



HOLY TRINITY LUTHERAN CHURCH

Loving, Witnessing and Growing through God's Grace

2017 ANNUAL REPORT

Holy Trinity Lutheran Church

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



Submitted to the congregation at its

ANNUAL MEETING
January 28, 2018

*We know that all things work together for good for those who love God,
who are called according to God's purpose.*
Romans 8:28

Welcome!

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

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

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

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

STAFF

| | |
|--------------------------|--|
| Pastor: | The Rev. Joshua Serrano.....revserrano@sancarloshtlc.org |
| Supply Organist/Pianist: | Guest Musicians |
| Office Administrator: | Monica Cryan.....office@sancarloshtlc.org |
| Nursery Care: | Jo O'Brien.....obrien@sancarloshtlc.org |

CHURCH COUNCIL AND OFFICERS

| | |
|----------------------|---|
| President: | Anita Reimannreimann@sancarloshtlc.org |
| Vice President: | Bob Beuthel |
| Secretary | Doug Southard |
| Treasurer: | Petra Gilmore.....treasurer@sancarloshtlc.org |
| Financial Secretary: | Mary Webb Barbara Padilla Leroy Padilla Pamela Bohlmann Dick Rescho Gail Blomstrom Pr. Joshua Serrano |

2017 MINISTRY TEAMS AND CHAIRS

| | |
|----------------------------|---|
| Altar Guild: | Pamela Bohlmann |
| Budget: | Petra Gilmore |
| Buildings & Grounds: | Bob Beuthel (Chair), Leroy Padilla (Property Manager) |
| Endowment: | Cathy Bready, Len Fischer, John McDowell |
| Flower Coordinator: | Julianne Fredericks |
| Head Usher: | Dave Pitts |
| Women of the ELCA (WELCA): | Lynn Garbe-Recknagel |
| Choir: | Lisa Antonino.....music@sancarloshtlc.org |
| Technology Support: | Gary Wiessinger |
| Congregation Life: | Pamela Bohlmann |
| Nominating: | Greg Bohlmann, Peter Meier, Gary Wiessinger |
| Outreach & Evangelism: | Gary Wiessinger |
| Prayer Chain: | Anita Reimann/Ruby Phillips |
| Social Concerns: | Barbara Padilla, Hillary Wiessinger |
| Stewardship: | Barbara Richards |
| Education/Sunday School: | Erica Schemper |
| Worship & Music: | Erik Vorhes, Pamela Bohlmann |
| Youth: | Lori Friedman |

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Annual Meeting Agenda

- I. Call to Order
- II. Opening Prayer
- III. Approval of Agenda
- IV. Approval of Minutes - January 29, 2017 Annual Meeting
- V. Approval of 2017 Treasurer’s Report
- VI. Reports
 - a. Pastor’s Reports
 - b. President’s Report
 - c. Nominating Committee Report
 - d. Other Committee Reports
- VII. Elections
 - a. Treasurer
 - b. Financial Secretary
 - c. Council
 - d. Endowment Committee
 - e. Nominating Committee
- VIII. Closing Prayer

IV - Approval of Minutes:

Minutes – January 29, 2017 Annual Meeting

Holy Trinity President Anita Reimann called the meeting to order with 35 members signing in. Pastor Joshua Serrano opened with prayer.

Agenda approved as distributed (Bob moved, Doug seconded).

Minutes from the January 31, 2016 annual meeting were reviewed. James moved, Pat seconded approval of the minutes and they were approved unanimously.

Minutes from the October 30, 2016 Congregation Meeting were reviewed. Lynn moved, Gigi seconded approval of the minutes and they were approved unanimously.

2016 Treasurer's Report – Petra Gilmore presented the budget report on January 22, but was unable to be at the Annual Meeting. Anita Reimann reviewed the 2016 budget summary prepared by Petra and addressed questions. Pamela moved and James seconded acceptance of the 2016 treasurer's report.

Approval was unanimous.

Pastor's Reports.

- Pastor Lori highlighted some of her key activities during her last month at Holy Trinity and expressed her appreciation to everyone for ensuring the ministry at Holy Trinity was not on a "holding pattern" during the interim period.
- Pastor Josh highlighted some of his key activities during his first month at Holy Trinity and thanked the congregation for calling him. He looks forward to us proclaiming the gospel of Jesus to each other and the world.

President's Report – President Anita Reimann highlighted the year with a slide show of the many activities and events during 2016 and thanked everyone for their contributions in 2016.

Building and Grounds – Bob Beuthel thanked Leroy Padilla, Bob Young and John Schornstein on their efforts to manage the day-by-day tasks. Highlights were the completion of the parking lot sign and preparation of the parsonage both for use by Home & Hope and then by Pastor Josh. The Home & Hope partnership and work to revitalize their Burlingame Day Center was also highlighted.

Call Committee – Greg Bohlmann thanked the Call Committee for their diligent work during the year with the ultimate outcome of calling Pastor Joshua Serrano.

Congregation Life – Pamela Bohlmann highlighted some key events for 2016.

Personnel Committee and Interim Lori Friedman emphasized the work of the Personnel Committee in hiring an interim organist and plans to begin a new search.

Endowment Committee – Doug Southard noted the Endowment fund ended the year with \$103,690 after a disbursement of \$4,000 to support one-time costs associated with calling a new pastor. He encouraged people to consider the endowment in their estate planning.

Outreach and Evangelism – Gary Wiessinger noted that in 2016 the Outreach & Evangelism team was in a "reset" period and shared some initiatives being considered for 2017.

Worship and Music – Eric Vorhes stated that the committee meets monthly to plan music and worship services. Lisa Antonino has been coordinating supply accompanists while the team continues searching for another longer-term organist.

Nominating Committee report – Gary Wiessinger introduced the slate as presented by the Nominating Committee.

- Treasurer: Petra Gilmore
- Financial Secretary: Mary Webb
- Council: Barbara Padilla (2nd term), Gail Blomstrom (1st term) and Doug Southard (1st term)
- Nominating Committee: Peter Meier (3rd term); John McDowell (1st term) and Barbara Richards (1st term)
- Endowment Committee: Cathy Bready (2nd term), Len Fischer (2nd term) and John McDowell (1st term)

Social Concerns – Barbara Padilla thanked the congregation in being "the hands of God" for their time and resource contributions supporting: Second Harvest Food Bank; God's Work Our Hands day; Family Giving Program; Street Life Ministries, Home and Hope week and parsonage use; and benevolence donations to many organizations.

Stewardship Committee – Bob highlighted for Barbara Richards the theme Living Generously and thanked everyone for the increased number and amount of pledges for 2017. Stewardship will be ongoing during 2017 with focus on time & talents, one-time giving and long-term giving.

Women of the ELCA – Lynn Garbe-Recknagel emphasized that all women are welcome at their monthly Bible study and social meetings and presented the financial report for 2016.

Mission Appeal – Lori Friedman called attention to the Mission Appeal report which summarized the Spring Forth! capital campaign pledges, contributions received and loan repayment.

