

# **St. Mary's by-the-Sea Episcopal Church**



## **2024 Annual Report**

**Prepared for the Annual Parish Meeting**

**January 28, 2024**

# Table of Contents

---

<b>Rector’s Report</b> .....	<b>3</b>
<b>Senior Warden’s Report</b> .....	<b>4</b>
<b>Junior Warden’s Report</b> .....	<b>4</b>
<b>Reports from Ministries and Committees</b> .....	<b>5</b>
<b>Worship</b> .....	<b>5</b>
Acolyte Program.....	5
Altar Guild .....	5
Church of the Wild Blue Yonder.....	6
Compline .....	6
Choral and Instrumental Music.....	6
Lay Eucharistic Ministers (LEM) .....	7
Lay Worship Leaders .....	7
Readers .....	7
Ushers .....	7
<b>Parish Life</b> .....	<b>8</b>
Bridge Group .....	8
Celtic Music Ministry.....	8
Creation Care .....	8
Lunchtime Lectio .....	9
Memorial Guild .....	9
Monday Night Small Group.....	9
Order Of St. Luke.....	10
Prayer Shawl Ministry .....	10
Seekers.....	11
Spiritual Formation .....	11
<b>Outreach</b> .....	<b>12</b>
Blessed to Be a Blessing .....	12
Christian Social Concerns .....	12
Our Little Roses .....	14
Walking Together/COPA .....	15
<b>Administration</b> .....	<b>15</b>
Buildings and Grounds .....	15
Labyrinth Garden .....	16
Communications .....	17
Leslie Garden.....	17
<b>Financial Summary</b> .....	<b>19</b>
<b>St. Mary’s by-the-Sea Operating Budget for 2024</b> .....	<b>19</b>
<b>Capital Budget 2024 - 2026</b> .....	<b>22</b>

# Rector's Report

---

By the Rev. Kristine A. Johnson

Can you feel it? The energy in this community? 2023 was another amazing year at St. Mary's, full of opportunities to worship, learn, socialize, and serve those in need in our community. As you read through this Annual Report, I invite you to join me in praying in thanksgiving for our ministries, for the volunteers who make them possible and for those they serve.

Almighty God, you sent your Son Jesus Christ to reconcile the world to yourself: We praise and bless you for those whom you have sent in the power of the Spirit to preach, by word and example, the Gospel to all people everywhere. We thank you for this community of St. Mary's by-the-Sea, where we are equipped to do your work. We thank you that in all parts of the earth a community of love has been gathered together by their prayers and labors, and that in every place your servants call upon your name; for the kingdom and the power and the glory are yours forever. Amen.

A big part of my call as a priest is to encourage and equip others to hear and heed their own calls. I am so blessed to be journeying with you all here at St. Mary's, because you are eager to hear, to learn, and to follow Jesus in the way of love. Our community is blessed by strong congregational involvement and exemplary lay leadership:

- Our Vestry is a team of servant leaders, deepening their own faith, seeking God's guidance for St. Mary's future, and pitching in to do so much work.
- Our committees are committed to faithful stewardship of our many resources – financial, property, and people.
- Our worship is richer because of the dedication of our lay worship leaders:
  - Sandy Moon and John Willoughby continue to offer weekly compline on Zoom
  - Licensed lay worship leaders who lead Morning Prayer – Karin Forno, Kurt Schweickhardt, Kathy Stoner, and Mickey Welsh
  - Kurt Schweickhardt who is nearing the end of his training as a lay preacher, and Ellen Jahn who will begin the course this year
- So much more that you will find in this report!

I am particularly grateful this year for our strong lay leadership, and for the involvement of so many of you in our ministries, because I will be taking a sabbatical leave this summer and I do so with confidence that this will be a time of growth for us all. My Letter of Agreement provides for two weeks of sabbatical leave for each year of service (it was four years in September 2023!), and I will take two weeks of my annual vacation for a 10-week absence. I will be away from the end of May through the beginning of August.

My sabbatical will be a time of rest, refreshment, and renewal. Melvin and I will be spending some time with friends and family, and the centerpiece of our adventure will be a 360-mile pilgrimage on St. Olav's Way (St. Olavsleden) in Sweden and Norway.

I have long wanted to take a pilgrimage, and now is the time. I look forward to all it will teach me. I look forward to my time away, and I look forward to my return, sharing what I have learned and how I have changed and learning what you have learned and how you have changed.

Together with the Vestry and the lay worship leaders, we are planning the details of worship (a combination of lay-led Morning Prayer and supply priests for Holy Eucharist), pastoral care, and administration during my absence. All will be well. My prayer for us for 2024 is that we continue to grow in the knowledge and love of God and in our capacity to love and serve our neighbors, and that joy and wonder permeate all we do.

## Senior Warden's Report

---

By Mickey Welsh

I am happy to report that, thanks to you all, our ministries are thriving, attendance at services is up, our buildings and grounds are beautifully maintained, and our finances are stable. This is good news especially as we continue to recover from the effects of the COVID pandemic. The Vestry focused our efforts this year on updating and revising many administrative and operating procedures – not the most exciting work but so important! We updated and revised our Personnel Policies to conform to new laws and Diocesan policies. We reviewed our old Articles of Incorporation and began the process of correcting and updating them (for the first time in 50 years!). We drafted and implemented a Buildings Use Agreement to enhance access to our wonderful buildings and grounds to organizations and folks in our community who share our goals and purposes. And, as you no doubt noticed, our hard-working Junior Warden and the Buildings and Grounds committee oversaw work on repairs, replacements and beautification of our antique church buildings, also ensuring our safety by installing additional lights and signs and repaving walkways. Thanks to the Buildings and Grounds fund and the Edwards Buildings and Grounds Endowment, the Vestry was able to do its job to make sure we have adequate funding to keep our buildings in good repair. And thanks to all who donated to the Labyrinth Garden campaign, the Labyrinth Garden is on its way to becoming a reality. 2023 was a good year!

