



the **PARISH** of **St. Clement**
E P I S C O P A L



THE 2022 ANNUAL REPORT

For the Annual Parish Meeting

January 29, 2023

PARISH SNAPSHOTS



Christmas at St. Clement- 2022

Sunday School's students in tableau during the Ceremony of Lessons and Carols.



St. Clement's Altar - Christmas 2022

The Altar Guild crafted this beautiful scene for worship this past Christmas season. Thank you

AGENDA

Annual Meeting 2023
The Parish of St. Clement

January 29, 2023
10 A.M.

1. Call to Order
2. Opening Prayer
3. Approval of the Minutes from the 2022 Annual Meeting *Page 6*
4. Appointments of Tellers for Election
5. Nominations and Balloting *Page 13*
 - A. Junior Warden
 - B. Vestry
 - C. Diocesan Delegates
6. Senior Warden's Remarks
7. Senior Warden's Report *Page 14*
8. Property Committee's Report *Page 17*
9. School Report *Page 19*
10. Search Committee Report *Page 24*
11. Treasurer's Report *Page 25*
12. Ministry Reports *Page 37*
13. Recognitions
14. Open Floor (Questions and Answers)
15. Election Report
16. Adjournment

Staff

Head of St. Clement's School

Jodi Yoshioka

Music Director

Beth Fincke

Organist

Mark Kennedy

Family Ministries Coordinators

Gail & Scott Suzuki-Jones, Michelle Comeau

Nursery Director

Jessica Stack

Office Manager

Leesa Steadmam

Sexton and Groundskeeper

Stan Ornellas

2022 Vestry

Senior Warden

Beth Fincke

Junior Warden

Carol Taylor-Kim

Treasurer

Martha Morgan

Clerk

Holoua Stender

January 2023

Jane Anderson (as of August 2020)

Sarah Palm (as of April 2023)

Amy Schafer

January 2024

Matthew Chapman

Brian Crow

Susan Palmore

January 2025

Tau'eva Lino

Leslie Isaki

Holuua Stender

2022 Convention Delegates

Mary Carpenter

Carol Taylor-Kim

Cecilia Fordham

Susan Palmore

Tau'eva Lino

Beth Fincke

Ministry Chairs

Acolytes

Scott Suzuki-Jones

Adult Discussion

Leslie Isaki (submitted the report)

Altar Guild

Beth Fincke

Chapel of Peace

Rick Gronna

Education for Ministry

Pam McCoy

Family Ministries

Gail & Scott Suzuki-Jones / Michelle Comeau

Farmers Market

Pam Fern

Food Distribution

Terry Ledford & Karen Brousseau

Global Ministries

Beverly Davis

Institute for Human Services (IHS)

Pam Fern / Allennette Stender

Lectors

Alofa Carpenter (through June, 2022)

Prayer Chain

Kathleen Norris

Reading Between the Lines

Amy Schafer

RYSE / YO! House

Jane Anderson

Stewardship

Ushers

Arthur Buto & Sandy Souzark

Worship Committee

Beth Fincke

Search Committee

Mary Carpenter

Bill Markevitch

Michelle Comeau

Pam McCoy

Helena Ishida

Stephen Reynolds

Parish of St. Clement
January 30, 2022
Annual Meeting

1. Call to Order: The meeting was called to order by Pastor Heather at 10:02 am.
2. Opening Prayer: The opening prayer was given by Pastor Heather.

The 2021 Annual Report was distributed to those who attended in person, and it was mailed to those who requested it, or those who usually receive material by USPS mail. The report was also made available online.

3. Approval of the Minutes: The minutes for the January 31, 2021, meeting were unanimously approved as submitted.
4. Election of Junior Warden and Vestry Members: There being less than the exact number of candidates for the positions available, it was moved, seconded, and passed to vote by acclamation to accept the slate of candidates for the Vestry.

Nominations are as follows: Vestry- Leslie Isaki, Tau'eva Lino.

Remaining positions (Junior Warden and 1 vestry member) are pending search and approval of the Vestry.

5. Election of Delegates to Diocesan Convention: It was moved, seconded and passed to elect Mary Carpenter, Charles Hill, Cathy Overstreet and Susan Palmore as Diocesan Convention delegates. Two more delegates and at least two more alternates are needed.

6. Rector's Report:

- a. Despite being in the second year of the pandemic, God is still working and moving through us at St. Clement's. We have new families and individuals attending church.

b. New technological advances are now being adopted to help us reach people online and in-person.

7. Senior Warden's Report: Beth Fincke referred to her report and added that

a. The bylaws have been revised. Folks may request a copy of the new bylaws.

8. Junior Warden's Report: Submitted in annual report.

9. School Report: Submitted in the annual report.

School administrators and teachers have been proactive rather than reactive in the fight against Covid. Two (2) cases of Covid have been occurred at school in recent months. Most students are not eligible for vaccination. Students are comfortable wearing masks.

Pam Fern called for parishioners to understand the relationship between the church and school. St. Cement's School is a part of St. Clement's Church and parish. Language should reflect this fact.

School Admissions for next year are going well. All offers have been accepted except for two or three.

Questions: How many students are currently enrolled in school? Answer: 107.

10. Treasurer's Report:

- Difficult to plan the church budget during a pandemic.
- PPP loan was forgiven and enabled the church to end 2021 in the black.
- Renovation of two (2) apartments was unanticipated.
- In 2022, pledge amounts were increased slightly in new budget.
- Highlights of 2022 budget: 3.2% increase in salaries; outsourced yard maintenance;
- Hiring of new office administrator is in budget.
- Planning for a small surplus in 2022.
- Comment: Alofa is underpaid.
- Question was asked to address the music program.

- Karol Novicki, Music Director, has resigned as of January 1, 2022.
 - Choir is scheduled to begin singing in-person in March
 - Organ blower was replaced in January 2022.
 - Mark Kenndy is the organist and is being paid monthly.
- Martha was thanked for her service as Treasurer.
 - Budget item 500530 Security personnel - Will be first item of attention for the new Vestry. Really need to focus on security. Need to spend money on security. It's getting worse. Parishioners are not generally aware of current security issues, number of incidents of physical damage to structures, police involvement, etc. Stan has observed illegal activity on the church's campus and especially on the church's lanai. Need to concentrate on security to be good stewards of our property. Please consider action for church security.
 - Stan's concern - Back door to kitchen is frequented by individuals who take illegal substances. Suggested a 6-foot chain-linked fence be erected in the back of the church to alleviate the drug problem and the stripping of mopeds there. Stan has personally asked uninvited people to leave church grounds. Security may become a liability issue.
 - Security must be addressed as soon as possible. Suggested fencing the church property. Martha asked for a proposal for a new fence. Security issues were a problem twenty years ago. Security issues must be addressed.
 - Jane recommended an adhoc committee be formed to study and address security issues. Church volunteers encouraged to join.
 - How do other churches handle security?

11. Communications

Pam - We need better communications to inform parish about vestry motions and bylaws.

Advocated for different modes for church communications.

- Online comment: Hybrid services are difficult. Church now has a YouTube channel.
- Cecilia commented that we need stronger communications, especially about the bylaws, parish, and school. Need to include training for Vestry members.

2. Mahalo to...

- Gail Suzuki Jones, Glenn Moir, Pam, Holo, Jose (Junior Warden last year), who are leaving or have left Vestry service.
- Beth who has done so many things.
- Mahalo to Alofa for her technology skills. Alofa and Stan have done outstanding jobs in their positions. Alofa's position was changed to office manager.
- Acknowledged the commitment of the Loo Family. Mahalo nui!
- Prayer chain is very much appreciated.

3. Announcements: -

- Stan will be training someone next year.
- Please nominate yourself to security task force, if interested.
- Lenten bulletin will be sent to all parishioners online.
- Alofa will be on vacation for one week in Lent.
- Mahalo to all parishioners for all you do for St. Clement's.

4. Closing prayer offered by Pastor Heather.

- Meeting adjourned at 11:00 am.

Respectfully submitted,

Holoua Stender, Vestry Clerk

Vestry Resolutions

The Vestry of the Parish of St. Clement adopted the following resolutions in 2022:

January 2022

- Motion was made to award \$2,000 to Stan, as a bonus for his exemplary work. Motion was passed.
- Motion was made to award Alofa \$1,500 for her diligent work. Motion was passed.
- Motion was made to adopt the 2022 Budget as presented by the Finance Committee. Motion was passed.
- Motion was made to donate \$1,000 each to the Samaritan Counseling Center and the Fernhurst Women's Center. Motion passed.

February 2022

- Motion to approve the Parochial Report was made. Motion was passed.
- Motion was made to approve a new structure next to the upstairs bathroom in B-Building to protect children and staff from inclement weather. Motion passed.

March 2022

- It was moved, seconded and passed (M/S/P) to approve the request by the School to install a new slide and climbing unit on the playground with funds from their fundraiser.
- Be it resolved that we, the Vestry of the Parish of St. Clement, do hereby adopt the Safeguarding Policy of The Episcopal Diocese of Hawai'i.

April 2022

- Motion was made to elect Sarah Palm to fill the remaining term of Cathy Overstreet. Motion passed.

May 2022

- A motion was made to award \$500 to any graduating high school senior from the church. Motion was passed.

June 2022

- Motion was made to research what is owed to Alofa for her pension, and the Vestry will take action after research is completed. Motion was approved.
- Motion was made to transfer funds donated to the J2A mission to the Sabeel Fund #820295. Motion was approved.
- Motion: Distribute \$100 in the Amy Healy Fund to the Youth Opera Chorus. Motion was approved.
- Be it resolved to authorize the signature of Sarah E. Fincke to replace that of Heather Hill on The Parish of St. Clement First Hawaiian Bank's following accounts: Rector's Discretionary Fund and Mastercard.
- Be it resolved to declare The Parish of St. Clement a gun-free zone, following the Episcopal Church 2021 General Convention resolution 2021-D003 Declaring Church Sites as Gun-Free Zones. Resolution passed.

July 2022

- Resolution: "Be it resolved to award \$500.00 each, to Soane Lino, Jr. and Max Nakatsuji in celebration of their high school graduations." Awards to come from the Vestry's Discretionary Fund. Resolution was approved.

August 2022

- Resolution: Sabeel representative, Jonathan Kuttab will be invited to speak at both services on October 16, 2022. Resolution was approved.

September 2022

- Be it resolved to accept the bid from Aloha `Aina Landscaping LLC for \$12,000. to enlarge the existing flood mitigation system in front of the parish house. Resolution was passed.
- Be it resolved the vestry approve the absence of Leesa Steadman for the period of November 8 thru 10. Resolution was passed.
- Be it resolved to approve lay license ministry fee of \$500 each for Soane Lino and Mary Carpenter.

October 2022

- No Resolutions

November 2022

- No resolutions

December 2022

- The following was moved, seconded, and passed: “Be it resolved to accept the bid from Mataele Construction of \$48,000.00 for the construction of a 2’ high rock wall surmounted by a 3’11” high vertical metal fence, with two sliding gates, one at each end of the driveway and a pedestrian gate at the church-side of the walkway around the corner monument. The new fence will run from the existing chain link fence behind the Music Building on Wilder Avenue, around the corner behind the monument and pedestrian walkway to Makiki Street and continue to the chain link fence along the side of the parish house. Construction will take approximately two weeks.”

- The vestry resolved to engage the Reverend Carol Arney as our long-term supply clergy. We will do the necessary paperwork, including a Letter of Agreement with her.

Respectively Submitted by

Holoua Stender, Vestry clerk

Junior Warden Nominations (1 *Position Available*)

Convention Delegates (6 *Positions Available*)

2023 Diocesan Convention Delegates' Nomination

Mary Carpenter

Susan Palmore

Vestry Nominations (3 *positions available*)

Three year terms (beginning in 2023)

Jane Anderson

Jose Henao

Sarah Palm

Vestry Classes

January 2023

Jane Anderson

Sarah Palm

Amy Schafer

January 2024

Matthew Chapman

Brian Crow

Susan Palmore

January 2025

Leslie Isaki

Tau'eva Lino

Holoua Stender

Senior Warden's Report

It goes without saying that the role of the senior warden has increased by leaps and bounds with the departure of Pastor Heather Hill. This interval between priests has not come with an interim to take on some of the responsibilities of running the parish. Shortly after Pastor Heather left, our Parish Office Manager Alofa Carpenter also left to spend time with her family in Samoa.