Youth Ministry and Sunday School – Erica Schemper was thanked by Lori Friedman for her service as Director of Youth and Family Ministry through May and her continued volunteering. Highlighted were Sunday School activities, youth worship participation, confirmation, elementary and youth events, service events and the Christmas pageant.

ACTION ITEMS:

Constitution Changes: Anita Reimann reviewed the three sets of constitution modifications: 1] ELCA recommendations which primarily relate changing titles of lay and ordained ministers; 2] update Nominating Committee language; and 3] modifying Audit Committee language.

Bob moved, Doug seconded. All changes were passed unanimously.

2017 Budget: Anita highlighted the 2017 budget and highlights presented by Petra at the Budget meeting the prior week. It was noted the budget is lower than 2016 budget.

Doug moved, Erik seconded approval of 2017 budget. Passed unanimously.

Elections:

Pamela moved, Lori seconded approval of slate of officers (Petra Gilmore, treasurer; Mary Webb, financial secretary; Barbara Padilla, Gail Blomstrom and Doug Southard, council; and Peter Meier, John McDowell and Barbara Richards, nominating committee; and Cathy Bready, Len Fischer and John McDowell, Endowment Committee). Approved unanimously.

Meeting closed with prayer by Pastor Josh.

Approved by congregation.

V – 2017 Treasurer's Report

2017 Budget Highlights

- General Fund giving was \$224,263 while expenses were \$212,770 (\$11,493 more than expenses)
- Total 2017 expenses were 3.5% lower than 2016
- Expenses were 2017 budget
- 2017 ended with \$45,871 in checking/savings (\$25,871 in General Fund checking/savings and \$20,000 in Emergency Contingency Fund)
- Strong benevolence giving continues at Holy Trinity:
 - 10% of budget in benevolence (5% to ELCA/Sierra Pacific Synod; 5% to local faith-based charities recommended by Social Concerns Ministry Team)
 - An additional \$17,134 in benevolence was also given
 - In addition to budgeted designated dollars benevolence is supported through time and material donations.
- In October there was a deficit of \$11,427
- December giving was again high (\$42,170) possibly due to the appeal letter
- 2017 ended with a surplus of \$11,493
- Critical to keep current with monthly pledge (even if not in church) – especially during summer months
- REMEMBER – monthly bills have to be paid regardless of who is in church (Simply Giving; Bill Pay!)
- Increase giving throughout the year to support the approved budget rather than relying on December appeals

Cash Receipts



Holy Trinity Lutheran Church Balance Sheet as of 12/31/2017

| Account Number | Account Name | Amount |
|----------------------------------|--|---------------|
| Assets | | |
| Current Assets | | |
| 1000 | Wells Fargo Checking | \$18,225.47 |
| 1010 | Market Rate Account | \$122,160.22 |
| 1020 | Endowment | \$112,154.16 |
| 1030 | Mission Investment Fund Account | \$20,000.00 |
| 1040 | Brokerage Account | \$0.01 |
| Total Current Assets | | \$272,539.86 |
| Total Assets | | \$272,539.86 |
| Liabilities | | |
| Current Liabilities | | |
| 2050 | Mission Investment Fund - Loan | \$114,537.33 |
| Total Current Liabilities | | \$114,537.33 |
| Total Liabilities | | \$114,537.33 |
| Equity | | |
| Unrestricted Net Assets | | |
| 3000 | General Fund - Fund Balance | \$45,870.94 |
| 3113 | Loan Fund Balance | \$-114,537.33 |
| Total Unrestricted Net Assets | | \$-68,666.39 |
| Restricted Net Assets | | |
| 3100 | Building Fund - Fund Balance | \$1,353.94 |
| 3101 | Endowment Fund Fund Balance | \$112,154.16 |
| 3102 | Memorial Fund Balance | \$3,028.91 |
| 3104 | Spring Forth Fund Balance | \$62,749.84 |
| 3105 | Music Fund Balance | \$351.87 |
| 3106 | Pastor Discretionary Fund Fund Balance | \$2,019.10 |
| 3107 | Special Designations Fund Balance | \$780.12 |
| 3109 | Youth Fund Balance | \$3,301.70 |
| 3110 | HTLCW Fund Balance | \$258.28 |
| 3111 | Benevolences Fund Balance | \$20,671.00 |
| 3112 | Contingency Fund Balance | \$20,000.00 |
| Total Restricted Net Assets | | \$226,668.92 |
| Total Equity | | \$158,002.53 |
| Total Liabilities + Total Equity | | \$272,539.86 |

Bank Account Activity for Month Ending December 31, 2017



Holy Trinity Lutheran Church
Budget: Current Month v. Year
for the period of 01/01/2017 to 12/31/2017

| | | YTD | | | Current Month | | |
|----------------------------|------------------------------------|--------------|--------------|--------------|---------------|-------------|-------------|
| Account Number | Account Name | Actual | Budget | Difference | Actual | Budget | Difference |
| Income | | | | | | | |
| General Donations | | | | | | | |
| 4000 | General Giving | \$189,337.71 | \$214,660.00 | \$-25,322.29 | \$39,981.00 | \$17,888.37 | \$22,092.63 |
| 4010 | Simply Giving | \$25,240.00 | \$0.00 | \$25,240.00 | \$2,060.00 | \$0.00 | \$2,060.00 |
| 4020 | Room Donations | \$7,160.00 | \$0.00 | \$7,160.00 | \$610.00 | \$0.00 | \$610.00 |
| 4030 | Thrivent | \$2,525.00 | \$0.00 | \$2,525.00 | \$182.00 | \$0.00 | \$182.00 |
| Total General Donations | | \$224,262.71 | \$214,660.00 | \$9,602.71 | \$42,833.00 | \$17,888.37 | \$24,944.63 |
| Designated Donations | | | | | | | |
| 4100 | Building Fund Income | \$170.00 | \$0.00 | \$170.00 | \$10.00 | \$0.00 | \$10.00 |
| 4120 | HTLCW Fund Donations | \$305.00 | \$0.00 | \$305.00 | \$20.00 | \$0.00 | \$20.00 |
| 4125 | Memorial Fund Donations | \$275.00 | \$0.00 | \$275.00 | \$0.00 | \$0.00 | \$0.00 |
| 4135 | Spring Forth Donations | \$35,279.00 | \$0.00 | \$35,279.00 | \$1,350.00 | \$0.00 | \$1,350.00 |
| 4140 | Music Fund Donations | \$-106.88 | \$0.00 | \$-106.88 | \$0.00 | \$0.00 | \$0.00 |
| 4150 | Special Designations Fund Donation | \$2,715.00 | \$0.00 | \$2,715.00 | \$0.00 | \$0.00 | \$0.00 |
| 4160 | Youth Fund Donations | \$2,292.34 | \$0.00 | \$2,292.34 | \$187.41 | \$0.00 | \$187.41 |
| 4165 | Benevolence Donation | \$2,045.67 | \$0.00 | \$2,045.67 | \$200.00 | \$0.00 | \$200.00 |
| Total Designated Donations | | \$42,975.13 | \$0.00 | \$42,975.13 | \$1,767.41 | \$0.00 | \$1,767.41 |
| Other Income | | | | | | | |
| 4500 | Interest Earned | \$8,590.01 | \$0.00 | \$8,590.01 | \$760.15 | \$0.00 | \$760.15 |
| Total Other Income | | \$8,590.01 | \$0.00 | \$8,590.01 | \$760.15 | \$0.00 | \$760.15 |
| Total Income | | \$275,827.85 | \$214,660.00 | \$61,167.85 | \$45,360.56 | \$17,888.37 | \$27,472.19 |
| Expense | | | | | | | |

