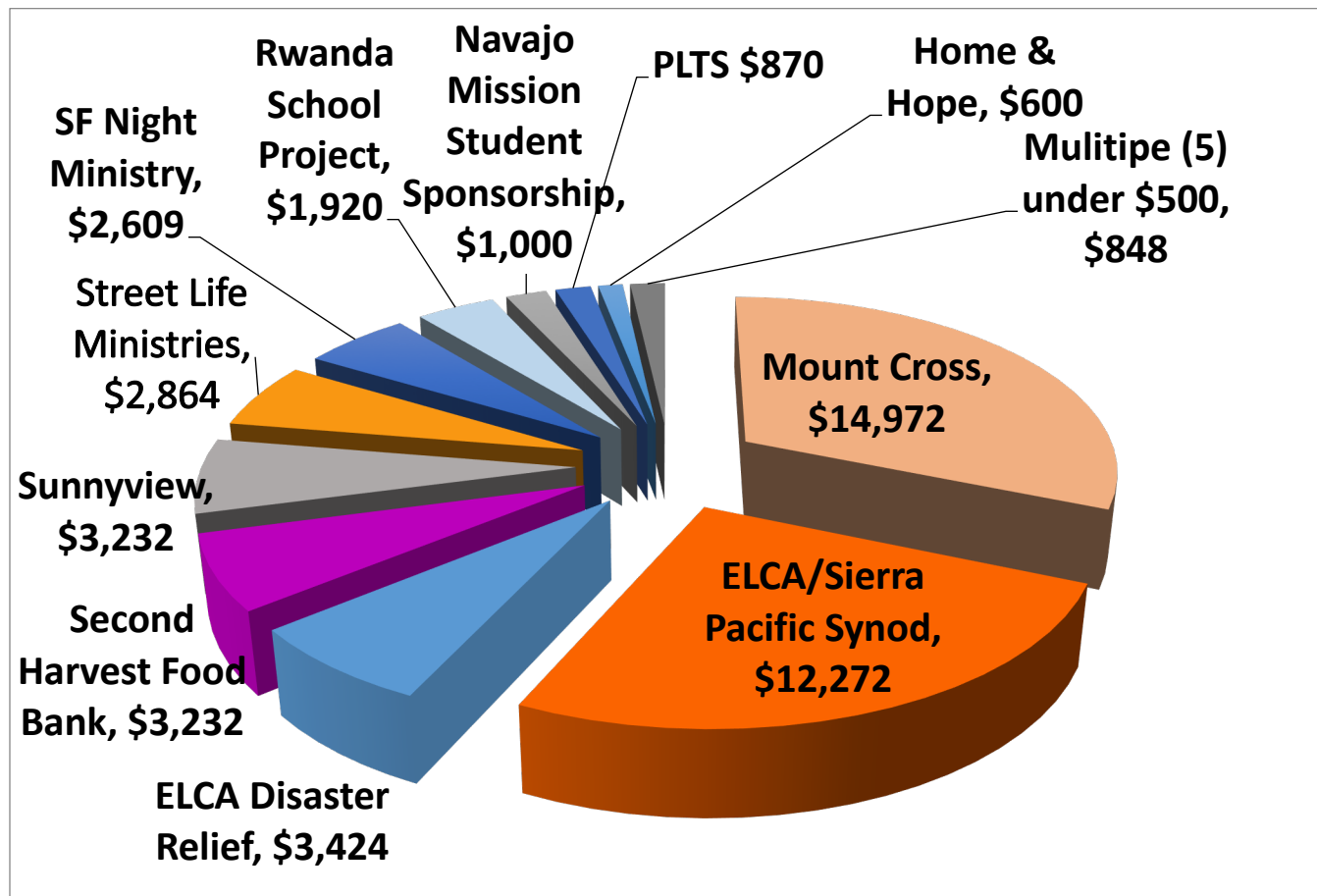
5% split between ELCA and Sierra Pacific Synod (budgeted - \$12,272); 5% to locally connected faith-based charities recommended by Social Concerns Ministry Team (budgeted - \$12,272)

- Additionally:

\$8,327 was given over and above the 10% General Fund benevolence

\$14,972 was given to Mt. Cross from Spring Forth

2019 Benevolence Distribution



In addition to budgeted designated dollars, benevolence is supported through time and material donations. Examples:

- Second Harvest Food Bank – food sorting & donations
- Family to Family gifts
- Personal hygiene items to Street Life Ministries
- Thrivent Action Team projects written by members to support activities
- BumbleBee Foundation – BEE packs, shop, wrap & deliver gifts