Each of them received an Aloha Celebration in June to send them on their respective ways. We hope that Pastor Heather, her husband Dustin and their children Elijah and Kailani are doing well in Wisconsin. Alofa has returned to Hawaii, and we hope to see her.

We are very thankful for the supply clergy that have helped us through this transition: the Reverends Richard Shields, Alison Dingley, Franklin Chun, and Carol Arney. It is comforting to know that we have such a pool of supply clergy. As of February, the Reverend Carol Arney will be our long-term supply clergy. She will give us continuity as we go through the rest of the process to call a new priest to the parish.

After securing supply clergy, our next task was finding a replacement for our office staff. The selection committee consisted of Pastor Heather Hill, Junior Warden Carol Taylor Kim, Treasurer Martha Morgan, Parish Office Manager Alofa Carpenter, Sexton Stan Ornellas, and me. After interviewing four applicants, we were fortunate to be able to hire Leesa Steadman as our office manager. She has the necessary people, office, and technology skills that are so necessary for us run the parish.

In July we began our search process for a new priest with the all-parish meeting to define ourselves, our goals, and what we are looking for in a new priest. The vestry decided that we

would be searching for a priest-in-charge, not a rector. The difference is that a priest-in-charge serves for three years, and then if the priest and the parish mutually agree, he/she becomes the rector. This model has been successfully used here in Hawaii. A Search Committee was formed under the guidance of Canon Sandy Graham and worked on the Parish Profile. It has now been sent to the vestry for review.

We are slowly bringing back some of our in-person parish life, as we rekindle our sense of a community committed to one another and our mission to spread the light of Christ. Our Book and Treasure Sale, the Ceremony of Lessons and Carols, some social time after services, and this annual meeting in-person, with delicious food, are just the beginning. Many thanks to all of those who made this possible.

The issue of the security of our property was a major discussion point at our last annual meeting and has become more acute. We installed and then upgraded a video system, which our sexton checks on from time to time at night and comes to church to deal with trespassers as necessary. These visits and observations from the system have led us to make several additions to the property. These have been reactions to these problems with specific fixes. When the Chapel of Peace vestibule was misused, we raised the height of the gate. When people were climbing over the wall between our property and our Makiki St. neighbor, we put up a chain-link fence. When people were gathering at night to charge cell phones and party, leading to the neighbors calling the police, we changed out the outlets. These have all worked to solve the specific problems, but they do not solve the vandalism and property damage that occur on a regular basis. Stan is spending hours each week cleaning up and repairing damage from night-time trespassers. Not all of them are from the homeless that frequent the park. There are small groups of young men who have been observed on our property, checking for doors or windows that might have been left open.

We considered hiring night-time security, but the cost of around \$60,000 a year is not sustainable. Consequently, the vestry, on the advice of the property committee, has made the decision to complete the fencing and wall system that already borders more than half of our property. The system that will be constructed is a low 2' rock wall with a 3'11" fence, with metal uprights and double bars across the top, running from the existing fence behind the Music Building to the new fence along the side of the parish house. There will be gates at each end of our driveway and a pedestrian gate behind the corner monument. The style of the fence is similar to that in front of our Punahou Cliff and Arcadia neighbors. *(See photos on page 18.)*

The system that will be constructed is a low 2' rock wall with a 3'11" fence, with metal uprights and double bars across the top, running from the existing fence behind the Music Building to the new fence along the side of the parish house. There will be gates at each end of our driveway and a pedestrian gate behind the corner monument. The style of the fence is similar to that in front of our Punahou Cliff and Arcadia neighbors.

The cost is \$48,000 and will be constructed by Mataele Construction. As it turns out, Mr. Mataele has a soft spot in his heart for St. Clement parish because we helped him out when he was going through a tough spot in his life. His proposal to us is considerably below the other two offers that we received. We did check out other jobs that his company has done and are satisfied that the job will be well done. The work is scheduled to be done during the school's Spring Break, March 6th through the 17th, 2023.

No doubt there will be other challenges as we go forward, but we have some pleasant things to look forward to. The 125th Anniversary of The Parish of St. Clement will be celebrated on Sunday, April 16, with a Bar-B-Que Picnic Brunch after a 9:00 a.m. service. In May, the 5th to the 7th, we will have a weekend at Camp Mokuleia. We will continue to enjoy and hopefully grow our community of faith and fellowship as we he into our shared future.

Submitted by Beth Fincke, Senior Warden

Property Committee Report

The following actions were taken:

- Church sound system has been reviewed, and at a minimum, the amplifier will be replaced.
- An upgraded parish house drainage system will be installed to avoid flooding.
- The organ blower motor has been replaced.
- Organ specialist, Mike Fazio, worked on the organ including installing a new vent and insulating the organ room.
- Sexton has addressed minor termite damage in the church; has installed a covering over a walkway at the school; has painted and repaired various places in the school area in preparation for their accreditation review.
- Sexton has replaced the parking lot receptacles used for the Farmer's Market to eliminate homeless charging their phones - an activity that had caused considerable auxiliary damage to the property, and neighbors calling in complaints to the police. Sexton has made numerous trips based on camera activity to deal with issues at the church involving homeless - robberies and drug use being examples.
- Fence was installed behind the parish house to reduce homeless and criminal access to good effect.
- Resolution was submitted to vestry after considerable discussion and investigation of alternatives: to install fencing (comprised of a low rock wall with metal spaced poles) on the two remaining sides of the church property that remain unfenced. This is the Wilder Avenue side starting behind the Music Building to Makiki Street, and from that same corner to the start of the parish hall. The fence would have two large entry gates open from early in the morning until the last person leaves at night, along with a corner gate for pedestrians. This is covered more extensively in the Senior Warden's report. *(See photos on page 18.)*

Property Improvement Snapshots

Examples of fencing in our community similar to what will be built:



Fence at Punahou



Fence at Arcadia



Fence at Korean Church



The Parish of St. Clement – 2021-2022 Annual Report

St. Clement's School

2021-2022 had us returning to campus with protocols and procedures familiar to all, as we continued to navigate through COVID-19. DHS (Department of Human Services), our licensing agency, loosened guidelines as COVID vaccinations for preschool aged children was approved and available for those interested. A definite move towards normalcy.

Under the guidance of our School Board, we filled our enrollment close to capacity. As a staff, we were challenged with creating safe spaces to gather in classrooms as our budget was dependent on admitting more students, whereas in the prior years we under enrolled to allow for social distancing requirements due to the pandemic.

As a unified group, we did all we could to continue to build strong partnerships with one another, our students and their families. Our common goal was to provide structure, consistency and support to each student and involve parents as much as we could, as we were restricted to no visitors on campus. Our motto remained, "Together, we are stronger than alone. With an empathetic, trusting and collaborative mindset we emerge resilient and stronger."

Our Financial Committee, comprised of Kimberly Kai, Financial Manager, Sara Yamamoto, Accountant to SCS and Martha Morgan, have worked tirelessly to ensure that we are moving forward in the direction necessary to continue to provide a fully operational budget. Through the generous donations of our parent population, we held an online auction and raised over \$100K to help towards a new playground structure. We are a blessed community! SCS is grateful for the guidance that Martha Morgan has provided on behalf of the Parish of St. Clement.

Looking forward to the upcoming school year 2022-23, SCS has every expectation to be at full enrollment which is nothing short of a miracle during these times of great uncertainty and a severely impacted economy. Our applicant pool remained strong as we entered the process for Fall 2023.

While the pandemic remains amongst us as this report is filed, SCS remains dedicated and honored to serve our dedicated community of families. Alongside our valued Vestry members, committed School Board and SCS Staff it remains an honor and privilege to carry out the mission of a deep rooted Episcopal belief along with the foundation for Early Education built by those who came before me.

In Gratitude,

A handwritten signature in black ink, appearing to read 'Jodi Yoshioka', with a stylized flourish at the end.

Jodi Yoshioka, Head of School

St. Clement's School

Profit and Loss

July 2021 - June 2022

| | TOTAL | |
|--|-----------------------|--------------------------|
| | JUL 2021 - JUN 2022 | JUL 2020 - JUN 2021 (PY) |
| Income | | |
| 4201 Tuition | 1,378,690.00 | 1,152,041.60 |
| 4202 BSC/ASP | 119,452.50 | 25,300.00 |
| 4203 Application Fees | 60.00 | 307.20 |
| 4204 Enrollment Fees | 43,600.00 | 52,000.00 |
| 4206 Summer Session | 137,900.00 | 90,500.00 |
| 4207 Summer Session BSC/ASP | 6,100.00 | 11,112.50 |
| 4211 Intercession Fees | 24,750.00 | 11,550.00 |
| 4303 T-Shirts, Hats, Etc. | 170.00 | 10.00 |
| 4304 External Contributions | 25.00 | 2,850.00 |
| 4302 Na Ohana | 109,483.89 | 81,626.86 |
| 4304 External Contributions - Other | 408.00 | 1,105.42 |
| 4306 Annual Fund | 2,500.00 | 11,000.00 |
| Total 4304 External Contributions | 112,416.89 | 96,582.28 |
| 4307 Other Fees | 805.00 | 700.00 |
| 4309 School Lunch | 69,476.00 | 49,287.52 |
| 4401 Interest | | 25.76 |
| Total Income | \$1,893,420.39 | \$1,489,416.86 |
| GROSS PROFIT | \$1,893,420.39 | \$1,489,416.86 |
| Expenses | | |
| 6000 Salaries | | |
| 6001 Gross Wages | 975,712.97 | 848,662.44 |
| 6562 Bonuses | 300.00 | |
| Total 6000 Salaries | 976,012.97 | 848,662.44 |
| 6100 Payroll Taxes | | |
| 6100 Payroll Taxes | 146.00 | |
| 6105 Social Security | 59,606.30 | 51,627.16 |
| 6110 Medicare | 13,940.18 | 12,074.09 |
| 6590 FUTA | 0.00 | 0.00 |
| 6605 SUI | 1,798.02 | 5,020.77 |
| Total 6100 Payroll Taxes | 75,490.50 | 68,722.02 |
| 6201 Health Care Insurance | 135,915.65 | 127,688.94 |
| 6250 TSA | 60,007.95 | 51,198.28 |
| 6300 SCS Board | 414.53 | 246.58 |
| 6507 POSC | 299,100.00 | 267,410.00 |
| 6508 School Lunch Provider | 62,250.00 | 44,335.00 |
| 6509 Repairs | 1,957.24 | 2,015.47 |
| 6510 School Supplies | 12,956.14 | 3,041.28 |
| 6511 Student Services | 17,380.94 | 15,165.54 |
| 6512 Utilities | 29,207.35 | 20,379.64 |
| 6513 Insurance | 49,520.09 | 57,464.40 |

St. Clement's School

Profit and Loss July 2021 - June 2022

| | TOTAL | |
|---------------------------------|-----------------------|--------------------------|
| | JUL 2021 - JUN 2022 | JUL 2020 - JUN 2021 (PY) |
| 6514 Office Supplies | 12,397.69 | 13,924.76 |
| 6515 Housekeeping Supplies | 9,065.07 | 10,572.66 |
| 6516 Furniture and Equipment | 7,730.26 | |
| 6517 Dues and Subscriptions | 11,025.65 | 18,100.76 |
| 6518 Advertising & Marketing | 18,446.19 | 11,042.75 |
| 6519 Professional Development | 1,496.28 | 1,513.20 |
| 6520 Miscellaneous | 580.00 | -272.86 |
| 6521 Professional Services | 2,850.74 | 6,514.44 |
| 6522 Capital Improvements | 32,271.58 | 32,770.74 |
| 6523 Na Ohana Events/Activities | 8,711.13 | 8,627.26 |
| 6524 Na Ohana Imagination | 4,192.18 | 3,084.54 |
| 6525 Facilities Maintenance | 33,642.41 | 29,339.01 |
| 6526 Computer/Software Expenses | 8,519.52 | 3,962.97 |
| 6527 Staff Meals | 3,599.56 | 800.26 |
| 6566 Bank Fees | 53.82 | 333.98 |
| 7009 Bank Service Charges | 13.95 | 1,926.25 |
| Reimbursable Expenses | 106.00 | |
| Total Expenses | \$1,874,915.39 | \$1,648,570.31 |
| NET OPERATING INCOME | \$18,505.00 | \$ -159,153.45 |
| Other Income | | |
| 4300 Other Income | 215,577.50 | 239,625.15 |
| Total Other Income | \$215,577.50 | \$239,625.15 |
| Other Expenses | | |
| 8012 Financial Aid Fund | 37,298.00 | 29,171.00 |
| Total Other Expenses | \$37,298.00 | \$29,171.00 |
| NET OTHER INCOME | \$178,279.50 | \$210,454.15 |
| NET INCOME | \$196,784.50 | \$51,300.70 |