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

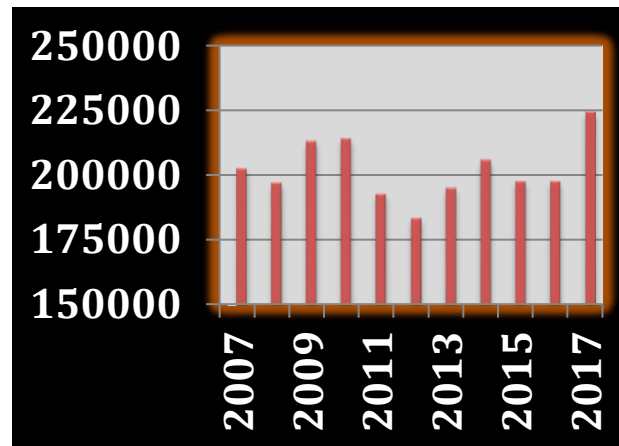
| | | YTD | | | Current Month | | |
|---|----------------------------|-------------|-------------|-------------|---------------|------------|------------|
| Account Number | Account Name | Actual | Budget | Difference | Actual | Budget | Difference |
| Total Benefits and Personnel Related Expenses |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

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

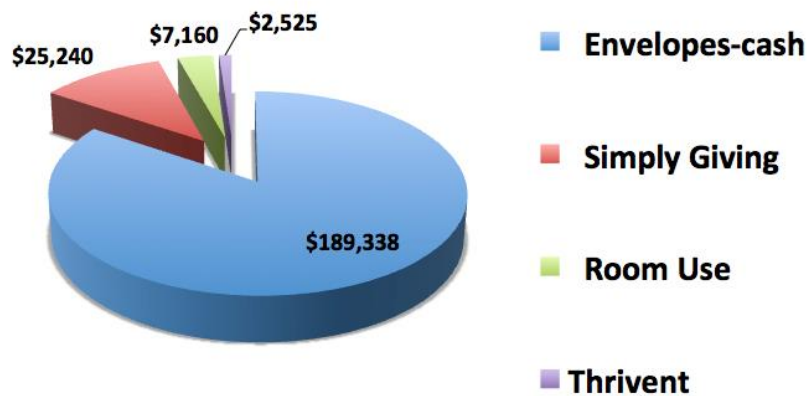
Cumulative Receipts

| MONTH | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | 2013 | 2014 | 2015 | 2016 | 2017 |
|--------------------------------|--------------------|--------------------------|--------------------|--|----------------------|---------------------|--------------------|---|----------------------------|------------------------|--------------------|
| January | \$12,154.83 | \$13,361.32 | \$12,881.17 | <i>\$18,768.82</i> | <i>\$16,399.77</i> | <i>\$25,631.43</i> | \$15,035.11 | \$12,539.44 | \$11,123.47 | <i>\$16,839.87</i> | <i>\$17,563.00</i> |
| February | \$15,662.60 | \$12,101.80 | \$15,040.01 | \$11,937.47 | \$10,587.68 | \$17,719.82 | \$18,575.02 | \$14,325.81 | \$15,083.45 | \$11,588.84 | \$14,389.00 |
| March | \$13,475.14 | <i>\$18,871.62</i> | <i>\$17,502.83</i> | \$14,163.21 | \$11,488.06 | \$7,878.94 | <i>\$16,287.35</i> | <i>\$17,777.90</i> | <i>\$14,347.70</i> | <i>\$19,413.07</i> | \$15,779.03 |
| April | <i>\$16,415.69</i> | \$14,144.03 | <i>\$17,527.83</i> | <i>\$14,884.29</i> | <i>\$16,563.57</i> | <i>\$16,264.16</i> | \$14,291.41 | <i>\$18,051.66</i> | <i>\$19,190.23</i> | \$10,899.55 | <i>\$17,219.96</i> |
| May | \$11,136.06 | \$11,467.84 | <i>\$16,990.23</i> | <i>\$11,635.01</i> | <i>\$13,254.82</i> | <i>\$8,553.76</i> | \$10,807.33 | \$15,163.41 | <i>\$13,586.45</i> | <i>\$15,093.50</i> | \$12,366.37 |
| June | \$14,230.75 | <i>\$24,388.44</i> | \$12,410.27 | \$18,076.64 | \$11,513.55 | \$18,848.00 | <i>\$20,576.79</i> | <i>\$16,898.74</i> | \$14,817.32 | \$12,774.53 | \$17,552.00 |
| July | <i>\$29,131.42</i> | \$18,900.30 | \$13,340.32 | \$15,024.25 | <i>\$18,139.42</i> | <i>\$10,917.38</i> | \$13,881.77 | \$11,313.83 | \$9,763.99 | <i>\$11,018.58</i> | <i>\$22,730.00</i> |
| August | \$13,348.56 | <i>\$14,144.50</i> | \$15,468.66 | <i>\$20,352.26</i> | \$15,313.94 | \$13,728.33 | \$10,937.23 | <i>\$25,477.57</i> | <i>\$17,402.20</i> | \$13,793.62 | \$11,440.20 |
| September | <i>\$17,593.06</i> | \$13,372.37 | <i>\$15,550.56</i> | \$15,371.14 | \$33,002.73 | \$16,432.41 | <i>\$15,504.38</i> | \$17,789.96 | \$24,442.85 | \$11,272.65 | \$12,584.00 |
| October | \$12,385.73 | \$13,978.18 | \$13,868.75 | <i>\$15,451.04</i> | <i>\$15,373.81</i> | <i>\$13,175.16</i> | \$15,349.92 | \$11,540.36 | \$10,531.20 | <i>\$15,462.00</i> | <i>\$20,389.00</i> |
| November | \$18,735.64 | <i>\$15,672.64</i> | <i>\$18,382.42</i> | \$18,852.81 | \$14,607.35 | \$14,767.57 | \$12,305.09 | <i>\$12,775.21</i> | <i>\$19,603.08</i> | \$14,017.00 | \$19,417.15 |
| December | <i>\$28,016.75</i> | \$26,559.76 | \$43,942.37 | \$39,373.42 | \$16,205.08 | \$19,184.92 | <i>\$31,367.77</i> | \$32,000.47 | \$27,596.03 | \$45,170.34 | <i>\$42,833.00</i> |
| Total | \$202,286.23 | \$196,962.80 | \$212,905.42 | \$213,890.36 | \$192,449.78 | \$183,101.88 | \$194,919.17 | \$205,654.36 | \$197,487.97 | \$197,343.55 | \$224,262.71 |
| Diff prior year | \$26,113.64 | <i>(\$5,323.43)</i> | \$15,942.62 | \$984.94 | <i>(\$21,440.58)</i> | <i>(\$9,347.90)</i> | \$11,817.29 | \$10,735.19 | <i>(\$8,166.39)</i> | <i>(\$144.42)</i> | \$26,919.16 |
| Prior yr % | 114.82% | 97.37% | 108.09% | 100.46% | 89.98% | 95.14% | 106.45% | 105.51% | 96.03% | 99.93% | 113.64% |
| Notes: | | | | Parsonage Rental \$3,225 July-Dec \$19,350 | Called P.Christian | | | Began Sanctuary Refresh/ Capital Campaign | P. Christian last day 7/31 | P. Josh first day 12/1 | |
| Key: | <i>* 5 Sunday</i> | <i>* Easter+5 Sunday</i> | | Easter | | | | | | | |
| Monthly Average YTD: | | | | Donations YTD | \$224,262.71 | | | | | | |
| Monthly needed to reach budget | | | | Expenses YTD | -\$212,769.70 | | | | | | |
| Difference | | | | Difference | \$11,493.01 | | | | | | |