In October, the Vestry and our Rector engaged in a Mutual Ministry Review led by Canon Martha from the Diocese. We reviewed our ministries and our relationships, identifying both our appreciations and our challenges with a deep sense of gratitude for St. Mary's and for all we, and each of you, are doing to serve our community with caring and kindness to all who enter our doors. We are indeed blessed to have the dedication and commitment of our Vestry members, our many volunteers, our loving community, and our beloved Rector Kristine.

## Junior Warden's Report

---

By Donna Daunt

During this past year St. Mary's has been a hive of activity. All our ministries are energetically engaged in helping the church, our parishioners, those in the community and our planet. Just look around on any given day and you will see people giving back to the church in many different ways. There are so many diverse activities one can get involved in as you will read below.

There is surely one for you, or another one if are already involved in a ministry. The gift of your time to our Little Red Church is one that repays itself many times over and in ways you may not expect. Read on and get excited about what you can get involved in. Put your hand up and say, “Yes, I can help with that.”

## Reports from Ministries and Committees

---

### Worship

#### Acolyte Program

Submitted by The Rev. Kristine Johnson

Acolytes are persons of any age who assist in worship. Duties include lighting and extinguishing the candles used in worship, leading the procession in and out of the church carrying the cross, assisting at the offertory, and helping the Rector set the table for communion. If you are interested in serving as an acolyte, please let Pastor Kristine know.

#### Altar Guild

Submitted by Karin Forno

In 2023, Altar Guild continued its work of preparing the church for each service and event. Altar Guild performed the following duties:

- Set up and clean up for every Sunday service
- Procuring and maintaining supplies for Eucharist and other service needs
- Maintaining the church’s linens, candles, vestments, and other items
- Set up and clean up for special services such as memorial services, holy days, and feasts
- Providing flowers for special services and when donations are received.
- Inventory and labeling in October.
- With Rev. Kristine’s leadership, we switched to homemade altar bread baked by members of the congregation and we reinstated the common cup.

We have a small hard-working group that is assigned to teams to cover each regular Sunday service. Sharron Frey maintains the fair linens. Susan Blush has managed polishing of brass and silver items. Ellen Jahn repaired elastic on the small frontals.

We are grateful to all our volunteers for their hard work. Ellen Jahn joined Altar Guild in March and our continuing members are Susan Blush, Melinda Bowman, Fran Foote, Jonathan Logan, Sandy Moon, and John Willoughby. Jackie Pierce sets up the church after Celtic concerts. Susan Blush with assistance manages orchids and flowers. We continue to wish for more members for Altar Guild and for a flower ministry which would include managing flowers for regular services, memorial services, and delivering flowers to shut-ins after services when flowers are available.

This year we will probably do more dry cleaning of vestments and look into dehumidifiers.

## Church of the Wild Blue Yonder

Submitted by Ellen Jahn

This outdoor worship is a joint effort among St. Mary's, the Christian Church of Pacific Grove (Disciples of Christ), and First United Methodist Church Pacific Grove. Worship takes place at Asilomar State Beach and consists of prayer, reflections, observation of God's beauty and having the ocean "wash" our feet as we close.

The service leadership is rotated between St. Mary's and the Disciples. At this time, lay leadership is creating and leading the services. All are welcome to share in the special time to reflect on God's creation.

## Compline

Submitted by John Willoughby

Night Prayer / Compline is currently held via Zoom on Wednesday nights at 8 pm. It's a short service derived from the New Zealand Book of Common Prayer, preceded and followed by short musical selections. After the service, some attendees choose to stay online and share. These services have been taking place since May, 2022, and draw a small but dedicated and appreciative audience.

There is also a recording of the service with pictures from the area available on the St. Mary's YouTube channel at <https://www.youtube.com/watch?v=UD8hcut7z0c>. Since its posting in September, it has had over 80 views.

## Choral and Instrumental Music

Submitted by Nicholas Mourlam

### **Top Highlight of 2023: Creation of TWO new music ensembles!**

In January, I put out a call to churches throughout the diocese and Monterey area asking to loan their handbells. St. Thomas Church in Sunnyvale was kind enough to loan, without cost, their set of handbells to St. Mary's. Our Handbell Choir had its first rehearsal in March.

On Easter Sunday, 26 parishioners sang, played, or rang – our largest participation number yet!

In June, we held an appreciation champagne toast/listened to the bagpiper at Spanish Bay to celebrate another wonderful year of music at St. Mary's. All members of the music program were asked to submit suggestions for new names for our ensembles, and our Adult Choir was named *Chancel Choir*, and the Handbell Choir was named *St. Mary's Ringers*.

The summer kicked off with the formation of another new ensemble, *Schola Cantorum*, which focuses on singing Gregorian chant at Sunday Services and preparing additional music for Evensong Services.

The Church designated a *Season of Creation* theme for September through October, and St. Mary's celebrated the observance with a new set of service music.

The Schola Cantorum led an Evensong Service on All Saints' Sunday. It was a heartfelt service where we remembered those dear to us who have died in the last year.

David Wittrock and Robert & Donna Daunt greatly helped in the moving of the organ cable and 2 choir microphone cables to under the altar floor. These tripping hazards are no longer an issue.

The St. Mary's Ringers collaborated with Kit Franke to provide music for the *Holiday at the Inns* event in December. We welcomed over 200 visitors to our sanctuary, provided a historical narrative of our community and buildings, and invited them to return for a Sunday Service. Musical performances included "Carol of the Bells" by St. Mary's Ringers followed by a Christmas hymns sing-along on the organ for all to enjoy.

The 4:00 pm Christmas Eve Service was extra special this year with the musical theme being "Celtic Christmas Music". The Celtoids kindly agreed to share their incredible music for this service.

