



ST. LUKE'S
EPISCOPAL
CHURCH
WOODLAND, CA

**Annual Report
For The Year Ended
December 31, 2018**

***With Christ and In Christ, We Welcome, Celebrate,
Collaborate, and Grow.***

**515 2nd Street
Woodland, California**

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Vision Statement

St. Luke's strives to provide a welcoming sanctuary for all people, take faithful risks, foster community and proclaim God's love through our words, deeds and relationships.

Statement of Affirmation

At St Luke's Episcopal Church, we affirm God's love for all of God's people. Whoever you are, wherever you are on your spiritual journey, and whatever your age, ethnicity, sexual orientation, gender identity, religious background or social or economic circumstance or political affiliations, you are welcome here. We share a love of God and each other, a sense of meaning and belonging, a yearning to learn and grow in faith, and a desire to serve others. We are a vibrant, thriving community with opportunities for people of all ages for spiritual growth, fellowship, and making a transformative difference in our community. As an Episcopal Church, we are a worshipping community that is both rich with ancient tradition and relevant to life in the 21st century. We are glad you are here!

Core Values

- Provide a welcoming sanctuary for all
- Prioritize being and staying in relationship with each other
- Nurture the next generation
- Weave our relationship with God into the fabric of our daily lives
- Engage the world around us
- Speak truth in love
- Honor our legacy and traditions
- Take faithful risks (courage to evolve)

Vestry Goals For 2018-19

Roots:

- Take seriously our role as spiritual leaders in the community
- Book Study: Things Hidden
- Pray for community and church daily
- Members to consider committing to daily spiritual practice and/ or spiritual direction.

Trunk:

- Assure the success of Capital Campaign, implementation, and celebration
- Development of vision and plans for Great Hall/Preschool complex and programs

Branches:

- Develop Invite, Welcome, Connect Ethos
- Vestry Study through July to develop proficiency
- Introduce to the congregation in Fall 2019
- Outreach Focus
 - Homelessness (Shelter, Woodland Opportunity Village, What more?)
 - Successful Mardi Gras fundraiser (Postponed)
- Care of Creation youth ministry

Five Marks of Mission

In considering our future and mission, the vestry has committed to align our ministries and activities with God's mission for the world: the overflowing of God's love to reconcile the world and the restoration of Shalom - a world of feasting, abundance, justice, dignity, celebration, prosperity, harmony, unity and respect for all. Towards this end, we will evaluate our initiatives against the ***Five Marks of Mission*** established by the Anglican Consultative Council.

1. Proclaim the Good News
2. Teach, Baptize, Nurture
3. Respond to need by loving service
4. Seek to transform unjust structures of society
5. Strive to safeguard the integrity of creation and sustain and renew the life of the earth

Minutes From 2017 Annual Meeting

Minutes from St. Luke's Annual Meeting
February 25, 2018

Members attending: Bill Richter, Kathy Richter, Jere Hohenwarter, Vicki Rich, Tom Eaton, Vicki Hartwig, Tom Vetter, Loran Vetter, Nonie Lathrop, Janeen Castillo, Jill Kronenberger, James Taylor, Ann Taylor, Carol Oliver, Norman Vig, Shawn DeArmond, Shannon DeArmond, Katie Hoff, Dorothy Floro, Stan Morehead, Scott Poquette, Robert Jackson, Steve Mauritz, Dixie Clark, LeAnn Herigstag, Jen Goss, Greg Schmid, Barb Shreve, Kim Patrick, Sally Rooney, Barbara Zane, Ramona Rich, Earle Lowart, Kevin Hawkins, Bruce Watts, Lori Lagerstrom, Eric Railsback, Charles Mack, Nancy Mack, Susan Ahlquist, Aedric Kofoid, Laura Kofoid, Z Kovarova

Rector Terri Howart called the meeting to order and asked for the minutes of last year's Annual meeting to be approved. Sally Rooney moved, Scott Poquette seconded, and the congregation approved the minutes.

Senior Warden Greg Schmid talked about the accomplishments of the past year. Accomplishments include tremendous strides that the preschool has made, plans for utilizing our facilities, cherishing our core values and respecting differences, moving out into the community, and making our facilities welcoming.

