



2022  
Annual Meeting  
Packet

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# Finance

# The Funds of the Church

Churches and other not-for-profit organizations utilize Fund Accounting. In practice, the transactions for each bank account in the church's name is accounted for in a Statement of Receipts and Disbursements, which summarizes the financial activity that occurred in an account during the year.

Churches often establish multiple bank accounts to serve different purposes. At St. Mark's we have a number of cash accounts that fulfill the ongoing funding needs of the various ministries of our parish, as well as funds held in reserve for future, specific purposes. To help you better understand and get acquainted with the funds that exist at St. Mark's, we have provided a description for each below. They are separated into two categories: Operating Funds and Restricted Use Funds. A comparative Statement of Receipts and Disbursements comparing 2021 and 2020 for each fund can be found in this packet, as well as a 2022 Budget, where appropriate.

## ***Operating Funds***

**General Fund** – This is the main operating fund of the church. Through it we process most of the income and expenses necessary to operate our church. It includes contributions from our parishioners, income from the Thrift Store, and from other sources like rents. Out of it we pay direct operating expenses and overhead such as payroll and related costs, insurance, utilities, supplies, office and administrative expenses, ministry expenses, maintenance, etc. It is the largest fund and the account we most often report on to you.

**Samaritan Fund** – This is also known as the Rector's Discretionary Fund. These are funds, established under church canon, to be disbursed under the direction of the Rector to help people in need. At St. Mark's we use these funds to help those who live in the nearby community to pay essential living expenses. The fund derives its income from loose plate collections on the first Sunday of each month and individual contributions designated by the donor to this account.

**Food Pantry Fund** – This fund is under the direction of our Food Pantry ministry. Cash contributions and grants from individual donors and charitable organizations are received into the account and disbursements are made for the purchase of food and other necessary expenses of the ministry.

**Thrift Store Fund** – This account is under the direction of our Thrift Store. Proceeds from the sales of merchandise and payments for the operating expenses of the store are processed through this account. Profits are transferred to the General Fund monthly and used to help pay our Diocesan Mission Share.

### ***Restricted Use Funds***

**Capital Improvements Fund** – This is a reserve fund which has been designated by the Vestry to be used for large, unbudgeted, and unexpected property improvements, building and grounds maintenance, and replacement of mechanical equipment. The account is funded from undesignated gifts made by donors to the church and cash gifts designated for this purpose.

**Endowment Fund** – This is a reserve fund account for gifts made by donors that have been designated for future ministry. St. Mark's is in the process of writing the documents which will govern the use of these funds.

# General Operating Fund

## Statement of Receipts & Disbursements

### Years Ended December 31, 2021 and 2020

	2021	2020	Over/(Under)
<b>Cash Receipts:</b>			
Giving Income	\$159,726	\$172,846	\$(13,120)
Thrift Store Income	5,079	2,431	2,648
Matching Campaign Program	8,600	92,147	(83,547)
Payroll Protection Program	0	29,346	(29,346)
Other Income	<u>4,910</u>	<u>3,625</u>	<u>1,285</u>
<b>Total Cash Receipts:</b>	<b>213,315</b>	<b>300,395</b>	<b>(87,080)</b>
<b>Cash Disbursements:</b>			
Personnel Expenses	149,863	137,243	12,620
Ministry Expenses	3,259	2,582	677
Admin. Expenses	19,925	27,347	(7,422)
Facility Expenses	54,310	58,028	(7,198)
Diocese Mission Share	<u>29,736</u>	<u>36,934</u>	<u>4,581</u>
<b>Total Cash Disbursements:</b>	<b><u>257,093</u></b>	<b><u>262,134</u></b>	<b><u>(5,041)</u></b>
<b>Net Cash Surplus</b>	<b>\$(43,778)</b>	<b>\$38,261</b>	<b>\$(82,039)</b>

#### Summary of Budget Variances:

**Giving Income:** Parishioners contributed well, with giving down 8.5%.

**Mission Share:** Decreased \$7,198 due to lower revenues.

**Thrift Store:** Contributions increased, reflecting the store being open much more in 2021.

**Matching Program:** A parishioner gave \$50,000; the parishioners contributed \$42,146.

**Payroll Protection Program:** The Diocese filed for this loan program for us.

# General Operating Fund

## Budgeted Statement of Receipts & Disbursements—2022

### Cash Receipts:

Giving Income*	\$144,568
Thrift Store Income Transfer	2,400
Other Income	5,210
Diocese Covid Relief	<u>25,000</u>
<b>Total Cash Receipts</b>	<b>177,178</b>