Small Group/Ministry Norms: Each ensemble will meet to discuss the proposed template, and adjust the list of norms as needed to fit the work of a church musician.

### Lay Eucharistic Ministers (LEM)

Submitted by The Rev. Kristine Johnson

The main duty of a LEM is to offer the chalice at communion. In the absence of an acolyte, LEMs assist at the offertory, in setting the table for communion, and in carrying the processional cross. It is a ministry of presence and prayer. While we have a fair number of LEMs, we can always use more. If you are interested in serving as a LEM, please contact Pastor Kristine.

### Lay Worship Leaders

Submitted by The Rev. Kristine Johnson

St. Mary's is blessed with four licensed lay worship leaders who occasionally plan and lead Morning Prayer on Sundays or other holy days. In 2023 they offered three beautiful Sunday services of Morning Prayer. Their presence and willingness to serve means that St. Mary's does not need to always call a supply priest when our Rector is on vacation or sick (or, in 2024, on sabbatical).

This ministry is a beautiful spiritual practice; if you are interested in learning more or joining this team, please contact Pastor Kristine.

### Readers

Submitted by Penny Portillo

We are fortunate to have eighteen parishioners who serve as lectors and/or intercessors throughout the year. During each worship service, the lector reads the scriptures, and the intercessor leads the Prayers of the People. When one of them cannot serve as scheduled, one or more of the other readers are quick to volunteer to cover.

### Ushers

Submitted by Donna Daunt

St. Mary's awesome ushers are in church every single Sunday and for every special service to pass out the bulletins and greet parishioners and welcome visitors. They pass the collection plate and direct parishioners to the front of the church for communion.

Frequently unnoticed ushers do a number of things behind the scenes to make the service run smoothly. They also gather together once or twice a year outside of church to celebrate their service and enjoy each other's company.

## Parish Life

### Bridge Group

Submitted by Don Fennell

The St. Mary's Bridge Group is now in its fifth year and doing well. We usually have 3 or 4 tables participating. This is not a beginners' group; most of us consider ourselves intermediate players. If you are interested in joining, please contact me.

### Celtic Music Ministry

Submitted by Jackie Pierce

The Celtic Music Ministry continues to be an exciting and expanding program of St. Mary's. Our weekly jam session has grown to over 25 members, and we have added a Celtic teen band. The band, dubbed "The McMonarchs" by the young people, is led by John Weed and meets bi-monthly, and they really rock! Kudos to John for his time and commitment to educating these talented young people. The group is gaining a community reputation, having performed locally at the Hospice Tree Lighting Ceremony in 2023, and as the "warm up band" for one of our fall Celtic concerts. The Celtoids, our jam group, was busy too, and hosted St. Mary's first Harvest contra dance! It was a fun afternoon, and we are thankful to St. Mary's Seekers for partnering with us. We interacted with the local dance community, music fans and St. Mary's folks, and we learned a few new dance steps.

Due to a generous donation to our program, we have been able to generate scholarships to some of our students when music learning opportunities arise, and will name St. Mary's Youth Music Scholar again for the second year. We also continue to offer our Celtic concert series featuring the best touring bands from Ireland, Scotland, the United States and Canada.

Winterdance was particularly popular this year--concertgoers expressed that they were moved not only by the music, but by the beauty and spirit of our church. Many thanks to our devoted volunteers who make this ministry happen.

### Creation Care

Submitted by Eugene Loh

The 2021 six-week book study became a monthly series in 2022 and has met each month for two years over Zoom. The group has fairly stable participation, usually just over a dozen people. The group is led by Eugene Loh and Steve Bruemmer.

There is usually an invited speaker, typically someone under thirty years old since climate change has become a younger person's burden; our young speakers grew up in Pacific Grove and are now working in climate-related fields. Our older speakers are also local. JPL scientists told us about climate-related missions at JPL, one York graduate told us about her sustainability work at General Mills and another about his graduate work in ag-ecology.



A PGHS grad told us about the mass timber initiative for sequestering carbon. We heard from someone who electrified his home, a transportation consultant, a "slow fiber" promoter, a chemist working on hydrogen electrolysis, and a climate podcaster. And, in one case, our speaker was a TED talk!

During four weeks of Season of Creation, we had a "climate moment" during Sunday worship and then a session "during coffee hour" in Edwards Hall. The feedback has been rather positive. Specifically, the Edwards Hall discussions were very well attended (perhaps over 30 participants each time), with a lot of engagement by attendees. We posted a Climate Tree in Edwards Hall for people to post positive things they've done so we can help inspire one another.

The community we've formed is gratifying, but the motivating issue remains daunting. More information is at <https://www.stmarysbythesea.org/creation-care/>.

## Lunchtime Lectio

Submitted by Eugene Loh

The Lunchtime Lectio group meets Wednesdays 11:30am-12:30pm over Zoom to discuss the upcoming texts from the Sunday lectionary. The peer-led discussion was originally structured on Lectio Divina, but can take other formats. Attendance has often been three to five members. The group has offered a stable, mid-week, Scripture-based anchor to our schedules. The in-depth dives into the texts both comfort and challenge us. Feel free to visit.

## Memorial Guild

Submitted by Ann Roberts

The Memorial Guild coordinated four receptions following funerals and memorial services for our members, this past year. Our primary focus is to take care of the family, help them relax by taking care of the details, and make the gathering at the reception one of love and celebration.

We set up Edwards Hall, setting the tables, providing coffee, tea, lemonade and water. The family provides the food and wine (either themselves or with a caterer, which we coordinate).

We help them set out memorabilia, guest book, flowers and generally provide support for the family during the hour and a half before the service. We keep the food and drink tables refilled and tidy during the reception, which is self-serve. Pedro and Alma, our church custodians, clean up and put the tables and chairs away at the end.

