



FIRST PRESBYTERIAN CHURCH of SAN RAFAEL

At the heart of San Rafael, First Presbyterian Church is a vibrant and inclusive community growing together in faith, hope and love. We humbly seek to understand and respond creatively to the needs of our brothers and sisters here in our city, in Marin County and throughout the world. – First Presbyterian Church's Mission Statement



Narrative Budget 2022

A web of connectedness - How might you support our church in 2022?

As our congregation works through the reopening process, sometimes with two steps forward and one step back, we are grateful for the connections made and strengthened as a church community and look to deepen our connections with the broader community.

We are thankful for financial support provided by members and friends, past and present, rooted in the deep belief of the power of God's love to unify us all, and the tireless concern and care for each other and the world around us. As stewards, we focus on using all our gifts and resources wisely and responsibly. Though the current times are difficult, we are hopeful as we look forward to our future together.

Our priorities and goals for 2021 - 2022 to interconnect with each other and the broader community are:

- Deepen our engagement and relationships with members and friends.
- Commit ourselves to children and families through work in the afterschool program at San Pedro School, renting our space to a high-quality childcare provider and our Sunday Godly Play.
- Design new ways to engage millennials in worship, music, and service to the community.
- Create experimental worship services & programs that meet congregation and community needs.
- Expand our unique contemplative spirituality ministry started by Kay Collette.
- Improve our strategies to communicate the good news of what is happening in our church.
- Maintain quality programs for the congregation & our neighbors.

Income

	2021 - Budget	2021 - Forecast	2022 - Estimated	
Pledged Income:	\$280,000	\$280,000	\$290,000 to \$300,000	Commitments from members & friends
Rental Income:	100,000	73,000	85,000 to 100,000	Facility rentals to Partners in Ministry
Income/releases from (Quasi)endowments	30,214	30,214	39,510	Investment income from special gifts invested in perpetuity
Non-pledged Contributions:	9,000	12,250	12,000 to 15,000	Donations from guests and non-pledging members
Total:	\$419,214	\$397,464	\$426,510 to \$459,510	

Income Notes

- **Pledged Income:** Pledging helps us plan our income and expense including staff salaries, program support and Mission giving. Though 2021 pledges are expected to come in close to budget, concerns for 2022 include the continued economic downturn, the need to cover the decrease in rental income and the passing of some members and friends of the congregation.
- **Rental income from Partners in Ministry:** Larger tenants have continued to pay rent and use our facility, but income is down ~ \$40,000 to \$45,000 (~35% to 40%) in both 2020 and 2021 due to the lack of facility rentals for events and shorter term uses. Marin Head Start, a tenant for 20 years, has left to consolidate their program elsewhere. We are close to agreement with another preschool and hope to sign a lease soon. We continue to look for ways to safely rent our facility to serve community needs but it is uncertain when rentals will return to normal levels. Prior to the pandemic, rental income was ~ 25% of our income.
- **Endowments:** We benefit from generous gifts that have been invested as endowments and quasi-endowments. Income from endowments and quasi endowments benefits the church and our programs in perpetuity. Due to recent generous gifts, our income from (quasi) endowments increased in 2021 by ~\$4,000 and is expected to increase in 2022 by another ~\$9,000. This has helped cover the rental shortfall.
- **Non-pledged contributions/Sunday plate offerings:** Closure of our facility has resulted in fewer visitors than expected in early 2021. With the resumption of in-person services, we have started to see more visitors.

Expenses

Worship

Budgeted Expense: \$ 5,000

Allocation of Staff 122,604

Total: \$127,604



Worship is at the heart of the life of FPCSR, bringing together long-term members, new members, and guests from near and far. We continue to be grateful that we have been able to provide a thriving worship life throughout these past 18 months and we are blessed to be back together for in-person and online worship.

Our church provides multiple opportunities to join in meaningful worship:

- 8:30 a.m. is a contemplative service that includes piano, chants, silence, sermon discussion, and communion every Sunday.
- Our 10:00 a.m. service is more traditional, with music by the Chancel Choir and the Bell Choir, along with guest musicians. This service is live-streamed and past recordings are available on YouTube.
- Our SoulSong Taize service, on the first Wednesday of the month at 5:30, is a quiet service of music and readings.
- During the summer, we continued to have monthly outside, Roofless Church services on our patio, under the redwoods and plan to offer them again next summer.

Music continues to be a vital part of all worship services. Our services include wonderful music from our volunteer choirs directed by Martha Wall (Director of the Chancel Choir) and Marquise Usher (Director of the Bell Choir), and our pianists, John Steiner and Alan Choy, as well as beautiful music provided by guest musicians.