### Cash Disbursements:

Personnel Expenses**	153,674
Ministry Expenses	4,300
Admin. Expenses	20,920
Facility Expenses	52,505
Diocese Mission Share	<u>25,167</u>
<b>Total Cash Disbursements</b>	<b>256,566</b>

<b>Budgeted Cash Surplus / (Deficit)</b>	<b>\$(79,388)</b>
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**Note:** A detailed budget by general ledger category is posted on the bulletin board outside Knight Hall each month. Copies are also available in the church office.

\*Includes Pledged Contributions, Non-Pledged Contributions, and Loose Plate Cash.

\*\* Net of Diocesan reimbursements for our Vicar's compensation package.

# Pledge Summary Comparison 2021 to 2022

Annual Pledge Range	Nmbr of Pledgers 2020	Total Pledge \$ 2020	Nmbr of Pledgers 2021	Total Pledge \$ 2021	Nmbr of Pledgers 2022	Total Pledge \$ 2022
Over \$5000	5	\$39,800	6	\$45,660	6	\$47,780
\$3000-\$5000	14	\$54,792	11	\$39,620	10	\$38,760
\$2000-\$2999	11	\$26,740	9	\$22,840	8	\$18,330
\$1560-\$1999	6	\$10,080	4	\$6,780	3	\$5,180
\$1200-\$1559	7	\$ 8,940	5	\$6,240	5	\$6,100
\$780-\$1199	5	\$4,500	2	\$1,780	3	\$2,900
\$600-\$779	3	\$1,800	4	\$2,520	3	\$2,098
\$520-\$599	1	\$520	1	\$520	-	\$0
\$260-\$519	9	\$3,560	5	\$2,160	4	\$1,520
\$1-\$259	2	\$312	2	\$200	-	\$0
<b>Totals</b>	<b>63</b>	<b>\$151,044</b>	<b>49</b>	<b>\$128,320</b>	<b>42</b>	<b>\$122,668</b>

	2020	2021	2022
Average Pledge	\$2,398	\$2,619	\$2,921

<u>2022</u>	<u>#'s</u>	<u>\$ AMT.</u>
New Pledge	9	20,080
Increased Pledge	16	63,638
Decreased Pledge	6	17,290
Same Pledge	11	21,660
	42	\$122,668



Restricted Use Funds  
Statement of Activity  
Year Ended December 31, 2021

**Capital Improvement Fund**

Beg. Balance 1/1/21	\$73,116
Funds sent to Operating Fund	(31,335)
Interest earned	7
Diocese Covid Relief Funds	25,000
Ending Balance 12/31/21	<b><u>\$66,788</u></b>

**Endowment Fund**

Beg. Balance 1/1/21	\$3,670
Funds sent to Operating Fund	(3,670)
Interest earned	<u>0</u>
Ending Balance 12/31/21	<b><u>\$0</u></b>

# Samaritan Fund

## Statement of Receipts & Disbursements

### Years Ended December 31, 2021 and 2020

	2021	2020
<b>Cash Receipts:</b>		
Loose plate cash & donations	\$6,559	\$7,845
Duran-Avina Fund	0	3,370
 <b>Total Revenues</b>	 \$6,763	 \$11,215
 <b>Cash Disbursements:</b>		
Rent Assistance	2,320	3,813
Utility Assistance	2,268	2,358
Parishioner Assistance	2,271	1,386
Duran-Avina Fund	0	3,500
Other	<u>0</u>	<u>0</u>
<b>Total Disbursements</b>	\$6,859	\$11,057
 <b>Net Cash Surplus (Deficit)</b>	 \$(96)	 \$158

\*The Samaritan Fund receives income from unidentified cash contributions to the collection plate on the first Sunday of each month, funeral honorariums for the Rector's services, and other cash gifts.