Ann & Jeff Roberts are the leaders of the Guild whose members include Kozue Knowles, Betsy Lobay, Fran Foote, Susan Blush, and Melinda Bowman. We welcome anyone who would like to serve in this wonderful ministry - [jeff.ann.roberts@gmail.com](mailto:jeff.ann.roberts@gmail.com).

## Monday Night Small Group

Submitted by Eugene Loh

This peer-led discussion group started its fourth year, with many of its original members. While attendance was very regular early in the pandemic, the group has increasingly been taking recesses, for example to accommodate other programs at St. Mary's. In 2023, we met nearly half of the Mondays. Roughly half of the group has taken turns facilitating discussions.

Topics have included the Lord's Prayer, our personal "elevator pitches" to explain our faiths, miracles, prayer, sharing possessions, the Psalms, and Exodus 1. A series on the gospels looked at what "gospel" even means and how one compares the four narratives in the New Testament. Steve Bruemmer spoke with us about gratitude on the anniversary of his hospitalization. During Black History Month, we talked about spirituals, Black saints, and why St. Mary's is a segregated church. ([https://www.youtube.com/watch?v=1q881g1L\\_d8](https://www.youtube.com/watch?v=1q881g1L_d8)) We had a series that started with the Surgeon General's Advisory on Loneliness and Isolation, discussed ideas for building connection, and ultimately led to formation of the St. Mary's Seekers group. For World Refugee Day, we talked about welcoming the stranger and foreigner.

This group has fostered intimate discussions, providing a stable anchor for long-time members and a welcoming platform for new parishioners.

## Order Of St. Luke

Submitted by Annette Foisie

During this past year there has been notable growth within the Order of St. Luke, which I am pleased to report. New chapters have opened in the western U.S., and in Canada, in Ontario: Quebec, New Brunswick, Newfoundland, Nova Scotia, Prince Edward Island, Manitoba, among others.

This widening geographically is mirrored by the deepening of faith among many, both those who come forward in need, and those who take solemn vows to spread the good news of the healing ministry of Jesus Christ, OSL offers "Rekindle Retreats" in many locations, the goal of which is to assist folks to allow their faith in the Lord to change their lives in positive ways. OSL empowers God's people throughout the world with Jesus' healing ministry. Here in central California, I am but one of the many faithful who come forward with love to offer prayer for those in need, and I am repeatedly blessed to witness transformations, as the Lord hears their wishes, and offers His healing. I have documented miracles, with gratitude.

## Prayer Shawl Ministry

Submitted by Ann Pettit

2023 was a fine year for Prayer Shawl Ministry. We met 12 times including our September kickoff luncheon, with between 4 and 9 people attending. We completed sorting, culling and reorganizing our supplies. We prayed together, and shared knitting and crochet patterns, fellowship, and delicious treats. Many shawls, lap robes and baby blankets were completed, but our tracking system operates based on when a shawl is given to a recipient, so no specific count on those. We gave out 21 shawls (which is up from 9 in 2022, though pandemic-time records got confusing.)

We had two prayer shawl blessings during Sunday service, March 5th, and September 10th. Looking ahead, as part of the budget making process for 2024, PSM was asked the question - What would you do with miracle money? The group came up with lots of fun things to do and buy, several of which don't actually cost that much extra, if anything!! So, here is our short list of projects for 2024:

- A Prayer Shawl Ministry display on a bulletin board in Edwards Hall
- More attractive gift cards to include with shawls given
- More attractive sew-in labels for shawls

- Photo album of recipients with their shawls

Thanks to the Vestry for the prompt!

If you, or others you know, would like to knit or crochet with us, we are happy to teach, or refresh skills. There is nothing like knitting with friends! Join us and get in on the fun!

We are ALL members of the prayer shawl ministry! If you know someone who could benefit from a reminder of God's love, minister to them! Blessed shawls may be picked up from the office during Penny's hours, or by appointment, 831-673-1064. An (optional) delivery prayer, and personalizable card are included.

## Seekers

Submitted by Coburn Palmer and Ellen Jahn

The Seekers were organized to give people a way to connect through recreation and social activities. Since mid-2023, we have had 2-3 activities per month. Games nights are popular as well as dinners out, service events and learning about other organizations benefiting our area, such as Rancho Cielo. Everyone is welcome to participate and suggest activities.

## Spiritual Formation

Submitted by Mary Hood

St. Mary's offered, and many of us enjoyed, rich formation opportunities during 2023.

The Spiritual Formation planning team members are Ellen Jahn, Mary Hood, and Pastor Kristine. We could not have offered so many opportunities during 2023 without the help of our volunteer leaders. There were 11 of them in all - truly a gift!

In January and February, the Gospel of Matthew was studied with the book *A Journey Through Matthew* (part of the "50 Day Bible Challenge" series). The Zoom sessions averaged about 8 people per session and the after church had 15.

For Lent, we had soup suppers for seven weeks, with 15-20 in attendance. The group discussed *The Book of Forgiving* by Bishop Tutu, with rich conversation and sharing. Attendance averaged around 16-20 people each evening.

July – Discussion on the Matthew parables (weeds and wheat, the sower, the kingdom) took place after the 10 am service July 9 – 30. Around 15 – 20 people were in attendance.

August – Wednesday night book group and potluck dinner (8/9 – 8/30). We read together Brian McLaren's book *Do I Stay Christian: A Guide for the Doubters, the Disappointed, and the Disillusioned*. Around 12 – 15 people attended these sessions.

September & October – Season of Creation – A series of four educational opportunities re: global climate change was held on Sundays during September and October following the 10 am service. Around 30 people attended each session, including people who are not parishioners but came for the education.

October & November – Inquirer’s Class. Four people attended all sessions, and were confirmed/received or reaffirmed at the Bishop’s visit 11/19. This is always a wonderful time of questioning and deepening our faith together, as well as forging bonds of community.