We look forward in this coming year to enriching worship in a number of ways:

- Plan an exciting Mardi Gras Jazz Worship Service with guest jazz musicians and invite the community.
- Purchase new paraments and decor (banners, fabrics, pulpit scarves, visual arts items) for sanctuary and chapel.
- Offer worship services and concerts that feature FPCSR musicians and community members, including gifted students from local high schools.

We are grateful for our tireless office staff who support many aspects of our worship, as well as the many gifts shared by our parish associates.

Primera Iglesia Presbiteriana: Many in our Spanish-speaking community have been impacted by the pandemic. They too have started services again and we are grateful to have the whole congregation come together to celebrate Communion. Worship and Bible Study are in Spanish, led by David Morales. The congregation provides mutual support of each other.

Mission and Social Justice Committee & Youth on the Move

Budgeted Expense: \$16,800

Allocation of Staff Time: 23,397

Total Budget: \$40,197



The Mission Committee has continued to support the various organizations listed below with our donations and has looked for ways to provide support to the community during this difficult time. We worked with the Marin Interfaith Street Chaplaincy to continue to provide Tuesday night dinners for the homeless. Although we could not do a PDA mission trip in 2020, we are scheduled to stay at Trinity Presbyterian Church in Oroville, California and rebuild houses in Paradise in October 2021. Because of COVID, we could not do our traditional Crab Feed and Music Show. However, we appealed for donations from the congregation, and they have responded generously. In late August, we resumed our Youth on the Move afterschool enrichment program, this time at San Pedro Elementary School and participated in the Presbytery Pedal for Protein. The two other Youth on the Move programs offering service learning for teens and support for young single moms have also continued.



WIDER CHURCH: FPCSR supports the mission and ministry of the wider church in several ways — through our general mission giving to General Assembly (the national church), and to our Presbytery and Synod. We also support the international work of our mission co-worker, Karla Koll, at the Latin American Biblical University in Costa Rica.

MISSION OUTREACH: As the people of God, we recognize that we are called to do mission and ministry in the world and in the community around us. We are called to seek justice and equality for others. In part, we do this by giving financial support to local, regional, and national justice organizations. A partial list in this area of ministry includes Marin Interfaith Council, Marin Interfaith Street Chaplaincy, Marin Organizing Committee, Homeward Bound of Marin, California Interfaith Power and Light and Bread for the World.

OUTREACH BY THE CONGREGATION: The FPCSR congregation serves the community in numerous ways. We serve the hungry and homeless, vulnerable youth, and immigrants. We also advocate for addressing environmental issues and climate change, and legislation on behalf of the hungry and poor. A partial list in this area of ministry includes afterschool programs at San Pedro Elementary School, accompaniment of immigrants dealing with the legal system and Ritter Center Thanksgiving baskets for needy families.

Supporting our Mission: Many Mission activities of the congregation are not funded by the operating budget and rely on contributions from church members. For example, the Youth on the Move program receives a small allocation from church funds and mainly relies on special donations from church members, gifts, contracts, and grants from outside organizations and foundations.

Special Offerings: Our congregation participates in four special offerings sponsored by the Presbyterian Church USA. Our congregation keeps a percentage of most of these offerings to do work locally while our national office works globally on issues of hunger, peacemaking, disaster relief, and breaking cycles of poverty.



- ❖ One Great Hour of Sharing – Palm Sunday
- ❖ Pentecost Offering – Pentecost Sunday (May or June)
- ❖ Peace and Global Peacemaking Offering – World Communion Sunday - October
- ❖ Christmas Joy Offering – Christmas Eve

Congregational Care, Church Life and Membership/Welcome

Budgeted Expense: \$ 4,400
Allocation of Staff Time: 39,338
Total: \$43,738

Congregational Care:

Our congregation cares about one another in times of joy and sorrow, good times, and hard times. During the pandemic, this has become particularly important, particularly for people that are living alone and/or experiencing loss and difficulties.

Pastoral Care is coordinated by our pastor, with a dedicated team including our parish associates, the Board of Deacons, elder David Morales serving our Hispanic community, and elder Lorna Wuertz, our associate for pastoral care.

Board of Deacons provides loving care for our congregation with a ministry of compassion and service by:

- Making calls and visits to active members and friends of the church.
- Delivering flowers at Christmas and Easter.
- Sending notes and cards to members who are ill and grieving.
- Preparing and serving communion at the 10 a.m. service.
- Providing receptions after memorial services.
- Coordinating meals for individuals and families during times of need.

