



Church OF THE
Epiphany

Annual Parish Meeting Report

January 23, 2022

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Beginning our 60th Year
2022-2023

AGENDA

Opening Prayer

Comments by Rector

Appointment of Senior Warden

Election of Junior Warden and

Election of New Vestry Members/Delegates

2022 Mission Plan Approval

Awards/Recognitions

Other Business from the Floor

Closing Comments and Prayer

Staff

The Rev. C. Hunter Ruffin – Rector
Pastor Carmen Valenzuela – Community Life & Administration
The Rev. Lynn Adwell – Deacon
The Rev. Martha Seaman - Deacon
The Rev. Canon Stephen Schaitberger – Seasonal Assisting Priest
The Rev Dr Corey Meier – Assisting Clergy
Dana Bender – Choir Director
Dr. Miriam Hickman – Organist
Christian Rodriguez – Assistant for Communications

Vestry of 2021

Mary O’Grady – Senior Warden

Amy Douglas – Junior Warden

Terms Expire 2022

Natalie Chapin

Al Morello

Dave Bauer

Terms Expire 2023

Tamara Noel

Ann Tebo

Dylan Westbrook

Terms Expire 2024

Alex Davis

Diane Spillum

Pamela Waterman

Karen Ford – Clerk of the Vestry 2020

Ann Neal – Treasurer

Karin Crane - Recording Treasurer

Barb Behrens, Kathy Carney, Sharli Schaitberger, Heidi Thomas, Susan Laidlaw -
Recording Clerks

Annual Parish Meeting Minutes
January 31, 2021
Meeting held via Zoom

Father Hunter welcomed everyone who was joining the meeting from their homes. He indicated that 41 people or households had joined, and 10% of the congregation was needed for a quorum. He therefore declared a quorum and opened the meeting with prayer. He also gave Zoom instructions for the meeting.

Father Hunter then shared some of the accomplishments and changes of the turbulent past year, as well as hopes and plans for the future.

Elections

Father Hunter introduced Mary O'Grady as the new Senior Warden. He then asked B.J. Reed to give a report of the Nominating Committee.

B.J. explained that the Nominating Committee was composed of the three Vestry members whose terms will expire at this meeting: Susan Burger, Nancy Keith, and B.J. Reed.

Amy Douglass was nominated as Junior Warden. There were no nominations from the floor. Using the polling option on Zoom, Amy was elected.

There are currently two one-year openings on the Vestry. Dave Bauer and Al Morello were nominated for these two positions. There were no nominations from the floor, and both were elected.

There are three three-year openings on the Vestry. Alex Davis, Diane Spillum, and Pam Waterman were nominated. There were no nominations from the floor, and all three were elected.

There are five positions open for Delegates to Diocesan Convention. The following were nominated: Valri Bauer, Stanlie James, Linda Spencer-Walters, Cassandra Swick, and Carmen Valenzuela. There were no nominations from the floor, and all five were elected.

Treasurer's Report

Ann Neal briefly went over the 2021 Mission Plan, projecting gross income of \$535,000. Pledge income is down a little from 2020, and facility income is down since the French American School has left. We once again have a very lean budget, actually a negative one. We have obtained a new, more favorable mortgage. With the return of the bonds, Epiphany is holding \$70,000. The new mortgage will save us \$40,000 in 2021 and \$50,000 per year hereafter. A letter will be going to all parishioners about the closing of the bonds. Those who will be receiving money from this will be asked to make a donation to the Parish if they are able. Questions and discussion followed. Ann Tebo moved approval of the Mission Plan as proposed. B.J. Reed seconded the motion, which carried.

Fr. Hunter then asked everyone to turn to "Clergy Compensation" on the final page of the Treasurer's Report. He is our only paid Episcopal clergyman (Pastor Carmen is in a different category). The total for his compensation, pension, healthcare insurance, continuing education, and professional/travel expenses is \$112,671.08. He pointed out how fortunate we are to have two retired Episcopal priests assisting at no cost to us.

Awards/Recognition

Fr. Hunter thanked the three outgoing members of the Vestry: Susan Burger, Nancy Keith, and B.J. Reed, as well as outgoing Senior Warden Peter Crane and Junior Warden Steve Veitch. They were each given a lovely Waterford cross. The congregation gave them "jazz hands" on Zoom. He then thanked those

who gave special efforts helping us through the year of the pandemic: Dave Bauer, Al Morello, Jerry Adwell, Ann Neal, Jack Harthun, and Tamara Noel. Each was given a cross similar to the one in the courtyard, as well as “jazz hands” from the congregation.

Other Business

Fr. Hunter asked if there was any other business. Michelle Davis thanked Fr. Hunter for all of his leadership and hard work, getting us through this challenging year. Patrick Leach then added his thanks.

Closing Comments and Prayer

Fr. Hunter asked if there was a motion to adjourn. Patrick Leach moved, seconded by Dave Bauer that the meeting be adjourned, which passed.

Fr. Hunter asked Deacon Martha to give the dismissal.

The meeting adjourned at 1:40 p.m.