November - Discussions on the Matthew parables (wise/foolish virgins, parable of the talents, parable of the sheep and the goats) took place after the 10 am service on November 12, 19 and 26, with one led by Bishop Lucinda. About 20 people attended each session.

Advent “Quiet Morning” was held on Saturday, December 2, 9:30 am – 12:00 noon. The theme was “Christ, the Light of the World” (John 1:1-14). This was an opportunity to read/reflect on three versions of the Scripture reading, take time for quiet individual reflection, and join in Morning Prayer. Five people attended.

Advent series – Sundays, December 3, 10 and 17, after church at 11:15 in Edwards Hall. Advent discussions on *Magnify: Mary’s Song and the Magnificent Women of Advent*. About 12 – 15 people attended.

Thanks to all who attended these sessions, and again to all of our leaders. We look forward to providing many and varied events in 2024.

## Outreach

### Blessed to Be a Blessing

Submitted by Laura Cooley

This was a year of transition for the Blessed to Be a Blessing ministry, with Rosemarie Axton providing vital guidance and mentorship so that St. Mary’s could continue serving the children and families of Monterey County Behavioral Health (Children & Family Services).

2023 was another record year of miracles as we worked together with St. James Episcopal Church, St. John’s Episcopal Church, Peninsula Church of Monterey and Community Church of Monterey Peninsula and countless individuals to gather gifts for struggling families. We delivered gifts for over 40 families (close to 100 children).

Every family received food cards, gift cards, and a selection of stuffed animals, art supplies, books and other gift items which were delivered to Salinas to be distributed by the therapists. The outpouring of generosity was more than matched by overwhelming gratitude and, in many cases, tears of joy. Many thanks to everyone who made contributions, offered prayers and moral support. If you would like to be more involved in the Blessed to be a Blessing ministry or help in any way, please contact Laura Cooley at 631-433-8423 or [cooleylaura17@gmail.com](mailto:cooleylaura17@gmail.com).

### Christian Social Concerns

Submitted by Rick Baldwin, June Henry, Harrison and Sarah Schramm

Our mission began over 60 years ago when Episcopal Bishop James Pike challenged the Diocese of California to address longstanding issues of poverty and prejudice. As a result, 20 men and women founded CSC – with the vision of giving direct assistance to anyone who was hungry, ill, homeless, or in crisis. At first, CSC was loosely affiliated with St. Mary’s but had no funding.

Today CSC is primarily funded through parishioner and public donations, grants from the community including The Carmel Doll Club, and Rodgers Trust.

The food pantry (open 3 days a week) is stocked with food donated by parishioners, the community, and First Presbyterian of Monterey; purchases from the Food Bank of Monterey County; and donations from Lucky’s grocery. This year, CSC reopened “The Store Next Door” providing clothing, utensils, sleeping bags, blankets, and personal hygiene items. Parishioner donations are welcome.

CSC is self-managed with a Financial Assistance Committee to approve the disbursement of funds. Guidelines and financial limits have been set to limit what and how much may be given. For clients needing services we do not provide, information is available for other social services in the community. There are over 50 volunteers supporting CSC in all the tasks mentioned above and more. We are always in need of – and welcome - new volunteers. Continued inflation and high housing costs place our services in high demand. Parishioner and community support is key to meeting this challenge.

<b>TYPE OF SERVICE</b>	<b>2023</b>	<b>2022</b>
TOTAL CLIENTS SERVED	5134	4822
NEW CLIENTS	325	207
TOTAL HOUSEHOLDS SERVED	2133	1924
NEW HOUSEHOLDS	94	103
HOMELESS WOMEN	206	87
HOMELESS MEN	240	187
FAMILIES WITH CHILDREN	556	495
CHILDREN	1261	1252
SENIORS (OVER 62)	1390	1523
CLIENTS WHO RECEIVED FOOD	5085	4800
FOOD BAGS DISTRIBUTED	3242	2841
VOLUNTEER HOURS	3660	3649
DAYS OPEN	156	155
HOLIDAY MEALS/GIFT CARD DISTRIBUTION <sup>1</sup>	71	107
COST PER FOOD BAG	\$1.80	\$2.00
OVERALL COST PER CLIENT	\$3.30	\$3.45

<sup>1</sup> In 2022 there was a Thanksgiving and Christmas distribution and in 2023 there was only a Thanksgiving distribution.

## I-HELP

Submitted by Don Fennell and Rosemarie Axton

Don Fennell leads the Men’s I-HELP which houses and serves dinner to 10-20 homeless men once a month. He notes we have one new volunteer but could use more.

Rosemarie Axton leads a team of 4-5 volunteers for the Women’s I-HELP group. St. Mary’s is one of the 22 groups that serve through I-HELP (Interfaith Homeless Emergency Shelter Program) in a rotational model of emergency shelter for men and women.

The women meet on the second Saturday of every month, as well as the 5th Saturday, which generally occurs four times a year. We provide a hearty, generally home-cooked meal, and a breakfast-to-go for all, as well as a safe sleeping space overnight. Encouragement and support for each of the women is the heart of our warm hospitality. The program no longer requires Covid vaccination to participate, and masks are encouraged indoors when not in sleeping bags in Edwards Hall. We now are able to welcome back and encourage members of the congregation to join us for dinner even if not helping to prepare or serve dinner. Hospitality and relationships help people to feel valued and able to explore taking small steps forward with their lives and not surprisingly, bless us mutually. Please contact me with any desire to be of particular help to the women served.

## Our Little Roses

Submitted by Kirsten Matsumoto

The year 2023 was my fifth year working full time for Our Little Roses Ministries in San Pedro Sula, Honduras. My role is to focus on the educational needs of each of our 70 girls, from early childhood through high school. I also provide professional development for about 30 staff members. Below are some of the ways St. Mary's supported our ministries this past year. Your prayers and good wishes always carry me through my four months of service on the ground in Honduras.