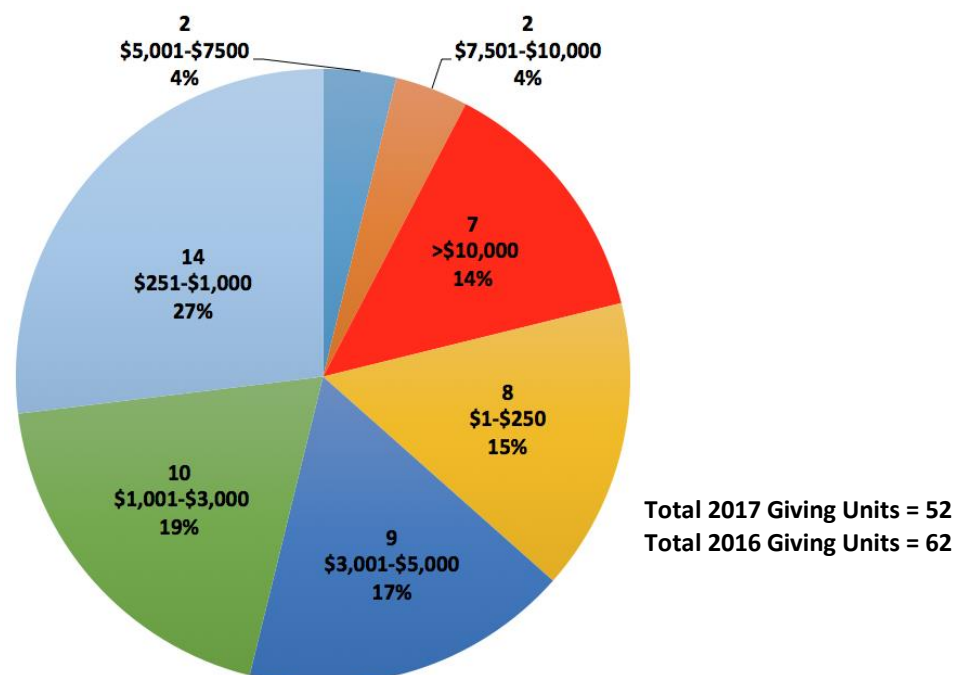
Cumulative Receipts Chart – 10 Year History



General Funding Sources Chart

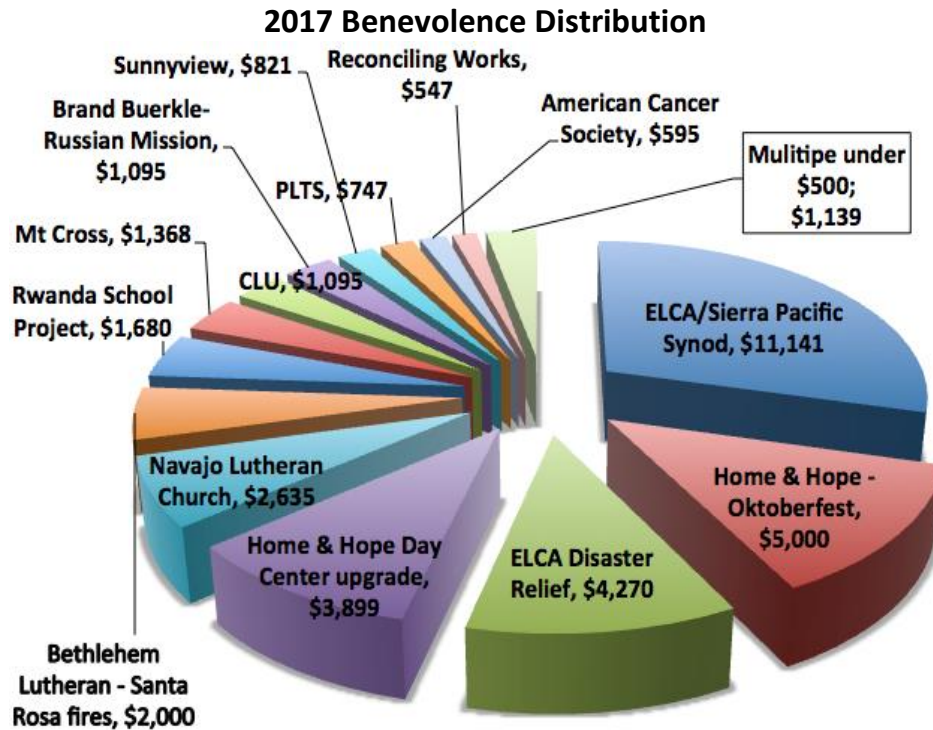


2017 Annual Giving Distribution Chart



Benevolence

- We continue to be generous in our benevolence giving - \$38,032 in 2017
- 10% of our budget goes to benevolence
 - ⇒ 5% split between ELCA and Sierra Pacific Synod (\$9,757)
 - ⇒ 5% to locally connected faith-based charities recommended by Social Concerns Ministry Team (\$9,757)
- Additionally, \$17,134 was given over and above the 10% General Fund benevolence



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

- Lutheran World Relief Personal Care kit supplies
- Second Harvest Food Bank – food donations
- Family to Family gifts
- Home and Hope meals / volunteer time
- 24 Thrivent Action Team projects have provided seed money (\$6000) support social concerns and church projects

VI - Reports

Pastor's Report

I began my time with you on the second Sunday of Advent 2016. Expectation was in the air as we began our journey together. So, we got straight to work. The first goal we had was to get to know each other. We had dinners at member's homes, restaurants, and in Beilstein Hall. We also had opportunities to deepen our relationships with office hours at Peet's in the Summer. Many folks came out for coffee and conversation. In order to make sure that we are off to a healthy start we participated in the Healthy Start program which allowed us to set goals and mutual expectations within the congregation. I have also tried to establish meaningful relationships with congregation member through regular meetings, prayer cards, and thank you notes. It seems to me that we are indeed off to a good start.

