



Transfiguration Episcopal Church



Annual Report 2023
Annual Meeting: January 28, 2024

2024 Annual Meeting Agenda

January 28, 2024

Opening Prayer	The Rev. Jennifer Hornbeck
Approval of the Minutes of the Annual Meeting - February 5, 2023	Kristen Kearns, Clerk
Nominations <ul style="list-style-type: none">- Vestry Members- Deanery Reps/Delegates to Diocesan Convention- Commissioning of newly elected	Jennifer Robinson, Sr. Warden
Finance Report	Chris Villanis, Treasurer
Rector's Report	The Rev. Jennifer Hornbeck
Acknowledgements	Jennifer Robinson
Closing Prayer	The Rev. Jennifer Hornbeck

COMMISSIONING OF VESTRY MEMBERS AND DELEGATES

THE EXAMINATION

Friends in Christ, we are all baptized by the one Spirit into one Body, and given gifts for a variety of ministries for the common good. Our purpose is to commission these persons in the Name of God and of this congregation to a special ministry to which they are called.

NEW VESTRY MEMBERS

Nominating Committee

I present to you _____
to be admitted to the ministry of the Vestry.

All

The Lord gives wisdom; from God's mouth comes knowledge and understanding; God pours wisdom in the open heart; through love, we come to know God's ways.

Rector

I am your servant; grant me understanding

All

That we might be leaders through your Spirit.

Let us pray.

O Eternal God, the foundation of all wisdom and the source of all courage: Enlighten with your grace the Vestry of this congregation, may their hearts be open to your wisdom, may your love lead us through their decisions, and may their feet stand for justice and peace; through Jesus Christ our Lord. **Amen.**

In the name of God and of this congregation, I commission you: _____ as Vestry members.

DELEGATES TO DEANERY AND DIOCESAN CONVENTION

Nominating Committee

I present to you _____, duly elected as delegates to the Deanery and Diocesan Convention, to be commissioned for their ministry.

All

In the midst of your assembly let your truth be known and heard and may your church follow in Christ's ways.

Rector

Save us from straying from your ways and bless us as we seek to do your work.

All

That we might be leaders through your Spirit.

Let us pray.

Eternal God, who by the Holy Spirit presided at the council of the Apostles to guide them in knowledge and truth: Be present with the delegates of our parish. In the passions of debate, give them a quiet spirit. In the complexities of the issues, give them clear minds. In the moments of decision give them courageous hearts. Guide them in all things to seek only your will; in Christ's name we pray. **Amen.**

SR. WARDEN'S REPORT

BY JENNIFER ROBINSON

REFLECTING ON THE JOURNEY

GOODBYE 2023!

The beginning of 2024 marks the end of my second time serving as Senior Warden at Transfiguration Church. This term, spanning almost two years, held a unique significance, as I assumed the role before the arrival of our Rector, Jennifer+. It has been a privilege to witness her integration into our community, emerging as a vital figure in the life of our church.

I extend heartfelt gratitude to the dedicated members of this year's Vestry for their sense of duty, hard work, and unwavering commitment to our congregation.



WHERE WE STARTED

A little over five years ago, a courageous decision by a past Vestry launched our Capital Campaign Project. Though I wasn't on the Vestry at the time, I distinctly recall the apprehension in the room as they debated committing significant reserve funds. It was a bold move necessitated by the aging and limited accessibility of our building and grounds.

The subsequent journey was not without its challenges. The COVID-19 pandemic introduced delays and inflation, and our Capital Campaign collections fell short of pledges. This financial strain required prudent management by successive Vestries, including the present one. Despite the hurdles, the commitment to careful fiscal stewardship has remained unwavering.

This year has been no different. We started the year off with significant flooding in the parish hall basement and throughout the preschool. Flood damage repair was covered by our insurance company but remediation was not. I am grateful to say we found a way to pay for this work, and so far the basement level is dry!

COMMITTEES AND COLLABORATIONS

Last year the Vestry reactivated our three committee structure and that continued throughout 2023. The three committees: Site, Finance, and Community Life provide a structured approach to decision-making. These committees routinely meet, considering all aspects of questions we face before making recommendations to the Vestry.

FINANCIAL LANDSCAPE

A huge thank you to our treasurer, Chris Villanis. With the help of the Finance Committee, our financial management included strategic decisions such as adopting new software for donor statements and parishioner database, communicating with the diocese on understanding assessments, making significant payments towards the line of credit taken out for the Capital Campaign and managing the flood and remaining renovation expenses.