- I began the year in Honduras by supporting a friend, Deacon Elizabeth "Lizzie" Robbins at her ordination as an Episcopal priest. She had recently graduated from Yale Divinity and was spending a year serving at Our Little Roses. For her ordination, I made her a stole using the fabric of the wall hanging at St. Mary's. This fabric has a special history. In 2018, members of St. Mary's traveled to Honduras and one of our jobs was to repaint Holy Family Chapel at Our Little Roses. We are often asked to paint there because we do such good work! That said, we jokingly have dubbed our team "St. Mary's painting crew, when you want it to look like you did it yourself!" Part of that project was sewing new linens for the chapel. Brita Bruemmer asked if she could take some fabric remnants home, from which she created the beautiful wall hanging in our sanctuary. I asked Brita if she had any scraps left over from that, and I made Lizzie's stole using those scraps, so now Lizzie, now in Houston, has a connection to us through the chapel in Honduras.
- Over the summer, St. Mary's supported three of our teachers in attending an online literacy conference so that they could help our younger students overcome reading deficits.
- In the fall, St. Mary's provided teacher and student supplies in town here to our co-ed bilingual school, (Holy Family Bilingual School) that provides quality education for 280 local students as well as our own girls. Things like fresh paper on bulletin boards, staplers with extra staples, and care packages for the teachers mean so much. Although HFBS has these in their budget, there was flooding that broke through our roof and ceilings this year, so we were short on funds.
- In November, St. Mary's supported Our Little Roses by staffing the Monterey Bay Half-marathon. Rising in the wee hours, donning our traditional array of crazy hats, about 16 of us handed out water to some eager runners in front of the Pacific Grove post office.

For more information about Our Little Roses, please write to me at: [yoyomatsumoto@yahoo.com](mailto:yoyomatsumoto@yahoo.com).

## Walking Together/COPA

Submitted by Jackie Frey

St. Mary's participated in several events over this past year. In May, about 20 parishioners attended the 20<sup>th</sup> anniversary convention of COPA held at the Golden State Theater in Monterey. Accomplishments in healthcare, affordable housing, and job opportunities were presented and several community leaders like the mayor of Monterey were asked to support COPA's proposals and recommendations.

St. Mary's is a founding member of COPA and has consistently participated in building new relationships with other member institutions throughout Monterey and Santa Cruz counties. We hosted a civic academy on housing in April and worked with various city councils as they needed to update their affordable housing plans for the state by the end of the year. We have a core team of 5 or 6 parishioners at St. Mary's that is larger than previous years but we welcome anyone who is interested in this social justice ministry to ask Jack Herbig, Kathy Herbig, or Jackie Frey, and we will have an individual relational meeting with you. Relationship building is at the center of COPA's mission.

## Administration

### Buildings and Grounds

Submitted by Donna Daunt

The Buildings and Grounds Committee has been involved in many projects this year, ones you can see immediately and ones you may need to look a little harder to see or even dig a bit to find!

One of the harder projects to find, yet no less important, was the replacement of the ancient water pipes from the water meter in the street to each of our buildings. St. Mary's now has its own brand-new main shutoff valve, right at the end of the walkway between Clay Hall and the Courtyard. Each building also has its own shutoff valve, so in case of a leak, it can be isolated without turning off the water to the entire campus.

New exit signs were installed over the main doorways in each of our buildings. These exit lights also have emergency lights attached to them; if the power goes out, lights come on so people can find their way around and to the exits. Look around and see how many of these new exit signs with "bug eyes" you can find.

New exterior lighting was installed around Clay Hall to make nighttime activities safer. These lights are controlled by photocells so they come on when it gets dark and go off when it gets light--no more worrying if the timers are set correctly.

All fire extinguishers were marked with bright red signs and electrical panels were labeled.

The broken concrete in front of Edwards Hall and the Priest's Sacristy was replaced. No more tripping hazard! The concrete was also sloped to move rainwater away from the church building and down the walkway keeping it away from foundations and out of the basement.

The stairs going up to the backdoor and stage of Edwards Hall were replaced, making this a safe way to get onto the stage or as an emergency exit.

The courtyard was beautified by Walter Schramm for his Eagle Scout Project. The weeds and stumps were removed, garden felt put down and covered with stones, drought-friendly plants were planted and solar lights installed. What a beautiful place for Coffee Hour! Thank Walter the next time you see him.

## Labyrinth Garden

Submitted by Fran Foote

On October 8th the Labyrinth Garden Fundraising Campaign began in conjunction with the church's annual Stewardship Drive. The fundraising team of three (Ann Pettit, Diana Northrop, and Fran Foote) presented to the parish an overview of the campaign which included a presentation by a volunteer from the Pacific Grove Natural History Museum on pollinators, an important element in designing the labyrinth garden (waterwise and pollinator-friendly). A banner was made and displayed on the front of Edwards Hall with the QR code and website for donations from the community. A "labyrinthometer" was created to display at coffee hours and events showing the campaign progress.

The initial seed money was an allocation from the vestry in 2021 in the amount of \$25,000 to improve the front yard. We also had private donations in the amount of \$11,000. So we started with \$36,000 cash in hand. Seven time-consuming grant requests were filed with various foundations, but understandably there are many needs out in the community and our church project was not awarded any grant funds from foundations. However, the diocese Missional Grant was awarded to St. Mary's Labyrinth Garden in the amount of \$30,000 which made a huge impact on the fundraising campaign.

The deadline for pledges was the end of the year and at that time we had over \$120,000 in donations and pledges. One could look at it as \$55,000 support from the church (vestry and diocese), with \$65,000 from private donations. Or, initial cash in hand of \$36,000 with contributions during the campaign of \$84,000. Either way, we have \$120,000 of the \$160,000 budgeted for the project. Additional donations will likely come in once construction begins and there are visible signs that the project is moving forward.