Respectfully submitted,
Karen Ford, Clerk of the Vestry

Reports for Year 2021

Senior Warden Report

2021 was another year of managing COVID and a year of transition regarding the use of our campus. As we begin 2022, we are still managing COVID, but we have the experience and the technology to adjust as needed to keep our parish safe and continue our worship and other activities, whether in-person or on-line. In 2021, we also began using the education building again for formation classes, and our campus was used by a variety of community groups, generating revenue for Epiphany and bringing a variety of people to our campus. This will continue in 2022.

Financial stability for Epiphany now and in the future remains a priority. There is work ahead. Last year, we were able to refinance our debt, which significantly reduced our monthly payments, but our debt remains an issue. Developing strategies to reduce and eliminate our debt should be a priority for the coming year. And while we consider debt-reduction strategies, we'll continue to make good use of all of Epiphany resources. As always, you'll be hearing more about financial issues over the course of the year.

I'm proud to serve Epiphany and look forward to working with everyone in 2022 to continue to support all that we do in our parish.

Mary O'Grady
Senior Warden

Junior Warden Report

The first project of the year was replacing the existing gutters on the historic Farmhouse in April. New wider six-inch gutters were installed all the way around the building and leaf guards were installed on the east, south and west sides where there is ample foliage debris.

In the interest of consistency and maintaining best practices, a new purchasing policy was adopted by the vestry in June: all proposed expenditures over \$1,000 must be approved by the vestry. All proposed expenditures over \$3,000 require that the Junior Warden or Property Manager obtain three comparable alternate bids for review by the vestry.

During July, the Education Building interior was repainted a neutral color that will allow the parish to use the building for a wide variety of purposes, including Christian formation and rentals. A thorough cleaning of the interior was performed in August. The tile and linoleum floors were waxed and the restrooms were deep-cleaned. A hard-working crew of vestry members and other volunteers moved in furniture and education supplies to ready rooms in the building for adult, youth and children's formation in September. The roof was cleared of debris and re-foamed in October. We are pursuing the replacement of the existing locks with programmable keypad locks to eliminate the need to give out keys that are costly to replace.

The 24-year-old ice machine was on its last legs with an expensive repair and was replaced with a chest freezer for storing bags of ice in December. In addition to being much cheaper to operate, the freezer will be a much more sanitary way to store ice for parish use.

Regarding the Parish Hall roof repairs, an air conditioning company has been contracted to do the removal and reinstallation of the HVAC equipment and ductwork on the Parish Hall roof. This is necessary in order to make way for the repairs and re-foaming of the roof. (The HVAC equipment will be placed on a platform when it is reinstalled so that it will not have to be removed the next time the roof is re-foamed.) This project will begin on January 24, 2022.

Several new rental agreements have been signed with AA and Al-Anon groups, as well as the Unity Church, bringing in much needed revenue to the parish. Several holiday related special AA and Al-Anon events have taken place during November and December in the Parish Hall. Concerts are starting to come back to the church as well.

I am happy to report that overall, for calendar year 2021 power use was down 7.6% vs. 2020 (16,920 kWh) and the cost of power was down 4.3% (\$1,088).

In-House projects saved the Church from incurring expenses by contractors. Volunteers performed a variety of tasks, such as:

- plugging unnecessary and leaking drip lines in the landscaping
- repairs of light fixtures, switches and timers
- repairs of restroom faucets
- painting interior and exterior surfaces.

All should be aware of the dedication shown by Dave Bauer, George Harris, John Slaughter and Jack Waterman in their ongoing commitment to "groom" the grounds, water plants & shrubbery and perform fountain maintenance every Saturday morning. Thanks to them, we have beautiful surroundings in which to gather each Sunday.

In my capacity as Junior Warden, I have enjoyed working with Father Hunter, the Senior Warden, fellow vestry members, Jerry Adwell, Steve Veitch and all the volunteers who so generously give of their time and skills. Thanks to all those who have helped with the upkeep and maintenance of the campus of Church of the Epiphany!

**Amy Douglass
Junior Warden**

PARISH COUNCIL REPORTS

INVITE COUNCIL 2021

The Invite Council's major objective throughout the year was to encourage (invite) parishioners at Epiphany to find their role in helping to fulfill the church's goals and operations.

All of the ministries, and their associated responsibilities within the Invite Council focus on all components required for worship services.

Our work included:

- Preparing for all worship services.
- Lay minister training (readers, acolytes, Eucharistic ministers, greeters/ushers)
- Audio/Visual and live streaming
- Greeting and welcoming all: parishioners and visitors.
- Making sure visitors/prospective new members feel noticed and welcomed.
- Participating in the **Belong, Engage, Believe: Ways of love and ministry at Epiphany** by being the first of the Parish Councils to host Invite's "Kick-off Sunday" (September 12). At this event, council members were available after both services to describe the ministries and recruit new participants within Invite (Lay worship: Eucharistic ministers, Acolytes, Readers; Greeters/Ushers; Choir; Altar Guild/Floral; Stewardship/Finance/Property Management; Communications/Social Media)

Ongoing efforts include:

- Creating strategies to build new leaders in the church, with a focus on the young adult sector.
- Encouraging families to serve together in roles – first on an exploratory basis, and once they know the tasks involved with each ministry, hopefully they will want to continue on a regular basis.
- Creating some printed materials that will explain ministries concisely, lessening the mystery around what the expectations are for involvement.
- Producing five two-minute professionally produced videos that would show people participating in each of our council's ministries: choir, altar guild, Eucharistic minister/reader/acolyte, ushers/greeters, and flower guild.