We also successfully managed the closing of our bank (SVB)! We are exploring renting space in our tower to Dish Network for cellular equipment, which will further improve our financial standing.

SITE

With the help of the Site Committee, the Vestry hired a landscape maintenance company whose hard and consistent work is increasingly evident. We also supported improvements made by the Site Committee, including sound reduction panel installations and counter protection. Thanks to Chair Cheryl Blalock, we also compared our space rental rates to similar venues and were able to increase those rates.

COMMUNITY LIFE

With thanks to Kristen Kearns' leadership and with the help and organization of the Community Life Committee, many cherished traditions were revived, new ones were initiated and a few one-off special events happened. Events such as the Pancake Supper, Celebration of New Ministry, Lenten Wednesday Soup Suppers, Coastal Cleanup, Easter Egg Hunt, Grill on the Hill, Blessing of the Animals, Oktoberfest, Snow Day, Fellowship Dinners, Advent Giving Tree, and, just last week, the Gala, all enriched our community.

OTHER

A few other notable, but either under ad hoc committees or not under any committee, items of accomplishment for the Vestry include:

- Endorsement of Deacon Mees Tielen's ordination to the priesthood
- Maintaining our relationship with the Carey School
- Sponsoring the Stewardship Program
- Hosting Coffee Hour the first Sunday of each month
- and more!

GRATITUDE

Serving as Senior Warden has been an honor that deepened my understanding of our church and allowed collaboration with so many exceptional individuals, both lay and staff, notably Jennifer+.

Our vibrant community demands care, but the rewards are immeasurable. It has been a joy to see attendance at services and social events increase over the year. In 2024, let us carry forward the spirit of welcoming, commitment, and care that defines Transfiguration Church. It is not just a place of worship but a thriving community where each member plays a vital role. I encourage each of you to find your unique way to contribute, as involvement is truly rewarding.

Gratefully,
Jennifer Robinson
Senior Warden

JR. WARDEN REPORT

I joined the Site Team leadership in Winter of 2023, then became Junior Warden in Spring of 2023. Key areas that were worked on:

1. Team, particularly led by Timothy Fox with staff and volunteers, led the bailing and mopping work of the Parish downstairs from NYE floods.
 - a. Extensive bailing and mopping work done during the two large storms
 - b. Work with Carey school led by Rector, Sr. Warden, and Timothy Fox to mitigate school's property loss, oversee repairs and move out and in of the school, and to protect Transfiguration from income loss or repair ramifications
2. Repair of fence requested by neighbor after Winter 23 rains
 - a. Sought and received multiple quotes to repair the border fence to the South, along the area of the Memorial Garden.
 - b. Neighbor requested a much more expensive new fence, which we could not authorize (insurance would not cover this). We offered to let them lead and we would pay the amount for half a repair
 - c. Neighbor did their own make-shift repair and has dropped the issue.
3. Developed new pricing matrix for rental of Transfiguration facilities. Mild increases to bring prices closer in line with neighboring churches and event spaces. Implementation began in September
4. New refrigerator/freezer for Parish Hall was sourced and installed, broken one taken away. Cost was substantially less than originally quoted/specified by architect (\$2K vs \$12K).
5. New Gardener engaged. Took some effort to find appropriate skills and legal status at reasonable cost, but we are now quite pleased with Bay Pointe Landscape. Note that they can do fence repairs as needed going forward
6. Vestry agreed to allocate funds for flood mitigation of the Parish Hall / School premises. Work done through Beckerman, coordinated by Sr. Warden Jennifer Robinson
7. Counter covers and acoustic tiles approved for Parish Hall to protect built-in counter tops along West side, and to reduce sound level in the room. Ordered and installed by Jessica Jobe Sea, Michele Charles with help from Ole.



8. New thumbturn inside latch installed in Parish Hall main entrance January 16th. This allows the doors to be kept locked from the outside for security reasons, while people inside can easily turn the latch and exit without a key. This was a safety issue that would meet Fire Marshall's requirements.
9. Priorities for Site Team have been safety, keeping the buildings dry, and maintenance for the extensive work done on the Parish Hall. New priorities to be reviewed, including replacing the boiler for the Sanctuary heater and transitioning inside paint. Site team will be meeting in February; open to new members.

Respectfully,
Cheryl Blalock

RECTOR'S REPORT

2023 rolled in with major storms and a flooded basement. True to Transfiguration's identity, it also rolled in with so many thoughtful, caring, and willing helpers! We drained, mopped, filled sandbags and secured our buildings. We did not send out a dove, but were able to navigate the waters and restore our building while preparing for future climate events.