Spring Forth! and Loan Fund

- Congregation approved Mission Investment Fund 10-year Loan of \$300,000 for building costs (2014)
- Beginning January 2015 monthly payments of \$3,164 were made from Spring Forth! pledge contributions
- June 2018 loan recast with new monthly payment of \$1,047
- Loan balance as of 1/1/19 was \$49,715
- Loan paid in full in 2019



Motion: Move to approve, with appreciation, Treasurer Petra Gilmore's 2019 Financial Report

IV - Reports

a. Pastor's Report 2019

On December 1st of 2019 I entered my fourth year of serving Holy Trinity Lutheran Church. I am so grateful to be serving such wonderful people who are committed to the gospel of Jesus Christ. All you have to do is read the rest of this report to see the amazing things what we have done this last year.

Some of the highlight for me were having people from the congregation bake bread for communion and during children's time tell stories about why that bread is important. That bread then became for us the Body of Christ in Holy Communion. Midweek during lent we spent the time going to different houses of faiths and learning about their traditions. Seeking to understand is core component of our Christian identity. We had

During this year I have made it a goal to meet with everyone in the congregation to speak with them about their own spiritual lives and practices. It was encouraging learning about what great people of faith you all are. I felt encouraged by your stories and how you relate to our Triune God. Although I did not meet with everyone, it was a really good experience, and I look forward to continuing this in the coming year.

One thing that many of you told me over and over again was that Sunday morning was a place of rest. That is a place where people could connect with God and spend some time contemplating the bigger questions of life. This is a place of peace where we can find rest for our souls. In my three years of living here I can tell that there is a spiritual condition that infects us all. It's busyness. This year I would like for all of us to meditate on Matthew 11:28-30. I would like for this to be read at any committee meeting. I would like for you to talk about it with each other and ask each other how we are giving what burdens us to Jesus and how we are finding rest for our souls. I would even like for you to memorize Matthew 11:28-30 in whatever version of the Bible you like.

Although this was already going to be my focus for the year, I find that after the tragic events of Rev. Paul Michaelson threatening us with gun violence that we will need even more to give what burdens us to Jesus and look to Him for rest for our souls.

Thank you Holy Trinity family. Thank you for your faithfulness, your generosity, and your commitment to the good news of Jesus.

Respectfully Submitted,

Pastor Joshua Serrano

b. President's Report 2019

Thank you all for a simply amazing year here at Holy Trinity!

Some of the highlights from this past year include completely paying off our Spring Forth Campaign loan, replacing the long standing but stained carpeting in Beilstein Hall, donating the remaining Spring Forth Campaign Benevolence Fund of over \$14,000 to Mt. Cross Ministries, and becoming a Reconciling in Christ Congregation. **Rock Stars for Christ, we are!**

It doesn't end there either, as our members have generously given of their time, talent, and financial resources in phenomenal ways. Thank you for such a strong financial response in December! We can now revisit our budget, and make prudent recommendations for 2020. With the McDowell Family Trust bequest, we could move forward to close the gap and pay off the loan. We have been enhanced with a lovely garden bench on our main entrance patio, and have received a Memorial donation to cover the expense of replacing a broken furnace.

Needless to say, I felt challenged this year! No matter where, or when, I asked God for help and direction, the prayer would be answered. So often it was answered through one of you! May it be so for you as well.

"For I am confident of this very thing, that the one who began a good work in you will perfect it until the day of Christ Jesus." Paul's prayer for the Philippians. Philippians 1: 6

Respectfully submitted,
Barbara Padilla, Council President

c. Nominating Committee Report

The Nominating Committee has nominated the following candidates for these respective offices. All candidates have accepted the nominations and agreed to serve if elected.

Treasurer:	Petra Gilmore
Financial Secretary:	Mary Webb
Congregation Council (3 seats):	Gail Blomstrom (second 2 year term) Doug Southard (second 2 year term) John McDowell (first 2 year term)
Nominating Committee (3 seats):	Anita Reimann (second year) Bob Beuthel (second year) Barbara Padilla (first year)

d. Other Committee Reports

Building and Grounds

Currently, the B&G team is comprised of **Leroy Padilla, Doug Southard, G. Ray Martin, John Schornstein, and Ian Schornstein**. Much appreciation goes to **Bob Beuthel** and **James Reimann** who transitioned off of the team formally during 2019 but continued support multiple projects.