Junior Warden Shannon DeArmond talked about our Holy Conversations and how we met three times as a congregation to envision our mission in our spiritual lives and in the community. She said that we at St. Luke's want to be a welcoming church and that a welcoming table will be established in the Guild Hall to welcome guests and share information with them and each other about upcoming events, services, activities, and ministries.

The congregation voted for three vestry members and four delegates to the convention. The three vestry candidates were Tom Eaton, Karen Swan, and Bruce Watts. Delegate candidates were Dorothy Floro, Nonie Lathrop, Nancy Mack, and Barbara Shreve. The slate of candidates was approved 41 in favor, with 2 abstaining.

Rector Terri Hobart talked about the vision for the church from the Holy Conversations. She said that the endowments continue to grow. She said that we need other income sources rather than pledges because some of the largest pledgers have died. Lower pledges are predicted and there will be more draw on endowments. She said we need to hire someone to help with our PG&E problem as well as looking into solar in the future. Our goals for 2018 are to complete the Rectory to get it ready to rent, complete a business plan so we can apply for grants, and begin a welcoming table in the Guild Hall.

Jen Goss moved for dismissal and Laura Kofoid seconded. The move was approved.

Respectfully submitted,

Vicki Hartwig, Clerk of the Vestry



From the Rector

Dear Sisters and Brothers in Christ,

Truly God is in this place, Christ is in our hearts and the wind of the Holy Spirit is in our sails. Over the past year we have deepened our relationship with God, each other and the wider community. Our youth participated in monthly gatherings, the Pathways Pilgrimage and BREAD Camp. We have welcomed two new and exciting ministries: Resource Navigators and Temenos. Attendance at our book studies continues to grow as our conversations deepen leading us further into the mystery that is God. Together we discerned the feasibility of a capital campaign that will support and further our vision for the church. We continue to partner with other area churches, Fourth and Hope, The City of Woodland and Yolo County to provide shelter, support and relief to the homeless in our area.

I am grateful for the amazing commitment and leadership of our Wardens and Vestry. I am especially grateful for the support and guidance of Greg Schmid who completed his Vestry term this past August, Greg served St. Luke's with a steady hand and a prayerful heart as our Senior Warden through the Search Process, Transition Period and the first three years of our ministry together. His wisdom and insights helped to build the foundation from which our current vitality and growth is unfolding. Please join me in thanking him for his service.

It is with sadness and gratitude that we will say good-bye to Ryan Johnson as our youth minister at the end of March. Ryan has served our youth faithfully. At this time she has discerned that she needs to step back from this ministry in order to focus on her health and family. Please join me in thanking Ryan for her service and keep her in your prayers as she moves into the next phase of her journey. We will celebrate her ministry on the last Sunday of March after the 10:00 service. In the meantime, Ryan has initiated conversations with St. Martin's Episcopal Church in Davis regarding the possibility of a joint youth group. While we continue to explore that possibility Kevin Hawkins and I will assume responsibility for youth ministry.

As we enter into 2019, I look forward to both a successful capital campaign, *Continuing the Legacy, Embracing the Future*, and church and organ renovation of projects. While the vestry will continue to provide oversight to those projects, we have already begun looking towards what is next. Our focus will be on developing the capacity to build bridges to our neighbors and community. We are immersing ourselves in the development of skills that will help us Invite, Welcome and Connect with others. We look forward to sharing these skills and ideas with the congregation during our congregational meetings in the fall of 2019. My dream is that St. Luke's will be able to develop ministries and relationships that impact the lives of at least ten percent of the population in Woodland in the next five years.

Finally, I would like to share my deep gratitude for the congregation of St. Luke's and your ministries. It is a privilege to be part of your lives, to journey with you and to watch your ministries unfold. I consider it a great blessing to be part of this vital and growing parish. I am excited to see where the Holy Spirit will lead us in the next three years.

Peace,
Terri

From the Senior Warden

Looking back over the past year, I'm so grateful to the entire congregation for all we've accomplished together, and we've got a lot of exciting things on the horizon.

Staffing:

Congratulations to Alex Leach on his ordination to the diaconate! Not only has it been wonderful to have Alex as part of our congregation, but now we get the added benefit of having a deacon on board for the next six months. We've also hired a new administrator. Stacy Garcia is a former St. Luke's Preschool parent with excellent skills who will meet the evolving needs of the administrator role for both the church and preschool. Welcome Stacy!