# Food Pantry Fund

## Statement of Receipts & Disbursements

### Years Ended December 31, 2021 and 2020

	2021	2020	Over/(Under)
<b>Cash Receipts:</b>			
Donations	\$13,547	\$16,030	(2,483)5,544
Food Bank Grant	0	5,200	(5,200)
<b>Total Cash Receipts</b>	<b>\$13,547</b>	<b>\$121,230</b>	<b>\$(7,683)</b>
 <b>Cash Disbursements:</b>			
United Food Bank Purchases	1,321	994	327
General Supplies	1,990	2,985	(995)
Other Purchased Food Items	5,629	2,932	2,697
WiFi Access	1,638	1,108	(18)
Repairs	1,819	1,819,	(181)
Electric	1,200	1,200	0
Thanksgiving/Christmas Food Fund	1,250	1,42150	(171)
Administrative Expenses	<u>537</u>	<u>323</u>	<u>214</u>
 <b>Total Cash Disbursements</b>	 <b><u>14,655</u></b>	 <b><u>12,782</u></b>	 <b><u>1,873</u></b>
 <b>Net Cash Surplus</b>	 <b><u>\$(1,108)</u></b>	 <b><u>\$8,448</u></b>	 <b><u>\$(9,556)</u></b>

# Food Pantry Fund

## Budgeted Statement of Receipts & Disbursements-2022

### Revenues:

Donations	\$15,500
Total Revenues	\$15,500

### Expenses:

Other Purchased Food Items	5,000
Toiletries/Personal Necessities	3,000
Thanksgiving / Christmas Food Fund	1,500
WiFi Access	1,100
United Food Bank Purchases	1,300
Electric	1,200
Administrative Expenses	400
Equipment Maintenance and Repairs	<u>2,000</u>
Total Expenses	15,500

Cash Surplus (Deficit)	\$0
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Thrift Store Fund  
Statement of Receipts & Disbursements  
Years Ended December 31, 2021 and 2020

Cash Receipts:	<u>2021</u>	<u>2020</u>	Over/(Under)
Sales	\$5,079	\$2,498	\$2,581
<b>Cash Disbursements:</b>			
Transfers to General Fund -Mission Share	5,079	2,431	2,648
Equipment	0	0	0
<b>Total Cash Disbursements</b>	<u>5,079</u>	<u>2,431</u>	<u>2,648</u>
<b>Cash Surplus/(Deficit)</b>	<u>\$0</u>	<u>\$67</u>	<u>\$(67)</u>

# Thrift Store Fund

## Budgeted Statement of Receipts & Disbursements-2022

**Cash Receipts:**

Sales	\$1,200
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**Cash Disbursements:**

Transfer to General Fund for payment of	\$1,200
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Diocesan Mission Share	
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Supplies	0
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Equipment	0
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Advertising	<u>0</u>
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<b>Total Cash Disbursements</b>	<b>\$1,200</b>
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<b>Cash Surplus (Deficit)</b>	<b><u>\$0</u></b>
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# Summary of Fund Balances

## December 31, 2021 and 2020

	2021	<u>2020</u>
<b>Operating Funds:</b>		
General Fund	\$4,000	\$47,984
Samaritan Fund	501	596
Food Pantry Fund	28,291	29,398
Thrift Store Fund	1,770	1,770
Savings account	<u>509</u>	<u>509</u>
	35,071	80,527
<b>Restricted Funds:</b>		
Capital Improvement Fund	66,788	73,116
Endowment Fund	0	3,670
	<u>66,788</u>	<u>76,786</u>
<b>Total Fund Balances</b>	<u>\$101,859</u>	<u>\$157,043</u>

# Annual Ministry Reports 2021

Due to COVID 19 most of our ministries have been on hiatus for the majority of 2021. With the exception of a few submissions, only ministry names and leaders are listed at this time.



## Acolytes

*Paige Stalcup, Ministry Leader*

Cell 480-227-4166 or email at [paige.stalcup@cox.net](mailto:paige.stalcup@cox.net)

Giving all Covid 19 diocesan restrictions this ministry is in hold. Once the restrictions are lifted up, both leaders are willing to work as usual.

## Altar Guild

*Diane Lewis, Ministry Leader*

Our ministry actually never stopped, we continue providing support to our priest and our church. Sometimes we are shorthanded but we managed all circumstances given, really well. We follow all the diocesan Covid 19 protocols.

## Bishop's Committee

*Fr. Gerardo Brambila, Vicar/Randy Rogers, Senior Warden*

Our Bishop's committee has never stopped working. We hold almost all our meetings virtually on zoom. All BC's members were available to help and to talked to our parishioners, as we returned to worship in person, after the quarantine was lifted up.