B&G routinely completed several activities “behind the scenes” including:

- Weekly trash, recycle and compost removal
- Managing timers for lights and irrigation
- Routine furnace monitoring and filter changes
- Replacing burnt out bulbs and replacing light fixtures as needed
- Managing service providers (landscaping and janitorial)
- Ordering and stocking kitchen, custodial and maintenance supplies
- Changing out church decorations

Our regular congregational workdays of **Spring Sparkle and Fall Freshen** garnered **17 and 14 volunteers respectively**. These events resulted in sprucing up the church (window washing, brass shining, and pew dusting / polishing, etc.) and catching up on landscaping / pruning. Several small repair projects were also completed.

Beyond the planned activities described above, several other projects kept the team busy such as:

- **Irrigation system repair:** The primary areas of attention were the church entry, Glenwood hill and parsonage backyard and stemmed from general wear and tear as well as overly aggressive landscapers. This will require further attention in 2020.
- **Furnace repair:** We had some bad luck in early and late 2019 with two different furnace problems requiring repair or upgrades. Fortunately, funds could be found for these unplanned failures and **Leroy Padilla** was key in supporting this effort with coordination of repair estimates bids and work oversight.
- **Carpet replacement:** **Doug Southard** was instrumental in working with the Church Council to secure financial support for the replacement of the carpet in Beilstein Hall. He went further to get estimates, coordinate the installation and rehabilitate the wood panels at the front of the stage. There is now beautiful continuity from the sanctuary to Beilstein Hall.
- **Bench at church entry:** **Thanks to a generous gift from the Webb family**, we have a lovely new bench adorning the church entry. The team assembled and permanently secured the bench. **Gail Blomstrom** added the finishing touch by crafting a custom bench cushion.
- **Termite remediation:** Termites were noted for a very brief period near two of the windows in the parsonage. After inspections and estimates, we hired experts for an isolated professional treatment. The B&G team performed other suggested precautionary measures such as soil and tree stump chemical treatment, soil removal, and elimination of stored wooden items from the crawl space area in the parsonage.
- **Gutter repair:** Heavy rains required reattachment of a small portion of the parsonage gutter ensuring proper slope for drainage and a secure attachment.
- **Tree pruning:** Adjacent to the parsonage, a couple of trees required pruning in multiple stages to prevent structural damage to a fence and tree entanglement with utility lines. This required several sessions to prune and then cut the limbs into manageable sizes for weekly curbside pick-up along with the trash.

- **Sign repair:** The damage to the plastic cover of the hillside corner sign was repaired with the replacement of a higher strength, impact resistant material. This was a bit of a puzzle to figure out the frame disassembly, but hopefully it will not require attention for several more years.

The B&G team prides itself on being frugal and skilled just enough to manage much of the routine maintenance and required repairs in order to keep costs down. **Leroy Padilla** has been able to work with the landscaping and janitorial service providers to modify schedules to further reduce the cost impact to the 2020 church budget.

Looking forward in 2020, some special projects that we expect will likely require attention include:

Cleaning , organizing, and enhancing storage and closet areas (e.g., chair room in Beilstein Hall, holiday and church decorations room near office)

- Exterior door maintenance and surface finishing
- Parking lot and adjacent landscaping may need some improvements

As we begin a new decade, it is vital to maintain our landscaping, irrigation, and campus facilities wisely and efficiently for the future. Please consider being the “eyes” and “ears” to help direct our attention to good stewardship care.

Respectfully submitted,
Leroy Padilla & G. Ray Martin

Endowment Committee

Establishment Of The Endowment Fund

In 1947, Pastor Emmett Beilstein and his wife, Alice, began Holy Trinity Lutheran Church, a mission congregation in San Carlos. Pastor Beilstein believed that every member of Holy Trinity was empowered by the Holy Spirit to give generously, all according to their ability, to share the life-giving Gospel boldly and effectively in word and deed, and joyfully help those in need, both within and beyond the congregation.

In 2003, in an expression of those beliefs, a portion of the Beilstein's estate was gifted to Holy Trinity, part of which was used to establish our Endowment Fund as a continuing and lasting means to further God's Word in the congregation, the community, and the world.

The Endowment Fund provides a means for us, as Christian stewards, to express our deep gratitude for God's many blessings to us.

Endowment Fund Distribution And Finances

In 2019 the Endowment Committee recommended to the Church Council a distribution of \$4,200 from 2018 funds for carpet replacement in Beilstein Hall. Later in the year as the estimates for the cost of replacement grew, the Committee recommended an added \$4,500 distribution. This distribution was from projected 2019 end of year funds (which normally would be distributed in 2020). Because of this early distribution, no recommendations for distribution of funds will be made in 2020.

In 2019, the Endowment Fund received no donations. The Fund began the year with a balance of \$100,536.07. After market fluctuations and the distributions to support specific projects noted above, the Fund ended 2019 with a balance of \$101,060.29.

Why Does Holy Trinity Have An Endowment Fund?