While you may not feel like we have a full house at any given moment, I am able to see that attendance is growing and that we, as a congregation, are growing. Like most organizations, that is slower than prior to the pandemic. We are attracting more people interested in progressive, authentic, and transparent communities of worship. Our retreats and fellowship events have brought new and old friends as well!

2023 was full of new beginnings, as well as carrying on, or renewing, long held traditions! Our retreats were full of prayer, laughter, art, deep conversations, and new connections! Oktoberfest and Snow Day not only returned, but were festive, full of joy, and very well attended, including people who do not worship with us on a regular basis!

Our Celebration of New Ministry was a full house with many new and old friends. We intentionally honored the intergenerational breadth of life of our congregation.

Here are some of the prayers that were shared on the butterflies that day:

"Praise God to a new beginning"

"We're excited to grow with you!"

"Alleluia!"

"To be filled with the Holy Spirit always!"

"Love and Joy!"

"For joy and growth in this new journey!"

"We wish you all the best and love to grow in your ministry."

"It's wonderfully rewarding to know we'll have you here with us for years to come!"

"To new life!"

"Welcome-so glad God sent you to us!"

"We pray for health, joy, and bounty for both parish and priest!"

"May you soar like the butterflies you are!"

"What a wonderful place to have landed."

"Joy be with you."

"Blessings and health."



“Wishing you love and joy.”

“I’m so happy and offer prayers for you and Transfig. Have fun!”- Matthew W.

“May God continue to walk with you all the days of your life and for you to keep sharing that with us.”

“God bless, protect, and nourish you for all your days!”

“Many blessings.”

“All the best.”

“We are so thrilled for you, and are so happy to celebrate your new ministry with you. Blessing and love!”

“May the next phase of your adventure be life giving for you and for this Transfig family. Welcome back!”

“It is a pleasure to have you as our priest.”

“May God guide you and bless you as you shepherd the Transfig community, knitting our hearts together in love and encouraging growth and transformation through Christ- that we might be a blessing to each other and the world!”

“Thank you Lord for the blessing of Jennifer’s ministry at Transfig.”

“Authenticity, growth, service, and love.”

“I look forward to the future!”

“This is the day that the Lord has made. Let us rejoice and be glad in it! O Lord, save us, O Lord, grant us success. Blessed is she who comes in the Lord of the Lord. From the house of the Lord we bless you.

“Our prayers are with you for this next adventure.”

“Prayers for a long and joyful time of growth, fun, blessings, and Peace!”

“May your ministry with Transfiguration give a special light to show the way to rebirth and growth.”

“We joyfully welcome you! I am thrilled to work with you!”

“My special prayers for continued growth in your new ministry.” -Peter Jensen

In 2023 we celebrated new beginnings and celebrated the lives of some very dear members of the Transfiguration community. Throughout a year of ups and downs God’s presence has been palpable. Through all of these times I have felt incredibly proud of our congregation! We have supported one another in our life in Christ and we have kept our integrity and zest for God’s light in the world!

As we look toward 2024 the leadership has discussed opportunities to grow our congregation further through worship, fellowship, education, and outreach. While we face challenges, we face opportunities to share the gifts of Transfiguration with so many who are seeking community. We get to not only wonder this year but also to try. To try new things and see what takes traction. As we did when Joyful Noise began, the things we will try will align with our values and reflect who is here and who are our neighbors.

A huge thank you to the staff, the officers, the Vestry, and every one of you (meaning everyone) who has volunteered your time and talent!

A very special thank you to Jenn Robinson for serving as Senior Warden, not only for almost two years, but my first two years. The beginning of any new leadership brings special challenges and opportunities and Jenn’s tenure had way more than enough of those! I know we have a much stronger foundation because of her steadfastness and heart!

Thank you,
Jennifer+

MILESTONES IN 2023

There were no births, baptism or confirmations to report in 2023.

Deaths/Memorials

Jacklyn Stanton Maupin

Dennis Elliot Caines

Jay Peter Jensen

Carol Ann Colabianchi

Christopher W. Jensen

Edward Everett III

TREASURER'S REPORT

BY CHRIS VILLANIS



Transfiguration Episcopal Church Treasurer's Report for Annual Meeting

STATEMENT OF FINANCIAL POSITION FOR 2023

The balance in the Chase Checking Account as of December 31, 2023 is **\$110,111.40** and Savings is **\$48,006.15**, for a total of **\$158,117.55** in the Chase accounts. This includes some prepaid pledges for 2024. There is still a Checking Account with Silicon Valley Bank with a balance of **\$2,834.68** as of December 31, 2023. There is also **\$34.08** in the Vanguard Account as of November 30, 2023. This brings the total to approximately **\$160,986.31** in all bank accounts as of the end of 2023.