St. Clement's School

Balance Sheet As of June 30, 2022

| | TOTAL | |
|--|-----------------------|-------------------------|
| | AS OF JUN 30, 2022 | AS OF JUN 30, 2021 (PY) |
| ASSETS | | |
| Current Assets | | |
| Bank Accounts | | |
| 1100 Checking | 688,217.88 | 632,247.73 |
| 1150 Morgan Stanley | | |
| 1152 Contingency Fund | 255,126.75 | 255,126.75 |
| 1155 Endowment Fund | 1,079,851.31 | 1,079,851.31 |
| Total 1150 Morgan Stanley | 1,334,978.06 | 1,334,978.06 |
| Total Bank Accounts | \$2,023,195.94 | \$1,967,225.79 |
| Accounts Receivable | | |
| 1200 Accounts Receivable | -45,841.08 | -134,827.72 |
| Total Accounts Receivable | \$ -45,841.08 | \$ -134,827.72 |
| Other Current Assets | | |
| 1210 Other Receivables | 100.00 | 115,020.00 |
| 1499 Undeposited Funds | 13,333.06 | 0.00 |
| Total Other Current Assets | \$13,433.06 | \$115,020.00 |
| Total Current Assets | \$1,990,787.92 | \$1,947,418.07 |
| TOTAL ASSETS | \$1,990,787.92 | \$1,947,418.07 |
| LIABILITIES AND EQUITY | | |
| Liabilities | | |
| Current Liabilities | | |
| Accounts Payable | | |
| 2000 Accounts Payable | -1,310.98 | 28,771.39 |
| Total Accounts Payable | \$ -1,310.98 | \$28,771.39 |
| Credit Cards | | |
| 2050 FHB Business Credit | -62.80 | -5,537.50 |
| 2051 FHB Business Credit - Financial Manager | 502.59 | 419.03 |
| 2052 FHB Business Credit - Director | 185.66 | 0.00 |
| Total 2050 FHB Business Credit | 625.45 | -5,118.47 |
| 2060 Citi Cards | 0.00 | 0.00 |
| Total Credit Cards | \$625.45 | \$ -5,118.47 |
| Other Current Liabilities | | |
| 2010 Accrued Liabilities | 2,208.00 | 0.00 |
| 2100 Payroll Liabilities | | |
| 2140 Medicare | 0.00 | 0.00 |
| 2160 State Withholding | 0.00 | 0.00 |
| 2170 PFLEX Withholding | 735.14 | 683.33 |
| 2180 AFLAC Withholding | 0.06 | 272.84 |
| 2190 TSA Withholding | 1,801.33 | 0.00 |

St. Clement's School

Balance Sheet As of June 30, 2022

| | TOTAL | |
|--|-----------------------|-------------------------|
| | AS OF JUN 30, 2022 | AS OF JUN 30, 2021 (PY) |
| Total 2100 Payroll Liabilities | 2,536.53 | 956.17 |
| 2199 Payroll Clearing | -687.56 | 0.00 |
| 2400 Deferred Tuition | 208,700.00 | 119,780.00 |
| 2405 Deferred School Lunch | 3,168.00 | 4,048.00 |
| 2410 Deferred Summer Tuition | 66,600.00 | 78,450.00 |
| 2415 Deferred BSC/ASP | 0.00 | 0.00 |
| 2420 Deferred Enrollment Fees | 50,400.00 | 43,200.00 |
| 2599 Clearing | 0.00 | 0.00 |
| Total Other Current Liabilities | \$332,924.97 | \$246,434.17 |
| Total Current Liabilities | \$332,239.44 | \$270,087.09 |
| Long-Term Liabilities | | |
| 2500 SBA PPP Loan | 0.00 | 215,567.00 |
| Total Long-Term Liabilities | \$0.00 | \$215,567.00 |
| Total Liabilities | \$332,239.44 | \$485,654.09 |
| Equity | | |
| 3000 Opening Balance Equity | 228,560.35 | 228,560.35 |
| 3900 Retained Earnings | 1,233,203.63 | 1,181,902.93 |
| Net Income | 196,784.50 | 51,300.70 |
| Total Equity | \$1,658,548.48 | \$1,461,763.98 |
| TOTAL LIABILITIES AND EQUITY | \$1,990,787.92 | \$1,947,418.07 |

Search Committee Report

After a parish meeting in mid-August, the Search Committee began its work. Members: Mary Carpenter, Michelle Comeau, Helena Ishida, Bill Markevitch, Pam McCoy, Stephen Reynolds, were appointed by the Vestry. These were joined in the fall by two representatives from the Preschool, Della Au Belotti and Christine Terada. We received and continue to receive much appreciated instructions and advice from the Reverend Canon Sandy Graham.

We had scheduling, Covid, and travel challenges. We met, mostly via Zoom. The parish profile is in its final stages and will be available in January.

- Pamela McCoy, Search Committee

The Parish of St. Clement

Financial Statements

Treasurer's Report - Martha Morgan

The Parish of Saint Clement
Statement of Financial Position (Vestry)

As of: Dec 31st 2022

Assets

CURRENT ASSETS

Checking

100100 First Hawaiian Bank Checking 227,541.68

Total Checking 227,541.68

Other Current Assets

110100 Accounts Receivable 1,942.00

110200 Diocesan Portfolio 182,730.38

110340 Morgan Stanley-Loo Family acct 945,890.27

110345 Morgan Stanley-Loo Rectors Housing 334,302.47

110350 Morgan Stanley-General Fund 1,890.60

110360 Morgan Stanley-Capital Improvements 38,020.89

110380 Morgan Stanley-Ministry Support Fun 48,578.52

Total Other Current Assets 1,553,355.13

Total CURRENT ASSETS 1,780,896.81

Total Assets

\$ 1,780,896.81

Liabilities & Net Assets

Liabilities

CURRENT LIABILITIES

Other Current Liabilities

220100 Rector's Sabbatical Reserve 10,374.57

220200 Deferred Revenue 300.00

220250 Prepaid Pledges 17,260.95

220700 Audit Reserve 9,836.15

220800 Key Deposits on hold 400.00

Total Other Current Liabilities 38,171.67

Total CURRENT LIABILITIES 38,171.67

Total Liabilities 38,171.67

Net Assets

Without Donor Restrictions 145,978.18

With Donor Restrictions 1,596,746.96

Total Net Assets 1,742,725.14

Total Liabilities & Net Assets

\$ 1,780,896.81

The Parish of Saint Clement
Statement of Activities (Vestry)

Date Range: Dec 1st 2022 - Dec 31st 2022

| Accounts | Actual | | Annual Budget | | Actual | | Annual Budget | |
|---|-----------------------------|------------------------|----------------------|------|-----------------------------|------------------------|---------------|------|
| | Dec 01, 2022 - Dec 31, 2022 | This Year Year to Date | This Year | Year | Dec 01, 2021 - Dec 31, 2021 | Last Year Year to Date | This Year | Year |
| Revenues | | | | | | | | |
| Pledges & Offerings | | | | | | | | |
| 400100 Pledge Payments - Current | 36,707.66 | 169,869.50 | 200,000.00 | | 40,817.61 | 211,905.81 | 84.93% | |
| 400110 Plate Offerings | 445.32 | 2,266.19 | 2,000.00 | | 345.00 | 1,971.88 | 113.31% | |
| 400120 Non-Pledge Offerings | 18,934.07 | 63,963.33 | 35,000.00 | | 2,286.00 | 21,013.83 | 182.75% | |
| 400130 Prior Year Pledge Payments | 0.00 | 610.00 | 0.00 | | 860.00 | 1,180.50 | 0.00% | |
| Total Pledges & Offerings | 56,087.05 | 236,709.02 | 237,000.00 | | 44,308.61 | 236,072.02 | 99.88% | |
| Other General Fund Income | | | | | | | | |
| 420100 School Expense Share | 23,175.00 | 278,100.00 | 282,246.00 | | 23,175.00 | 278,100.00 | 98.53% | |
| 420110 Facilities Use Donations | 1,612.50 | 15,195.00 | 12,000.00 | | 1,915.00 | 11,105.00 | 126.62% | |
| 420115 Fundraisers | (55.13) | 2,150.12 | 0.00 | | 0.00 | 0.00 | 0.00% | |
| 420116 Farmers Market | 0.00 | 0.00 | 7,500.00 | | 0.00 | 0.00 | 0.00% | |
| 420117 Grants - Food Pantry/IHS | 0.00 | 0.00 | 8,000.00 | | 0.00 | 0.00 | 0.00% | |
| 420800 Apartment rental income | 3,000.00 | 36,000.00 | 36,000.00 | | 3,000.00 | 12,100.00 | 100.00% | |
| 420999 Misc Receipts | 0.00 | 148.68 | 2,000.00 | | (15,000.00) | 59,940.31 | 7.43% | |
| Total Other General Fund Income | 27,732.37 | 331,593.80 | 347,746.00 | | 13,090.00 | 361,245.31 | 95.36% | |
| Draws from Church Funds | | | | | | | | |
| 480200 Draw for Worship Suppl-Parish Mem | 632.73 | 632.73 | 2,000.00 | | 0.00 | 0.00 | 31.64% | |
| 480400 Draw For Advertising-Parish Mem | 0.00 | 0.00 | 1,000.00 | | 0.00 | 0.00 | 0.00% | |
| 480500 Draw for Gen'l Exp-General Fund | 8,050.00 | 8,050.00 | 0.00 | | 0.00 | 0.00 | 0.00% | |
| 480510 Draw for Family Min-Gen Fund | 0.00 | 0.00 | 0.00 | | 8,439.83 | 8,439.83 | 0.00% | |
| 480700 Draw for Ministry Support-Loo Fam | 0.00 | 0.00 | 3,500.00 | | 0.00 | 0.00 | 0.00% | |
| 480800 Draw for Altar Flowers-Flower Acct | 1,955.27 | 1,955.27 | 1,000.00 | | 1,783.47 | 2,117.54 | 195.53% | |
| Total Draws from Church Funds | 10,638.00 | 10,638.00 | 7,500.00 | | 10,223.30 | 10,557.37 | 141.84% | |
| Total Revenues | \$ 94,457.42 | \$ 578,940.82 | \$ 592,246.00 | | \$ 67,621.91 | \$ 607,874.70 | 97.75% | |
| Expenses | | | | | | | | |
| Personnel Expenses | | | | | | | | |
| 500100 Rector - Salary & Housing | 0.00 | 64,356.32 | 110,325.00 | | 8,908.76 | 106,905.12 | 58.33% | |
| 500102 Rector - Church Pension Fund | (1,781.46) | 12,470.76 | 21,377.00 | | 1,726.25 | 20,715.00 | 58.34% | |
| 500103 Rector - Health Insurance | 0.00 | 18,203.73 | 31,260.00 | | 2,898.00 | 34,782.00 | 58.23% | |

Summary of Restricted Net Assets (Vestry)