In feeling out the ministry we share, the council decided that I having a direct role in youth ministry would best strengthen our congregation and utilize the gifts for ministry I possess. I began holding lunches for the middle and high school students, took the elementary kids on retreat to Mt. Cross, and took over the Confirmation program. With the help of our incredible Youth Ministry Committee it seems like a sustainable way to move into the future.

Being part of the Worship life of the congregation has been a real joy as we discern together what worship here looks like. We are still trying to find an accompanist to join our team, which is the biggest need in our worship ministry right now. Once established with an accompanist I am sure that we can venture into new terrain in our worship services. I am especially grateful to Lisa Antonino for her leadership as she has volunteered to be the music director. Her diligent and hard work in finding regular accompanists, planning music, and choir practice has been inspired. I am also grateful to Peter Schmuckal who works weekly to ensure the best musical accompaniment with the organist.

Under the leadership of Bob Beuthel we looked outward into the community seizing the opportunity of celebrating 500 years of the Reformation. We were able to reach into the community and hold an event that brought over 100 people into our midst's inviting them to learn, serve, and have fun with us in our Oktoberfest. Reaching out into our community has also been in the form of invitation to two specific worship services: Blessing of the Animals and All Saints Day. We saw members from the community join us to bless animals and remember those who have died. My hope is that we will continually find ways to reach into the community and continue to be a congregation that is known in our community.

The state of our congregation is healthy, strong, and teeming with people who are willing to serve the world in the name of Jesus. My hope is that we continue to recruit members to see how their gifting and desires could serve the Church and world.

Respectfully Submitted,
Pastor Joshua Serrano

President's Report

Thank you all for another great year at HTLC! Some of the highlights from this past year included getting Pastor Josh fully up to speed, celebrating our congregation's 70th birthday in May, and putting together the fun and ambitious Oktoberfest party in September.

Our HTLC council had our annual retreat in August and we adopted the following goals for 2018:

1. By the end of the year have a plan as how to best meet the needs of youth, seniors and music within projected resources.
2. Review and strengthen ministry team concept.
3. Increase involvement with community.
4. Finances – make a push to pay off the Spring Forth loan, and investigate whether going solar would make sense at this point.

We are already making progress on these goals and look forward to another strong year.

On a final note, I would like to thank you for the strong financial response in December. We are pleased to be able to put forth a budget for 2018 that continues to support all of the programs we offer here.

Respectfully submitted,
Anita Reimann, HTLC Council President

Committee Reports

Building and Grounds

General Maintenance

Leroy Padilla continued his work as Property Manager, insuring that regular maintenance and repair kept the church facilities operational and safe. Specifically, Leroy restocked kitchen, custodial and maintenance supplies; cleared debris from gutters and downspouts; changed light bulbs; and arranged for professional carpet cleaning. He continues as liaison to both custodial and landscape personnel. John Schornstein faithfully moved the church recycle and trash receptacles to the curb and back every week.

Facilities Improvements/Maintenance

For the fifth straight year, Buildings and Grounds had another productive year due in large part to the congregation's support for upgrading and maintaining the campus. The following projects were completed in 2017:

- This year's Spring Sparkle clean-up day began with a breakfast and book study hosted by the Men's Breakfast group, and many members and friends participated in general cleaning and landscape work.
- Facilitated removal of storm damaged tree (Glenwood side near sanctuary).
- Facilitated repair of broken water pipes leading into the sanctuary building. The breaks were caused by the tree/storm damage.
- Re-landscaped the Manzanita side of the property:
 1. Buzzsaw Jamboree began the process by removing all old juniper bushes by a team of hard-working members.
 2. Another workday focused on removal of all the juniper stumps using a stump chipper.
 3. The third workday saw installation of a drip irrigation system, new planting, small retaining walls and the laying of ground cover.
- Facilitated the installation of an Automated External Defibrillator (AED) device in Beilstein Hall.
- Developed a facilities manual to help guide future B & G team members/staff in location of key facility features.
- Worked with the Oktoberfest planning team to prepare the facilities for the Oktoberfest celebration.
- Replaced the sink faucet in the downstairs kitchenette.
- Secured the playhouse to prevent youth from using it to climb on the roof.
- Repaired outside security lights.

Home & Hope Partnership

In a joint effort between Buildings and Grounds and Social Concerns a significant partnership between Holy Trinity and Home & Hope was forged in 2015/2016 and continued into 2017. Buildings & Grounds oversaw completion the revitalized Home & Hope Burlingame Day Center which began in 2016. Through leveraging resources, (Thrivent Action Team proposals) and by working with contractors Rossi Painting and Webb Builders who provided steeply discounted work, the \$11,000 Spring Forth benevolence money allocated by Council resulted in over \$22,000 in Home & Hope Day Center improvements.

Looking Forward

Buildings and Grounds is seeking to expand the cadre of members taking leadership to maintain the extensive property in good condition. Volunteers are needed to commit to:

1. Monitor and replace kitchen and custodial/maintenance supplies (paper plates, cups, utensils, TP, paper towels, etc.). A guide will be provided.
2. Once or twice a year schedule and facilitate general clean-up workdays. A guide will be provided.
3. Monitor and adjust irrigation system:
 - a. Set sprinkler automatic timers on/off as seasons dictate
 - b. Twice each year check to determine if there are any breaks in the hoses and repair as needed.
4. Oversee custodial and landscaping contractors.

By extending the work through a larger leadership team, effective use of volunteer time will take place. "God's work, our hands."

Respectfully submitted,

Bob Beuthel

Oktoberfest 2017

Late 2016, Christine and Kemp Segerhammar called a meeting with a small group to discuss ideas for Holy Trinity to celebrate *Reformation 500*. That meeting resulted in the idea of an Oktoberfest celebration. The congregation supported the idea and a core team volunteered to take leadership; this group met regularly during the year to plan. Oktoberfest was a congregation fundraising event with many volunteers resulting in a positive impact on Holy Trinity and the surrounding community! Here is a summary of key information:

Original Goals (all met and/or exceeded):

- Celebrate the 500th anniversary of the Reformation
- Provide an opportunity for many Holy Trinity members to be involved actively in planning and implementing
- Bring larger community to the church facilities/outreach to community
- Support social programs (Second Harvest Food Bank, Home & Hope, San Francisco Night Ministry and Lutheran World Relief)
- Integrate Evangelism/Outreach, Social Concerns, Congregation Life, Worship & Music in a unifying project
- Have fun and build community

Statistics:

- Volunteers: 54
- Receipts from Oktoberfest: \$3,555
- Thrivent Action Team proposals supporting needed supplies: 17 for total of \$4,250
- Expenditures from the Spring Forth benevolence fund: \$2,900 (\$4,500 was allocated if needed)
- Estimated member in-kind contribution: \$1,238
- Total cost of Oktoberfest: \$8,388, but only \$2,900 from Holy Trinity funds

Support to Non-Profit Organizations:

- After receiving the final report the Council voted to make a \$5,000 benevolence distribution to **Home & Hope** (Oktoberfest receipts plus \$xxx from Spring Forth Benevolence)
- 300 **Lutheran World Relief** Personal Health Kits were assembled, boxed and readied for shipping
- 300 care bags and many extra supplies were assembled and delivered to **San Francisco Night Ministry** for distribution to the homeless
 - 3 barrels of canned food were partially filled for distribution to **Second Harvest Food Bank**. Members then completely filled the barrels with items good for children (cereal, peanut butter, etc.) during the ensuing months.

