



ST PAUL'S CATHEDRAL  
EPISCOPAL

*Love Christ • Serve Others • Welcome All*

# 2020 Annual Reports

**Presented Sunday January 24, 2021**

**The Very Reverend Penny Bridges, Dean**

St. Paul's Cathedral

2728 Sixth Avenue

San Diego, CA 92103

[www.stpaulcathedral.org](http://www.stpaulcathedral.org)

## **St. Paul's Cathedral Annual Meeting Agenda**

**January 26, 2020**

*Special thank you to Susan Forsburg for today's slide show.*

Opening Prayer	The Rev. Canon Jeff Martinhauk
Call to Order	The Very Rev. Penny Bridges, Dean
Resolution to modify bylaws	Donna Perdue, Dean's Warden
Quorum ( <i>50 qualified members required</i> )	Joyce Vogel, Chapter Clerk
Approval of 2021 Annual Meeting Agenda	The Very Rev. Penny Bridges, Dean
Approval of 2020 Annual Meeting Minutes	The Very Rev. Penny Bridges
Discussion of St. Paul's Senior Services relationship to the Cathedral	The Very Rev. Penny Bridges

### **Reports**

2020 Financial Report	Betsey Monsell, Treasurer
2021 Budget	Betsey Monsell, Treasurer
Endowment Committee	Betsey Monsell, Treasurer
Stewardship Committee	The Rev. Canon Jeff Martinhauk
Cathedral Campus Redevelopment Plan	Ken Tranbarger, President, Nutmeg & Olive, LLC & Tom Delaney, Springline Assoc.
Honor Outgoing Chapter Members	The Very Rev. Penny Bridges
Dean's Remarks	The Very Rev. Penny Bridges
Introduction of Capital Campaign	Rockette Ewell, Chair
Chapter Election Results	The Very Rev. Penny Bridges
Naming of Dean's Warden	The Very Rev. Penny Bridges
Bishop Robinson Cross Awards	The Very Rev. Penny Bridges
Adjournment	The Very Rev. Penny Bridges

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**Draft Annual Meeting Minutes**  
**Sunday, January 26, 2020**

**Present:** The Very Rev. Penny Bridges (Dean), Jeff Martinhauk, Director of Congregational Development, Chapter Members: Clemente Guarneros, Bob Knight, Jairus Kleinert, Donna Perdue, Jerry Motto, Susan McClure, Neil Malmquist, Margret Hernandez, Claudia Dixon, Officers: Andrew Brooks (Chancellor), Joyce Vogel (Clerk), Betsey Monsell (Treasurer), Elizabeth Monsell, Committee Chairs: Susan Jester, Jen Jow and a quorum of cathedral members

1. Dean Penny Bridges called the meeting to order at 12:30pm
2. Opening Prayer – The Rev. Canon Jeff Martinhauk
3. Quorum – Joyce Vogel, Chapter Clerk confirmed a quorum with over 100 cathedral members present.
4. Election - it was moved, seconded and approved to accept the following candidates for election:
  - Jerry Coughlan
  - Martha Curatolo
  - Rockette Ewell
  - Justin Lewis
  - Marshall Moore
  - David Spencer
  - John Will

Hearing no nominations from the floor, nominations were closed. A secret written ballot election was held.

5. Approval of the 2019 Annual Meeting Minutes – it was moved, seconded and approved to accept the meeting minutes as published.
6. Bylaw change – Marshall Moore led a discussion of the by-law change pertaining to chapter terms. The wording is:

*No chapter member, other than the Dean, shall be eligible for re-election or reappointment for a period of twelve months following the expiration of a second consecutive full three-year term; however, a chapter member chosen to fill a vacancy, who at the expiration of his or her office has been a chapter member for less than eighteen (18) calendar months next preceding such annual meeting and who had been off Chapter for at least twelve months prior to appointment, shall be eligible to stand for two (2) consecutive full terms.*

It was moved seconded and approved to adopt this by-law change.