Our Endowment Fund provides our members and friends a vehicle for leaving a legacy to Holy Trinity. It serves as an annual reminder of faith and witness of each donor. Plus, it multiplies your gift by combining it with gifts of others that grow under professional financial management.

Moreover, it supplies a way to receive large gifts that will not overwhelm the congregation or discourage on-going stewardship and annual giving. Finally, a healthy endowment ensures a source of funding through regular distributions to support projects not included in the annual budget.

How Is The Fund Managed?

The Endowment Committee manages Holy Trinity's Endowment Fund, encouraging donations to the fund, and recommends distribution amounts to the Council. Prudent annual distributions allow for protection of principal and possible growth in a fluctuating market while allowing for support of key Holy Trinity priorities not covered by our operating budget.

We invest our Endowment Fund with the InFaith Community Foundation (formerly the Lutheran Community Foundation) in their "medium risk" fund. While the fund grows consistent with our risk profile

and market fluctuations, endowment funds typically experience significant principal growth through donations rather than through investment gains.

How Does The Endowment Fund Support Congregational Priorities?

The Council, acting on the recommendations of the Committee, has authorized distributions to support our youth, our music program, our seniors, pastor relocation expenses, carpet for Beilstein Hall, and more. Best practices have the Council (on advice from the Committee) issue a 4.5% annual distribution of the Endowment Fund's prior end of year closing balance.

How Can You Help Our Endowment Fund Growth?

The Endowment Fund allows members and friends of Holy Trinity to leave a legacy for the long-term future of our congregation. Planned giving is the best way that members can support our Endowment Fund. That means creating a specific plan for a gift that typically goes beyond those one makes throughout the course of a year. Moreover, it goes beyond "over and above" gifts made to capital and other campaigns such as our recent Spring Forth! effort.

Your dreams make each gift unique and important; planned giving is not only for the wealthy – God blesses us all. Planned gifts to our church Endowment Fund ensure our mission will continue into well the future.

In consultation with a financial advisor, you may consider allocating a percent of your estate to Holy Trinity, making the church a beneficiary of an insurance contract or IRA, or donate other assets such as real estate. There are multiple ways you can support the mission of the church; the choice is up to you!

Respectfully submitted,

Committee Chair: John McDowell

Committee Members: Alex Ding, Anne Wittig

Committee Council Representative: Doug Southard

Evangelism and Outreach

In 2019, we made significant progress on each of the goals we set for the year:

- Anyone in the Peninsula looking for a Christian congregation knows about HTLC
 - Increased our presence and activity on social media, including Pr Josh's Wednesday morning prayer on Facebook Live, a new Instagram account, and frequent posts to the external Facebook page and Instagram account
 - Started collecting messages and images from the congregation to share the HTLC story outside the congregation
 - Started work on a new, redesigned website
 - Recruited photographers from the congregation (thank you, Jeremy & Barbara!), and we're creating a program to capture high-quality photographs with members' permission
- Engage the congregation and enable them to evangelize easily and comfortably in their day-to-day lives
 - Pr Josh completed a "Holy Conversations" book study series to help members articulate and share their individual faith stories. Feedback was very positive, and he's going to repeat it in 2020.
 - Started work on creating additional HTLC-branded clothing and item that the congregation can "display" in our day-to-day lives and that we can give to visitors
- Be known as an inclusive Christian congregation
 - Officially became a Reconciling in Christ congregation and celebrated on Christ the King Sunday.
 - Started discussions with the Pride Center how we can expand our relationship with them

Thank you to our wonderful Outreach & Evangelism team of Pr Josh, Karen Schornstein, Len Fischer, Lori Friedman, and Sandy Frojelin! The more people we have participating in the Outreach & Evangelism Team, the more we can accomplish. If you would like to help with any of the activities above or have your own ideas for Outreach & Evangelism, please contact Gary or any of the team members noted above.

Respectfully submitted,
Gary Wiessinger

Mutual Ministry Committee

At the beginning of 2018, a Mutual Ministry Committee was formed to open communication within the congregation. The term “mutual ministry” recognizes that the Church’s ministry is the mutual concern of both the laity and the pastor. It encourages us to move away from a primary focus on the ministry of ordained clergy alone and includes all the people of God in the mutual work of ministry. As a community of believers at Holy Trinity we affirm those gifts God calls us to offer within the community, and we work together to match our gifts to the needs of the Church and the wider community.