CONNECT COUNCIL 2021

This year initially appeared to open up more opportunities for social gathering at church. We were able to once again have a coffee time after services. But then the Delta and Omicron variants of COVID once again restricted our indoor activities. Connect Council hopes to be able to successfully schedule more fellowship opportunities in 2022.

Care Connect continued to telephone parishioners in rotation every two weeks; so, people were called about every 8 weeks. They have 7 volunteer callers and could use a couple more.

Young Adult Group met regularly outdoors for fellowship - bring your own chair, food, etc. They also hosted a holiday treats potluck reception after Lessons and Carols.

Community of Hope continued to make calls to people in need. In 2021 they were able to begin in-person visits and take communion to hospitalized or ill parishioners and those unable to attend in person.

Book Club met monthly on Zoom, with a wide variety of subject matter. They plan to continue on Zoom even after the pandemic is over.

Coffee Hour provided fellowship after each Sunday service for most of the year; however, it was temporarily discontinued again in December because of increasing COVID infections in the state.

Prayer Shawl Ministry has gathered volunteers and will begin meeting in 2022 beginning with a knitting class.

Talent Show could not be scheduled at all in 2021 and may be rescheduled in 2022 depending on COVID's effect on participation.

The **Men of Epiphany** usual yummy social events could not occur in 2021.

All the **ECW** activities were postponed. The 2021 United Thank Offering took place online and received over \$500.

Online Directory volunteers hosted 4 after-service sessions to assist people in joining the online Breeze directory and they also took photos for downloading to people's pages.

4 Vaccine Clinics co-sponsored by Connect and Serve were held at Epiphany with the help of volunteers from many different groups. Both COVID and flu vaccines were administered as well as COVID testing. We were one of the first sites in the area to be able to offer vaccines to children. (Look for upcoming clinics in 2022!)

SERVE COUNCIL 2021

The Serve Council began 2021 with just over \$9,000.00 in its account. Due to COVID-19, the Annual Spaghetti Dinner and Auction was not held which negatively affected the ability of Epiphany to provide financial assistance to local, national, or global organizations. Many generous donations helped ensure we were able to continue programs such as Matthew's Crossing, support to Thew Elementary, and Adopt-a-Family. The Serve account ended with less than \$1,000.00.

Financial Support provided to: Cruzando Fronteras, East Valley Wildlife, Habitat for Humanity Arizona Central Arizona, Matthew's Crossing, and Paz de Cristo.

Matthew's Crossing Food Bank

- Parishioners donated food and personal care items each week which were delivered to the food bank by one of the Serve Council members.
- Parishioners also donated 434 boxes/bags of cereal for the Lenten Cereal Drive.

Chapel Rock Campership

Provided a campership for one youth camper.

Thew Elementary School

- Provided breakfast for teachers and staff at the beginning of the 2021-2022 school year.
- Twenty-one parishioners wrote notes/cards each month of 2021 for all teachers and staff. Treats, such as candy bars or popcorn, were delivered along with the cards.
- In December a supply drive was held for items requested by teachers and staff. The supplies were delivered to the school on January 3 at the start of the second semester.

Adopt-a-Family

Through the generosity of many parishioners, Epiphany assisted 11 families whose children attend Thew Elementary by providing:

- \$50 gift cards to every child in pre-K through 5th grade;
- \$25 gift cards to every child in 6th through 12th grade;
- \$75 extra in gift cards to each family; and
- To the Thew Parent Liaison, extra gift cards to give out to families in need in the new year.

GROW COUNCIL 2021

Adult Formation

Church of the Epiphany began 2021 with its annual offering of The Good Book Club in partnership with Forward Movement. Through the Good Book Club, we explored the contours of the Gospel according to Mark.

In the Lenten season, the Courageous Ground Task Force offered a series inviting the parish to consider the ways that we are being invited to create beloved community. In particular, the series focused on how our parish could become a more welcoming place to a larger diversity of persons in our community. We explored this through the prism of faith and faithful discipleship leads into being antiracist.

Alongside the Courageous Ground Task Force offering, Father Hunter offered a class on prayer and prayer practices. Through multiple ways of praying, a small group shared their spiritual autobiographies and practiced different modalities of prayer throughout the Lenten season.

In the fall of 2021, we returned to offering in-person learning opportunities for adults when we moved back into the Education Building. Starting in the fall and continuing throughout the year, the adult formation series on Sunday mornings has been exploring the beliefs and practices of The Episcopal Church with a curriculum from Forward Movement.

Throughout the whole of the pandemic, we have continued to offer a Wednesday morning discipleship group. In 2021, we continued to do so on Zoom until the fall of 2021 when we were able to safely gather in-person. In the fall, we studied a unit on the minor prophets and learned about our own prophetic call as the Church. In Advent, Deacon Lynn began a unit on the vocabulary of faith using a book by Kathleen Norris.