## Christian Formation—Children's and Youth Group

*Deb Cannon, Licensed in Children's Ministries and  
Dianne Nunez, Ministry Leaders*

Church School returned to St. Mark's this year in September with our "One Room Schoolhouse" events. Every third Sunday at 9 a.m. the children have a Bible story, crafts, and snack outside in front of the Parish Hall. Our Fall celebration included a giant "Thankful" tree decorated with leaves on which they wrote the names of the many people and things for which they are thankful, and put it up in the Narthex so others could add leaves of love. We helped volunteers with a Halloween Party, and made masks for Day of the Dead. For Christmas, Dianne Nunez and Chris Perry put together the annual Children's Pageant with our kids, including a baby lamb carried throughout the church by her shepherd dad.

## Communications

*Anali Perry-2020 Ministry Leader*

the Communications Committee is responsible for communicating information about St. Mark's, including maintaining the website, and managing our presence on Twitter, Instagram, and Facebook. Our online presence has been particularly important over the past 2 years as a central place to keep our congregation and community informed about our activities and COVID response. Our website at [stmarksmesa.org](http://stmarksmesa.org) received 3787 unique visits in 2021, and has links to join our streaming services, give donations via PayPal or FaithStreet, and our weekly bulletin and announcements in both English and Spanish. This year, we started posting our weekly service videos on the front page of our website. This tiny committee would be able to make even more of a difference with additional volunteers to help share content on our platforms, update the website (it's super easy, I promise!), and explore new ways of connecting our St. Mark's family. For questions or suggestions, or to volunteer to join the Communications Committee, contact Anali Perry at [webmaster@stmarks.org](mailto:webmaster@stmarks.org).

## Cursillo

*Monica Larsen, Ministry Leader*

480-621-8158, or e-mail [mlarsen498@aol.com](mailto:mlarsen498@aol.com)

Since the pandemic, Cursillo members have been meeting weekly via Zoom. If you are a Cursillista and wish to join our weekly meetings, or wish to know more about Cursillo, please contact me at [mlarsen498@aol.com](mailto:mlarsen498@aol.com).

## Daughters of the King

*Pam Vespie, Ministry Leader*

Giving all Covid 19 diocesan restrictions this ministry is in hold. Once the restrictions are lifted up, both leaders are willing to work as usual.

## Food and Fellowship

*Judy Hossack, Ministry Leader*

Giving all Covid 19 diocesan restrictions this ministry is in hold. Once the restrictions are lifted up, the leader is willing to work as usual.

# Food Pantry

*Barry and Penny Place, Ministry Leaders*

This year the St. Mark's Food Pantry continued to operate with adjustments imposed by the COVID-19 pandemic. We continued using the drive-through distribution for the entire year, and we continued to ask clients to remain in their cars and wear masks. United Food Bank continued to supply a large quantity of food we were able to give out, and we continued to receive assistance from the Arizona National Guard through the end of November. For the year, we were able to distribute 1643 "family Food Units" representing 7356 individuals.

We had an average of about 15 volunteers, which included four to five National Guard members, for each distribution, and we maintained approximately the same schedule that we had before the pandemic. In October and December, we had assistance from young missionaries from the Mormon Church. Our volunteers were so dedicated and loyal through all the adjustments and difficulties we experienced. During this year, the following people volunteered at the food pantry:

Jan Kallenberger, Joe Beykirch, Mike Moeller, Barbara Brichta, Barbara Guenther, Gary Minch, Linda March, Monica Larsen, Olinda Willis, Robbie Gibson, Sandi Konija, Susan Davenport, Terri Beck, Adele Traicano, Dan Walton, Mary Burgess, Carl Burgess, Terri Hollencamp, Cliff Cottingham, Teena Cottingham, Maria Pelliccio, Al Rausch, Connie Konkel, Penny Place, Barry Place.

In October, our commercial-scale refrigerator failed. After a service repair attempt, the conclusion was that we needed a new compressor. Because the delivery time for the compressor was uncertain, we decided to purchase large domestic refrigerator having about half the capacity from a local business. The new refrigerator was delivered to us in a few days.

We are so grateful to have received significant financial and "in kind" support from so many generous individuals and organizations including: East Valley Friends and Neighbors, St. Barnabas On the Desert, and of course St. Mark's Parish members.

## Greeters Ministry

*Judy Hossack, Ministry Leader*

Contact 480-641-4682

Giving all Covid 19 diocesan restrictions this ministry is in hold. Once the restrictions are lifted up, the leader is willing to work as usual.