2023 ended with a deficit of **\$63,630.74** in the budget. The year began with a deficit of **\$87,572.29**, and we would have been able to balance our budget if not for the serious flooding to the property in January. This, and the subsequent Water Mitigation Project prevented ending the year with a balanced budget. There was an insurance settlement of **\$100,335.41** to cover the cost of the repairs to the basement and income loss from the rent from Carey School, for which rent was not paid for two of the months the space was unusable. Some of the insurance money was used to help pay for the Water Mitigation Plan, and an additional **\$65,929.58** was used to complete that project.

Assessment Relief from the Diocese was applied for in 2023. The amount that was assessed in 2023 was inflated by approximately **\$17,605** due to mistakes that were made on the 2021 Parochial Report. A request to the Diocese was made to reevaluate the assessment based on the corrected numbers. A response from the Diocese for the application for Assessment Relief has not yet been received for 2023.

Money from the Checking Account was used to pay down the Line of Credit after it was determined that much of the money in the checking account was originally collected for the Capital Campaign. There is still a balance of **\$96,056** on the Line of Credit as of December 31, 2023. The Vestry voted to apply all 2023 gifts in memory of someone lost, unless otherwise specified, to pay down the principal on the Line of Credit. This totaled **\$3630** and was paid to US Bank on 1/5/24. The current interest rate is 8.5%, so the sooner it is paid off, the better. The Rector Housing Fund and the Endowment Fund need to be replenished, as they were liquidated to help pay for the Capital Campaign renovations. Between these two funds, approximately **\$629,092** needs to be replaced.

BUDGET PROPOSAL FOR 2024

As of January 8, 2024 there are **\$161,320** in Stewardship Pledges for calendar year 2024. This is similar to the amount pledged in 2023 (**\$165,050**) with additional pledge cards still expected. All but about **\$6990** in pledges for 2023 were collected. This is close to half the amount not collected in 2022, so that is an improvement.

Attached is the Proposed Budget for 2024, as well as the Final Accounting for 2023. There is again a substantial deficit for 2024, mostly due to the reduced Stewardship Pledges and an increase in the cost of utilities, memberships, and supplies. Since the beginning of the pandemic in 2020, the pledged amounts have decreased by approximately **\$140,000** and expenses have increased substantially.

NEW DATABASE

In February 2023, the database/Sunday banking software, Gracious Works, was discontinued. After much assessment, Chmeetings was purchased in May 2023 to replace Gracious Works. It took some time to get up to speed with the new software, but now Chmeetings is the primary database and used for Sunday banking. This is where giving statements are generated.

CAPITAL CAMPAIGN STATUS

In 2017, the congregation pledged **\$1,753,000.00** for the Capital Campaign Expanding Horizons. The Campaign is now complete. The Diocese was able to collect **\$1,495,872.96** of the pledges. This includes approximately **\$16,833** collected above and beyond what was pledged by parishioners. **\$50,000** was written off by the Diocese for those who made pledges and then informed the Diocese that they were not able to honor them. There is approximately **\$212,200** in pledges that were not collected by the Diocese or Transfiguration. Transfiguration continues to attempt to collect these pledges.

Additionally, per the agreement with the Diocese, in exchange for managing the pledge collection, the Diocese kept a percentage of what was collected. This included 30% for the first **\$615,000** collected and 5% for everything collected thereafter. **\$1,278,286.19** has been received from the Diocese. This was paid out quarterly beginning in December 2017, when the Capital Campaign began and continued until July 2023. Since 2017, an additional **\$184,222.36** has been donated for the Capital Campaign directly to Transfiguration. This still leaves about **\$1 million** short, based on what the renovations cost. Much of that was covered by liquidating the Endowment Fund and Rector Housing Fund, which now needs to be replaced.