Children's Formation

Over the arc of the last year, our children's formation program has been faithfully stewarded by Mary O'Grady and Nancy Keith. From online Zoom formation offerings to returning to in-person classes, Mary and Nancy have faithfully showed up for our children and created a safe space for our children to learn and grow in the image of God.

With the ability to move back into the Education Building, our children now have spaces specifically for them. They are able to go to their space and to learn together through the Episcopal Children's Curriculum. The curriculum offers learning in Biblical stories, theology, and the sacramental life of the church in age appropriate ways so our children are being formed in and through the traditions of The Episcopal Church.

Youth Formation

Youth Formation has also been meeting between Zoom and in-person options. From courtyard meetings on Sunday evenings in early 2021 to Sunday morning meetings in the youth room in the Education Building, Father Hunter has been joined by a community of mentors to support our youth in their own growth in faith.

Of course, the people who have supported this ministry the most have been our youth. They continue to show up to be in community with one another and to grow in faith together through conversations about a myriad of topics. From race to climate change to theology to Biblical studies, our youth have taken on the task of considering challenging topics through the lens of Christian faith.

2021 Treasurer's Report and the 2022 Mission Plan

follow on the next pages

THE CHURCH OF THE EPIPHANY-TEMPE
Balance Sheet
As of December 31, 2021

	<u>Dec31,21</u>
ASSETS	
Current Assets	
Checking/Savings	
100000 · NBA General Fund2455	426,746.73
100100 · ECW-Epiphany Church Women 4750	6,492.91
100200 · MOE - Men of Epiphany 4776	3,974.27
100301 · NBA-Serve Council 4768	1,398.35
100507 · NBA-Discretionary Fund 4404	<u>9,794.45</u>
Total Checking/Savings	448,406.71
Other Current Assets	
100300 · Charles Schwab Investments	12,065.09
100400 · Cambridge Investments	142,314.11
100500 · Mission Investment Fund	<u>19,214.41</u>
Total Other Current Assets	<u>173,593.61</u>
Total Current Assets	<u>622,000.32</u>
TOTAL ASSETS	<u><u>622,000.32</u></u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 · Accounts Payable	<u>-1,958.85</u>
Total Accounts Payable	-1,958.85
Other Current Liabilities	
200500 · Special 40% Due to Diocese	60,000.00
2110 · Direct Deposit Liabilities	-4,898.66
24000 · Payroll Liabilities	<u>4,569.62</u>
Total Other Current Liabilities	<u>59,670.96</u>
Total Current Liabilities	<u>57,712.11</u>
Total Liabilities	57,712.11
Equity	
299999 · Gen OPER Fund Unrestricted	84,724.60
320000 · Gen OPER Fund Unrestricted...	143,627.23

9:04 PM
01/11/22
Cash Basis

THE CHURCH OF THE EPIPHANY-TEMPE

Balance Sheet

As of December 31, 2021

	<u>Dec 31, 21</u>
800200 · Memorial Fund	18,637.25
800250 · Youth Minister Grant Fund	5,571.29
800252 · Youth Mission Trip Fund	804.18
800300 · Rector's Discretionary Fund	11,587.31
800400 · Serve Council Ministries	2,493.38
800600 · ECW	6,492.91
800700 · MOE	3,974.27
800900 · Designated Misc Accounts	9,165.23
810000 · Changes in Investments	43,493.03
810001 · TF SG - Parish Marketing	3,559.83
810002 · TF SG -New Ministry Celebration	500.00
820400 · Cap Projects & Major Main! Fund	77,962.44
820500 · Foundations Fund	17,991.50
820600 · Columbarium	43,982.92
820610 · Community Garden Fund	320.00
900100 · Burkhardt Permanent Endowment	77,911.72
900110 · Rev Dr Richard M Spielmann Mem	10,000.00
900150 · Charlene F Spillum Fund	475.00
900200 · The Be Davis Memorial Fund	3,110.00
900210 · Father Ron Poston Legacy	5,900.00
Net Income	<u>-7,995.88</u>
Total Equity	<u>564,288.21</u>
TOTAL LIABILITIES & EQUITY	<u><u>622,000.32</u></u>

THE CHURCH OF THE EPIPHANY-TEMPE
Income and Expenditure Actual VS Budget Full Year
January through December 2021