7. Review of financial statement and 2020 budget – Betsey Monsell, Treasurer review the 2019 financial report and the 2020 budget. It is the first time in decades that the cathedral has a sustainable budget where revenues support expenses. This was able to be done with generous gifts, some cutting of cost, and pledges..
8. Stewardship Committee – The Reverend Jeff Martinhauk stated that stewardship is more than just fundraising. It includes care for ourselves and others. We have had many activities during the past year such as summer and fall-socials, community life meetings and the recent gala. We currently have \$1,022,000 in pledges with potential for a few more. A special presentation was made to Pat Kreder for acknowledge of all her past work as the chair of the stewardship committee. She is now retiring so others can serve.
9. Formation Lenten Series – Peter Del Nagro is heading up this group. He gave thanks to his committee and acknowledged them for all of the work that they have done. In February there will be a discussion of conflict and how to deal with it. If you have additional topics, please let him know.
10. Cathedral Redevelopment Plan – Ken Tranbarger, President, Nutmeg & Olive LLC gave a history of the LLC with the use of a slide show. Tom Delaney, the construction manager, estimated that the project will take until 2022 to be completed.
11. Honoring Outgoing Chapter Members - The Very Reverend Penny Bridges gave her sincere thanks to Marshall Moore, Susan McClure, Martin Hall and Bruce Warren for their years of service to the Chapter.
12. Dean's Remarks – The Very Reverend Penny Bridges  
The Dean Announced that Martha Curatolo, Rockette Ewell, Justin Lewis, Davide Spencer of John Will were elected as new members of Chapter. Special thanks to Marshall Moore and Jerry Coughlan who stood for election. 2019 was a historic year on several counts:
  - We brought our expenses into line with our revenues.
  - We completed the sale that had been in the plan for nearly 20 years.
  - We celebrated our Sesquicentennial, culminating in the Gala and the transformation of our space.

During the years that Dean Penny has been here the following has been done:

- The organ had just been rebuilt and the chapel had been stripped.
- We sold the Nutmeg lot.

- The bishop's staff moved out.
- Redesign of the chapel was completed.
- We returned the choir to the chancel.
- We installed colored exterior lights.
- We replaced, refinished, and renovated floors in church, chapel, Great Hall, including the removal of old carpet.
- We constructed new bathrooms in the Great Hall.
- We installed a TV and sound system.
- We made electrical upgrades
- We improved our security through the camera system and keyless entry.
- We established a music endowment.
- We developed policies and procedures to guide our ministry and administration.

Much of this was possible only through the generosity of individual parishioners, the Society of St. Paul, the LLC overseeing the property sale, and a federal grant.

Already in 2020:

- We have seen further improvements with the elevator renovation
- Soon we will have a working heat and air system in the Great Hall basement offices, and soon after that in the sacristy.
- We will have an ADA compliant entrance to the Great Hall basement.
- The splendid Steinway piano will return to us around Easter, rebuilt and good as new.
- We've started a buildings and grounds reserve fund for major projects.
- Next month we will see a grove of trees planted in Balboa Park, contributed by members of this cathedral in reparation for the trees we lost when construction began.

There is much more to do.

- Replace old ceilings in the offices and choir room.
- Install heat and maybe air in the rest of the Great Hall building.
- Begin occupation and use of the new building to serve our parish, our diocese, and our neighbors.
- Convert the chapel undercroft to a neighborhood outreach center. Convert the basement offices to a music center, bringing all the elements of our music ministry - rehearsal, vesting, office and library - to one place.

While we await the completion of construction and the projects detailed above we can continue to grow in love of God, neighbor and self. The chapter is launching a strategic planning effort to facilitate this growth over the next three years of construction

For reports from other organizations please review the 2019 Annual report at [stpaulcathedral.org/minutes](http://stpaulcathedral.org/minutes). The Dean awarded the Robinson Cross to Susan Jester and Jennifer Jow. Congratulations to all!

The meeting was adjourned at 1:55pm.

Respectfully submitted by Joyce M.  
Vogel, Chapter Clerk



## **DEAN'S REPORT for 2020**

I don't need to tell you that 2020 was a very unusual year. We began the year, fresh from celebrating Gala150 and ready to move forward with strategic planning. I was preparing for two months of sabbatical leave. We expected a year of business as usual. January passed without incident: several of us traveled to Atlanta for the Rooted in Jesus conference and returned with energy and new ideas to test. In February I made arrangements for priestly coverage in my absence and we approved Daniel McMillan for postulancy. In my last week in the office executive staff met to discuss a possible plan in case "this new virus becomes a thing". I left for Costa Rica on February 28. A week into my immersion I started to receive emails from St Paul's folks. It was clear that the COVID virus was indeed becoming "a thing", and the congregation was becoming anxious. After a day or two of prayer and worry, I made the decision to return to San Diego at the midpoint of my month. I was not a moment too soon, as the lockdown was implemented a couple of days after my return home.

We are all too familiar with the months since mid-March, months of uncertainty, of shifting rules, of frightening news bulletins, of shortages, and above all of losses and disappointments, large and small. I will be forever grateful for our staff and lay leadership who brainstormed creative solutions, learned all kinds of new skills, and pivoted overnight to an online form of church. From the beginning we were adamant that the Church hadn't closed: only the buildings were closed. Thanks to our video archive we have been able to maintain an audiovisual program of weekly worship and Evensong, keeping us connected to our splendid liturgy and beautiful traditions. Unlike most other churches we maintained our heavy schedule of Sunday services, including a Spanish language service. With the help of Zoom and other electronic media we have created new forms of community, with daily Morning and Evening Prayer, formation activities for all ages, and regular fellowship opportunities. We have created a new tradition of monthly play readings. We moved forward with about 100 people committed to our Sacred Ground program, after a remarkably successful Lent forum series based on "Waking Up White" by Debby Irving, all online.