At this point, Transfiguration has spent approximately **\$2,389,433** on renovations. This includes more than **\$69,240** in interest on the Line of Credit. Bakirman Construction is still owed approximately **\$15,700**, payable when the new electrical panel is signed off by PG&E, for a total of approximately **\$2,504,161.74**. This includes the improvements in the Narthex as well as the renovations to the Parish Hall and the Preschool space, and hardscaping and landscaping. The pandemic was a major factor in the increased cost of the project, due to the increased cost of materials and supplies and restrictions, especially regarding the Preschool space.

WATER MITIGATION

Historically, water had been seeping through the wall of the basement storage room in the Parish Hall. In January of 2023, the Bay Area saw an unprecedented amount of rain. As a result, the basement of the Parish Hall was flooded, including the entire Preschool area, which resulted in major damage. An insurance claim was filed and received in the amount of **\$80,865.41** to repair the damage. The damage was repaired and restored in that space for a cost of **\$58,794.99**. There was a remainder of **\$22,070.42** in insurance money.

Due to the population of the Preschool and the concern about mold, the Carey School was not able to reoccupy the space until April of 2023. They had paid in advance for January, but withheld rent for February and March totalling **\$19,470**. Fortunately, just recently, the insurance company reimbursed that full amount based on income lost.

Carey School asked for an assurance that the space would not flood again. While this is not 100% guaranteed, a water mitigation plan was put into place, at a cost of **\$88,000**. The surplus insurance money was used to help pay for this, but the remaining amount of **\$65,929.58** was drawn from additional unspecified gifts received in 2023.

Transfiguration Episcopal church
Proposed Operations Budget
2024

	12/31/23 Actuals	2024 Proposed Budget
Revenue		
40000-Contributions & Support		
40100-Individual Contributions		
40110-Pledge	\$158,060.00	\$ 165,000.00
40120-Non-Pledge	\$1,604.00	\$ 1,000.00
40190-Other Individual Contributions	\$31,012.67	\$ 45,000.00
Total 40100-Individual Contributions	\$190,676.67	\$ 211,000.00
40300-Other Contributions	\$122.36	\$ 100.00
Total 40000-Contributions & Support	\$190,799.03	\$ 211,100.00
50000-Earned Revenue	\$0.00	
51000-Program Fees	\$0.00	
51100-Retreats	\$0.00	\$ 14,000.00
51900-Other Program Fees		
Total 51000-Program Fees	\$0.00	\$ 14,000.00
52000-Space use		
52100-Pre School Rental	\$90,627.27	\$ 126,237.00
52200-Space Use Rental	\$39,382.00	\$ 45,000.00
Total 52000-Space use	\$130,009.27	\$ 171,237.00
53000-Events Revenue		
53100-Community Events	\$2,322.00	
53101-Gala/Fundraising	\$0.00	
Total 53000-Events Revenue	\$2,322.00	\$ -
54000-Revenue from Investments		
54100-Interest on Savings & Short-term	\$1,268.47	\$ 1,300.00
54200-Dividends & Interest from Securities	\$2.65	
Total 54000-Revenue from Investments	\$1,271.12	\$ 1,300.00
Total 50000-Earned Revenue	\$ 133,602.39	\$ 186,537.00
60000-Other Revenue	\$0.00	
67000-Other Misc. Revenue	\$19,470.00	
68000-Transferred from General Fund	\$0.00	
Total 60000-Other Revenue	\$19,470.00	\$ -
Total Revenue	\$343,871.42	\$ 397,637.00
Gross Profit	\$343,871.42	\$ 397,637.00