Date Range: Jan 1st 2022 - Dec 31st 2022

| Accounts | Beginning Balance | Income | Expense | Ending Balance |
|--|---------------------|-------------------|-------------------|---------------------|
| Restricted Net Assets | | | | |
| DIOCESAN ACCOUNTS - ACTIVITY | | | | |
| 800010 Chapel of Peace | 1,812.12 | 3,466.00 | 3,885.04 | 1,393.08 |
| 800020 Parish Memorials | 2,254.30 | 2,820.00 | 966.46 | 4,107.84 |
| 800030 Brodhead Social & Adult Educ. | 0.00 | 250.13 | 250.13 | 0.00 |
| 800055 Cooke Organ Fund | 16,616.00 | 1,500.00 | 12,172.15 | 5,943.85 |
| Total DIOCESAN ACCOUNTS - ACTIVITY | 20,682.42 | 8,036.13 | 17,273.78 | 11,444.77 |
| DIOCESAN PORTFOLIO | | | | |
| 800100 Parish Memorials | 20,820.92 | 1,172.71 | 3,973.02 | 18,020.61 |
| 800200 Martin (Rector's) Earnings | 3,112.20 | 456.91 | 1,547.96 | 2,021.15 |
| 802200 Brodhead-Social, Adult Ed. | 60,390.73 | 3,401.43 | 11,523.70 | 52,268.46 |
| 802300 Brodhead-Prayer Books & Hymnals | 2,954.21 | 166.39 | 563.70 | 2,556.90 |
| 802500 Chapel of Peace Maintenance | 115,912.67 | 6,528.62 | 22,118.34 | 100,322.95 |
| 802600 Cooke Organ | 2,935.05 | 165.31 | 560.05 | 2,540.31 |
| 802700 Martin (Rector's) Corpus | 5,000.00 | 0.00 | 0.00 | 5,000.00 |
| Total DIOCESAN PORTFOLIO | 211,125.78 | 11,891.37 | 40,286.77 | 182,730.38 |
| INVESTMENT ACCOUNTS | | | | |
| 815001 Mgn Stanley - Cap Improvements | 65,867.00 | 6.40 | 27,852.51 | 38,020.89 |
| 815002 Mgn Stanley - General Fund | 1,890.41 | 0.19 | 0.00 | 1,890.60 |
| 815003 Mgn Stanley - Loo Family | 1,023,455.41 | 131,352.55 | 270,484.86 | 884,323.10 |
| 815005 Mgn Stanley - Loo Rector's Hsg Fund | 334,266.77 | 35.70 | 0.00 | 334,302.47 |
| 815006 Mgn Stanley-Ministry Support Fund | 48,573.33 | 5.19 | 0.00 | 48,578.52 |
| 815007 Mgn Stanley - Loo Family (Designated) | 62,719.00 | 0.00 | 1,151.83 | 61,567.17 |
| Total INVESTMENT ACCOUNTS | 1,536,771.92 | 131,400.03 | 299,489.20 | 1,368,682.75 |
| DESIGNATED FUNDS | | | | |
| 820100 Rector's Alms Fund | 6,453.41 | 4,004.01 | 0.00 | 10,457.42 |
| 820200 Flowers | 2,169.44 | 1,058.09 | 2,637.56 | 589.97 |
| 820231 Amy Healey Music/Arts Scholarship | 100.00 | 0.00 | 0.00 | 100.00 |
| 820232 Music Ministry | 4,883.03 | 0.00 | 0.00 | 4,883.03 |
| 820242 Family Ministries Reserve Fund | 4,242.48 | 0.00 | 0.00 | 4,242.48 |
| 820245 J2A Mission | 1,500.00 | 0.00 | 1,500.00 | 0.00 |
| 820290 Global Ministries | 7,518.99 | 104.22 | 0.00 | 7,623.21 |
| 820295 Sabeel | 2,049.50 | 4,290.00 | 5,662.42 | 677.08 |
| 820300 Alice Rogers Spiritual Formation Fd | 824.95 | 0.00 | 0.00 | 824.95 |
| 820520 Capital Improvements | 4,450.00 | 60,275.70 | 69,613.13 | (4,887.43) |

The Parish of Saint Clement
Statement of Financial Position (Vestry)

As of: Dec 31st 2022

Assets

CURRENT ASSETS

Checking

100100 First Hawaiian Bank Checking 227,541.68

Total Checking 227,541.68

Other Current Assets

110100 Accounts Receivable 1,942.00

110200 Diocesan Portfolio 182,730.38

110340 Morgan Stanley-Loo Family acct 945,890.27

110345 Morgan Stanley-Loo Rectors Housing 334,302.47

110350 Morgan Stanley-General Fund 1,890.60

110360 Morgan Stanley-Capital Improvements 38,020.89

110380 Morgan Stanley-Ministry Support Fun 48,578.52

Total Other Current Assets 1,553,355.13

Total CURRENT ASSETS 1,780,896.81

Total Assets

\$ 1,780,896.81

Liabilities & Net Assets

Liabilities

CURRENT LIABILITIES

Other Current Liabilities

220100 Rector's Sabbatical Reserve 10,374.57

220200 Deferred Revenue 300.00

220250 Prepaid Pledges 17,260.95

220700 Audit Reserve 9,836.15

220800 Key Deposits on hold 400.00

Total Other Current Liabilities 38,171.67

Total CURRENT LIABILITIES 38,171.67

Total Liabilities 38,171.67

Net Assets

Without Donor Restrictions 145,978.18

With Donor Restrictions 1,596,746.96

Total Net Assets 1,742,725.14

Total Liabilities & Net Assets

\$ 1,780,896.81

Funds of St. Clement's – Comparison

| Title of Fund | Location | 2019 | 2020 | 2021 | 2022 |
|---|----------|--------------|--------------|--------------|--------------|
| Parish Memorial Fund** | DP | \$16,827.71 | \$17,545.95 | \$20,348.70 | \$18,020.61 |
| | FHB | -\$31.39 | \$989.95 | \$2,254.30 | \$4,107.84 |
| Brodhead Social and Adult Education Fund* | DP | \$48,265.72 | \$50,891.72 | \$59,021.07 | \$52,268.46 |
| | FHB | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Martin (Rectors) Corpus* | DP | \$5,000.00 | \$5,000.00 | \$5,000.00 | \$5,000.00 |
| Martin (Rectors) Earnings* | DP | \$1,532.52 | \$1,836.21 | \$2,928.22 | \$2,021.15 |
| General Fund | MS | \$4,880.07 | \$1,890.20 | \$1,890.41 | \$1,890.60 |
| | FHB | \$6,284.81 | \$6,284.81 | \$6,136.81 | \$6,136.81 |
| Brodhead Prayer Book & Hymnal* | DP | \$2,371.44 | \$2,489.54 | \$2,887.21 | \$2,556.90 |
| | FHB | -\$69.10 | \$0.00 | \$0.00 | \$0.00 |
| Chapel of Peace* | DP | \$92,640.16 | \$97,680.48 | \$113,283.78 | \$100,322.95 |
| | FHB | \$2,474.59 | \$2,168.79 | \$1,812.12 | \$1,393.08 |
| Cooke Organ* | DP | \$2,396.08 | \$2,472.41 | \$2,868.49 | \$2,540.31 |
| | FHB | \$4,441.00 | \$6,616.00 | \$16,616.00 | \$5,943.85 |
| Ministry Support Fund** | MS | \$49,754.15 | \$48,568.07 | \$48,573.33 | \$48,578.52 |
| Capital Improvements** | MS | \$220,636.60 | \$77,586.60 | \$65,867.00 | \$38,020.89 |
| | FHB | -\$5,489.51 | -\$12,977.71 | \$4,450.00 | -\$4,887.43 |
| Loo Family Gift | MS | \$422,488.53 | \$893,840.68 | ##### | \$884,323.10 |
| Loo Family Gift - designated for PH maintenance and upkeep ** | MS | \$72,362.79 | \$72,362.79 | \$62,719.00 | \$61,567.17 |
| Loo Rector's Housing Fund& | MS | \$326,616.65 | \$334,230.52 | \$334,266.77 | \$334,302.47 |
| Alice Rogers Spiritual Formation Fund** | FHB | \$824.95 | \$824.95 | \$824.95 | \$824.95 |
| Estate Funds | FHB | \$259,212.36 | \$0.00 | \$0.00 | \$0.00 |
| Other Funds*** | FHB | \$27,635.91 | \$39,544.92 | \$33,300.73 | \$31,814.73 |

* Donor Restricted – the donor has restricted the use of the monies to specific uses

** Vestry Designated – the vestry has voted to use these monies for specific purposes

*** Both – Includes both Donor Restricted and Vestry Designated.

Location of Funds:

DP = Diocesan Portfolio MS = Morgan Stanley account

FHB = Parish checking account at First Hawaiian Bank

Note: In 2020, Funds were transferred from the Estate Funds to the Loo Family Gift Morgan Stanley account.

The Diocesan Portfolio values, along with the values of the Morgan Stanley and FHB accounts, are as of December 31, 2022. The same cutoff dates for the 2021, 2020, and 2019 amounts were as close as possible to December 31 based on the information available at the time.

Restricted Funds

| The Parish of St. Clement | | | | | | | | | | | | |
|--|-------------------|------------------|------------------|------------------------|-------------------------|--------------------|-----------------------------|---------------------------|-------------|--|--|--|
| Fund Activity | | | | | | | | | | | | |
| FYE December 31, 2022 | | | | | | | | | | | | |
| Accounts | Beginning Balance | Contribution | Other Transfer | Investment Transfer In | Investment Transfer Out | Expense | Per Schedule Ending Balance | Per Report Ending Balance | Check | Comments | | |
| RESTRICTED/DESIGNATED FUNDS | | | | | | | | | | | | |
| DIOCESAN ACCOUNTS - ACTIVITY | | | | | | | | | | | | |
| 800010 - Chapel of Peace | 1,812.12 | 3,466.00 | | | | (3,885.04) | 1,393.08 | 1,393.08 | TUES | Vestry Designated (within State Regulations) | | |
| 800020 - Parish Memorials | 2,254.30 | 1,770.00 | 1,050.00 | | | (966.46) | 4,107.84 | 4,107.84 | TUES | Vestry Designated | | |
| 800040 - Brodhead Memorial | - | | | | | - | - | - | TUES | Donor Restricted | | |
| 800055 - Cooke Organ Fund | 16,616.00 | | 1,500.00 | | | (12,172.15) | 5,943.85 | 5,943.85 | TUES | Donor Restricted | | |
| Total DIOCESAN ACCOUNTS - ACTIVITY | 20,682.42 | 5,236.00 | 2,550.00 | - | - | (17,023.65) | 11,444.77 | 11,444.77 | TUES | | | |
| DESIGNATED FUNDS | | | | | | | | | | | | |
| 820100 - Rector's Discretionary Fund | 6,453.41 | 4,004.01 | | | | | 10,457.42 | 10,457.42 | TUES | Donor Restricted | | |
| 820200 - Flowers | 2,169.44 | 1,058.36 | | | | (2,637.83) | 589.97 | 589.97 | TUES | Donor Restricted | | |
| 820231 - Amy Healey Music/Arts Scholarship | 100.00 | | | | | | 100.00 | 100.00 | TUES | Donor Restricted | | |
| 820232 - Music Ministry | 4,883.03 | | | | | | 4,883.03 | 4,883.03 | TUES | Donor Restricted | | |
| 820242 - Family Ministries Reserve Fund | 4,242.48 | | | | | | 4,242.48 | 4,242.48 | TUES | Vestry Designated? | | |
| 820245 - JJA Mission | 1,500.00 | | (1,500.00) | | | | - | - | TUES | Donor Restricted | | |
| 820290 - Global Ministries | 7,518.99 | | 104.22 | | | | 7,623.21 | 7,623.21 | TUES | Donor Restricted | | |
| 820295 - Sabbel | 2,049.50 | 2,790.00 | | | | (5,662.42) | 824.95 | 824.95 | TUES | Donor Restricted | | |
| 820300 - Alice Rogers Spiritual Formation Fd | 824.95 | | | | | | 824.95 | 824.95 | TUES | Vestry Designated | | |
| 820520 - Capital Improvements | 4,450.00 | 4,570.68 | 27,852.51 | | | (41,760.62) | (4,887.43) | (4,887.43) | TUES | Vestry Designated / Donor Restricted | | |
| 820600 - Emergencies/Opportunities | 1,485.58 | | | | | | 1,485.58 | 1,485.58 | TUES | Vestry Designated? | | |
| 820610 - Food Donations | - | 8,050.00 | | | | (8,050.00) | - | - | TUES | Unrestricted | | |
| 822116 - General Fund | 6,136.81 | | | | | | 6,136.81 | 6,136.81 | TUES | Donor Restricted | | |
| 822120 - Other Designated Funds | 4,249.71 | 4,636.63 | (1,050.00) | | | (6,080.38) | 1,755.96 | 1,755.96 | TUES | Donor Restricted | | |
| Total DESIGNATED FUNDS | 46,063.90 | 25,109.68 | 26,906.73 | - | - | (64,191.25) | 33,889.06 | 33,889.06 | | | | |