Facilities:

In the past year, all the windows in the preschool and almost all the windows in the Great Hall have been replaced with efficient double-paned glass. If you haven't had a chance to see Terri's new office, you should find an opportunity to peak your head in, and the Rectory refurbishment is complete and we're ready to rent. A huge thank you everyone who helped get us there, especially Kevin Maloney, Kevin Hawkins, Bill Brown, Cathy Klein, Noni Lathrop, Karen Poquette, and Jen Goss.

Other Projects:

The Winter Shelter hosted in our Great Hall is just about ready to wrap up another successful ministry for the year. The preschool is fully enrolled and flourishing under the leadership of Melanie Huitt and her wonderful staff. The community garden project is well under way, and I would like to say a special thanks to Bruce and Stacy Watts for hosting the garden along with our monthly Tenemos gatherings. Our town hall meetings last fall were very well attended, and moving forward with all the information that congregation provided, we're ready to kick off the Capital Campaign and the restoration of our beautiful organ.

If you haven't hit our website recently, please check out the growing list of online resources, everything from coffee hour sign-ups and tithing, to newsletters and sermon archives are available at <http://www.stlukeswoodland.org>.

From all the vestry, I offer you our thanks for the opportunity to serve to you. I can't wait to see what we all accomplish together as a congregation in the coming year.

-Shannon DeArmond, Senior Warden

From the Preschool

St. Luke's Preschool continues to thrive and serve the community. We remain fully enrolled and profitable. In 2018 we introduced Trivia Nights as a fundraiser to help fund capital projects in the preschool. We invite all members of the parish to attend these fun events. As we look toward 2019 we hope to continue to renovate our facilities and play yards and explore ways to expand our program to offer afternoon and summer programs for children T-K through 6th grade.

Melanie Huitt, Preschool Director

From the Junior Warden

Photographic Highlights of the 2018 ~ Tom Eaton



Endowment Balances

The General Endowment Fund – Interest from this fund is available for general operating expenses or new initiatives as designated by the vestry. Per a Resolution of the Vestry in January 1992 the principle (corpus) value of the Endowment Fund is set at \$309,326. In addition to our annual draw to support operations, the vestry decided in 2018 to withdraw an additional \$25,000 to make energy efficient upgrades in our building in order to reduce our on-going utility costs.

The Elizabeth Milsap Youth Fund – This fund has a principle (corpus) value of \$200,000. The interest on these funds is available for expenses and ministry initiatives related to youth, children and families. Currently the draw on this fund covers our portion of the shared cost of a youth minister, Sunday children's worship, scholarships for youth camp and pilgrimage participation and other initiatives that strengthen and develop ministry to families, youth and children. The current plan is to withdraw no more than 4% of the current value of the fund each year.

	12/31/2017	12/31/2018
General Endowment	\$449,848	\$386,091
Milsap Fund (Youth and Children)	\$314,989	\$283,753

Annual Sustainable Withdrawal Target: 3.5% – 4%

2018 Financial Statements

St. Luke's Episcopal Church Woodland

STATEMENT OF FINANCIAL POSITION

As of December 31, 2018

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
BofA Checking - 2064	14,422.88
BofA Savings 0797	35,446.03
Savings-BofA ECW 0516	36,882.90
U.S Bank 5651 - Church Building	10,000.00
U.S Bank Savings	10,092.42
Total Bank Accounts	\$106,844.23
Accounts Receivable	\$0.00
Other Current Assets	\$3,118.53
Total Current Assets	\$109,962.76
Fixed Assets	\$1,928,944.21
TOTAL ASSETS	\$2,038,906.97
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	\$0.00
Other Current Liabilities	\$10,585.63
Total Current Liabilities	\$10,585.63
Total Liabilities	\$10,585.63
Equity	
Designated Funds Savings	
Arts & Crafts	855.00
Bldg Fund	3,300.73
Congregational Vitality Grant	0.00
Flowers	1,367.13
Issidorides Church Fund	10,000.00
Memorials	5,541.34
Outreach	4,217.84
Outreach Donations/Fundraising	2,970.15
Prepaid Pledges	94.00
Rectors Discretionary	7,148.13
Restitution Payments	2,200.00
Sabbaticals	6,000.00
St Patricks	0.00
Womens Retreat	439.00
Youth Ministry	3,755.35
Total Designated Funds Savings	47,888.67
Opening Bal Equity	1,877,371.20
Retained Earnings	34,526.36
Transfer In	10,000.00
Transfer Out	-13,100.00