Expenditures		
72000-Salaries & Related Expenses	\$0.00	
72200-Salaries & Wages	\$124,746.15	\$ 123,507.00
72400-Benefits	\$0.00	
72410-Medical Plan Expenses	\$12,516.00	\$ 11,568.00
72420-Housing Stipend	\$70,704.96	\$ 70,704.96
72440-Pension Contributions	\$24,547.81	\$ 29,143.44
72450-Disability Contributions	\$1,059.99	\$ 1,073.52
Total 72400-Benefits	\$ 108,828.76	\$ 112,489.92
72500-Payroll Taxes	\$5,565.22	\$ 6,000.00
72600-Other Personnel-Related Expenses	\$0.00	
72610-Meals & Entertainment	\$491.07	\$ 500.00
72620-Travel/Mileage	\$382.52	\$ 1,200.00
72680-Rector's Continuing Education	\$0.00	\$ 1,300.00
72690-Rector's Discretionary Fund	\$0.00	\$ 1,300.00
Total 72600-Other Personnel-Related Expenses	\$873.59	\$ 4,300.00
72700-Payroll Processing	\$681.00	\$ 700.00
72800-Insurance - Workers Comp	\$673.00	\$ 1,000.00
Total 72000-Salaries & Related Expenses	\$ 241,367.72	\$ 247,996.92
75000-Contract Services	\$0.00	
75200-Janitorial & Gardener	\$550.00	\$ 19,200.00
75210-Janitorial Buildings	\$13,080.00	\$ 13,080.00
75220-Janitorial Space Use	\$45.00	\$ 2,000.00
75240-Garnder Services Memorial Garden	\$0.00	
Total 75200-Janitorial & Gardener	\$ 13,675.00	\$ 34,280.00
75300-Building/Grounds Repairs & Maintenance		
75301-Building/Grounds Repairs	\$150.27	\$ -
75302-Building/Grounds Maintenance	\$12,064.49	\$ 5,000.00
Total 75300-Building/Grounds Repairs &	\$12,214.76	\$ 5,000.00
75400-Professional Services		
75410-Accounting & Audit	\$12,710.45	\$ 12,000.00
75420-Consulting Services	\$3,750.00	
75440 Guest Clergy	\$1,001.00	\$ 2,000.00
Total 75400-Professional Services	\$17,461.45	\$ 14,000.00
75500-Musicians & Performance	\$800.00	\$ 500.00
75900-Construction	\$0.00	
75901-Building	\$0.00	\$ -
75902-Landscaping	\$88.13	\$ -
75903-Equipment & Materials_supplied by	\$0.00	\$ -
Total 75900-Construction	\$88.13	\$ 500.00
Total 75000-Contract Services	\$44,239.34	\$ 54,280.00
81000-Other Expenses (Non-Personnel)	\$0.00	
81001-Event Expense	\$0.00	
81003-Faith Formation	\$3,491.34	\$ 500.00
81004-Retreat Expenses	\$1,091.61	\$ 14,000.00
Total 81001-Event Expense	\$ 4,582.95	\$ 14,500.00

81100-Supplies		
81110-Office/Kitchen Supplies	\$1,813.11	\$ 2,000.00
81120-Building & Grounds Supplies	\$1,991.47	\$ 2,000.00
81130-Liturgy Supplies	\$1,049.01	\$ 1,000.00
81131-Liturgy Flowers	\$1,001.26	\$ 1,000.00
Total 81130-Liturgy Supplies	\$2,050.27	\$ 2,000.00
81140-Faith Formation Supplies	\$187.27	\$ 500.00
81150-Memorial Garden Supplies	\$64.00	\$ 350.00
81190 - Postage & Delivery	\$460.70	\$ 550.00
Total 81100-Supplies	\$ 6,566.82	\$ 7,400.00
81200-Dues & subscriptions	\$0.00	
81201-Computer Software & Apps	\$4,415.08	\$ 4,500.00
81202-Music Subscriptions	\$19.92	\$ 200.00
81203-Music Licensing Fee's	\$794.00	\$ 800.00
Total 81200-Dues & subscriptions	\$5,229.00	\$ 5,500.00
81300-Advertising & Promotion	\$429.00	\$ 500.00
81400-Bank Charges	\$0.00	
81401-Merchant Fee	\$0.00	\$ 500.00
81402 Bank Charges Other	-\$0.01	
Total 81400-Bank Charges	-\$0.01	\$ 500.00
81900-Miscellaneous Expenses	\$0.00	\$ 500.00
Total 81000-Other Expenses (Non-Personnel)	\$ 16,807.76	\$ 29,400.00
82000-Facilities & Equipment	\$0.00	
82200-Utilities	\$0.00	
82210-Utilities-Gas & Electric	0	
82211-Church Building	\$1,732.10	
82212-Parish Hall	\$5,868.50	
Total 82210-Utilities-Gas & Electric	\$ 7,600.60	\$ 8,500.00
82220-Utilities-Telecommunications	\$3,441.84	\$ 4,000.00
82230-Utilities-Garbage	\$3,082.80	\$ 3,000.00
82240-Utilities-Water	\$0.00	
822141-Church Building	\$1,164.11	
82242-Parish Hall	\$2,067.98	
82240-Utilities-Water	\$3,232.09	\$ 3,500.00
Total 82200-Utilities	\$ 17,357.33	\$ 19,000.00
82300-Insurance	\$20,988.50	\$ 25,000.00
82400-Property Assessments	\$1,507.00	\$ 1,500.00
82500-Computer Equipment and Related	\$0.00	
82600-Office Equipment	\$0.00	\$ 250.00
82610-Leased Equipment	\$6,860.25	\$ 6,800.00
82700-Organ Repairs & Maintenance	\$2,955.00	\$ 2,500.00
Total 82000-Facilities & Equipment	\$ 49,668.08	\$ 55,050.00
83000-Charitable Contributions	-\$25.00	
87000-Diocesan Assessment	\$69,393.00	\$ 49,626.00
Total Expenditures	\$421,450.90	\$ 436,352.92
Net Operating Revenue	-\$77,579.48	\$ (38,715.92)
Net Revenue	-\$77,579.48	\$ (38,715.92)