Church Life fosters friendship through social activities:

- Events provide a variety of fun opportunities encouraging our FPCSR community members to know each other. Some are year-round and others are special once-a-year not to be missed events.
- We continue to look for ways to gather safely. In September, we were able to host the annual Homecoming lunch outside and in December, plan to have the Advent Festival with gingerbread houses and cookie decorating.
- During the pandemic, we paused many activities. During 2022, we look forward to resuming many of them and enjoying new ones.

Membership and Welcome watches for Sunday morning visitors to our church and makes them feel welcome with a warm and friendly greeting as they make their first impressions of our church community.



Adult Education and Sunday School

Budgeted Expense:	\$2,900
Allocation of Staff Time:	<u>16,882</u>
Total:	\$19,782



Adults

- Sunday Adult Ed provides a wide variety of classes, films, presenters, and discussions. Special thanks to our presenters and everyone who participated in and contributed to many enriching discussions.
- We continued to grow and learn together, first on Zoom and now in the Sanctuary. Classes are taught by people from the outside community, parish associates and church leaders.
- A rich array of spiritual growth and educational opportunities - Centering Prayer, Women's and Men's Book Groups, weekly Bible Study - provide a variety of options for our congregation and community to nurture deep conversations and transformation.

Children

- We are delighted to have a small but energetic group of younger children. They love the Godly Play curriculum, which dramatizes beloved Bible stories from the Hebrew and Christian scriptures. The stories follow the liturgical year and celebrate church holidays.
- We continue to be grateful for the teachers, including a paid high schooler, who faithfully offer lessons throughout the year.



Contemplative Spirituality Ministry

Budgeted Expense:	Worship, Adult Ed
Special Fund:	Spirituality Ministry
Allocation of Staff Time:	Worship, Adult Ed

- Our church has provided a contemplative spirituality ministry for many years, with opportunities for individuals to deepen their spiritual life.
- Going forward, we are exploring ways to expand and grow this unique ministry.
- Expenses for these programs are currently included in the Worship and Adult Ed budgets and staff allocations as well as the Spirituality Ministry Special Fund.
- Current offerings include Centering Prayer, a Contemplative Worship Service (8:30 on Sundays), Soul Song, Adult Ed classes and seasonal retreats as well as Spiritual Direction.



Facilities and Rentals

Budgeted Expense:	\$71,089
Allocation of Staff Time:	<u>64,722</u>
Total:	\$135,811

Rental Income helps finance the Facilities budget and provides the broader local nonprofit community with affordable meeting space. However, both 2020 and 2021 have been difficult years for short-term rentals and events and so our rental income is significantly



below pre-pandemic levels. Though our long-term renters have continued to pay, Marin Head Start recently left to consolidate their programs at another location. We are close to finalizing an agreement with another preschool and hope to sign the lease soon.

- Ongoing maintenance of the facility by a combination of volunteers and paid repair person.
- Utilities (e.g., gas, electric, garbage) as well as repairs and upgrades.
- Refresh of the main hallway with new paint and photographs of congregational programs and events.
- Improved signage.
- Sidewalk and tree replacement on 5th and E Street with the City of San Rafael in 2022.

Administration, Finance & Stewardship

Budgeted Expense: \$30,435
Allocation of Staff Time: 59,885
Total: \$90,320



Stewardship and Planned Giving

- Organizes stewardship campaign to contact members and friends as part of the annual pledge process. Tracks donations from members and friends.
- Meets with members to provide information about the overall church budget and operations to increase understanding of the importance of the pledged income for the church.
- Provides congregation information on the various forms of planned giving including supporting programs or efforts in addition to annual pledge, using donor-advised funds at, for example, the Marin Community Foundation and advising members of options to give to the church later in the form of a bequest.
- A wide range of instruments can potentially be used to make planned gifts to the church. Brochure and planned giving button on the FPCSR.org website provide information about the ways to make planned gifts such as simple bequests and charitable remainder trusts.

Personnel

- Provides oversight and support of pastor and all staff.
- Reviews and resolves confidential personnel issues as required. Works with staff and members to recruit and hire new staff as required.
- Works with staff on workers' compensation and property/ casualty insurance issues.
- Reviews salary information for recommendation to Session on all staff compensation.
- Provides support, guidance and mentoring for a seminary intern.

Finance

- Provides Session guidance on financial matters, including investment recommendations.
- Ongoing responsibilities to oversee preparation of the church's financial statements to ensure their correctness and completeness.
- Financial statements are prepared monthly and presented at Session's regularly scheduled meetings for awareness of the current financial position.

Office Operations and Equipment

- Budget includes office and church operations expenses such as technology expenses (hardware, software, cloud storage and tech support), copier lease, printing, telephone/internet, and office supplies.