Freed & RENEWED
in Christ 500 YEARS OF GOD'S
GRACE IN ACTION



Saturday, Sept. 9th, 10am-3pm

Holy Trinity Lutheran Church
149 Manzanita Ave. (at Cedar), San Carlos

Handcrafted specialty beer
Delicious German food
Fun games and cake walk
Community service projects
100% proceeds benefit local community programs
Admission: One canned good or new white socks

Celebrating 500 years of Luther's Reformation



Congregational Life

Thanks to all who joined in the fun this past year. We are planning more for 2018, including a visit to see the elephant seals and continuing our Martin's Table small dinner groups. I hope to see you there for more fun and fellowship. If you have an idea for an activity or event please let me know and I will happily help organize it. Remember, there is no FUN without "U".

Ecclesiastes 5:18-20 This is what I have observed to be good: that it is appropriate for a person to eat, to drink and to find satisfaction in their toilsome labor under the sun during the few days of life God has given them—for this is their lot.

Ecclesiastes 8:15 So I recommend the enjoyment of life, for there is nothing better on earth for a person to do except to eat, drink, and enjoy life.



Photos: Martin Luther Movie Night,
Quakes vs Galaxy Cali Classico & Fireworks,
Shakespeare in the Park, Church Picnic, and
Martin's Table Dinner Kickoff

Endowment Committee

In 2017 Endowment Committee oversaw a fund which rose to \$112,154.16 by November 30 2017, the latest date for which records are available. No new donations were made in 2017. Various grants were recommended by the committee and made for Council-approved projects, including \$500 to the Rock Point Navajo Mission School and \$1287 for the new AED system installed in the church.

Respectfully submitted,
Doug Southard, Committee Chair

Evangelism and Outreach

Our focus for Outreach & Evangelism in 2017 was helping execute the fantastic Oktoberfest event, one of the largest outreach and evangelism events in HTLC's history. The O&E team was primarily responsible for making the community aware of the event and driving attendance. We designed, produced, and distributed hundreds of flyers, posters, and lawn signs throughout the area—thank you to everyone in the congregation who helped distribute the materials! We also designed and coordinated a banner hung above Laurel Street, designed and produced Oktoberfest beer glasses, and staffed the HTLC info booth at the event.

In the process of preparing for Oktoberfest, we also achieved three other goals for the year. First, we designed and produced a new brochure for the church, with updated content and pictures and a more modern look. Second, we rolled out our visitor coffee mugs and welcome kits and trained the greeters and ushers on their role in guiding visitors. Third, we created or updated listings about HTLC in several online sites, including NextDoor, Yelp, Google Business, and others.

For 2018, we will take another new look at our existing initiatives and some new ideas and decide which events and projects will best get The Word out about Christ and HTLC.

Some initiatives that we are doing or are considering include:

- Continue to improve our online presence to make it easier for people to discover us and learn about us by refreshing our website and creating a program to update our information on Facebook
- Continue to improve the experience for visitors to the church
- Partner with the Widening our Welcome team to determine the next steps to continue widening our welcome, including considering becoming a Reconciling in Christ congregation
- Promote more actively our Easter and Christmas programs for children and families, especially online
- Create additional branded HTLC clothing and other items to help our members get the Word out in their day-to-day lives
- Decide if we should host a booth at Hometown Days and/or the Farmers Market and, if so, refreshing the activities at the booth

The more people we have participating in the Outreach & Evangelism Team, the more we can accomplish. If you would like to help with any of the activities above or have your own ideas for Outreach & Evangelism, please contact Gary Wiessinger, G. Ray Martin, Karen Schornstein, or Lori Friedman.

Respectfully submitted, **Gary Wiessinger**

Worship and Music

The Worship & Music Committee — currently consisting of Lisa Antonino, Pamela Bohlmann, Lynn Garbe-Recknagel, and Erik Vorhes — met monthly during the year to plan worship for Sundays and other liturgically significant days. In addition to directing the choir, Lisa Antonino worked tirelessly to ensure the presence of an accompanist during worship. She, Peter Schmuckal, and Erik Vorhes coordinated hymn selection. During the coming year we plan to continue with these activities — while also redoubling our efforts to find a regular accompanist for worship, as the current rotational model is time-consuming and has become increasingly unworkable. We also are looking for new people — of all ages — to join the committee. Thank you for your continued prayers & support.

Lisa Antonino, Choir Director— Our small but mighty choir had a very fun and productive year in spite of not having a regular accompanist. We worked on several *a capella* pieces (not requiring piano, just voice), which was challenging, but rewarding. Sundays from October through December were full with anthems for the various Holy Days, Advent and Christmas Eve. We joined up with three other churches in San Carlos to rehearse and perform the Ralph Von Williams Psalm 148, which was more ambitious than originally thought, and we have two successful performances at Holy Trinity Lutheran in October and Epiphany Episcopal in November.

Respectfully Submitted,
Erik Vorhes, chair

Technology

We achieved two key accomplishments within Technology in 2017. First, we upgraded the Wi-Fi network at the church, providing wireless internet across most of the campus, including the full sanctuary and lower level, most of Beilstein Hall, and the garden.

Second, we upgraded the office computer with a new Mac to be consistent with the Mac that Pr. Josh uses. The office PC will be re-purposed to be used by counters and ministry teams in the Ministries Office.

In 2018, we plan to continue upgrading our technology to enable our staff and volunteers to be more productive, better reach the broader community, and provide the best possible experience to members. The top priority is upgrading our website.

If you have technology skills or just an interest in technology and a desire to learn, we would love your help. Please contact Gary Wiessinger.

Respectfully submitted, **Gary Wiessinger**

Nominating Committee

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

| | |
|--|--|
| Treasurer: | Petra Gilmore |
| Financial Secretary: | Mary Webb |
| Congregation Council (3 seats): | Pamela Bohlmann (second term) Dick Rescho (second term) Sandy Frojelin (first term) |
| Endowment Committee: | Cathy Bready (third term) Len Fischer (third term) John McDowell (second term) Alex Ding (first term) |
| Nominating Committee (3 seats): | Barbara Richards (second year) John McDowell (second year) Lori Friedman (first year) |

Social Concerns

What an amazing year it has been for our Social Concerns Team Ministry!!