There are a variety of things the Mutual Ministry Committee can do at Holy Trinity including:

- Evaluate how effectively the goals of the congregation are being met. The assumption is that the goals have been set by others such as the Pastor and Council.
- Dialogue about perceptions and concerns within the congregation. The Mutual Ministry Committee is not a complaint committee, but it seeks to find ways for the Pastor, other leaders, and the congregation to work together for the sake of the Gospel.
- Address conflict among members that may affect the congregation’s ministry.
- Serve as a source of support for the pastor and other leaders in times of professional or personal stress.
- Serve as a “focus group” representative of the congregation, as leaders share ideas of ministry and seek to assess how best to accomplish what is being proposed.
- Support the Pastor’s need for spiritual self care, compensation, sabbaticals, and continuing education.

The Mutual Ministry Committee met four times in 2019. In addition to Pastor Josh, the three other committee members are Greg Bohlmann (chair), Barbara Richards, and Erik Vorhes. The first 2020 Mutual Ministry Committee is planned for January 15, 2020. Please do not hesitate to contact committee members with questions or concerns.

Worship and Music

Worship and Music Committee 2019 Annual Report

The Worship and Music Committee — currently consisting of Pamela Bohlmann, Lynn Garbe-Recknagel, James Reimann, and Erik Vorhes — met semi-regularly to plan worship for Sundays and other liturgically significant days. During Lent we had regular Wednesday evening worship, and celebrated Communion using bread prepared by church members; on Easter we celebrated with an outdoor sunrise service; and we used Holden Evening Prayer during Wednesday vespers. Anita Reimann and Peter Schmuckal led the choir. Peter Schmuckal and Erik Vorhes coordinated hymn selection. We look forward to continuing to help the Church to glorify God during 2020.

Respectfully Submitted,
Erik Vorhes, chair

Technology “ There is no material update at this time.”

Social Concerns

What an amazing year here at Holy Trinity of **serving Christ** and **serving others**!
Thank you for your wonderful and generous support!

Highlights

- Participated in the **Peninsula Multifaith Coalition** Martin Luther King, Jr., day of service to our local community
- Awarded by Samaritan House for generous, continuous support of the Family to Family Program at Christmas
- Recognized by the office of Assemblyman Jerry Hill for our service to San Mateo County
- During the Lenten season, collected socks for **Street Life Ministries, Redwood City**, including a “Slices for Socks” pizza lunch, and delivered 250 pairs of new socks to homeless participants served at weekly meals. **
- Twice during the year we reached out to our college students with cards, and notes, and packages were sent in October. Students **Josh Frojelin, Anna Friedman, Zoe Reimann, and Theda Knauth** were surprised and grateful!
- Sponsored Hopiyauma Benally with tuition assistance at the **Navajo Christian Preparatory Academy in Rock Point, Arizona**. Birthday items of clothing, shoes, books, a tied fleece blanket for the family, and school supplies were sent to him for further support. When the box was opened, Hopi’s mother was thrilled, and Hopi wanted to open all his gifts at once!**
- June and July involved purchasing and filling 52 backpacks for **Family Giving Tree in Milpitas** for distribution to assist low income families with K-12 students in the SF Bay Area
- Stewardship and Social Concerns Teams with Pastor Josh presented **Mt. Cross Ministries** with over \$14,000 from the Spring Forth Benevolence Fund towards their Capital Campaign
- Collected nutritious foods for **Second Harvest Food Bank, San Carlos**, for the Fall season for both the local areas and to supply food closets in Sonoma County. Northern California fire victims relied heavily on this support from food banks. Also, a team of members served on a food sort day.**
- **BumbleBEE Foundation** hygiene product BEEpacks were assembled to be delivered to Stanford Hospital for distribution to pediatric cancer families during hospital stays **
- Supported four families with Christmas gifts and food gift cards for the **Samaritan House Family to Family Program**
- **Indicates these were projects that received funding through Thrivent Financial Action Team Proposals

In addition, our Council has approved the distribution of Benevolence Funds to **SF Night Ministry, Home and Hope, Pacific Lutheran Theological Seminary**, Lutheran Disaster Response(Fire Victims and others), and **Reconciling Works(RIC)**.

Let us continue these works of hope and love as God provides the way!

Respectfully submitted,
Barbara Padilla

Stewardship

From the ELCA stewardship website:

As members of the ELCA, we believe that we are freed in Christ to serve and love our neighbor. How do we respond to God's call to serve and love our neighbors? We faithfully steward the gifts God has so abundantly given to us. Although some think of stewardship as only a financial response to God's love, stewardship encompasses so much more than money. It is about how we use all that God has entrusted to our care — our time, our talents and our treasures — to love God and our neighbors, both inside and outside of the church walls and our homes.