	Jan - Dec 21	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
400010 · Pledge, Plate, & Contributions			
400100 · Pledge Payments	423,306.90	415,371.00	7,935.90
400111 · Regular Givers	13,405.09	0.00	13,405.09
400200 · Plate Offerings	10,766.98	20,000.00	-9,233.02
400300 · Special Gifts - Undesignated	0.00	8,000.00	-8,000.00
400350 · Special Gifts - Designated	19,758.07	150.00	19,608.07
400400 · Holiday Offerings	8,380.00	2,000.00	6,380.00
400610 · Flowers	5,142.17	1,800.00	3,342.17
Total 400010 · Pledge, Plate, & Contributions	480,759.21	447,321.00	33,438.21
400020 · Other operating income			
400500 · Interest	20,763.43	2,175.00	18,588.43
400555 · Mission Share Rebate	5,972.65	7,000.00	-1,027.35
400600 · Special Events Income			
400604 · Holiday Boutique			
400605 · Holiday Boutique Income	1,145.00	3,000.00	-1,855.00
Total 400604 · Holiday Boutique	1,145.00	3,000.00	-1,855.00
Total 400600 · Special Events Income	1,145.00	3,000.00	-1,855.00
400620 · Fellowship Activities			
400622 · Coffee Hour	274.47		
Total 400620 · Fellowship Activities	274.47		
400900 · Fund Income for Gen Op Use	0.00	72,000.00	-72,000.00
Total 400020 · Other operating income	28,155.55	84,175.00	-56,019.45
400680 · Facility Use/ Rental Income			
400700 · Facility Use	14,450.00	4,000.00	10,450.00
Total 400680 · Facility Use/ Rental Income	14,450.00	4,000.00	10,450.00
Total Income	523,364.76	535,496.00	-12,131.24
Expense			
500000 · PARISH OPERATIONS - Personnel			
500100 · Rector's Salary	63,697.26	61,482.75	2,214.51
500102 · Rector's Housing	25,178.85	25,000.00	178.85
500155 · Pastor's Salary	27,575.61	27,785.11	-209.50
500156 · Pastor's Housing	11,030.05	11,000.00	30.05
500170 · Supply Clergy	1,091.80	1,000.00	91.80
500175 · Pension Contributions	19,907.51	20,914.89	-1,007.38

8:56PM

THE CHURCH OF THE EPIPHANY-TEMPE

01/11/22

Income and Expenditure Actual VS Budget Full Year

Cash Basis

January through December 2021

	Jan - Dec 21	Budget	\$ Over Budget
500180 · Medical & Life Ins.	21,239.00	26,640.00	-5,401.00
500250 · Communications Assistant	21,623.16	20,636.98	986.18
500300 · Music Staff	22,871.98	22,064.07	807.91
500700 · EMR FICA Tax Match	3,566.69	3,266.64	300.05
500750 · Worker's Comp Insurance	652.00	600.00	52.00
521000 · Clergy Continuing Education	1,923.36	2,500.00	-576.64
522300 · Clergy Professional expense	451.89	300.00	151.89
Total 500000 · PARISH OPERATIONS - Pers...	220,809.16	223,190.44	-2,381.28
510000 · PARISH OPERATIONS - General			
510100 · Printing	246.00	350.00	-104.00
510150 · Equipment Leasing	3,880.34	4,000.00	-119.66
510200 · Office Supplies	1,319.55	900.00	419.55
510300 · Postage	611.65	300.00	311.65
510500 · Telephone & Internet	8,706.50	11,000.00	-2,293.50
510600 · Financial Mgmt Exp	680.22	700.00	-19.78
510620-LegalExpenses	10.00	100.00	-90.00
510700 · Techno - Hardware and Software	272.40	750.00	-477.60
510900 · Utilities			
510901 · Water, Sewer, Trash	16,539.72	16,500.00	39.72
510902 · Gas	991.72	1,020.00	-28.28
510903 · Electric	24,206.89	27,000.00	-2,793.11
Total 51 0900 · Utilities	41,738.33	44,520.00	-2,781.67
522000 · Conf/Tng/LayLeadership	1,012.75		
522500 · Convention expenses	724.07	3,000.00	-2,275.93
525000 · Bank Service Charges	6,599.88	3,200.00	3,399.88
550300 · Building Debt Service	109,409.00	120,088.00	-10,679.00
Total 510000 · PARISH OPERATIONS - Gen...	175,210.69	188,908.00	-13,697.31
520000 · Parish Programs			
520600 · Holiday Boutique Expense	1,245.00	0.00	1,245.00
520610 · Flower Expense	4,217.31	0.00	4,217.31
Total 520000 · Parish Programs	5,462.31	0.00	5,462.31
530000 · Total Mission Share			
530100 · Mission Share	75,210.48	70,000.00	5,210.48
Total 530000 · Total Mission Share	75,210.48	70,000.00	5,210.48
5,50000 · Property and Maintenance			
550200 · Property Insurance	12,833.75	13,200.00	-366.25
Total 550000 · Property and Maintenance	12,833.75	13,200.00	-366.25