God's word says, "Faith is being sure of what we hope for and certain of what we do not see." Hebrews 11:1.

Our Team approached the year with hope in our hearts to care for others. We aimed for outreach to the community with the most essential aspects of life: providing food, housing, clothing, warm blankets, water, care products, money, and dedicated love and support. **All year long we have accomplished this goal.**

- Starting in Lent in March, we provided for the shelters, meals, and visitation for Home & Hope families in Beilstein Hall.
- Next in April, we focused on creating warm fleece blankets, cards, and placemats for the Rock Point Navajo Lutheran Mission and School in Arizona. We also raised funds to sponsor a student athletic team, and purchase school supplies. Joyfully they are using these items throughout the year!
- All late Spring and Summer was devoted to collecting items for the Oktoberfest service projects for Lutheran World Relief, SF Night Ministry, and Second Harvest Food Bank. Three hundred Personal Care Kits were assembled (12 boxes and 430lbs.) and delivered to the statewide gathering, and Bob Beuthel delivered the three hundred SF Night Ministry care bags to Pastor Lyle Beckman for distribution. *Three* SHFB barrels were filled, including neighborhood giving.
- As the year was closing, we requested family names from Samaritan House for our Family Giving tree gifts. Four families, including 16 children/teenagers were provided personal gifts and food gift cards for their Christmas celebrations. Phenomenal!

My gratitude to ALL as I am certain that the love of Christ abounds!!

Respectfully Submitted,
Barbara Padilla

Stewardship

Our team of Bob Beuthel, Heather Rodgers, Mary Webb and I continue to urge all members to submit pledge cards.

- 2016/17 stewardship was a yearlong focus with the following emphasized:
 - Theme "Live Generously"
 - Pledging
 - Time & Talent (at the meet and greets)
 - Designated giving and maximizing resources for the good of the church:
 - Home & Hope Day Center refresh completed (see B & G report)
 - Use of Thrivent Action Team proposals to extend Holy Trinity's ability to assist others (24 proposals funded for \$6,000)
 - Long term giving through Estate Planning and supporting the Endowment (Greg Jahnke, Thrivent representative arranged by Amy Beuthel)
 - Focus on Spring Forth completion and loan debt
 - April Topics article "Make Room for Generosity"
- 2017/18 stewardship theme "Many Faces of Generosity"
 - pledge campaign
 - Michele Lago sharing her story emphasizing "The Ultimate Gift of Generosity" by being an organ donor

Respectfully submitted,
Barbara Richards, Stewardship chair

Women of the ELCA (WELCA)

Financial Report for the Year 2017

| | | |
|--|------------------------|------------------------|
| Beginning balance at January 1, 2017 | | <u>258.28</u> |
| OFFERINGS: | | |
| Total Lydia Circle offerings: | \$310.00 | |
| <i>(Note: 35% of offerings are sent to Sierra Pacific synod)</i> | | |
| TOTAL RECEIPTS: | | <u>\$310.00</u> |
| Bal. before disbursements | | <u>\$568.28</u> |
| DISBURSEMENTS: | | |
| WELCA – Synod yearly offerings: | \$ 0.00 | |
| Memorials: | | |
| <i>McDowell, Platt, Steen, Schornstein</i> | \$ 80.00 | |
| Family in need: | \$200.00 | |
| To reconcile to HTLC: | \$ 30.00 | |
| TOTAL DISBURSEMENTS: | <u>\$310.00</u> | |
| Balance @ December 31, 2017 | | <u>\$258.28</u> |

Respectfully submitted,
Lynn Garbe-Recknagel, Treasurer

WELCA offering for 2017 of \$108.50 will be drafted January 2018.

Youth Ministry and Sunday School

Sunday School

Sunday School classes have nearly 30 children ages 3-15 years old participating. For the three younger groups, classes were held 3 Sundays each month throughout the school year. The middle- and high-school youth Sunday School class meets at 9:15 am weekly through the school year. The Sparks curriculum is used in the 3 older groups, with Godly Play for the youngest group. Thanks to Erica for expanding the Godly Play lessons.

Thanks to the volunteer Sunday School teachers - Lisa Porter, Cathy Bready, Bobby Rodgers, Gaby Knauth, Lisa Kersten, Lori Friedman, Hillary Wiessinger, Anita Reimann, Michelle Rohrer, Peter Meier, Erik Vorhes, Erica Schemper, Gail Blomstrom, Heather Rodgers, Anna Friedman.

Worship participation

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

Pr. Josh led acolyte training for new and returning acolytes.

Confirmation

Confirmation classes are led by Pr. Josh Serrano. As a service project, the confirmation class prepared and served food at Glide Memorial Church in San Francisco. A confirmation field trip to Santa Clara Muslim Community Association and prayer service in the mosque was chaperoned by Lori and Randy Friedman, Pr. Josh, Anita Reimann, Peter and Gigi Schmuckal.

Three youth were confirmed in June, Mackenzie Friedman, Josh Frojelin, and Emily Schmuckal. In fall of 2017, joining Cammie Haas, Max Reimann, and Kate Rohrer (from Switzerland) are 5 additional youth - Eli Haas, Maxwell Fischer, Cole Baker, Jack Wiessinger, Maddie Wiessinger.

Elementary and Youth Events

The youth led and participated in the Easter egg hunt and Easter breakfast at HTLC. Children and youth participated in several social events throughout the year, including a swim party, thanks to James & Anita Reimann, and game night at the parsonage thanks to Pr. Josh. Pr. Josh is leading a monthly lunch for teens, right after church on the first Sunday of the month. Gaby is seeking adult volunteers to plan additional middle- and high-school social events, all ideas welcome!

Service events

Children and youth participated in Oktoberfest volunteering and service projects. Additionally, kids participated in Christmas gifts for needy families, and hosting Home and Hope dinners.

"The Surprising Christmas Pageant"

The Children's Christmas Pageant allows our children and youth to tell the story of Jesus' birth through drama, comedy, and songs, with the audience appreciating the music and excitement. Thanks go to the parents who brought kids to rehearsals and lent helping hands, to Cathy Bready (costumes), Gaby Knauth (potluck organization), Bob Beuthel (sound), Lori Friedman (props), Anita Reimann (music) and Gigi Schmuckal (directing). Special thanks to the kids who have fun sharing the Christmas story.

Camps and Youth Gatherings

Pr. Josh Serrano and Heather Rodgers accompanied the 3rd-5th graders to camp at Mt Cross.

There are 3 youth signed up for National Youth Gathering next year in Houston, and preparing for fund-raisers.