On December 17th, the fundraising team held a special coffee hour with a beautiful labyrinth cake to thank all those who had contributed or pledged to the project to date. Funds raised will include training for a labyrinth facilitator to help develop and promote events; anyone interested in this role should contact Kristine. We anticipate that there may be an opportunity for a parish workday in the fall to complete planting of the area. A plaque with all donor names will be displayed in the garden area.

Now that the major fundraising phase is complete, our project manager, Andrea Noble, will be putting the project out for bids. We expect construction to begin after Easter and as the timeline becomes clearer we will schedule a dedication and blessing. Your continued prayers and support are appreciated!

A special thank you to the vestry for their initial seed money of \$25,000 toward improving the front yard. This is an exciting chapter for St. Mary's and evidence the Holy Spirit is at work.



## Communications

Submitted by Penny Portillo

Through our communications, we aim to keep parishioners connected and informed, and to welcome newcomers to church and its many events and activities.

I continue to publish weekly emails featuring the news and activities of the church, and special announcement emails as needed. *If you are not receiving weekly emails and would like to, please click on "Join Our Email List" at <https://www.stmarysbythesea.org/contact/>*

I also manage the content on the church website and the website calendar. Support for some underlying technology is expiring soon, and the cost to have it rebuilt and supported by an outside website company is significant, so we have decided to move the website to a self-service platform, SquareSpace. I am migrating our content from the current website, and updating the content, design and photos as well. I will announce in the weekly email when the new website is active.

If you have any news or events to share, please email me at [officemanager@stmarysbythesea.org](mailto:officemanager@stmarysbythesea.org). Please also continue to forward photos from parish events so some can be featured in our communications. In addition to adding content to our website, we regularly post to Instagram, Facebook, and YouTube.

## Leslie Garden

Submitted by David Wittrock (on behalf of committee that also includes Peg Wittrock and Ann Pettit)

We had a relatively quiet year in Leslie Garden, with only William Eggleston joining his wife Patricia in the ground at Leslie Garden. The major change that will be happening is the departure of committee members David and Peg Wittrock just after Easter. There will need to be at least 2 volunteers to replace them. Typically, one of the members digs a hole for interment, or opens the cover of a niche using provided tools, then prepares the place for flowers and the ceremonial placement of ashes. Volunteers should contact Ann Pettit, Penny Portillo, or Pastor Johnson.

## Livestream Team

Submitted by David Wittrock

The team of Stephanie Pastor, Walter Schramm, and David Wittrock has been diligent in providing live stream presentations on YouTube of services at St. Mary's now for about 2 years, beginning around the end of the Covid pandemic. It is a way to keep people involved in their church even though they may not be able to attend in person. Online viewership has continued to grow, with 7 on a recent Sunday at one time, then a tripling viewership after the presentation and during the week.

The volunteers spend about 1.5 hours each Friday or Saturday, preparing slides to be used during the following Sunday, then about 1.25 hours on Sunday running the camera and sound system, cycling the slides prepared earlier, doing the kind of work done in a television studio, but all remotely. All volunteers need a background in working with Windows, but it is a wonderful combination of both art and technology. For the most part, camera positions are preset.

An addition at the time of this writing is Kit Franke, who did this kind of work in Los Angeles at station KCET. At least one more volunteer member would be a blessing. David and his wife are moving to Washington State after Easter and it would be wonderful to have someone take his place at the console for live stream. Volunteers are scheduled about once a month, about every 3 or 4 weeks, with occasional extras for memorial services. All training is provided.

# Financial Summary

## St. Mary's by-the-Sea Operating Budget for 2024

	2023 Budget	2023 est. Actual	2024 Budget
<b>Operating Income</b>			
Pledges & Plate	\$285,200	\$287,334	\$253,470
Unrestricted funds	\$92,000	\$62,828	\$79,762
Altar Flower Donations		\$2,935	\$3,500
Building Use Income	\$6,000	\$8,115	\$10,000
xfer Clergy Housing Fund*	0	0	\$4,000
xfer Building & Grounds Fund*	\$9,500		\$5,000
xfer Rodgers Fund*	\$11,500		\$15,000
<b>Total Income</b>	<b>\$404,200</b>	<b>\$361,212</b>	<b>\$370,732</b>

\* Transfers into operating only. Additional payments from these funds outside of operating budget are planned. See attached overview of funds and accounts.

### Expenses

Personnel	\$245,200	\$234,934	\$244,795
Diocesan Fair Share	\$45,000	\$37,500	\$47,000
Administrative	\$24,600	\$21,325	\$22,937
Technology	\$15,100	\$12,690	\$11,500
Building & Grounds	\$54,450	\$36,233	\$33,150
Christian Education	\$2,800	\$788	\$2,000
Outreach	\$11,500	0	0
Ministry Expenses	\$5,550	\$7,889	\$9,350
<b>Total Expenses</b>	<b>\$404,200</b>	<b>\$351,359</b>	<b>\$370,732</b>

### Detail for the Expense Categories

#### Personnel

Rector  
 Music Director  
 Parish Administrator  
 Accountant  
 Supply Clergy  
 Musicians  
 Payroll taxes  
 Workers Comp Ins.  
 Payroll Service Fees

#### Technology

Hardware  
 Telephone/Internet  
 Website  
 Copier Lease  
 Subscriptions/Licenses

#### Building & Grounds

Property Tax (fees)  
 Gas & Electric  
 Water & Sewer  
 Waste  
 Fire Safety & Monitoring  
 Janitorial Supplies  
 Repairs/Maintenance  
 Landscaping

#### Ministry Expenses

Music Supplies  
 Organ/Piano Maint.  
 Altar Guild Supplies  
 Altar Guild Flowers  
 Printed Materials  
 Hospitality

#### Administrative

Advertising  
 Bank Card Fees  
 Office Supplies  
 Postage  
 Comprehensive Ins.  
 Live Scan