I have lost count of the number of times we thought we saw an end to the pandemic in the distance, only to have hopes dashed by another surge. I remember an early conversation between clergy and the Bishop when we discussed whether we were going through a "blizzard", a "winter", or an "ice age". Looking at where we are today, I think Ice Age is the most appropriate image. In March I formed a Regathering Task Force, consisting of senior staff,

officers, and medical professionals, to meet regularly and map our way forward, hopefully moving towards reopening the buildings. We are still a long way from that, but the task force continues to meet and share the latest wisdom. At the time of writing we are not holding outdoor or indoor in-person worship and the cathedral offices have been continuously closed since mid-March.

While it has proved impossible to get our heads around long-term planning in these months, we have moved forward with a surprising number of the projects I mentioned in my remarks at last year's meeting. In fact, having the campus closed made it easier in some ways to effect repairs and improvements. We installed an outdoor, ADA-compliant lift in the Queen's Courtyard, heat and A/C in the basement offices, and a new elevator. We repaired collapsing ceilings in several rooms. We replaced our dilapidated Great Hall front doors with custom new hand-made wood doors by our woodworker and paid for by a generous anonymous donor. Mark Lester created an effective organizational structure for the Buildings and Grounds Committee, including an energetic and creative Landscaping sub-committee, with the result that both the Queen's Courtyard and the xeriscape on the south side received makeovers. Our Steinway piano returned from New York, completely restored to its original glory. We are still waiting for the grove of trees to be planted in Balboa Park, but we now have a bench in the designated area, with a plaque commemorating Jack and Marty Lentz. And of course, the construction of 525 Olive continued apace, reaching below ground level five floors and, as of this writing, above ground six. Greystar expects to "top out" the building at 20 stories in June, and we hope for occupancy in February 2022.

Other developments connected with the 525 Olive project include the continuing story of a lawsuit lodged by some Bankers Hill residents against the city, with Greystar and the Cathedral included, seeking to reduce the height of the building; the suit did not fare well on initial review and was held up in the courts due to the pandemic; it may well become moot. In the course of the year it became clear that the costs of finishing and furnishing the cathedral's space in the new building will be much higher than was originally thought. This led Nutmeg & Olive LLC, with Chapter's concurrence, to designate a portion of the first floor to be rented out to a commercial tenant. As the space will in fact belong to the LLC, a lease covering the office space will be drawn up between the LLC and the Cathedral in due course.

An unexpected benefit of having services online was the ability to invite preachers from afar with minimal expense. We enjoyed sermons by the Rev. Canon Jan Cope of Washington National Cathedral, the Rev. Dr Harold Lewis of

Pittsburgh, Rev. Naomi Washington Leapheart of DC, and the Rev Dr Margaret Ann Faeth of North Carolina, among other distinguished guests.

We managed to observe most or all of our regular major festivals, one way or another, either with a rebroadcast of an archived video, as we did for the Easter Vigil and Christmas Lessons and Carols, or with some other form of celebration, for example our afternoon tea deliveries and Zoom gathering for St. George's Day and a similar lunch gathering for our annual pledge ingathering.

The Spanish language ministry continues, and the Misa community stays in touch, although attendance at the online service is much smaller than at the live Communion service. A solid core of about 7 individuals provides leadership of the Zoom service, which is broadcast live on Facebook and then made available for on-demand viewing. Dr. Orlando Espin has been a huge blessing, preaching twice a month, while I preach most of the other services. Dr. Espin also offered a twelve week online basic theology class in Spanish throughout the summer: this was viewed by people all over the world. Alejandro and Tanya Tapia provide culturally appropriate music each Sunday, assisted from time to time by Salvador Arce Guerra.

We lost some beloved members of our parish in 2020, including Royce Darby, John Pagenkopp, John Pletcher, Lynn Naibert, Jack Lindquist, Patrick Hughes, Paul Killea, James MacLeod, John Heaney, John Davis, Jean Peterson, Joyce Green, and Jerry Nickelson. It was very hard not to be able to celebrate their lives in appropriate style. We also gained some members through baptism: I was able to perform outdoor, socially distanced baptisms of five individuals. We had to go without an episcopal visitation and confirmations.

Looking to an uncertain future, we started planning for how to maximize the use of our beautiful gathering spaces so that after the pandemic we can continue to serve the community and so that revenue from the use of our buildings can support our mission. Kathleen Burgess brought together a group of marketing and business professionals to form a Revenue Task Force: they are developing a full marketing plan for our large spaces, both current and future. Another task force under my leadership began work on a remodel of the Chancel and Nave, to include replacing the pews with chairs and eliminating the multiple levels in the chancel while expanding its square footage and making it fully ADA-compliant. This was made possible by a generous parishioner and is in the design stage at the time of writing.