2019 began with January being declared “Celebrate Epiphany as a Season of Giving,” and changing the fall pledge campaign to coordinate members’ pledge commitments directly with adoption of the annual budget. Through the weekly Sunday bulletin and the monthly Trinity Topics, members were kept informed of monthly giving vs. expenditures and the adopted budget. October 31, 2019, concluded with a budget deficit of \$30,520; however, a December “deficit reduction” campaign pushed the 2019 end-of-year receipts \$10,256 over expenses.

Holy Trinity lives the ELCA stewardship statement, and continues to celebrate stewardship throughout the year focusing on its many different dimensions. To that end, some of the 2019 stewardship-related activities included:

- Monthly “Stewardship Notes” page in Topics
- Advocating Simply Giving or direct deposit giving to insure regular giving even when not in church
- Focusing on gratitude for all God has given us; emphasizing leveraging resources via Thrivent Choice and Amazon Smile dollars being directed to church
- Working with key Ministry Teams and developing/distributing a Time and Talent survey based specifically on Teams’ needs. The results were given to the Ministry Teams for follow-up.
- Highlighting being good stewards beyond our earthly life through estate planning
- Focusing on capital stewardship and celebrating paying off the Spring Forth renewal loan early which saved on interest payments
- Highlighting that gratefulness/generosity increases with intentionality
- Encouraging special December giving to erase the budget deficit
- Developing the calendar for 2020 pledge campaign and stewardship celebration to coincide with the 2019 Annual Meeting

While Holy Trinity’s general fund giving did not meet its adopted budget until December giving, this congregation continues to be exceedingly generous with its financial resources and time, and embodies the ELCA statement of using those resources both inside and outside the church.

Editorial Note: While there was an increase December giving, monthly receipts kept pace with the adopted budget only 25% (3 months) of the time which resulted in a seriously reduced budget flow. This caused the Council to question whether or not funds would be available to meet expenses. The congregation must actively focus on increased giving throughout the year.

Bob Beuthel, Stewardship chair; Mary Webb, Pastor Josh

Women of the ELCA (WELCA)

HOLY TRINITY LUTHERAN CHURCH WOMEN

Financial Report for the year 2019

Beginning balance at Jan. 1, 2019		<u>134.53</u>
OFFERINGS:		
Total Lydia Circle offerings:	\$300.00	
(Note: 35% of offerings are sent to Sierra Pacific synod)		
TOTAL RECEIPTS:	<u>\$300.00</u>	
Bal. before disbursements		<u>\$ 434.53</u>
DISBURSEMENTS:		
WELCA – Synod yearly offerings:	\$105.00	
Memorials: Ruby Phillips	\$15.00	
Women's Shelter, E. Palo Alto	\$150.00	
TOTAL DISBURSEMENTS:	<u>\$270.00</u>	
Balance @ Dec. 31, 2019		<u>\$164.53</u>

Lynn Garbe-Recknagel – Treasurer

We met monthly for Bible Study at Lillian Pogreba's suite in Brookdale, Redwood City using the study found in Gather magazine. During the year we celebrated each member's birthday on the right month. We also enjoyed fellowship time, and prayer requests during lunch prior to our study.

Youth Ministry and Sunday School

Sunday School

Sunday School classes have 16 children participating throughout the school year at 10:30-11:00am. Currently there are 2 classes, one covering preK-2nd grade, and the other including 3rd-6th grade, with Holy Moly curriculum used for both.

Thanks to the volunteer Sunday School teachers – Jeremy Emkay, Lisa Kersten, Lisa Porter, Gaby Knauth, Lori Friedman, Hillary Wiessinger, Anita Reimann, Peter Meier, Erik Vorhes, Erica Schemper, Gail Blomstrom, Kim Ding.

Worship participation

Eight Youth Sundays were held, giving an opportunity for children and youth to participate more fully in church ministry through music, prayer, Bible readings, ushering and greeting during regular church services.

Confirmation

Confirmation classes are led by Pr. Josh Serrano, and in spring of 2019 the confirmands were James Tofigh, Eli Haas, Maxwell Fischer, Cole Baker, Jack Wiessinger, Maddie Wiessinger.

Elementary and Youth Events

The youth led and participated in the Easter egg hunt and Easter breakfast at HTLC. Children and youth enjoyed social events such as a swim party, thanks to James & Anita Reimann. Pr. Josh is leading a monthly lunch for teens, right after church on the first Sunday of the month. Several children went to the Mt. Cross retreat in fall 2019. Bibles were given to the 3rd graders during a special presentation at church on October 27. The Ice-skating Party on March 2 at the Nazareth Ice Oasis was also a highlight.

Service events

Children and youth participated in MLK Multifaith Day of Service projects. Additionally, kids participated in Christmas gifts for needy families.