### Overview of St Mary's Funds & Accounts

Account/Fund	Description	Type	Balance 12/31/2023
Unrestricted funds	Used to pay operating expenses identified in budget. Funded by "pledge/plate" and transfers from reserves or other parish funds designated by the Vestry	Checking & savings	\$79,762 est.
Designated funds	Receives funds designated by the vestry for specific purposes, such as the labyrinth project.	Savings	\$66,275 est.
Christian Social Concerns (CSC)	Operates food distribution and other support for community members in need. Funded by Rodgers Trust, direct contributions and in-kind donations and grants.	Checking	\$27,543
Celtic Music Ministry	Pays expenses for leadership of the adult and youth music sessions, concerts, and related expenses. Funded by donations and net proceeds of concerts.	Checking	\$9,515
"Buildings and Grounds Fund"	Established by the vestry in 1986, provides for maintenance and repair of the buildings and grounds, and provides funds for major capital expenses as needed. Per recent vestry resolution, principal value must be maintained at \$210,000 or greater, in order to provide steady source of funding for needed upkeep and repairs. For 2024, \$5,000 will be transferred to the unrestricted account to pay for ordinary minor repairs. In addition, up to \$25,000 has been approved for 2024 major repairs.	Vestry Designated Fund  Invested in the Capital Group/American Funds through Royal Alliance Brokerage & related money market account	\$236,063
"Edwards Buildings and Grounds Endowment"	Established in 2021 with a gift from the Dwight and Rosi Edwards Trust. To be used only for repair and preservation of the buildings and grounds Principal must be held in perpetuity. Income only, as approved by the vestry may be used. For 2024, the vestry has approved the distribution of \$10,000 from the endowment for major repairs.	Donor Restricted Endowment  Invested in the Capital Group/American Funds through Royal Alliance	\$334,256

Account/Fund	Description	Type	Balance 12/31/2023
Rodgers Trust	Established with a bequest from the estate of Helen Rodgers in 2001. Must be used for outreach. Provides funding outreach such as CSC, COPA, & I-HELP. For 2024, the vestry has approved direct payments of \$3,000 for COPA, \$2,000 for I-HELP, and up to \$5,000 for CSC. In addition, the Vestry approved expenditure of \$15,000 to cover indirect support of outreach ministries (25% of utilities and janitorial services & supplies).	Donor Restricted Fund (non-endowment)  Invested in the Capital Group/American Funds through Royal Alliance Brokerage	\$144,247.33
Clergy Housing Fund	Established to assist clergy in procuring housing, in recognition of the lack of affordable housing on the Monterey Peninsula deterring clergy from accepting a call to St. Mary's. For 2024, the vestry approved expenditure of \$4,000 from the fund to offset housing expense for our full-time rector.	Donor Restricted Fund (non-endowment)  Invested in the Capital Group/American Funds through Royal Alliance Brokerage	\$113,391
Leslie Garden Perpetual Care Fund	Established in accordance with the contracts with purchasers of niches or in ground sites in the Leslie Garden Columbarium, to provide resources to maintain upkeep in perpetuity.	Vestry Designated Fund.  Invested with the Episcopal Church Foundation through the Diocesan Investment Trust	\$14,797

## Capital Budget 2024 - 2026

1. The use of a capital budget covering long range plans for capital replacement, maintenance and new capital expenditures is recommended by the *National Episcopal Church in the Manual of Business Methods in Church Affairs*. The capital budget typically covers more than one year and is separate from the annual operating budget.
2. Ongoing minor repairs and maintenance expenses are included in and funded by the annual operating budget. A portion of the funds available from the buildings and grounds endowment is included in the annual operating budget to cover these expenses.
3. Any expenditure included in the capital budget is funded separately, and not from the operating funds of the parish. For example, major repairs such as painting the buildings may be paid by available funds from the Buildings and Grounds fund and/or the Edwards Endowment, if sufficient funds are available. Equipment replacement or new projects, such as the Labyrinth, would be paid for by additional funds raised through grants or a capital fund drive. Once approved, an item will not be undertaken until funds are available to pay for it.

### **2024 Capital Budget**

**Buildings and Grounds (in order of priority)** Available in 2024: Bldg. & Grounds Fund: up to \$25,000, Edwards Endowment: \$10,000

Item	Est. Expense	Funding
Major work completed/payable January 2024 (electrical work, Edwards Hall furnace repair & replace)	\$ 5,387	Bldg. & Grounds Fund/ Edwards Endowment
Diagnose/repair drains -front yard sink hole	\$ 4,500	Bldg. & Grounds Fund/ Edwards Endowment
Replace/Extend fire sprinklers	\$ 7,000	Bldg. & Grounds Fund/ Edwards Endowment
Replace/repair gutter on the church	\$ 3,000	Bldg. & Grounds Fund/ Edwards Endowment
Edwards Hall bathroom (finish ADA changes)	\$ 5,000	Bldg. & Grounds Fund/ Edwards Endowment
<b>TOTAL</b>	<b>\$24,887</b>	

### **New Project – Labyrinth**

Phase 1 \$120,000 Grant, Funds and pledges raised in 2023 = \$120,000

### **Equipment (Computers, AV etc.)**

No projects identified for 2024

**2025 Capital Budget**

**Buildings and Grounds**

Item	Est. Expense	Funding
Paint Clay Hall	\$ 60,000	Buildings and Grounds Fund/Edwards Endowment/Other
Labyrinth Phase 2	\$ 40,000	Fundraising, grants

**Equipment (Computers, AV etc.)**

No projects identified for 2025

**2026 Budget**

**Buildings and Grounds**

Item	Est. Expense	Funding
Chimney removal & support (permit necessary)	\$tbd	Buildings and Grounds Fund/Edwards Endowment/Other

**Equipment (Computers, AV etc.)**

No projects identified for 2026