MUSIC MINISTRY

BY JIM DAHLSTROM, DIRECTOR OF MUSIC

It's been an exciting year for the music ministry.

I hit the ground running with my first service being Rev. Jennifer's installation service with the Bishop and many dignitaries attending, followed by Holy Week and Easter. Whew!

The Transfiguration family has been very welcoming to me over the past 9 months and I look forward to a promising future for both of us.

At this time the core of this ministry is our wonderful adult choir. Small in numbers but high in skill and dedication, they are the envy of many parishes in the area.

We have begun a new youth choir. At this time, we sing the last Sunday of the month with a more contemporary sound with more piano and guitar accompanying.

In time, they will lead the assembly in their song-prayer.

We also have begun working with the Carey school. I have helped with some of their musical programs and hope to build on this in the future.



COMMUNITY OF WONDER

BY REBECCA ROBINSON, COMMUNITY OF WONDER DIRECTOR



Currently, C.O.W. has anywhere between 3 and 16 kids ages 3 to 15 every Sunday. The kids greatly enjoy being kids – playing games, doing crafts, and creating things all in the limits of the Parish Hall. Some activities of note in the past year: pizza making for coffee hour, creating skits based off the gospel and/or reading for the day, beginning children's choir, and hours and hours of group games to support community building (which the kids love).

This coming year, C.O.W. will continue to shift toward a traditional youth group that incorporates church ideas and deeper community building.

HEALING TEAM

BY GARI PATTON

The Healing Team includes Ruth Ciranni, Virginia Fox, Patricia Gilmore, and Gari Patton. We offer healing prayers about once a month in the Chapel during and following communion. Anyone who desires prayers for healing – be it physical, mental or emotional – for him/herself or for a family member or friend is invited to step into the Chapel to be prayed for and anointed with oil. Your concerns can be voiced or held in the silence of your heart. We will lay our hands on you as one person prays and anoints you with oil. Offering prayers in the company of others is a reminder that we are not alone, but are cared for and supported by a community of believers. In our prayers and through the Holy Spirit, we beseech God “to uphold you and fill you with his grace, that you may know the healing power of his love.” (*from the Book of Common Prayer*)

COMMUNITY LIFE REPORT

BY KRISTEN KEARNS

This year the Community Life team has been working hard to revitalize some favorite activities from pre-pandemic times and provide opportunities to start new traditions and make new bonds. We've been busy!

In January 2023 we kicked off the new year with an Epiphany Potluck celebration including a competitive game of Christmas carol lyric bingo.

Successful Men's and Women's retreats followed in January and February at St. Dorothy's Rest and the Bishop's Ranch respectively.



The highlight for March was a butterfly-themed celebration of new ministry for Jennifer, with a visit from Bishop Marc and the return of many friends.

We began Lent with a pancake supper led by the Men's retreat group, and then we gathered for soup dinners and conversation on Wednesday evenings throughout Lent, leading up to a joyous Easter celebration, taking advantage of the new landscaping for an egg hunt with hundreds of eggs (there may be a few still out there that Josie hid a little too well)!

Throughout the summer we continued to enjoy having our hill green and back in use for a taco Sunday and a few grills following Sunday services, and even one boba Sunday.



This fall, the Manning-McLean family took the lead on an Oktoberfest celebration, complete with all the traditional foods and beverages - lederhosen next year, maybe?

Finally, in December we hosted the first Transfiguration Snow Day in 5 years, which brought a few visitors from the preschool and neighborhood - many thanks to the donors and volunteers who brought this tradition back to life with light 'flurries', a great sled run, plenty of cookies, and some caroling.



By the time this goes to print, we will also have just hosted the Transfiguration *Then and Now* celebration for the completion of the capital campaign renovations and the continued financial stability of the parish moving forward in our community life together.