**2023
Financial Statement of Mission**

| A | B | I | J | K | L | M | N | O | P |
|------|-----------------------------------|------------------|------------------|------------------|------------------|----------------------|--------------------------------|---|---|
| A/C# | | FSOM 2021 | Actual 2021 | FSOM 2022 | Actual 2022 | Proposed 2023 Budget | | | |
| 1 | | | | | | | | | |
| 2 | | | | | | | | | |
| 3 | REVENUES | | | | | | | | |
| | Pledges/Donations | | | | | | | | |
| 4 | 400100 Pledges | \$190,000 | \$195,824 | \$200,000 | \$169,870 | \$138,000 | \$98,760 as of 01/06 | | |
| 5 | 400110 Plate Offerings | \$1,000 | \$1,972 | \$2,000 | \$2,266 | \$2,000 | | | |
| 6 | 400120 Non-pledge | \$25,000 | \$37,096 | \$35,000 | \$63,963 | \$35,000 | | | |
| 7 | 400130 Prior Yr. Pledge Payments | \$0 | \$1,181 | | \$610 | | | | |
| 8 | Pledges/Donations Subtotal | \$216,000 | \$236,072 | \$237,000 | \$236,709 | \$175,000 | | | |
| 9 | | | | | | | | | |
| 10 | Other Income | | | | | | | | |
| 11 | 420100 School Expense Share | \$278,100 | \$278,100 | \$282,246 | \$278,100 | \$282,272 | 3% increase starting 7/1/22 | | |
| 12 | 420110 Facilities Use Donations | \$10,000 | \$11,105 | \$12,000 | \$15,195 | \$12,000 | | | |
| 13 | 420115 Fundraisers | \$0 | \$0 | \$0 | \$2,150 | \$2,500 | | | |
| 14 | 420116 Farmers Market | \$15,000 | \$0 | \$7,500 | \$0 | \$9,000 | 5 vendors at \$35 for 52 weeks | | |
| 15 | 420117 Grant Brodhead Fndtm. | \$8,000 | \$8,000 | \$8,000 | \$8,000 | \$9,000 | | | |
| 16 | 420120 Bank Interest | \$0 | \$0 | \$0 | \$0 | \$0 | | | |
| 17 | 420800 Apartment Rent | \$18,000 | \$12,100 | \$36,000 | \$36,000 | \$36,000 | Rented to School | | |
| 18 | 420999 Misc. Receipts | \$2,000 | \$75,348 | \$2,000 | \$149 | \$2,000 | | | |
| 19 | Other Income Subtotal | \$331,100 | \$384,653 | \$347,746 | \$339,594 | \$352,772 | | | |
| 20 | | | | | | | | | |
| 21 | Revenue Subtotal | \$547,100 | \$620,725 | \$584,746 | \$576,303 | \$527,772 | | | |

**2023
Financial Statement of Mission**

| A | B | I | J | K | L | M | N | O | P |
|------|--|------------------|------------------|------------------|------------------|----------------------|---|---|---|
| A/C# | | FSOM 2021 | Actual 2021 | FSOM 2022 | Actual 2022 | Proposed 2023 Budget | | | |
| 1 | | | | | | | | | |
| 22 | | | | | | | | | |
| 23 | Draws From Church Funds | | | | | | | | |
| 24 | Breadhead Fund (Donor Designated Fund) | | | | | | | | |
| 25 | 480100 Mission Draw | \$0 | \$0 | \$0 | \$0 | \$0 | | | |
| 26 | 480101 Draw for Fellowship Exp | \$0 | \$0 | \$0 | \$0 | \$0 | | | |
| 27 | 480103 Draw for Adult Formation | \$0 | \$0 | \$0 | \$0 | \$0 | | | |
| 28 | Parish Memorials (Vestry Designated Fund) | | | | | | | | |
| 29 | 480200 Draw for Worship Supplies | \$2,000 | \$0 | \$2,000 | \$633 | \$2,000 | | | |
| 30 | 480400 Draw for Advertising | \$1,000 | \$0 | \$1,000 | \$0 | \$1,000 | | | |
| 31 | General Fund (Non-restricted Fund) | | | | | | | | |
| 32 | 480600 Draw for additional ministry support | \$0 | \$1,383 | \$0 | \$50 | \$0 | | | |
| 33 | Loo Family Fund (Vestry Designated Fund) | | | | | | | | |
| 34 | 480700 Draw for additional ministry support | \$3,500 | \$0 | \$3,500 | \$0 | \$3,500 | | | |
| 35 | Estate Funds | | | | | | | | |
| 36 | Draw for Interim Rector | \$0 | \$0 | \$0 | \$0 | \$0 | | | |
| 37 | Flower Fund (Donor Designated Fund) | | | | | | | | |
| 38 | 480800 Draw for Altar Flowers | \$1,000 | \$1,296 | \$1,000 | \$1,955 | \$1,000 | | | |
| 39 | Draw/Church Funds Subtotal | \$7,500 | \$2,679 | \$7,500 | \$2,638 | \$7,500 | | | |
| 40 | | | | | | | | | |
| 41 | | | | | | | | | |
| 42 | TOTAL RECEIPTS | \$554,600 | \$623,405 | \$592,246 | \$578,941 | \$535,272 | | | |
| 43 | | | | | | | | | |

**2023
Financial Statement of Mission**

| A A/C# | B | I FSOM 2021 | J Actual 2021 | K FSOM 2022 | L Actual 2022 | M Proposed 2023 Budget | N | O | P |
|-----------|-----------------------------------|----------------|------------------|----------------|------------------|------------------------------|---------------------------------------|---|---|
| 1 | | | | | | | | | |
| 44 | EXPENSES | | | | | | | | |
| 45 | Personnel Expenses | | | | | | | | |
| 46 | Rector | | | | | | | | |
| 47 | 500100 Salary & Housing | \$106,905 | \$106,905 | \$110,325 | \$64,356 | \$56,706 | Per 2023 Compensation Form (6 months) | | |
| 48 | Rector Compensation | \$106,905 | \$106,905 | \$110,325 | \$64,356 | \$56,706 | | | |
| 49 | 500102 Pension | \$20,715 | \$20,715 | \$21,377 | \$12,471 | \$10,207 | 18% of Salary & Housing | | |
| 50 | 500103 Health Insurance | \$36,006 | \$34,782 | \$31,260 | \$18,204 | \$17,682 | Diocesan Defined (Family Rate) | | |
| 51 | 500105 Auto/Professional Expenses | \$8,604 | \$8,612 | \$8,826 | \$3,802 | \$4,536 | 8% of Salary | | |
| 52 | 500106 Continuing Education | \$1,020 | \$948 | \$1,020 | \$0 | \$1,020 | Diocesan suggested minimum | | |
| 53 | 500108 Self-Employment Tax | \$8,178 | \$8,178 | \$8,440 | \$4,923 | \$0 | Included in Salary & Housing | | |
| 54 | Rector Benefits | \$74,523 | \$73,235 | \$70,923 | \$39,400 | \$33,446 | | | |
| 55 | Rector Subtotal | \$181,428 | \$180,140 | \$181,248 | \$103,756 | \$90,152 | | | |
| 56 | | | | | | | | | |
| 57 | | | | | | | | | |

**2023
Financial Statement of Mission**

| A | B | I | J | K | L | M | N | O | P |
|----|---|------------------|------------------|------------------|------------------|----------------------|---|---|-------------|
| 1 | A/C# | FSOM 2021 | Actual 2021 | FSOM 2022 | Actual 2022 | Proposed 2023 Budget | | | |
| 58 | Other Clergy Expenses | | | | | | | | |
| 59 | 500700 Supply Clergy | \$1,000 | \$150 | \$500 | \$7,474 | \$7,500 | Estimated two services every week and six extra services a year. (6 months) | | |
| 60 | 500109 Sabbatical Reserve | \$1,000 | \$1,000 | \$1,000 | \$1,000 | \$1,000 | | | |
| 61 | 500115 Associate clergy professional expenses | \$500 | \$0 | \$500 | \$0 | \$500 | | | |
| 62 | Other Clergy Subtotal | \$2,500 | \$1,150 | \$2,000 | \$8,474 | \$9,000 | | | |
| 63 | | | | | | | | | |
| 64 | Music Staff Salaries | | | | | | | | |
| 65 | 500420 Music Minister | \$18,000 | \$15,300 | \$9,000 | \$638 | \$9,000 | 1/2 year | | |
| 66 | 500430 Organist | \$0 | \$6,000 | \$18,576 | \$18,576 | \$19,691 | 6.0% increase \$1,641 per month | | |
| 67 | Music Staff Subtotal | \$18,000 | \$21,300 | \$27,576 | \$19,214 | \$28,691 | | | |
| 68 | Family Ministry Salaries | | | | | | | | |
| 69 | 500405 Nursery Staff | \$0 | \$2,400 | \$2,476 | \$2,477 | \$2,625 | 6.0% increase | | |
| 70 | 500440 Family Ministry | \$18,239 | \$16,577 | \$16,756 | \$16,946 | \$17,762 | 6.0% increase | | |
| 71 | Family Ministry Subtotal | \$18,239 | \$18,977 | \$19,232 | \$19,423 | \$20,387 | | | |
| 72 | Office & Other Staff Salaries | | | | | | | | |
| 73 | 500500 Parish Adminr/Office Manager | \$35,000 | \$0 | \$30,000 | \$22,750 | \$46,865 | 6% increase on July 1st | | |
| 74 | 500510 Secretary | \$15,000 | \$26,635 | \$18,200 | \$17,070 | \$0 | | | |
| 75 | 500530 Security Personnel | \$7,300 | \$3,840 | \$0 | \$0 | \$0 | | | |
| 76 | 500580 Property Manager/Sexton | \$46,865 | \$46,865 | \$49,208 | \$51,208 | \$19,387 | 6% increase for four months (Plus Bonus at \$2,000) | | |
| 77 | 500585 Assistant Sexton | \$0 | \$0 | \$0 | \$0 | \$31,000 | | | |
| 78 | 500590 Groundskeeper | \$8,320 | \$8,728 | \$0 | \$0 | \$0 | | | |
| 79 | Office & Other Staff Subtotal | \$112,485 | \$86,068 | \$97,408 | \$91,028 | \$97,252 | 144,216 total Salaries | | |
| 80 | Staff Benefits | | | | | | | | |
| 81 | 500600 Payroll Tax | \$11,653 | \$9,579 | \$11,033 | \$9,905 | \$11,194 | 7.65% of total salaries | | \$11,194.20 |
| 82 | 500610 Health Insurance | \$8,000 | \$4,115 | \$4,500 | \$4,700 | \$10,800 | 1.5 persons @ \$600 a month | | |
| 83 | 500640 Pension | \$8,700 | \$4,725 | \$8,000 | \$11,217 | \$8,753 | s/b 9% of salaries (Excluding Part-time staff) | | \$8,752.67 |
| 84 | 500620 TDI | \$1,000 | \$921 | \$1,000 | \$919 | \$1,000 | | | |
| 85 | 500625 Workers Comp Ins | \$3,924 | \$4,724 | \$4,873 | \$4,526 | \$4,020 | Diocese Packaged - \$335 per month | | |
| 86 | 500650 Staff Mileage | \$250 | \$76 | \$100 | \$0 | \$100 | | | |
| 87 | 500710 Unemployment Benefits | \$0 | \$832 | \$0 | \$2,195 | \$0 | | | |
| 88 | 500660 Continuing Education | \$400 | \$0 | \$400 | \$0 | \$400 | | | |
| 89 | 500800 Personnel Search | \$200 | \$0 | \$200 | \$0 | \$500 | | | |
| 90 | 500810 New Employee Exp | \$200 | \$0 | \$200 | \$0 | \$3,500 | Moving Expenses for new clergy | | |
| 91 | Staff Benefits Subtotal | \$34,327 | \$24,972 | \$30,506 | \$33,462 | \$40,267 | | | |
| 92 | | | | | | | | | |
| 93 | Total Personnel Expenses | \$366,979 | \$332,607 | \$357,770 | \$275,357 | \$285,748 | | | |
| 94 | | | | | | | | | |