## Liturgical Arrangements

*Viviana Brambila, Ministry Leader*

Contact [viviana\\_z@hotmail.com](mailto:viviana_z@hotmail.com)

We continue providing flower arrangements, as they are needed. After our church building reopened our ministry has continue without interruption, we obviously are observing health restrictions.

## MarkDowns Thrift Store

*Kathy Cheatham, Ministry Leader*

Mark's Downs Thrift Store offers new and gently used clothing, shoes, accessories, small appliances, home decor, small furniture, electronics, books, crafts and more at low prices.

Besides financially supporting St. Mark's Episcopal Church missions, the store offers a safe & welcoming environment for our neighbors. Longtime friendships are born here. Thanks to the wonderful donations of our parishioners and neighbors, we are also able to assist families in need who struggle to stay financially afloat during these difficult times. Please drop off donations on Sunday mornings or during our hours of operation.

We are extremely grateful for our dedicated volunteers and welcome new volunteers to join us whether for 1 day a month or once a week, according to your schedule. We even have jobs for those not able or not comfortable to be at the store which they can do at their homes.

Please contact Kathy Cheatham at 602 578 7438 or Diane Lewis at 480 414 5497 with any questions or comments.

Open: Tuesdays-in conjunction of Food Pantry, from 8-11am & every Friday and Saturday 9 to 1pm

## Ushers

*John Collins and Charlie Vaughn, Ministry Leader*

Giving all Covid 19 diocesan restrictions this ministry is in hold. Once the restrictions are lifted up, both leaders are willing to work as usual.

## Pastoral Care

*Monica Larsen, Ministry Leader*  
Contact [mlarsen498@aol.com](mailto:mlarsen498@aol.com)

Since the beginning of the pandemic, a phone tree ministry was being carried out by a team of 10 parishioners along with Fr. Gerardo and Monica Larsen for wellness checks with our parishioners. Pastoral visits by Fr. Gerardo and members of the ministry continue as necessary as we stay in touch with those who are in facilities or homebound, while abiding by COVID-19 precautions and procedures.

## Sunday Lay Ministries

*Fr. Gerardo Brambila and Dave Klataske, Facilitators*

Fr. Gerardo and I train all new Altar Servers and put together the Altar Server Schedule for three months ahead. We invite and welcome anyone of you to become an Altar Server.

## Spanish Ministry

*Padre Gerardo Brambila+ Vicar*

Since the start of the quarantine we continue ministering all parishioners who speak Spanish, via zoom. After we reopened our church building doors, little by little the great majority of our members have returned. We continued worshiping at 8:00 o'clock every Sunday and celebrating all our mayor festivities and cultural traditions. Our Lady of Guadalupe, St. Jude the Apostol, Quinceañeras, children's presentations to the Lord, and many others.

## Music Ministry

*Chris Perry, Director of Music*

- St. Mark's Singers and Musicians • Spanish Service • Mariachi Band
- contact [chris\\_perry@me.com](mailto:chris_perry@me.com)

The St. Mark's Music Ministry consists of the singers that rehearse every Sunday at 9am and sing for the 10am service. The group is led by pianist/organist/choirmaster Chris Perry. The singers are Cyndi Armstrong, Kathy Cheatham, Daniel Collier, Nadia Gazale, Russ Mathias, Dianne Nunez, Anali Perry and Pam Vespie.

Chris also provides music for the Spanish congregation every Sunday at 8am, and also for the Wednesday 10am service.

We are always looking for new singers and musicians! If you are interested, contact Chris Perry at [chris\\_perry@me.com](mailto:chris_perry@me.com)

## 2021 Convention Delegates

- ♦ Bob Cheatham
- ♦ Kathy Cheatham
- ♦ Eric Hultquist
- ♦ Dave Klataske

## The 2021 Bishop's Committee

Vicar: The Rev. Gerardo Brambila  
Senior Warden: Randy Rogers  
Clerk: Deb Cannon  
Treasurer: Al Rausch

## Bishop's Committee Members:

John Collins, Maureen Davies,  
Dave Klataske, Rosa Marquez, Anali Perry,  
Jeanette Rogers, Ebele Ubosi



Seek God ✝ Serve Others ✝ Transform Lives

Buscar a Dios ✝ Servir a los Demás ✝ Transformar Vidas