In addition to working on strengthening old and new friendships and bonds, the Community Life committee has led a few projects extending Transfiguration joy and generosity into the community by participating in a meal packing event led by Jenn Robinson and a *There with Care* advent campaign led by Amanda Duquette. Several members also joined in Coastal Clean Up Day at Dunes Beach in Half Moon Bay this September.



We are looking forward to another busy year of fellowship and service in 2024 and encourage everyone to get involved in one way or another.

Community Life through the year







TRANSFIGURATION EPISCOPAL CHURCH ANNUAL MEETING

FEBRUARY 5, 2023

1. Opened with a review of the meeting minutes from prior year's annual meeting on 4/24/22. Gari Patton moved to approve them, seconded **by Chris Villanis. They were unanimously approved**

2. Commissioning of Vestry Members

Senior Warden Jennifer Robinson introduced the nominees for a three year term on the Vestry:

Cathy Apsley, Bob Shields, and Hillary Smith. Rector Jennifer Hornbeck lead the reading and prayer for their commissioning

Commissioning of Delegates to the Deanery and Convention

Rector Jennifer Hornbeck led the presentation and prayers for the elected delegates:

Skip Howie, Aidan Jobe Sea, and Keith Jobe

3. Chris Villanis (Junior Warden and Treasurer) led a discussion of the Finance Report (enclosed in the Annual Report)

- Stated we ended the year on a positive note, with continuing need for further review of the capital campaign
- Discussion of allocations of capital allocations vs operating expenses
- Stated that we need to pay ourselves back on the capital campaign
- Detailed explanation of the budget (now with 4 columns and re-allocation of school expenses, etc., to reduce operating expenses for the church)
- Closed with a strong statement of faith in the church's financial future.

4. Rector's Report

Jennifer thanked the congregation for the 8 months she's been with the church. In addition to the written report in the Annual Report, Jennifer shared her joy to be the rector and to be specifically with Transfiguration. She complimented the congregation on how we held up and "showed up" for each other through the pandemic and all of the changes of the last three years.

5. By Laws discussion

Tim Fox discussed work done to update the Bylaws:

- 1950's language (non-inclusive). Specific need to change gender pronouns throughout, for rectors, etc.
- Many typos found
- Updated conduct of meetings to include doing business by means other than mail (electronic notices, on-line communications, etc.)
- Updated membership to current Church law
- Re-defined Treasurer's role
- Revised words re: indebtedness (from \$750 to \$2500)

Thanks to Tim from Chris Villanis, Jr. Warden, Jennifer Robinson, Sr Warden, and Jennifer Hornbeck, Rector

Discussion about the need to actually see and read the language, (Keith Jobe) as well as to have the Standing Committee check it (Noreen Huey) prior to a vote. Decision made to send the document and proposed changes to the Standing committee for review, then to provide an online link to the pdf to make it available for public comments. There will be an additional meeting to vote on the changes after this two-step review process. Discussion about the need for a Parliamentarian

6. Acknowledgements by Jennifer Hornbeck, Rector, and Jennifer Robinson, Sr. Warden:

How much the vestry has done over the past three years. Called up Hilary McClure, Gari Patton, Eric Johnson, and Barbara Carlisle to give thanks to them as out-going Vestry members, including presentation of plants.

Barbara spoke about her 60 years at Transfiguration (March 12th will be her anniversary at the church). She shared about joining in 1963, meeting her husband here, raising her family here.

7. Announcement of the Celebration of New Ministry to be held on Saturday, March 18th.

Meeting adjourned and all moved to the Parish Hall for social hour/luncheon

Respectfully submitted,
Cheryl Blalock, Member, Vestry

STAFF AND LEADERSHIP

STAFF

Rector	The Rev. Jennifer Hornbeck
Director of Music	Jim Dahlstrom
Community of Wonder Director	Rebecca Robinson
Operations Manager	Noreen Huey
Sexton	Olegário Neves
Bookkeeper	Christine Semenza

VESTRY (BY CLASSES)

Class of 2024	Tim Fox Kristen Kearns, Clerk Brad Lewis Chris Villanis, Treasurer
Class of 2025	Cheryl Blalock, Jr. Warden Amanda Duquette Eric Manning Jennifer Robinson, Sr. Warden
Class of 2026	Cathy Apsley Bob Shields Hillary Smith Greg Spurrier
Deanery Delegates	Skip Howie Aidan Jobe Sea Keith Jobe



Transfiguration
Episcopal Church

3900 Alameda De Las Pulgas
San Mateo, CA 94403
(650) 341-8206
www.transfig-sm.org