Accrual Basis Thursday, February 14, 2019 01:01 PM GMT-8

1/2

	TOTAL
Net Revenue	71,635.11
Total Equity	\$2,028,321.34
TOTAL LIABILITIES AND EQUITY	\$2,038,906.97

St. Luke's Episcopal Church Woodland

STATEMENT OF ACTIVITY

January - December 2018

	TOTAL
Revenue	
Operating Income	
Draw on Endowment	45,000.00
Facility Rental Income	13,271.00
Interest Income	7.20
Other Income	-99.78
Plate Offerings & Donations	15,381.97
Pledge Income	132,023.06
Rental Income Triplex	31,542.00
Script	267.70
Total Operating Income	237,393.15
Transferred From Designated Congregational Vitality Funds	1,186.42
Transferred From Designated Flower Fund	970.00
Transferred From Designated Memorial Fund	600.00
Transferred from Designated Outreach Fund	5,488.23
Transferred From Milsap Fund	11,368.70
Total Revenue	\$257,006.50
GROSS PROFIT	\$257,006.50
Expenditures	
Administrative Expenses	23,166.66
Building and Grounds	37,493.33
Children, Youth and Family Ministry	6,689.52
Christian Formation	602.81
Congregational Vitality	3,186.66
Diocesan and Apportionments	20,822.00
Facility Rental Expenses	3,885.00
Outreach	5,488.23
Personnel Expenses	
Employer Payroll Taxes	2,252.10
Music Director Salary	17,500.08
Nursery Care	4,365.75
Rector	
Health Insurance and Benefits	12,587.04
Pension	14,076.00
Sabbatical	1,500.00
Salary	78,332.92
Total Rector	106,495.96
Secretary	5,408.00
Sexton	2,460.05
Supply Priest	1,900.00
Workers Comp	358.75
Total Personnel Expenses	140,740.69
Preschool Expense Reimbursement	-36,269.14

	TOTAL
Rental Property	9,837.81
Worship	
Flowers	870.73
Music	354.02
Organ Tuning	836.97
Worship Supplies	1,413.56
Total Worship	3,475.28
Total Expenditures	\$219,118.85
NET OPERATING REVENUE	\$37,887.65
Other Revenue	
Capital Campaign Donations	39,957.67
Rectory Renovation	5,000.00
Total Other Revenue	\$44,957.67
Other Expenditures	
Other Miscellaneous Expenditure	
Capital Campaign	11,210.21
Total Other Miscellaneous Expenditure	11,210.21
Reconciliation Discrepancies-1	0.00
Total Other Expenditures	\$11,210.21
NET OTHER REVENUE	\$33,747.46
NET REVENUE	\$71,635.11

St. Luke's Preschool & Nursery School

PROFIT AND LOSS January - December 2018

	TOTAL
Income	
Operating Income	
Activity Fees	4,575.00
Fundraising Income	5,489.26
Other Income	4.55
Tuition	509,867.85
Total Operating Income	519,936.66
Total Income	\$519,936.66
GROSS PROFIT	\$519,936.66
Expenses	
Activities	971.95
Administrative Expenses	7,544.45
Building and Grounds	17,996.79
Classroom Expense	55.22
Classroom Supplies	6,662.61
Compensation	395,073.16
Food Program Expense	24,409.51
Preschool Use Fee	38,500.00
Program Costs	119.73
Total Expenses	\$491,333.42
NET OPERATING INCOME	\$28,603.24
NET INCOME	\$28,603.24