Christmas Pageant – “A Christmas to Believe In”

The Children's Christmas Pageant allows our children and teens to tell the story of Jesus' birth through drama, comedy, and songs, with the audience appreciating the music and excitement. Thanks go to the parents who brought kids to rehearsals and lent helping hands, to Cathy Bready (costumes), Gail Blomstrom and Eloiza Meier (potluck organization), Bob Beuthel and James Reimann (sound), Lori and Mackenzie Friedman (props), Anita Reimann (music), Peter Schmuckal (accompanist) and Gigi Schmuckal (director). Special thanks to the 18 kids who had fun sharing the Christmas story.

V – Action Items

a. Approval of 2020 Budget

General Fund						
#	Category	Line Item	2019 Approved	2019 Year End	2020 Proposed	Notes
	Benevolences:	ELCA	\$10,442	\$12,272	\$10,205	5.00%
	"First Fruits"	Other	\$10,442	\$12,272	\$10,205	5.00%
		Sub-total	\$20,884	\$24,545	\$20,410	
1	Personnel:	Pastor	\$61,505	\$62,037	\$61,505	no raise
2		Secretary	\$22,880	\$22,902	\$22,880	\$22 x 20 x 52 no raise
3		Organist	\$12,060	\$12,140	\$12,285	\$225 x 52+ Advent & Lent no raise
4		Dir of Child & Family	\$0	\$0	\$0	
5		Nursery	\$2,600	\$2,300	\$2,600	\$50 per week no raise
6		Substitutes	\$1,350	\$1,100	\$1,350	\$275 x 6 no raise
7		Janitor	\$4,200	\$4,150	\$2,400	\$200 x 12 (coming every 2 weeks)
8		Gardener	\$3,000	\$3,000	\$2,500	\$250 x 10 (no payment Jan & Feb)
9		Bookkeeper	\$5,900	\$4,950	\$4,950	\$18.90 x 5 x 52 no raise
		Sub-total	\$113,495	\$112,579	\$110,470	
10	Benefits/other:	Pastor Benefits	\$29,800	\$37,683	\$35,000	next year go lower than Gold?
11		Pastor Housing	\$3,000	\$3,000	\$3,000	No raise
12		Payroll Taxes	\$9,500	\$9,829	\$9,500	
13		Car Allowance	\$1,750	\$1,750	\$1,750	
14		Prof. Expenses	\$1,450	\$894	\$1,450	
15		Dir of C&F Benefits	\$0	\$0	\$0	
16		Dir of C&F Car/Prof Expens	\$0	\$0	\$0	
17		Teaching Parish milage	\$0	\$0	\$0	
		Sub-total	\$45,500	\$53,156	\$50,700	
20	Utilities:	PG&E	\$5,300	\$4,021	\$5,000	
21		Water	\$2,600	\$2,460	\$2,500	
22		Phone	\$4,100	\$3,519	\$3,500	
23		Trash	\$990	\$1,153	\$1,000	
24		Insurance	\$8,200	\$8,724	\$8,200	
25		Property Taxes	\$4,200	\$4,852	\$4,900	
		Sub-total	\$25,390	\$24,728	\$25,100	
30	Office:	Office Supplies	\$900	\$961	\$675	Reduced by 25%
31		Postage	\$300	\$205	\$225	Reduced by 25%
32		Printing	\$7,300	\$7,495	\$4,875	\$406 per mo, no overages
		Sub-total	\$8,500	\$8,661	\$5,775	
40	Committees:	B&G Repair & Maint.	\$4,250	\$2,621	\$3,188	Reduced by 25%
41		Endowment	\$0	\$0	\$0	Reduced by 25%
42		Financial	\$2,500	\$1,596	\$1,875	Reduced by 25%
43		Personnel Admin.	\$100	\$0	\$75	Reduced by 25%
44		Technology Support	\$1,800	\$1,562	\$1,350	Reduced by 25%
45	Ministries:	Adult Education	\$0	\$121	\$94	Reduced by 25%
46		Confirmation	\$250	\$328	\$188	Reduced by 25%
47		Congregation Life	\$200	\$144	\$150	Reduced by 25%
48		Hospitality	\$700	\$722	\$525	Reduced by 25%
49		Outreach & Evang.	\$100	\$0	\$75	Reduced by 25%
50		Social Concerns	\$0	\$0	\$0	Reduced by 25%
51		Stewardship	\$200	\$0	\$150	Reduced by 25%
52		Sunday School	\$1,300	\$364	\$975	Reduced by 25%
53		Worship & Music	\$3,000	\$1,617	\$2,250	Reduced by 25%
54		Youth Programs	\$100	\$75	\$75	Reduced by 25%
55		Senior Ministries	\$100	\$0	\$75	Reduced by 25%
		Sub-total	\$14,600	\$9,150	\$11,045	
60	Other:	Synod Assem&Prof Lead Co	\$1,300	\$705	\$975	Reduced by 25%
61		Miscellaneous	\$50	\$0	\$38	Reduced by 25%
		Sub-total	\$1,350	\$705	\$1,013	
		General Fund Total	\$208,835	\$208,980	\$204,103	
70		Contingency	\$0	\$0	\$0	none for 2013 - 2019
71		TOTAL with Benev.	\$229,719	\$233,525	\$224,513	
72						