Income and Expenditure Actual VS Budget Full Year

January through December 2021

	Jan - Dec21	Budget	\$ Over Budget
550510 · PARISH OPERATIONS	189.84		
550520 · INVITE COUNCIL			
510220 · Communication Cards	0.00	100.00	-100.00
510222 · Newcomer Supplies	0.00	50.00	-50.00
510250 · Social Media/ Marketing	755.91	1,800.00	-1,044.09
520100 · Altar/ Worship Supplies	2,865.78	2,300.00	565.78
520500 · Music Expense	1,828.62	200.00	1,628.62
520701 · Stewardship	1,780.00	500.00	1,280.00
520721 · Special Events Expenses	338.91		
550100 · Building and Grounds Ministry			
500500 · Sexton	8,186.05	4,387.68	3,798.37
550101 · Maintenance - Building	10,560.59	14,367.32	-3,806.73
550102 · Maintenance - Grounds	12,268.49	21,540.00	-9,271.51
Total 550100 · Building and Grounds Ministry	31,015.13	40,295.00	-9,279.87
Total 550520 · INVITE COUNCIL	38,584.35	45,245.00	-6,660.65
550530 · CONNECT COUNCIL			
520620 · Fellowship Activities Exp			
520621 · Fellowship Food / Edibles	51.99		
520622 · Fellowship Paper Products	52.47	100.00	-47.53
520624 · Fellowship Family Activities	81.42	100.00	-18.58
Total 520620 · Fellowship Activities Exp	185.88	200.00	-14.12
522700 · Member Tracking			
522701 · Church Management System	550.00	600.00	-50.00
Total 522700 · Member Tracking	550.00	600.00	-50.00
Total 550530 · CONNECT COUNCIL	735.88	800.00	-64.12
550540 · DISCIPLE COUNCIL			
551100 · Adult Formation			
551112 · Seasonal Formation	180.90	75.00	105.90
551113 · Lay Leadership Retreat	0.00	100.00	-100.00
Total 551100 · Adult Formation	180.90	175.00	5.90
551101 · Youth Formation			
551141 · Youth Supplies	368.52	250.00	118.52
Total 551101 · Youth Formation	368.52	250.00	118.52
551102 · Children's Formation			
551161 · Children's Supplies	74.76	250.00	-175.24

8:56PM
01/11/22
Cash Basis

THE CHURCH OF THE EPIPHANY-TEMPE
Income and Expenditure Actual VS Budget Full Year
January through December 2021

	<u>Jan - Dec 21</u>	<u>Budget</u>	<u>\$ Over Budget</u>
Total 551102 · Children's Formation	74.76	250.00	-175.24
551103 · Nursery			
551182 · Nursery Staff	<u>200.00</u>		
Total 551103 · Nursery	<u>200.00</u>		
Total 550540 · DISCIPLE COUNCIL	824.18	675.00	149.18
550550 · SERVE COUNCIL			
556650 · Servant Evangelism			
556651 · VIP Membership	<u>1,500.00</u>	<u>1,500.00</u>	<u>0.00</u>
Total 556650 · Servant Evangelism	1,500.00	1,500.00	0.00
559900 · Emergency Outreach			
559901 · Emergency Relief	<u>0.00</u>	<u>250.00</u>	<u>-250.00</u>
Total 559900 · Emergency Outreach	<u>0.00</u>	<u>250.00</u>	<u>-250.00</u>
Total 550550 · SERVE COUNCIL	1,500.00	1,750.00	-250.00
550560 · STRATEGIC INITIATIVES			
552200 · Parish Visioning			
552202 · Parish Council	<u>0.00</u>	<u>75.00</u>	<u>-75.00</u>
Total 552200 · Parish Visioning	<u>0.00</u>	<u>75.00</u>	<u>-75.00</u>
Total 550560 · STRATEGIC INITIATIVES	<u>0.00</u>	<u>75.00</u>	<u>-75.00</u>
Total Expense	<u>531,360.64</u>	<u>543,843.44</u>	<u>-12,482.80</u>
Net Ordinary Income	<u>-7,995.88</u>	<u>-8,347.44</u>	<u>351.56</u>
Net Income	<u>-7,995.88</u>	<u>-8,347.44</u>	<u>351.56</u>

Episcopal Diocese of Arizona Clergy Compensation Report

Church Name: Church of the Epiphany-Tempe

City: Tempe

For Year: 2022

Rector Name: The Rev. Hunter Ruffin

% of Fulltime: 100

Total Assessable Compensation \$ 87049

Pension Assessment(18%) \$ 15,668.82

HealthCare Insurance \$ 9732

Continuing Education \$ 2500

Professional & Travel Amount \$ 800

Total Overall Compensation \$ 115,249.82

Church of the Epiphany Mission Plan 2022

FISCAL YEAR END 12/31 (IN THOUSANDS)	2021 Mission Plan	2021 Actuals	2022 Mission Plan
Pledge, Plate, and Contribution Revenue	\$ 447,321.00	\$ 480,759.21	\$ 413,062.00
Other Income	\$ 12,175.00	\$ 28,155.55	\$ 12,100.00
Facility Use/Rental Income	\$ 4,000.00	\$ 14,450.00	\$ 32,323.38
Fund Income (Outreach, MOE, ECW, Burkhardt Fund, etc)	\$ 72,000.00	\$ -	\$ 16,500.00
LESS: Savings	\$ -	\$ -	\$ -
GROSS INCOME	\$ 535,496.00	\$ 523,364.76	\$ 473,985.38

2022 Pledge Analysis

Year	2021	2022	% Change
Pledging Households	135	106	-21.48%
Total Pledges	\$ 423,941.00	\$ 380,862.00	-10.16%
Average Pledge	\$ 3164.00	\$ 3593.00	13.56%
New Pledges		5	
Lost Pledging Units (Death, moved, inactive, etc.)		23	