I am more grateful than I can express for our terrific staff who hung in there, adapted, learned, grew, and supported each other through this difficult year. The Rev. Canon Jeff Martinhauk, the Rev. Canon Brooks Mason, Kathleen

Burgess, Canon Martin Green, Wayne Riehm, Maya Little-Saña, Gabriel Arregui, Judy MacDonald, Bob Oslie, Molly Green, Erin Sacco Pineda, Alex Kajokeji, Chuck Guillotte: thank you all. I'm also grateful for our choir section leaders and nursery attendants who we were able to keep on the payroll for much of the year before yielding to the long-term nature of the pandemic. Our officers, Betsey Monsell, Andrew Brooks, and Joyce Vogel, and our Chapter members, particularly retiring members John Will, Jerry Motto, Clemente Guarneros, and Claudia Dixon, have faithfully continued their ministries and adapted to our new circumstances. Many thanks to Dean's Warden Donna Perdue and People's Warden Jerry Motto for your support and encouragement.

In November, Diocesan Convention elected me to a four-year term on the diocesan Standing Committee. I am honored to serve in this capacity, and deeply grateful for the continuing opportunity to serve as your dean.

Your sister in Christ,

Penny Bridges

## **DEAN'S WARDEN REPORT**

As 2020 brought challenge after challenge, your Chapter carried on managing the temporalities of the Cathedral – budgets, buildings, etc. - to support our shared vision and values. Chapter was able to do this work only because of the dedicated parishioners who supported that shared vision by continuing to pay the pledges that fund our operating budget.

We began the year with a balanced budget and plans to keep the Cathedral financially sustainable. The big hole in the ground next to the Cathedral was an outward and visible sign of progress on the Campus Redevelopment Project. Mindful of potential impacts the construction and completion of the new 525 Olive building could have on our congregation and our neighbors, we formed steering committees for a new strategic planning process for the Cathedral. Chapter members attended the Diocesan Leadership Academy.

In March, everything changed, and Chapter quickly adapted to new realities. We approved measures to protect the congregation and support new ways of providing spiritual nourishment. On March 15, we took the sad but necessary decision to close the campus and conduct all services and fellowship on-line, to avoid potential COVID-19 exposure. At our first online Chapter meeting in April, we passed a resolution to retain staff and continue to pay them for their average hours.

In the following months, Chapter cut expenses while continuing to support our essential functions. We formed a Regathering Task Force to explore how we might safely gather again, supported the Bishop's approach to phased re-opening of churches, and enjoyed a few months of worshipping together at outdoor prayer services. As construction on the new 525 Olive building continued, we began discussing options for using and supporting our new space in ways that would help the Cathedral remain financially stable, and approved a plan to allow leasing of the Ground Floor West portion of the 525 Olive building. We formed a task force to explore new sources of revenue. We approved plans to get designs and bids for reconfiguring the nave (pews to chairs) and remodeling the chancel, and approved acceptance of a gift to fund these projects. We approved renovation of the Queen's Courtyard and a gift to fund it. We approved a virtual stewardship campaign for 2020. The Nominating Committee assembled an outstanding roster of Chapter candidates. We remained committed to retaining Cathedral staff and paying them fairly. When we determined that the 2021 Annual Meeting could not be held in person, we developed the strategies and bylaw amendments

needed to hold the Annual Meeting online and elect Chapter candidates by mail-in voting.

The challenges of 2020 brought out our best, and showed what an exceptional group of clergy, staff, lay leadership, and parishioners we have in the Cathedral community. As your Dean's Warden, I watched our clergy, staff, and parishioners respond to 2020 by working tirelessly to ensure that the Cathedral community would thrive, even as they faced sickness, isolation, and economic uncertainty in their own lives. Chapter responded to 2020 by stewarding the Cathedral's resources with an acute awareness of the fragility of our health, jobs, safety, and society. Chapter also responded by directing resources toward a post-2020 future where the Cathedral continues to invite deepening discipleship and live into the call to be a place of welcome, healing, reconciliation, and justice.

Respectfully submitted by Donna O. Perdue, Dean's Warden

## **PEOPLE'S WARDEN REPORT**

The People's Warden sits on all the standing committees. They participate in and report back to Chapter monthly. The People's Warden is the "voice of the congregation" and represent that voice in the various meetings.

This year's People's Warden, Jerry Motto, was able to continue to be the voice of the congregation as we shifted all our meetings to Zoom.