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| 1 | A | B | I | J | K | L | M | N | O | P |
|-----|--------|--|-------------------|------------------|------------------|------------------|----------------------|---------------------------------------|---|---|
| 1 | A/C# | | FSOM 2021 | Actual 2021 | FSOM 2022 | Actual 2022 | Proposed 2023 Budget | | | |
| 95 | | Direct Ministry Expenses (Outreach) | | | | | | | | |
| 96 | 550100 | Outreach - Misc. | \$2,000 | \$2,026 | \$2,000 | \$2,000 | \$2,000 | | | |
| 97 | 550130 | Food Distribution | \$4,000 | \$8,734 | \$9,000 | \$11,775 | \$9,000 | | | |
| 98 | 550135 | Institute for Human Svcs | \$4,000 | \$3,600 | \$4,000 | \$2,400 | \$4,000 | | | |
| 99 | 550136 | Family Promise | \$500 | \$0 | \$500 | \$0 | \$500 | | | |
| 100 | 550147 | YO! House | \$1,200 | \$738 | \$1,200 | \$793 | \$1,200 | | | |
| 101 | 550150 | Theological Ed. Support | \$1,000 | \$0 | \$0 | \$0 | \$0 | | | |
| 102 | 550154 | ECW (Episc Church Women) | \$200 | \$0 | \$200 | \$0 | \$200 | | | |
| 103 | 550156 | Global Ministries | \$500 | \$500 | \$500 | \$500 | \$500 | | | |
| 104 | 550158 | Vestry Discretionary Fund | \$2,000 | \$1,500 | \$2,000 | \$2,000 | \$2,000 | | | |
| 105 | 550161 | School Support | \$3,500 | \$0 | \$3,500 | \$0 | \$3,500 | | | |
| 106 | | Direct Outreach Subtotal | \$18,900 | \$17,098 | \$22,900 | \$19,468 | \$22,900 | | | |
| 107 | | | | | | | | | | |
| 108 | | Other Direct Ministry/Education | | | | | | | | |
| 109 | 550320 | Parish Retreat | \$1,000 | \$1,290 | \$1,300 | \$1,200 | \$1,300 | | | |
| 110 | 550400 | Sunday School | \$1,000 | \$848 | \$1,000 | \$624 | \$1,000 | | | |
| 111 | 550420 | Adult Formation | \$3,000 | \$3,666 | \$3,000 | \$1,788 | \$3,000 | | | |
| 112 | 550430 | Youth Formation | | | | | | | | |
| 113 | 550440 | Young Adults | | | | | | | | |
| 114 | 550500 | Stewardship | \$250 | \$177 | \$250 | \$184 | \$250 | | | |
| 115 | 550510 | New Member Incorporation | \$200 | \$0 | \$200 | \$0 | \$200 | | | |
| 116 | 550520 | Fellowship/Kitchen Supplies | \$2,000 | \$0 | \$2,000 | \$48 | \$2,000 | | | |
| 117 | 550590 | Parish Inreach | \$1,000 | \$612 | \$1,000 | \$216 | \$1,000 | | | |
| 118 | | Other Direct Ministry/Ed. Subtotal | \$8,450 | \$6,594 | \$8,750 | \$4,060 | \$8,750 | | | |
| 119 | | | | | | | | | | |
| 120 | | Sunday Support | | | | | | | | |
| 121 | 550200 | Altar Guild supplies | \$750 | \$110 | \$500 | \$633 | \$500 | | | |
| 122 | 550210 | Music | \$1,000 | \$943 | \$1,000 | \$804 | \$1,000 | | | |
| 123 | 550211 | Substitute/guest musicians | \$500 | \$0 | \$500 | \$50 | \$500 | | | |
| 124 | 550215 | Flowers | \$1,000 | \$1,296 | \$1,500 | \$1,955 | \$1,500 | | | |
| 125 | 550299 | Misc. Worship expenses | \$150 | \$74 | \$150 | \$0 | \$150 | | | |
| 126 | | Worship Expense Subtotal | \$3,400 | \$2,424 | \$3,650 | \$3,442 | \$3,650 | | | |
| 127 | | | | | | | | | | |
| 128 | | General Expenses | | | | | | | | |
| 129 | 550300 | Diocesan Convention | \$1,000 | \$0 | \$1,000 | \$700 | \$1,000 | | | |
| 130 | 550310 | Vestry Training/Education | \$350 | \$0 | \$350 | \$471 | \$350 | | | |
| 131 | 550582 | Planned Giving | \$200 | \$0 | \$200 | \$0 | \$200 | | | |
| 132 | 550583 | Discernment Support | \$0 | \$0 | \$0 | \$0 | \$0 | | | |
| 133 | | General Expense Subtotal | \$1,550 | \$0 | \$1,550 | \$1,171 | \$1,550 | | | |
| 134 | | | | | | | | | | |
| 135 | | Operating Expenses | | | | | | | | |
| 136 | 550600 | Administrative Supplies | \$5,500 | \$7,392 | \$7,500 | \$5,962 | \$7,500 | | | |
| 137 | 550601 | Postage | \$1,200 | \$998 | \$1,000 | \$1,200 | \$1,200 | Approximately \$100 per month | | |
| 138 | 550602 | Equipment Rental/Maint. | \$8,000 | \$8,429 | \$8,500 | \$7,399 | \$8,500 | | | |
| 139 | 550603 | Outside Printing/Copying | \$100 | \$0 | \$0 | \$0 | \$0 | | | |
| 140 | 550605 | Advertising | \$1,000 | \$0 | \$1,000 | \$0 | \$1,000 | | | |
| 141 | 550610 | Repairs & Maintenance | \$14,000 | \$28,292 | \$15,000 | \$11,637 | \$20,500 | Tree Trimming cost \$5,528.79 in 2021 | | |
| 142 | 550614 | Contract Maintenance | \$6,000 | \$4,447 | \$5,000 | \$6,508 | \$6,500 | | | |
| 143 | 550615 | Landscape Maintenance | \$0 | \$1,969 | \$7,200 | \$6,900 | \$7,800 | \$300 every two weeks | | |
| 144 | 550616 | Organ Maintenance reserve | \$1,500 | \$16,500 | \$1,500 | \$1,500 | \$1,500 | | | |
| 145 | 550630 | Electricity | \$19,000 | \$16,422 | \$16,500 | \$17,824 | \$19,200 | Estimated \$1,600 per month x 12 | | |
| 146 | 550631 | Water/Sewer | \$13,000 | \$12,493 | \$13,500 | \$13,495 | \$14,400 | Estimated \$1,200 per month x 12 | | |
| 147 | 550632 | Telephone | \$2,200 | \$2,043 | \$2,100 | \$3,248 | \$3,600 | Estimated \$300 per month x 12 | | |
| 148 | 550633 | Refuse Collection | \$6,500 | \$6,527 | \$7,000 | \$7,611 | \$8,760 | Estimated \$730 per month x 12 | | |
| 149 | 550634 | Gas Company | \$250 | \$208 | \$250 | \$217 | \$250 | | | |
| 150 | 550640 | Web Page | \$150 | \$0 | \$150 | \$86 | \$150 | | | |
| 151 | 550650 | Insurances | \$33,060 | \$33,225 | \$35,954 | \$35,584 | \$43,000 | Based on January invoice from Diocese | | |
| 152 | 550670 | HI General Excise Tax | \$2,500 | \$1,551 | \$1,600 | \$2,203 | \$2,500 | | | |
| 153 | 550671 | Real Property Tax | \$693 | \$693 | \$725 | \$711 | \$725 | | | |
| 154 | 550680 | Service Charges | \$4,500 | \$3,260 | \$3,500 | \$2,646 | \$3,500 | | | |
| 155 | 550690 | Audit Review | \$2,000 | \$2,000 | \$2,000 | \$2,000 | \$2,000 | | | |
| 156 | 550691 | Accounting Services | \$17,000 | \$16,099 | \$17,000 | \$15,314 | \$18,000 | | | |
| 157 | | Operating Exp Subtotal | \$138,153 | \$162,549 | \$146,979 | \$142,044 | \$170,585 | | | |
| 158 | | | | | | | | | | |
| 159 | 550900 | Diocesan Assessment | \$48,972 | \$49,005 | \$42,732 | \$42,721 | \$41,998 | Diocesan Defined | | |
| 160 | | | | | | | | | | |
| 161 | | TOTAL EXPENSES | \$586,404 | \$570,277 | \$584,331 | \$488,263 | \$535,181 | | | |
| 162 | | | | | | | | | | |
| 163 | | TOTAL REVENUES | \$554,600 | \$623,405 | \$592,246 | \$578,941 | \$535,272 | | | |
| 164 | | | | | | | | | | |
| 165 | | TOTAL EXPENSES | \$586,404 | \$570,277 | \$584,331 | \$488,263 | \$535,181 | | | |
| 166 | | | | | | | | | | |
| 167 | | NET GAIN (LOSS) | (\$31,804) | \$53,128 | \$7,915 | \$90,677 | \$91 | | | |
| 168 | | | | | | | | | | |
| 169 | | | | | | | | | | |

The Parish of St. Clement

Ministry Reports

Stewardship

Stewardship of the Parish is a year-round activity with many individuals contributing to the health, wealth and nurturing of our members, Parish grounds, school, Chapel of Peace, Parish Hall and Sanctuary.

| | *2023 | 2022 | 2021 | 2020 |
|----------------------|---------------------|---------------------|---------------------|---------------------|
| Number of Pledges | 38 | 55 | 63 | 70 |
| Total Pledged | \$118,740.00 | \$150,738.40 | \$194,940.56 | \$190,943.44 |

*The 2023 Stewardship campaign is on-going. Last updated January 27, 2022.

Our Stewardship Campaign continued to utilize the methods started last year as we've adapted to changes necessitated by the pandemic. While we have continued with hard copy mailings of Stewardship letters and pledge cards, we introduced online components to our campaign as well. We sent our parishioners a letter and link to our online pledge cards via our mailing list. Although hard-copy pledge cards are still the most popular option, online pledge cards were received from a few.

We continue to offer our credit card pledging system online as well. Parishioners that would like to pledge using their credit cards are encouraged to create an account with the Episcopal Diocese's online donation system of choice: tithe.ly. Doing so allows parishioners to make changes and check their giving record at any time. The system for pledges given via automatic bank withdrawal remains unchanged, but tithe.ly does offer a bank withdrawal option as well.

If you are interested in learning more about giving via tithe.ly, or if you would like to complete a pledge card for the 2023 Calendar Year, please reach out to the church office. We are still accepting new pledges.

Statistics

| Services | Total Attendance | Number of Services |
|-------------------------|------------------|--------------------|
| Sunday Worship Services | 3603 | 103 |
| School Chapel Servies | 5878 | 54 |
| Other Services | 122 | 29 |

Sunday Service Attendance Breakdown:

Number of Sunday services: 103

Average Sunday attendance in-person: 50

Average Sunday attendance online: 25

School Chapel Attendance Breakdown: One class attended chapel in-person, while all other classes watched chapel from their classroom via Zoom or Webex.

Average attending in-person: 21

Average attending online: 82

Marriages

N/A

Memorial Services

Edward and Elizabeth Taira

Sally McDermott

Interred

The Reverend George Lee

Dorsey Gibson

Pamela Chapman

Chapel of Peace

Despite the distance necessitated by COVID-19, loved ones were still able to visit their family member(s) interred in our Chapel of Peace during the pandemic. Before entering the Chapel of Peace, we asked all visitors to complete our contact tracing form, as required by law for St. Clement's School. Those who couldn't visit the Chapel in-person could request photos via email. With the relaxation of COVID-19 restrictions in 2022, we no longer require contact tracing when anyone visited the Chapel of Peace. However, masks are still required as the Chapel of Peace is accessed through the gate that leads to the School.