2020 Budget Summary and motion Recommendation

- Council approved budget: \$224,513
- 2019 Giving total: \$243,645
- Difference: -\$19,132
- Decrease from 2019 budget: 7.8%
- Monthly giving needed: \$18,709

Highlights

- Benevolence

5% ELCA and 5% Other

- Staff

No increase for Pastor, Office Administrator or Organist
Custodial/Gardner cut significantly

- Utilities

Similar to 2019 with slight use adjustments

- Office

Reduced printing costs

- Ministries

Reduced by 25%

Challenges

- 2020 budget lower than 2019
- Council monitors monthly giving/spending
- Minimal flexibility in the budget – 80% is fixed costs!
- Monthly giving deficits negatively impact the approved budget
- Ending the year in the black necessitates a December “close the deficit” campaign which is not good stewardship

Stewardship Challenges

- **If you havent pledged to help fund the proposed budget, please do so as soon as possible.**
- **What can YOU do to support the 2019 budget, and help eliminate the monthly disparity between the budget and giving?**

Motion: Approve 2020 Holy Trinity Budget as presented in Annual Report

Moved by:

Seconded by:

b. Receipt of 2020 Pledges

Collection of pledges to support the newly adopted 2020 budget.

In addition to the General Fund Budget there are Special Designated Funds For Specific Purposes

#	<u>Category</u>
3100	Building
3101	Endowment
3102	Memorial
3104	Spring Forth!
3105	Music
3106	Pastor's Discretionary
3107	Special Designations
3109	Youth
3110	HTLCW
3111	Benevolences
3112	Contingency

c. Constitution Changes

Annual Meeting Date (C10.01.01)

Council recommends this Constitution change to accommodate adequate time for planning with year-end financial closing:

"C10.01.01 The annual congregational will be held in January **or February** each year. The specific date shall be set early enough for adequate planning. Notification of the date will be made to the congregation at least one month prior in order to provide adequate planning and scheduling time for all members of the congregation."

Motion: Approve Constitution change in article C10.01.01 for annual meeting date from "January" to "January or February".

Moved by:

Second by:

Council Member Number and Term (C12.01 & C12.02)

The Council recommends this Constitution change to create a more reasonable path for members to serve on Council:

C12.01. The voting membership of the Congregation Council shall consist of the pastor(s), a minimum of ~~eight~~ **seven** congregation members plus one youth member if so determined (effective ~~January 27, 2013~~ **February 2, 2020**). Any voting member of the congregation may be elected, subject only to the limitation on the length of continuous service permitted in that office. A member's place on the Congregation Council shall be declared vacant if the member a) ceases to be a voting member of this congregation; or b) is absent from four successive regular meetings of the Congregation Council without cause; **or** c) resigns office for any reason ~~and~~ **or** d) chooses not to run for a second **or third** term. Consistent with the laws of the state in which this congregation is incorporated, the congregation may adopt procedures for the removal of a member of the Congregation Council in other circumstances.

C12.02. The members of the Congregation Council, ~~except~~ **excluding** the pastor(s), shall be elected ~~by written ballot~~ to serve for ~~3~~ **two** years or until their successors are elected. Such members shall be eligible to serve no more than ~~two~~ **three** full terms consecutively. Their terms shall begin at the close of the annual meeting at which they are elected.

Motion: Approve Constitution change in article C12.01 & C12.02 regarding Council member number and term in office as printed above in the Annual Report.

Moved by:

Second by:

d. Elections

Treasurer:

Petra Gilmore

Financial Secretary:

Mary Webb

Congregation Council (3 seats):

Gail Blomstrom (second 2 year term)

Doug Southard (second 2 year term)

John McDowell (first 2 year term)

Nominating Committee (3 seats):

Anita Reimann (second year)

Bob Beuthel (second year)

Barbara Padilla (first year)

Motion: Approve the slate of nominees as printed.

Moved by:

Second by:

VI – Closing Prayer

Notes:

S