Unfortunately, because of COVID social distancing rules the People's Warden was not able to meet with and socialize among the congregation as he normally would.

Jerry organized and managed the Chapter Nomination process and helped get the candidates information together and published for the congregation's review.

Jerry expresses his gratitude to those who he worked with this year and continues to participate in the various committees.

*Respectfully submitted by Kathleen Burgess, DAO on behalf of Jerry Motto,  
People's Warden*

## Financial Reports (3 pages)

**St. Paul's Cathedral  
Operating Budget  
2021 OPERATING BUDGET**

<b>INCOME</b>	<b>2021 BUDGET</b>	<b>2020 BUDGET</b>	<b>\$ VARIANCE</b>	<b>% VARIANCE</b>
Pledge, Plate & Other Offerings	\$1,087,000	\$1,134,200	\$ (47,200)	-4.2%
Program Income	8,000	8,000	-	0%
Facility Use Income	16,800	26,000	(9,200)	-35%
Other Income	7,200	7,200	-	0%
Transfers from Enduring Gifts Funds & LLC	379,267	398,085	(18,818)	-5%
Transfers from Special Funds (for matching purposes)	94,282	92,139	2,143	2%
<b>TOTAL OPERATING INCOME</b>	<b>\$1,592,549</b>	<b>\$1,665,624</b>	<b>\$ (73,075)</b>	<b>-4%</b>

<b>EXPENSES</b>	<b>2021 BUDGET</b>	<b>2020 BUDGET</b>	<b>\$ VARIANCE</b>	<b>% VARIANCE</b>
Clergy Compensation	\$ 406,458	\$ 404,730	\$ (1,728)	0%
Lay Compensation	704,562	707,488	2,926	0%
Worship & Music	52,670	64,220	11,550	18%
Outreach & Mission	8,400	8,400	-	0%
Hospitality & Fellowship	11,450	19,950	8,500	43%
Christian Formation	6,600	6,900	300	4%
Congregational Life	31,875	50,082	18,207	36%
Buildings & Grounds	75,520	99,700	24,180	24%
Administration	108,605	108,388	(217)	0%
Denominational Obligations	185,930	195,566	9,636	5%
<b>TOTAL OPERATING EXPENSES</b>	<b>\$1,592,070</b>	<b>\$1,665,424</b>	<b>\$ 73,354</b>	<b>4%</b>
<b>NET OPERATING INCOME</b>	<b>\$ 479</b>	<b>\$ 200</b>	<b>\$ 279</b>	



St. Paul's Cathedral  
 Operating Budget  
 2020 OPERATING BUDGET VS. ACTUAL

<b>INCOME</b>	<b>2020 ACTUAL</b>	<b>2020 BUDGET</b>	<b>\$ VARIANCE</b>	<b>% VARIANCE</b>
Pledge, Plate & Other Offerings	\$ 1,104,725	\$ 1,134,200	\$ (29,475)	-3%
Facility Use Income	6,673	26,000	(19,327)	-74%
Program & Other Income	1,814	15,200	(13,386)	-88%
Transfers from Enduring Gifts & LLC	398,085	398,085	-	0%
Transfers from Special Funds (for matching purposes)	67,697	92,139	(24,442)	-27%
<b>TOTAL OPERATING INCOME</b>	<b>\$ 1,578,994</b>	<b>\$ 1,665,624</b>	<b>\$ (86,630)</b>	<b>-5%</b>
<b>EXPENSES</b>	<b>2020 ACTUAL</b>	<b>2020 BUDGET</b>	<b>\$ VARIANCE</b>	<b>% VARIANCE</b>
Clergy Compensation	\$ 411,857	\$ 404,730	\$ (7,127)	-2%
Lay Compensation	694,740	707,488	12,748	2%
Worship & Music	25,594	64,220	38,626	60%
Outreach & Mission	6,021	8,400	2,379	28%
Hospitality	5,171	19,950	14,779	74%
Christian Formation	2,698	6,900	4,202	61%
Congregational Life	36,591	50,082	13,491	27%
Buildings & Grounds	68,320	99,700	31,380	31%
Administration	122,219	108,388	(13,831)	-13%
Denominational Obligations	188,296	195,566	7,270	4%
<b>TOTAL OPERATING EXPENSES</b>	<b>\$ 1,561,507</b>	<b>\$ 1,665,424</b>	<b>\$ 103,917</b>	<b>6%</b>
<b>NET OPERATING INCOME</b>	<b>\$ 17,487</b>	<b>\$ 200</b>	<b>\$ 17,287</b>	