Three people were laid to rest in the Chapel of Peace in 2022. Three niches were purchased. Niche space is still available for purchase in the Chapel of Peace.

Music Ministry

The choir has been able to sing together in church for most of 2022. Until Christmas Eve we sat in the front makai pews to comply with distancing COVID rules. With great joy on Christmas Eve, we returned to the choir stall. Wherever we are in the church, we continue to lead the congregation making a joyful noise unto the Lord and simply enjoying the pleasure of singing together.

Along with the wonderful Sunday School students and their teachers we celebrated with the Ceremony of Lessons and Carols. This was another step in returning to the cherished traditions of St. Clement.

Sadly, however, we had to say aloha to two of our members who relocated to the continental United States. Alto Susan Clifford and her husband, the Reverend George Clifford, moved to Boston for George's cancer treatment. Soprano Cathy Overstreet and her husband Robert moved to Las Vegas to be closer to his family. We miss them both.

If anyone is interested in joining the choir, let one of us know. We rehearse every Thursday night at 6:15 p.m. and at 9:00 a.m. before the 10:15 service.

The St. Clement Choir:

Sopranos: Mary Carpenter and Taueva Lino

Alto and Interim Choir Director: Beth Fincke

Tenors: Richard Lowe, Soane Lino and Brian Crow

Bass: Fred Harrison

Organist: Mark Kennedy

Worship Committee

The Worship Committee is a new ministry of the parish. Its purpose is to discuss and make decisions about the various worship services and related functions of the parish. It is always a good idea to get some input from parish members on such matters, but without a priest-in-charge yet, it is necessary. Our supply clergy, even long-term supply clergy, have a very limited say in the worship services. Which services are to be held and which liturgies are to be used must be ultimately decided by the vestry.

Our Worship Committee members are the senior warden, Beth Fincke; Kathleen Norris, Sandy Souza, Brian Crow, Gail Suzuki-Jones, and Jessica Stack. These members represent the various groups that have a particular responsibility in our services: altar guild, choir, readers, ushers, and family ministry.

The committee has brought back family Sunday, movie night and the Ceremony of Lessons and Carols. During Lent we will be returning to the use of Enriching Our Worship, which we used regularly pre-COVID and was used during Bishop Fitzpatrick's visit. We discussed reinstating some of our Lenten and pre-Lenten activities such as Shrove Sunday pancakes and Maundy Thursday Agape meal. More information on these and Lenten and Holy Week services will be announced as appropriate.

Lectors

Here at the Parish of St. Clement we are committed to keeping our parish community safe and will continue to follow CDC guidelines for in-person gatherings. While federal and state rules continue to evolve, we have maintained a mask policy at our Sunday worship services, even for our readers.

Every Sunday we have two lectors, one for each service, that will read one lesson as well as the Prayers of the People. As COVID waves come and go, we welcome our readers to join us via Zoom or in-person, should they so choose. Our readers are scheduled on a quarterly basis, meaning that they agree to serve on a particular Sunday every month, for three months at a time.

Please contact the church office if you are interested in becoming a lector!

Ushers

The ushers for the early service are Bridget Dung, Kingsley and Joni Wong, and Sandy Souza. The ushers for the 10:15 service are Liz Baldwin, Arthur Buto, and Terry Ledford. We welcomed Bridget Dung as an usher at the 8:00 service. Only one usher is needed during the in-person services. However, starting on Sunday, November 27, 2022, the first Sunday in Advent, ushers are collecting offering and taking the offering plates to the priest.

At both services ushers:

- check that attendees are wearing a mask and provide one, if needed.
- ask attendees to sign in for contact tracing
- log the number of in-person and zoom attendees and place the report in the sacristy
- place monies from the offertory plate in the sacristy to be counted

Before the 8:00 service, ushers:

- open the doors and windows in the church.
- turn on microphone and lights in the church.

- place the offering plate on the pedestal in the middle aisle near the last pews.
- set up the computer, screen and projector for zooming at the front pew.
- unlock the padlocks at the gates leading into the school and the Chapel of Peace [COP].
- open the COP and turn on lights.
- unlock the restroom door of the Parish House and lock the door, from the ‘inside,’ leading to the Parish Hall.
- turn off the audio on the computer at the end of the service.

At the 10:15 service, ushers:

- tidy up the pews after the service.
- turn on the audio on the computer at the beginning of the service.β
- turn off the microphone and lights.
- return the offertory plate to the sacristy.
- return the computer, screen and projector to the sacristy.
- close and lock the doors and windows.
- close the COP and lock the padlock to the gate leading to the COP.
- unlock the inner door to the Parish Hall and lock the restroom door.

We no longer:

- ask attendees to put a post-it on the pew s/he was sitting for sanitizing.
- sanitize pews with diluted bleach.
- sign in for contact tracing.
- as of November 27, 2022, the first Sunday in Advent, masks are optional.

Ushers are also present at special services throughout the year. We would love to have YOU join us!

Respectfully submitted,

Sandy Souza [8:00] and Arthur Buto [10:15]

Coordinators

Altar Guild Ministry

The Altar Guild continues to adapt to the changes made by COVID and technology. The eucharist is now celebrated at the table on the lower level because the altar appears so far away on Zoom. This required a new design for the Christmas flowers, but some changes are beautiful! We thank all of you who adopted the plants and continue to enjoy their beauty. Thanks also to those who helped with the greening of the church on the Fourth Sunday of Advent.

With some of the COVID restrictions lifted, we have returned to having wine at the eucharist.

We are grateful for those of you who make possible the flowers at the altar each Sunday. This is a wonderful way to remember loved ones and to give thanks for special occasions. The Flower Book is at the back of the church. Please sign up, or you can always call the church office.

There is a need for more altar guild volunteers. Usually, each person is on duty one Sunday a month on a fixed schedule for the 8:00 a.m. service or the 10:15 service. New members never work alone until they are experienced. We welcome everyone to this meaningful ministry. You can speak with any one of us for more information. If you are interested in being part of the flower arranging team or just want to learn how to arrange flowers, please see Beth Fincke after the 10:15 service or call the office and leave your name and number.

Altar Guild Members

Beth Fincke, Altar Guild Director (10:15)

Ann Ogilvie (10:15) Pamela Fern (8:00)

Cecilia Fordham (8:00) Sandy Souza (8:00)

Submitted by Beth Fincke

Family Ministries

The purpose of family ministries at the Parish of St. Clement is to minister, support, and provide enriching activities in the spiritual journey of our Parish children of all ages. We also strive to include the Parish children in other Parish ministries, our worship services, and other aspects of the life of the Parish, such as church social, outreach, and fundraising events.

With the assistance and leadership of Pastor Heather Hill (1st half of 2022) and the Senior Warden, Beth Fincke (2nd half of 2022) the Family Ministry Team is comprised of:

- Jessica Stack, who ministers to our Nursery-age children;
- Gail Suzuki-Jones, who ministers to our Pre-K through early elementary-age children;
- Michelle Comeau, who ministers to our elementary-age children;
- Scott Suzuki-Jones who ministers to our middle and high school-age youth.

Over 2022, the Family Ministries Team has:

- Offered Sunday School when the church reopened and provided a safe and supportive environment. Many continue to Stay at Home.
- Planned and implemented Sunday School classes and activities;
- Recruited, organized, trained, and scheduled Acolytes to serve in worship services. Acolytes are available to serve on Family Sundays and for memorial and other special services in the life of the Parish;
- Recruited staff and volunteers for the nursery and Sunday school, as well as volunteers for Family Ministries events who donate time, talent, materials throughout the year;
- Provided administrative support for Family Ministries, including submission of artwork, photographs, flyers and articles for newsletters, service bulletins, promotion, Sunday School forms, and coordinating with Parish Staff for the Parish calendar;
- Collaborated with Pastor Heather and Senior Warden Fincke on Parish events and activities of common interest to build awareness of the unity between the Church, Sunday School, Choir, and the Church School;

- Planned and implemented the following Sunday School and Parish family-oriented activities:

January: Acolyte Training and Recruiting for Family Sundays

April: Camp Mokuleia - Parish Retreat and Staycation

June: Pastor Heather and Family Aloha and Recognition

September: Sunday School Registration/start of new SS year

October: Blessing of the Animals with Father Frank Chun

November: Collaborated with Vestry and Parish volunteers on: Books, Media and Treasures sale and fundraiser - Sale on Nov. 12th and clearing out the loft/leftovers

December: Sunday School participated in Tableaus for the Advent Carols and Lessons with Jessica directing

Christmas classic, "Elf" Movie Night and Spaghetti Dinner with popcorn and hot chocolate

Greening of the Church with Beth and volunteers

Currently: Family Ministries teaches Sunday School classes and plans activities for families with children.

We appreciate the volunteers and the donations from the congregation to the Nursery, Atriums I & II, and Middle and High School programs. We look forward to continuing to gather safely and comfortably and have more participation in the upcoming year.

Mahalo to all and take care,

The Family Ministry Team!!!

Prayer Chain

The Prayer chain was started many years ago by Deacon Dorothy Nakatsuji who died in 2017.

We are a group of parishioners appointed by the Rector who pray for those on the public Sunday Bulletin List as well as for those on our Confidential List. Anyone can ask for prayers for themselves and for others. When requested, notecards are sent to inform people that daily prayers are being said for them.

To request prayers, please notify the office at secretary@stclem.org or 808-955-7745. Or, you may tell any of the individuals listed at the bottom of this report. Names on our Confidential List and a Grief List for those mourning the death of loved ones, receive prayers for 3 months. For those in need of continuing prayer, the Prayer Chain also maintains a long term list.

When requesting a name to be added to the list, please specify if it is for the Public, Confidential, or Grief List and give a brief reason for the request. Also, if you would like a card to be sent please provide an address. We always appreciate receiving updates on the people for whom we're praying. They may be provided to the office staff or Prayer Chain members.

The Prayer Chain meets monthly on a Sunday to pray and meditate together and to share updates for those listed. Currently we are praying for over 80 people.

Prayer Chain members include Jane Anderson, Elizabeth McCutcheon, Nellie McLaughlin, Pam McCoy, and Kathleen Norris.

Respectfully Submitted,

Prayer Chain Members

Global Ministries

St. Clement's Global Ministries was formed after five members of St. Clement's travelled to the Holy Land in 2003. As part of the experience, we were invited by The Rev. Naim Ateek, a Palestinian Episcopal priest, and co-founder of SABEEL INTERNATIONAL, to attend an interfaith service in Jerusalem's old city, at the conclusion of an international fact-finding SABEEL trip through Israel and the occupied territory of Palestine. We had a chance to interact with Palestinians, both Christians and Muslims, and hear from them about everyday life to Palestinians under the Occupation.

St. Clement's Global Ministry, is the official sponsor of SABEEL HI, member of FRIENDS OF SABEEL NORTH AMERICA. Because we are a small group, we work collaboratively with JVP [Jewish Voice for Peace] and UH Faculty and Students for Free Palestine.

Since 2004, Global Ministry has been able, with the generosity of the Parish and Parishioners of St. Clement's to pay for the roof of a high school for Palestinian girls in the West Bank, provide a furnace for an Episcopal church and school in the West Bank so school and church services could be held in winter, and help provide an X-Ray machine for The Episcopal Hospital in Gaza, where it was sorely needed to address the high rate of cancer in Gazan women. When we had more pre-teen and teenage St. Clement's SS members, that group raised money hospital and schools in the Holy Land. We were able to sponsor a Palestinian Episcopal priest, his wife and children to Hawaii. They stayed on campus for 2 weeks and spoke to church members, especially focusing on the youth group.