PARISH OPERATIONS	2021 Mission Plan	2021 Actuals	2022 Mission Plan
Personnel Expenses			
Rector Compensation (Salary, Housing)	\$ 86,482.75	\$ 88,876.11	\$ 90,531.00
Rector Pension and Benefits	\$ 24,446.90	\$ -	\$ 26,028.00
Supply Clergy	\$ 1,000.00	\$ 1,091.80	\$ 1,000.00
Clergy Professional Expenses (Mileage Reimbursement, Meals, etc)	\$ 300.00	\$ 451.89	\$ 300.00
Clergy Continuing Education	\$ 2,500.00	\$ 1,923.36	\$ 2,540.00
Staff Salary and Wages	\$ 81,486.16	\$ 83,100.80	\$ 84,226.00
Staff Benefits and Payroll Taxes	\$ 26,374.62	\$ 44,713.20	\$ 26,358.00
Lay Staff Continuing Education	\$ -	\$ -	\$ -
Workers Compensation	\$ 600.00	\$ 652.00	\$ 650.00
TOTAL: PERSONNEL	\$ 223,190.42	\$ 220,809.16	\$ 231,633.00

PARISH OPERATIONS	2021 Mission Plan	2021 Actuals	2022 Mission Plan
Operations Expenses			
Printing	\$ 350.00	\$ 246.00	\$ 300.00
Office Equipment Leases	\$ 4,000.00	\$ 3,880.34	\$ 4,000.00
Office Supplies, Postage	\$ 300.00	\$ 1,931.20	\$ 1,300.00
Telecommunications (Phone, Internet, etc)	\$ 11,000.00	\$ 8,706.50	\$ 10,000.00
Professional Fees (Financial Mgt, Legal, etc)	\$ 800.00	\$ 690.22	\$ 450.00
Technology Hardware and Software	\$ 750.00	\$ 272.40	\$ 1,000.00
Lay Leadership Development			
Convention Expenses (Registration, Hotel)	\$ 3,000.00	\$ 724.07	\$ 3,000.00
Bank Service Charges	\$ 3,200.00	\$ 6,599.88	\$ 6,000.00
Debt Service (Building)	\$ 120,088.00	\$ 109,409.00	\$ 114,996.00
Mission Share	\$ 70,000.00	\$ 75,210.48	\$ 70,000.00
Special Events Expenses		\$ 1,245.00	\$ 1,500.00
Conf/Trang/LayLeadership	\$ -	\$ 1,012.75	\$ -
Utilities and Property Insurance			
Water, Sewer, Trash	\$ 16,500.00	\$ 16,539.72	\$ 16,800.00
Electric	\$ 27,000.00	\$ 24,206.89	\$ 28,800.00
Gas	\$ 1,020.00	\$ 991.72	\$ 1,020.00
Property Insurance	\$ 13,200.00	\$ 12,833.75	\$ 13,500.00
Parish Operations		\$ 189.84	
TOTAL: PARISH OPERATIONS	\$ 271,208.00	\$ 264,689.76	\$ 272,666.00

INVITE COUNCIL	2021 Mission Plan	2021 Actuals	2022 Mission Plan
Newcomer Ministry			
Communication Cards	\$ 100.00	\$ -	\$ 250.00
Welcome Dinners (2/year)	\$ -	\$ -	\$ -
Newcomer Supplies	\$ 50.00	\$ -	\$ 50.00
Subtotal: Newcomer Ministry	\$ 150.00	\$ -	\$ 300.00
Marketing/Communications			
Social Media Ads/Website	\$ 500.00	\$ -	\$ 100.00
Mobile App	\$ 1,000.00	\$ -	\$ -
Website/Streaming	\$ 300.00	\$ 755.91	\$ 1,350.00
Subtotal: Marketing/Communications	\$ 1,800.00	\$ 755.91	\$ 1,450.00
Worship			
Worship Supplies (Altar Guild, Flowers, Etc)	\$ 2,000.00	\$ 7,083.09	\$ 3,000.00
Music Expenses	\$ 200.00	\$ 1,828.62	\$ 1,500.00
Worship Materials	\$ 150.00	\$ -	\$ 150.00
Special Bulletin Printing (Xmas, Easter, Epiphany, Pentecost, etc)	\$ 150.00	\$ -	\$ -
Subtotal: Worship	\$ 2,500.00	\$ 8,911.71	\$ 4,650.00
Stewardship			
Parish Stewardship Program	\$ 500.00	\$ 1,780.00	\$ 1,200.00
Building and Grounds Ministry	\$ 40,295.00	\$ 31,015.13	\$ 40,000.00
Fundraising Events	\$ -	\$ 338.91	\$ 1,500.00
Subtotal: Stewardship	\$ 40,795.00	\$ 33,134.04	\$ 42,700.00
TOTAL: INVITE COUNCIL EXPENSES	\$ 45,245.00	\$ 42,801.66	\$ 49,100.00