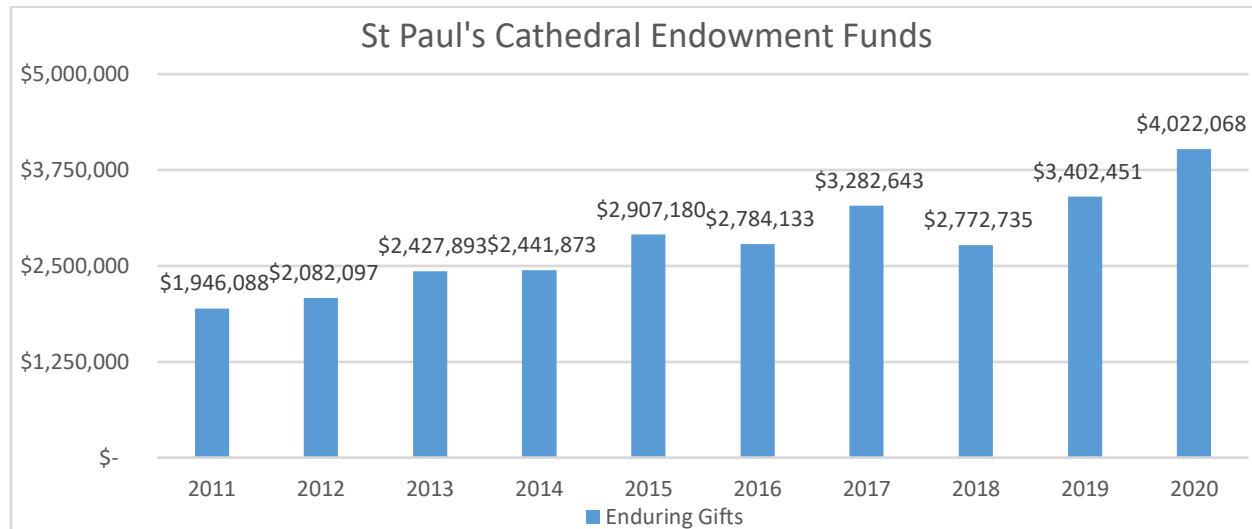
**St. Paul's Cathedral**  
**SPECIAL FUNDS - 2020 ACTIVITY AND BALANCES**

<b>FUND NAME</b>	<b>BALANCE JAN 1, 2020</b>	<b>INCOME</b>	<b>TRANSFER (TO)/FROM OPERATING</b>	<b>TRANSFER (TO)/FROM ENDURING</b>	<b>EXPENSES</b>	<b>BALANCE DEC 31, 2020</b>
Bequests	315,640	38,718	50	(299,906)	(15,784)	38,718
Memorials	2,246	3,543	(1,050)	-	-	4,739
Administrator's Round Table	-	1,000	-	-	-	1,000
Liturgy & Worship	3,402	-	-	-	-	3,402
Albs and Vestments	4,554	-	-	-	-	4,554
Altar Guild	550	-	-	-	-	550
Docent Ministries	190	-	-	-	-	190
Deaf Ministry	6,773	-	-	-	-	6,773
Stew Dadmun Memorial Flower Fund	3,438	-	-	-	-	3,438
Verger Ministry	357	-	-	-	-	357
Latino Ministries	16,391	8,920	(9,995)	-	(343)	14,973
Friends of Cathedral Music	39,765	15,071	(25,000)	-	(1,189)	28,647
Music - Designated/Restricted	3,625	-	-	-	-	3,625
Sesquicentennial Music Fund	21,760	-	-	-	-	21,760
Organ Scholar(s)	7,391	-	-	-	-	7,391
Music Visitation	4,005	-	-	-	-	4,005
PACEM Fund Distributions	22,810	-	(26,345)	12,558	-	9,023
Music Endowment Fund Distributions	-	-	(6,839)	6,839	-	-
Organ Maintenance & Repair	74	-	-	-	-	74
Paino Restoration	4,130	3,036	24,665	-	(31,831)	-
Music Library	2,342	-	-	-	-	2,342
Clergy Pastoral Needs Fund	3,187	15,202	4,099	17	(17,297)	5,208
North America Deans' Conference Fund	-	8,623	-	-	-	8,623
Stephen Ministries	3,989	-	-	-	(527)	3,462
Sabbatical Fund	2,304	-	1,000	-	(2,591)	713
Fulkerson Benevolent (Alms) Fund	3,392	500	(500)	-	-	3,392
Outreach - General	10,320	2,520	(26,471)	25,402	(522)	11,249
Outreach - Showers of Blessings	2,439	10,100	-	-	-	12,539
Outreach - Haiti	487	-	-	-	-	487
Friends of Military (FOMOS)	4,336	-	-	-	(76)	4,260
Fair Trade	(20)	2,795	51	-	(2,826)	-
Simpler Living	214	-	-	-	(50)	164
Evangelism (Cathedral for the City)	24,547	-	(922)	-	-	23,625
Integrity	633	-	-	-	-	633
Performing and Visual Arts (CCVPA)	2,271	-	-	-	-	2,271
Children & Family Ministries	3,510	5,000	(440)	-	(4,131)	3,939
Youth Ministry	1,523	-	-	-	-	1,523
Cursillo	573	-	-	-	-	573
Seminarian Support	3,718	-	-	320	(833)	3,205
Congregational Development	17,787	-	-	-	(1,152)	16,635
Adult Education	-	5,020	-	-	-	5,020
Sesquicentennial Event/Outreach Center Seed	27,061	779	-	-	-	27,840
Women Together	1,291	1,972	-	-	(2,121)	1,142
Buildings and Grounds	84,230	9,250	-	-	(64,729)	28,751
Library Fund	10	-	-	-	-	10
Audio-Visual Project	3,207	-	-	-	-	3,207
Chancel Redesign	-	3,520	-	-	(3,520)	-
GH Offices HVAC Project	165,000	-	-	-	(152,693)	12,307
Columbarium Sales/Maintenance	74,381	14,000	(7,000)	(2,000)	(1,953)	77,428
<b>TOTAL SPECIAL FUNDS</b>	<b>\$ 899,833</b>	<b>\$ 149,569</b>	<b>\$ (74,697)</b>	<b>\$ (256,770)</b>	<b>\$ (304,168)</b>	<b>\$ 413,767</b>