Submitted by,

Anita Reimann, Lori Friedman, Gaby Knauth, Heather Rodgers, Hillary Wiessinger, Lisa Kersten

VII – Action Items

Approval of 2018 Budget

| General Fund | | | | | | |
|--------------|-----------------|----------------------------|------------------|----------------------|------------------|------------------------------|
| # | Category | Line Item | 2017 Approved | 2017 Year to Date | 2018 Proposed | Notes |
| 1 | Personnel: | Pastor | \$55,508 | \$55,318 | \$58,433 | 5% raise |
| 2 | | Secretary | \$21,840 | \$20,097 | \$21,785 | \$22.05 x 19 x 52 (5% raise) |
| 3 | | Organist | \$9,500 | \$9,800 | \$12,700 | \$225 x 52 + \$1K |
| 4 | | Dir of Child & Family | \$3,000 | \$0 | \$0 | |
| 5 | | Nursery | \$2,600 | \$2,100 | \$2,600 | \$50 per week |
| 6 | | Substitutes | \$1,350 | \$900 | \$1,350 | \$225 x 6 |
| 7 | | Janitor | \$3,900 | \$3,900 | \$3,900 | \$325 x 12 |
| 8 | | Gardener | \$3,000 | \$3,000 | \$3,000 | \$250 x 12 |
| 9 | | Bookkeeper | \$7,863 | \$7,863 | \$7,863 | \$18.90 x 8 x 52 |
| | | Sub-total | \$108,561 | \$102,978 | \$111,631 | |
| 10 | Benefits/other: | Pastor Benefits | \$25,200 | \$25,234 | \$26,500 | |
| 11 | | Pastor Housing | \$3,000 | \$3,000 | \$3,000 | |
| 12 | | Payroll Taxes | \$7,500 | \$7,015 | \$7,500 | |
| 13 | | Car Allowance | \$1,750 | \$1,750 | \$1,750 | |
| 14 | | Prof. Expenses | \$1,500 | \$1,370 | \$1,450 | |
| 15 | | Dir of C&F Benefits | \$0 | \$0 | \$0 | |
| 16 | | Dir of C&F Car/Prof Expens | \$0 | \$0 | \$0 | |
| 17 | | Teaching Parish milage | \$0 | \$0 | \$0 | |
| | | Sub-total | \$38,950 | \$38,369 | \$40,200 | #REF! |
| 20 | Utilities: | PG&E | \$4,500 | \$5,267 | \$5,300 | |
| 21 | | Water | \$1,500 | \$2,288 | \$2,300 | |
| 22 | | Phone | \$2,800 | \$5,175 | \$4,000 | |
| 23 | | Trash | \$950 | \$958 | \$960 | |
| 24 | | Insurance | \$8,000 | \$7,365 | \$7,500 | |
| 25 | | Property Taxes | \$3,100 | \$3,153 | \$3,300 | |
| | | Sub-total | \$20,850 | \$24,206 | \$23,360 | #REF! |
| 30 | Office: | Office Supplies | \$900 | \$911 | \$900 | |
| 31 | | Postage | \$500 | \$296 | \$400 | |
| 32 | | Printing | \$5,600 | \$5,911 | \$5,800 | \$406 per mo + overages |
| | | Sub-total | \$7,000 | \$7,118 | \$7,100 | #REF! |
| 40 | Committees: | B&G Repair & Maint. | \$4,000 | \$4,516 | \$4,000 | |
| 41 | | Endowment | \$0 | \$0 | \$0 | |
| 42 | | Financial | \$3,084 | \$2,660 | \$3,700 | 2018 do audit |
| 43 | | Personnel Admin. | \$100 | \$0 | \$100 | |
| 44 | | Technology Support | \$2,500 | \$1,014 | \$720 | |
| 45 | Ministries: | Adult Education | \$300 | \$0 | \$0 | |
| 46 | | Confirmation | \$500 | \$575 | \$500 | |
| 47 | | Congregation Life | \$500 | \$272 | \$250 | |
| 48 | | Hospitality | \$700 | \$901 | \$700 | |
| 49 | | Outreach & Evang. | \$500 | \$0 | \$100 | |
| 50 | | Social Concerns | \$0 | \$0 | \$0 | |
| 51 | | Stewardship | \$200 | \$0 | \$200 | |
| 52 | | Sunday School | \$1,300 | \$1,540 | \$1,300 | safe congregation \$200 |
| 53 | | Worship & Music | \$3,900 | \$4,568 | \$3,450 | |
| 54 | | Youth Programs | \$200 | \$202 | \$100 | |
| 55 | | Senior Ministries | \$250 | \$0 | \$100 | |
| | | Sub-total | \$18,034 | \$16,248 | \$15,220 | #REF! |
| 60 | Other: | Synod Assem&Prof Lead C | \$1,700 | \$379 | \$1,300 | |
| 61 | | Miscellaneous | \$50 | \$0 | \$50 | |
| | | Sub-total | \$1,750 | \$379 | \$1,350 | |
| | | General Fund Total | \$195,145 | \$189,298 | \$198,861 | |
| 70 | Benevolences: | ELCA | \$9,757 | \$11,411 | \$9,943 | 5.00% |
| 71 | | Other | \$9,757 | \$12,060 | \$9,943 | 5.00% |
| 72 | | Contingency | \$0 | \$0 | \$0 | none for 2013,14,15,16&17 |
| | | Sub-total | \$19,515 | \$23,471 | \$19,886 | #REF! |
| | | TOTAL with Benev. | \$214,660 | \$212,769 | \$218,747 | |

Special Designated Funds

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

2018 Budget

Recommendation

- 2018 budget total: \$218,747
Increase from 2017 budget: 1.9%
- 2017 - 39 pledges received (\$181,930)
- 2018 – 30 pledges received (\$151,100)
- Pledges inform the budget/planning process

Highlights

- 5% increase to Pastor and Office Administrator
Organist higher than 2017; search for permanent organist
- Utilities: Similar to 2017 with slight use adjustments
- Office: Similar to 2017 with slight use adjustments
- Ministries: Similar to 2017 based on feedback from committees
- Benevolence: 5% ELCA/Synod and 5% Other

Challenges

- 2018 budget higher than 2017
- There is a \$67,647 difference between current pledges and proposed budget
- Monthly deficits make it difficult to follow the approved budget
- Council monitors giving/spending monthly
- There is little flexibility in the budget – highest % are fixed costs

Stewardship Challenge

What can YOU do to help eliminate the monthly disparity between the approved budget and giving?

Motion: Approve 2018 Holy Trinity Budget as presented in Annual Report.

Moved by:

Seconded by:

VII – Elections

| | |
|-----------------------|--|
| Treasurer: | Petra Gilmore |
| Financial Secretary: | Mary Webb |
| Council: | Pamela Bohlmann (second term) Dick Rescho (second term) Sandy Frojelin (first term) |
| Endowment Committee: | Cathy Bready (third term) Len Fischer (third term) John McDowell (second term) Alex Ding (first term) |
| Nominating Committee: | Barbara Richards (second year) John McDowell (second year) Lori Friedman (first year) |

VIII – Closing Prayer