CONNECT COUNCIL EXPENSES	2021 Mission Plan	2021 Actuals	2022 Mission Plan
Pastoral Care			
Community of Hope	\$ -	\$ -	\$ -
Subtotal: Pastoral Care	\$ -	\$ -	\$ -
Fellowship			
Fellowship Supplies	\$ 100.00	\$ 52.47	\$ 200.00
Fellowship Consumables (Donuts, Coffee, Tea, Condiments)	\$ -	\$ 51.99	\$ 250.00
Family Events (Advent wreath building, Easter egg hunt, Christmas Eve)	\$ 100.00	\$ 81.42	\$ -
Neighborhood Gatherings (2x/year)	\$ -	\$ -	\$ -
Parish Picnic	\$ -	\$ -	\$ 100.00
Subtotal: Fellowship	\$ 200.00	\$ 185.88	\$ 550.00
Member Tracking			
Church Management System	\$ 600.00	\$ 550.00	\$ 600.00
Subtotal: Member Tracking	\$ 600.00	\$ 550.00	\$ 600.00
Small Group Ministry			
Men of Epiphany	\$ -	\$ -	\$ -
Women's Ministry (ECW)	\$ -	\$ -	\$ -
20s, 30s, 40s Group	\$ -	\$ -	\$ -
Subtotal: Small Group	\$ -	\$ -	\$ -
TOTAL: CONNECT COUNCIL EXPENSES	\$ 800.00	\$ 735.88	\$ 1,150.00

DISCIPLE COUNCIL EXPENSES	2021 Mission Plan	2021 Actuals	2022 Mission Plan
Adult Formation			
Sunday Adult Formation	\$ -	\$ 45.90	\$ -
Seasonal Formation (Advent, Lent, Newcomer's Class, etc)	\$ 75.00	\$ 135.00	\$ 75.00
Courageous Ground Matierals			\$ 100.00
Lay Leadership Retreat	\$ 100.00	\$ -	\$ -
Subtotal: Adult Formation	\$ 175.00	\$ 180.90	\$ 175.00
Youth Formation			
Youth Supplies	\$ 250.00	\$ 368.52	\$ 250.00
Mission Trip	\$ -	\$ -	\$ -
Subtotal: Youth Formation	\$ 250.00	\$ 368.52	\$ 250.00
Children's Formation			
Children Supplies	\$ 250.00	\$ 74.76	\$ 250.00
Subtotal: Children's Formation	\$ 250.00	\$ 74.76	\$ 250.00
Nursery			
Nursery Supplies	\$ -	\$ -	\$ 100.00
Nursery Staff	\$ -	\$ 200.00	\$ -
Subtotal: Nursery	\$ -	\$ 200.00	\$ 100.00
TOTAL: DISCIPLE COUNCIL EXPENSES	\$ 675.00	\$ 824.18	\$ 775.00

SERVE COUNCIL EXPENSES (Up to 10% of Pledges & Contributions)	2021 Mission Plan	2021 Actuals	2022 Mission Plan
Local Outreach			
Local Outreach Programs	\$ -	\$ -	\$ 250.00
Subtotal: Local Outreach	\$ -	\$ -	\$ 250.00
International/National Outreach			
International/National Outreach	\$ -	\$ -	\$ -
Subtotal: International/National Outreach	\$ -	\$ -	\$ -
Servant Evangelism			
VIP Membership	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
Thew Elementary Partnership	\$ -	\$ -	\$ -
Community Ministry	\$ -	\$ -	\$ -
Subtotal: Servant Evangelism	\$ 1,500.00	\$ 1,500.00	\$ 1,500.00
Emergency Outreach			
Emergency Relief	\$ 250.00	\$ -	\$ -
Subtotal: Emergency Outreach	\$ 250.00	\$ -	\$ -
TOTAL: SERVE COUNCIL EXPENSES	\$ 1,750.00	\$ 1,500.00	\$ 1,750.00

STRATEGIC INITIATIVES	2021 Mission Plan	2021 Actuals	2022 Mission Plan
Parish Visioning			
Consulting Fees	\$ -	\$ -	\$ -
Parish Council	\$ 75.00	\$ -	\$ -
TOTAL: Strategic Initiatives	\$ 75.00	\$ -	\$ -
TOTAL: STRATEGIC INITIATIVES	\$ 75.00	\$ -	\$ -

Expense Subtotals	2021 Mission Plan	2021 Actuals	2022 Mission Plan
Personnel	\$ 223,190.42	\$ 220,809.16	\$ 231,633.00
Parish Operations	\$ 271,208.00	\$ 264,689.76	\$ 272,666.00
Invite Council	\$ 45,245.00	\$ 42,801.66	\$ 49,100.00
Connect Council	\$ 800.00	\$ 735.88	\$ 1,150.00
Disciple Council	\$ 675.00	\$ 824.18	\$ 775.00
Serve Council	\$ 1,750.00	\$ 1,500.00	\$ 1,750.00
Strategic Initiatives	\$ 75.00	\$ -	\$ -
TOTAL: Operations and Ministry Expenses	\$ 542,943.42	\$ 531,360.64	\$ 557,074.00
NET INCOME (LOSS)	\$ (7,447.00)	\$ (7,996.00)	\$ (83,089.00)