As the number of youth members, as well as demographics in our church, and larger community have changed, our ministry has accommodated to those changes while continuing to focus on our goal outlined by FRIENDS OF SABEEL NORTH AMERICA

- The call of KAIROS Palestine to end Palestinian suffering

- An end to the Israeli occupation of Palestine in accordance with international law and United Nation's resolutions.
- Equal rights and access to resources, such as land and water, for all inhabitants of the region based on principles of social, economic, and political justice.
- The right of return for all Palestinian refugees in accordance with UN Resolution 194
- An end to U.S. policies that support and perpetuate the occupation.
- Active engagement in the campaign for boycott, divestment, and sanctions [BDS] against Israel

SABEEL HI/GLOBAL MINISTRY, together with JVP & UH Faculty and Students for Free Palestine, has been able to bring Palestinian speakers and others involved in Justice work for Palestinians and Israelis to Hawaii. This began in 2010, when together with our co-sponsors and with support of Bishop Fitzpatrick and St. Andrew's Cathedral, we hosted a three three-day National SABEEL conference at St. Andrew's Cathedral campus. Since then, we have focused on bringing Palestinian speakers once a year, usually in November - 2017, Nooria Erekat, a prominent spokesperson for Palestinian causes, often seen on CNN and PBs, in 2017, Steve Salaita, professor & author, in 2018, Ramzy Baroud, a Gazan native and academic, and in 2019, Yousef Aljami and Rana Barakat, as well a Kehaulani Kauanu, an author and activist for Palestinian and Hawaiian rights. Because of COVID restrictions, we were unable to bring speakers to Hawaii, although we were able to host a ZOOM event, in February of 2021, when Bishop Fitzgerald, ordained the founder of SABEEL, Palestinian Episcopal priest, Naim Ateek, Honorary Canon of the Episcopal Diocese of Hawaii.

After the gradual changes in COVID protocol, we have been able, together with our collaborators, JVP and UH Students & Faculty for Free Palestine, to bring two speakers to Hawaii.

In March, we brought to Hawaii, a young Palestinian woman, Director of Strategy at the Adalah Justice Project, writer, & organizer focusing on Palestine, Islamophobia, immigration and labor. She spoke at UH and the Cathedral, plus met with our activist communities.

To plan for the new reality of changes in past few years, including church numbers, youth involvement, and the unknowingness of COVID and other virus challenges, we invited Jonathn Kuttab, new Executive Director of FRIENDS OF SABEEL NORTH AMERICA, for an 8-day trip to Hawaii, to help us meet these challenges. Johathan Kuttab was one of the founders of SABEEL in Palestine, an international lawyer, who led the Palestinian team in Palestinian / Israeli Oslo peace negotiations. Johathan spoke at the Cathedral, gave sermons at St. Clement's & met for informal discussion & breakfast after church. Then he flew to Maui and met with high school students, then gave an evening address at an Episcopal Church on Maui. Afterward, he met with Hawaiian farmers and activists on Oahu.

We have tentative plans for a visit from 2 Palestinians in the coming year.

Global Ministry/FOSNA, invites inquiries about our ministry and welcomes new members. Please address questions to Mary Carpenter or Beverly Davis.

Prayerfully submitted,

Beverly Davis for Global Ministries of St. Clement's

SABEEL HI ACTIVE MEMBERS

Mary Carpenter, Beverly Davis, from St. Clement's
The Rev. Neal McPherson, UCC minister, retired
The Rev. Christopher Golding, Episcopal, Chaplain at Seabury Hall, Maui; Canon Brian Grieves, retired Episcopal Priest
Cynthia Franklin, non-church affiliated; Professor of English at UH Mānoa, Noel Kent; retired UH professor George Hudes, writer, musician

I have copies of Kairos, BDS information from FOSNA, and other material for any who may be interested.

Adult Discussion

The Adult Discussion Group meets weekly at 9 am between the Sunday services via Zoom. The moderator of this informal group is anyone who volunteers. Discussions center around a book that is mutually agreed upon. The books have been wide-ranging and include *Falling Upward* by Richard Rohr, *Faith after Doubt* by Brian D. McLaren, *Jesus and Buddha* by Paul Knitter and Roger Haight, *Quarks, Chaos & Christianity* by John Polkinghorne, *A Wrinkle in Time* by Madeleine L'Engle, *What are Biblical Values* by John Collins, and *Advent and Christmas Wisdom* by Henri J.M. Nouwen. We have just started *The Gift of Years – Growing Older Gracefully* by Joan Chittister.

This group is open to everyone who wants to explore and expand understanding of religion and spirituality by reading and in-depth discussions. This forum is considered a protected place where everyone can express personal viewpoints without censure or judgment. We welcome everyone with ideas to share, and who is willing to spend an hour on Sunday mornings.

Submitted by Leslie Isaki

Reading Between the Lines

Reading Between the Lines (formerly known as the Bible Workbench) is a weekly conversation built around scripture and a collection of short texts (a few pages of reading for each meeting). RBTLs allows participants to engage with one of the lectionary readings of the week, presents a central theme of that reading, and connects the biblical text to other writings on that theme. Participants take turns introducing the material and inviting responses, such as how the theme relates to events in the world and in participants' own lives.

The focus is exploratory; we “make room” for asking questions and offering interpretations and observations. Each reading is put into the context of history or the larger Bible story it is part of, considered through a series of open-ended questions, and then put in conversation with (excerpts from) poems, essays, novels, and other creative works. It provides an opportunity for spiritual growth and fellowship through conversation and reflection.

In 2022 RBTLs met over Zoom for most of the year, and transitioned back to in-person meetings in late November. Approximately eight members attended on a regular basis in 2022. New members are welcomed, anytime.

Submitted by Amy Schafer

Education for Ministry (EfM)

A weekly religious studies seminar program from the Divinity School at the University of the South, EfM is characterized by small groups of 6-12 participants, led by a trained mentor. We study Old and New Testaments, History of Christianity, and contemporary theology over the 4 years. This is the background for using Theological Reflection to look at how God is moving in our world and in our lives. Conversations are respectful and confidential. Consensus is not expected. EfM is an opportunity to examine and grow faith in a safe place.

This year we met via Zoom. Six completed the year, with Terry Ledford graduating after finishing all four years.

Respectfully submitted,

Pam McCoy

Accredited Mentor

Food Distribution

The Food Distribution Ministry in 2022 provided food in bags to those in need every Wednesday and on the third Saturday of the month. The demand for food increased greatly; the Saturday program in January gave approximately 40 bags and by the end of the year 80-90 bags became the norm. The Wednesday figures jumped even more, from 40+ at the start of the year to over 130 just a few weeks ago. Because of this sudden increase and our limited storage space and volunteer pool, we will now only be offering our grocery bags on Wednesdays.

Fortunately, St. Clement's is a Hawaii Food Bank agency. Volunteers with trucks shop at the Food Bank two or more times a month to pick up a variety of canned and packaged food. Sometimes our food expeditions include a trip to Costco to buy rice if the Food Bank doesn't have it. To prepare the grocery bags, volunteers make up individual bags of rice and pack the grocery bags. Other volunteers hand out the bags on Wednesdays and Saturdays. We also have a "Free" table of donated items such as personal hygiene items, kitchen utensils, and other useful household items.

As you can see, our Food Ministry relies heavily on volunteers. Please consider helping. Please email or telephone the office to learn more about how you can contribute your time and talents! Also, donations of canned goods such as pork and beans, corn, chili, Vienna sausages, soup and Spam are always appreciated to supplement what we buy from the Food Bank. Every little bit helps!

Mahalo a nui loa to many volunteers:

| | | |
|----------------------|-----------------|--------------------------|
| Jane Anderson | Liz Baldwin | Karen Brousseau |
| The Carpenter Family | Matthew Chapman | The Comeau-Schoen family |
| Beth Fincke | Jayson Harper | Soane and Tau'eva Lino |
| Kathleen Norris | Ann Ogilvie | Heloise Richardson |
| Annette Kirkpatrick | Isaac Rowe | Sandy and Bill Souza |
| Holoua Stender | The Wong Family | |

And a special thank you to those that continue to donate canned goods to the church.

Respectfully submitted by Terry Ledford

Food Distribution and Financial Assistance

In 2021, our weekday assistance took place on Wednesdays from 10AM to 12PM.

Food Assistance

In 2022, 1,171 households received our bags of canned food and non-perishables. Who made up these 1,171 households? A total of 2,129 adults and 693 children. For reference, 1,211 households received our bags of canned food and non-perishables in 2021. A monthly breakdown of 2022 can be found below.

| Month | # of Households Served | # of Adults | # of Children | # Currently Employed | # of Govt. Assistance Recipients |
|------------------|-------------------------------|--------------------|----------------------|-----------------------------|---|
| January | 200 | 181 | 71 | 10 | 35 |
| February | 90 | 160 | 90 | 13 | 29 |
| March | 95 | 179 | 53 | 9 | 34 |
| April | 101 | 189 | 54 | 7 | 44 |
| May | 98 | 184 | 57 | 11 | 36 |
| June | 81 | 140 | 51 | 6 | 31 |
| July | 84 | 142 | 53 | 16 | 22 |
| August | 47 | 92 | 38 | 7 | 12 |
| September | 82 | 152 | 45 | 3 | 6 |
| October | 78 | 140 | 55 | 5 | 10 |
| November | 116 | 207 | 64 | 5 | 14 |
| December | 99 | 173 | 62 | 8 | 14 |

Financial Assistance

Anyone who lives in the church's zip code (96822) or lives in a Clean and Sober house is eligible to receive financial assistance from us. For an eligible individual, we will write one \$50 check made out to their landlord or to Hawaiian Electric Company. Recipients can only get one check each year. This program is funded by the Rector's Discretionary Fund, which is partially funded by the donations received during Little Church Time.

In 2022, 51 individuals received financial assistance, which amounted to a total of \$2,550 given.

The Institute for Human Services (IHS)

The Parish of St. Clement stopped making and delivering meals for IHS because of coronavirus. Instead, we began to make monthly donations to cover the cost of the meals we would normally prepare.

RYSE/YO! House

St. Clement's Parish has supported the YO (Youth Outreach) House for fifteen years, cooking a monthly meal. We also began supporting RYSE (Residential Youth Services and Empowerment) before it even opened by helping to raise funds for a shelter for street youth.

RYSE is a safe haven supporting youth 24 hours a day. RYSE offers not only a place to sleep safely, but food, education, medical and mental health services, employment assistance and other ways to learn to successfully live and work independently off the streets.

St. Clement's helps by providing chili and mac salad once a month. It matters because many of these young people have not had a home cooked meal in years, if ever. We show that we care by preparing our food from scratch and decorating the mac salad like we would for a banquet. The residents notice and are appreciative.

What can you do to help? We cook the last Wednesday morning of every month. Our volunteer team is very small. We could use help. At Thanksgiving we need turkeys and pies. A gift of pizzas or other food items is always popular. Donations of young adult clothing, linens, toiletries and soaps are also appreciated. If you have questions, please contact us.

Submitted by Jane Anderson

Makiki Farmer's Market

The Market goes on ... during Covid, the Market was lucky enough to be exempt from being closed down, unlike so many other commercial entities. Unfortunately, we did lose a few of our vendors, but we were lucky to pick up new ones that have generated a loyal following.

We stopped setting up tables & chairs which, at one time, was unique to our market. However, this allowed customers the ability to “park, shop & go” as parking has always been “street parking only” for customers. Given the size of the Market area, it is unlikely that we will be setting out tables and chairs going forward.

Despite being able to stay open, Covid still proved challenging for our vendors. In response, it was recommended to the Vestry, who approved, that the fees normally assessed the vendors be waived. The Market became a true ministry that was & remains very popular in our community.

As of 1/1/2023, the Market fees have been reinstated. The Parish may collect up to \$18,000 this year.

Some of our parishioners have come to enjoy what the Market provides. We hope that more of you will support our market in the coming year.

The Market vendors include: Olay's (Thai food); Khamphoun (Fresh produce); Mobile Gourmet Pasta & Stir fry); Gonzo's (Mexican); Sushi Man (Sushi & Bento); Goodneighbors Bento (Bento); Sweet Revenge (Pies & Desserts); King Thammavong (Fresh fruit & fresh fruit smoothies).

Humbly submitted,

Pam Fern

Coordinator

PARISH AND SCHOOL SNAPSHOTS



Chinese New Year, 2022 - The class of B3 celebrate Lunar New Year with a Chinese lion dance performance.



Thanksgiving Canned Food Drive 2022 - A student of B3 donates his canned chili to the annual Canned Food Drive.



Easter Sunday, 2022



May 2022 - Swimming & Kayaking at Mokule'ia



Mark Kennedy and Ralph enjoying some downtime.

Mahalo to all contributors!

Save the Date:
Next Year's Annual Meeting
January 28, 2024



The Parish of St. Clement

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