2019 Budget

St. Luke's Preschool & Nursery School

BUDGET OVERVIEW: 2019PRESCHOOLBUDGET - FY19 P&L

January - December 2019

	TOTAL
Income	
Operating Income	
Activity Fees	4,500.00
Fundraising Income	5,000.00
Tuition	551,000.00
Total Operating Income	560,500.00
Total Income	\$560,500.00
GROSS PROFIT	\$560,500.00
Expenses	
Activities	1,800.00
Administrative Expenses	3,865.00
Building and Grounds	19,400.00
Classroom Supplies	3,600.00
Compensation	435,778.00
Food Program Expense	24,601.38
Preschool Use Fee	60,000.00
Program Costs	3,600.00
Total Expenses	\$552,644.38
NET OPERATING INCOME	\$7,855.62
NET INCOME	\$7,855.62

Communication Guidelines

St. Luke's Episcopal Church Guidelines For Communicating With Each Other Adopted by the Vestry: October 18, 2016

1. If you have a concern or issue that involves me, please discuss it with me privately.
2. If I have a concern or issue that involves you, I will discuss it with you privately.
3. If someone has a concern or issue with me and comes to you, send them to me. I will do the same if someone comes to me about you.
4. If someone is reluctant to come to me, please offer to accompany him or her to see me. I will do the same for you.
5. Please be careful how you interpret me. (I would rather interpret for you if you are unclear of my intentions.) On matters that are unclear, do not feel pressured to interpret my feelings or thoughts. It is easy to misinterpret intentions. I will not interpret you.
6. If something is confidential, do not share it with anyone. If you or anyone else comes to me in confidence. I will not share the information with anyone unless a) the person is going to physically harm someone else; b) the person is going to harm herself/himself; c) a child has been physically or sexually abused. I expect the same from you.
7. I do not read unsigned letters or notes.
8. I do not act on anonymous complaints brought by others.
9. I will not manipulate; I will not be manipulated. Please do not let others manipulate you. Please do not let others try to manipulate me through you.
10. When in doubt, just say it. The only dumb questions are the one that are not asked.
11. When in disagreement, just say it. We cannot resolve issues that are left unspoken. We cannot work together without mutual understanding and trust.
12. Our relationships with each other are the most important asset in our community. So, if you have a concern, pray and then, if led, speak up. If I can answer your question without misrepresenting something, someone or breaking a confidence, I will.



February 3, 2019

Dear Friends in Christ,

Grace and peace to you. As I write this letter my heart overflows with gratitude for the many blessings and the movement of the Holy Spirit in our community! God's presence and love is palpable. Our work, prayer and discernment over the last three years have led us to engage in a capital campaign: ***Continuing the Legacy and Embracing the Future***. We are blessed to be stewards of this holy place, to care for it, to honor those who came before us, and who sacrificed dearly to build and maintain this beautiful church.

Our capital campaign focuses on renovating the Austin Briggs pipe organ, creating a welcoming and accessible worship space for all, and improving our sound system. Building on almost 150 years of tradition, St. Luke's Episcopal Church is excited about this capital campaign that honors those who came before and prepares us to serve future generations. We invite you to join us in ***Continuing the Legacy, and Embracing the Future***. The vestry has set our campaign goal at \$275,000 but imagine the many ways and we can extend our ministries if we reach our challenge goal! Your generosity will allow us to renovate our kitchen enabling us to be of greater service to the community around us.

This is *our* campaign. We are civic-minded people who also support schools, museums, hospitals, theaters, social services organizations and environmental groups. In most cases, those organizations have thousands of contributors, a much broader base than St. Luke's. As you prayerfully consider your gift to the capital campaign, please consider where St. Luke's ranks in your own priorities. How has St. Luke's touched you and your family over the years? This is St. Luke's time, my friends. Let's not put our support for St. Luke's in third or fourth place, not even second place. The needs are both real and an investment in our future/legacy. The time is right. We ask you to give as much as you can. You have embraced St. Luke's, and St. Luke's has embraced you. Together we have embraced our broader community in service and outreach. As you think about the embracing love of God in your life, please consider giving as much as you can, as much as God has called you to give, in order to sustain and contribute to our legacy so that St. Luke's may continue to share God's love years to come and engage the world around us.

Please review the enclosed capital campaign materials and return the pledge card with your pledge. Pledges may be paid over a three-year period. **It is important that your response is returned by March 24, 2019.** You may contact Bruce Watts, Campaign Co-Chair, with any questions. Thank you for your continued ministry, prayers and generous financial support.

Regards,

The Rev. Terri Hobart
Rector

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