## Endowment Report Year Ended 12/31/2020

Committee:

Elizabeth Carey, Chairperson, Dean Penny Bridges, Donna Perdue, Dean's Warden, Jerry Motto, People's Warden, Bill Hammond, Rev. Canon Barnabas Hunt SSP, John-Rodolphe Luthi, John Micetich, Marshall Moore, Phil Petrie



### Summary of 2020 Enduring Gifts Activity:

Beginning balance 1/1/2020:	\$3,402,451	
Contributions	333,995	(Bequests, gifts, columbarium niche sales)
Market Appreciation & Income	421,743	
Distribution to Cathedral	(117,221)	Annual distribution @4.4%
Management Advisory Fees	<u>( 18,900)</u>	
Ending Balance 12/31/2020	<u>\$4,022,068</u>	

Note 1: Balance of endowment funds held by LA Diocese at 12/31/2020 was not available in time for this presentation so 11/30/2020 balance was used.

Note 2: Contributions to the Cathedral Fund during the year included unrestricted bequests from Jack Lentz \$259,289, Redfern Trust \$51,400 and Marjorie Love \$5,000 (less 5% of total given per policy to the Episcopal Diocese of San Diego) and \$8,000 of columbarium niche sales during 2019. Contributions to the Music Endowment of \$26,090 came from memorial funds designated to Music Endowment in memory of Melinda Oslie, R Newton and Paul Tedford and restricted gifts from a number of parishioners.

Note 3: Enduring Gifts balance at 12/31/2020 includes Vida Joven Funds of \$439,437.

Note 4: The majority of funds are managed by State Street Global Advisors through Episcopal Church Foundation in a 70%/30% Equity/Fixed Income portfolio in accordance with the Endowment Funds' Investment Policy Statement; funds in existence pre-1977 are held by the LA Diocese and managed by Wilshire Associates. S&P 500, International Large Cap and International Emerging Markets investments are now all held in fossil fuel free funds.

## **CATHEDRAL MUSIC DEPARTMENT REPORT**

Martin Green, Canon for Music

Gabriel Arregui, Sub-Organist & Assistant Choirmaster

2020 was certainly a year of reflection and uncertainty. I would like to begin by thanking everyone involved in the Cathedral's Music Department for their creativity, flexibility, artistry, and patience. As always, I continue to be inspired by, and have so much gratitude for every individual involved with our Music Department.

Like everyone else, the Music Department had to quickly pivot and come up with entirely new ways of operating. During the course of the Covid-19 pandemic, we have gone through multiple variations for producing music content for services.

- Live service broadcasts with minimal participants and no congregation.
- Live music from people's homes via Zoom.
- Multiple varieties of Virtual Choirs.
- Masked and highly distanced recording sessions in the cathedral.
- Plus drawing heavily from our wonderful archive of several years' worth of live service and concert recordings.

In addition to this variety of ways of producing service music, we also have held several Virtual "Sing-Along" events for the wider community. We also pivoted our weekly series of Organ Recitals away from Tuesday afternoons, and moved them to Thursdays at 5:30pm. The organ recitals are broadcast live from the cathedral with only the organist in the building and one A/V engineer who is in a separate room in another building. These recitals have gained a wide audience, and, as Music Director, I have enjoyed taking time in this new format to educate the audience by explaining and demonstrating various technical and "behind the scenes" aspects of the organ that would not be possible in the traditional live setting.

Much of my time in 2020 has been devoted to following research related to Covid-19 and how to proceed safely. I am closely monitoring research pertaining to choral singing, larger group settings (like congregations – even small ones) and requirements for improved air flow, filtering, and circulation in any space that will potentially be used for any group activities. I have been pleased to make several presentations on this information within our Diocese as well as out in the wider choral music community.

Much thanks and admiration must be given to our fantastic team that works tirelessly on editing videos and recordings and producing our live-streamed events. Without this wonderful group of extremely dedicated people, we would not be able to produce the consistently high-quality products for people to view every week. THANK YOU!

Not having our multiple weekly choir rehearsals has been one of the more difficult aspects of the pandemic. Our mixed choir (adults) stays connected by regular Zoom

meetings. While we can't really sing together in this format, we still enjoy the time together to stay connected with each other, and we do some occasional "sing-along" moments and discuss future plans. As soon as possible in 2021 we plan to resume some small group recordings utilizing various combinations of our boy and girl choristers as well as our adult singers.

Beyond this, our choir members have found ways to keep choral music alive in their hearts. Some by enjoying our archive recordings and singing along privately at home, others have scoured the internet for virtual sing-alongs and other events, down to this from one of our members who has taken on one of the Daily Office services:

*"I lead Tuesday evening prayer, and I always find an appropriate choral music offering that I play for the group gathered together. Since I have started this (back in March/April of last year) I have become familiar with many more musical groups (professional, collegiate, and other cathedral/parish choirs), new composers and new compositions, as well as pieces that we have done. While I do miss actual singing and the in-person contact that the choir brings me during rehearsals and performances, I have truly enjoyed expanding my knowledge of the liturgy and repertoire, and just listening to this music being performed by some of the best helps me maintain my connection to the choir and the church."*

Our wonderful Sub-Organist & Assistant Choirmaster, Gabriel Arregui, has been instrumental in helping with the production of all the service videos, playing some of the organ recitals, and working on the huge task of sorting through all the archived service and concert recordings to prepare them for use each week. Another huge thank you goes out to him for all his behind the scenes work!

In spite of the pandemic, the restoration project for our Steinway grand piano from the Great Hall was completed. Many of you have been enjoying the recordings that Gabriel Arregui has been making to include at the end of our 1030am service broadcasts. As fantastic as the piano sounds (and looks) in these videos, the result in person is 10 times better than we ever dreamed. Gabriel and I have both played so many pianos ranging from the beat-up classroom upright, to wonderful instruments in world-class concert halls, and we are both overjoyed with the result of this project and can't wait to be able to show it to you in person!

In closing, I want to stress just how thankful I am for so many things in this difficult year – many I've already mentioned above, and, most of all, a heartfelt thank-you to all of you who have continued to be such ardent supporters of the Cathedral Music Department. I look forward to 2021 with hopeful anticipation. Hopeful that we will be able to take safe steps to being able to gather together again, and, in one form or another, to being able to make music together in community with one another.

*Respectfully submitted by Martin Green, Canon for Music / Organist and Choirmaster*

# **LITURGY & WORSHIP REPORTS**

## **CANON LITURGIST ANNUAL REPORT**

As Canon Liturgist, I am directly responsible for ensuring that our worship services are carried out with reverence, dignity, and in good order. Because of the coronavirus outbreak, these responsibilities shifted in late March from in-person services to online worship services which require the use of Zoom video communications and YouTube video-sharing platforms, Facebook Live technology, and the expertise of our video production team led by the Rev. Cn. Jeff Martinhauk. I report directly to the Dean, the Very Rev. Penny Bridges, and with the assistance of Cn. Lisa Churchill, Cn. Konnie Dadmun, Lucinda Parsons, David Spencer, Craig Monsell, Don Mitchell, Maggie Sinclair, Bob Holt, and Jonathan Widener, I oversee the ministries and schedules of those who serve the cathedral community as Vergers, Acolytes, Thurifers, Chalice Bearers, Lectors, Clergy, Ushers, Docents, Altar Guild, wedding liturgical team, Daily Office Officiants, labyrinth ministry, and the extended ministry of the altar to support our Diocesan needs. I confer with Cn. Martin Green and Gabriel Arregui to coordinate the music for our worship and prepare the orders of service now used online. This past year our cathedral tours with pipe organ demonstrations and labyrinth walks for students and community organizations were postponed. I also manage the columbarium, coordinate and ensure pastoral needs are being met, and maintain the prayer lists.

The cathedral closed to public worship after the March 12 noon service in the chapel. Sunday liturgies were streamed live by the liturgical ministers from the chancel through Lent 3 Evensong on March 15 officiated by Bishop Susan Brown Snook. The cathedral's full liturgical schedule still continues with live Zoom, rebroadcasts, and recorded services. Beginning August 27, "Doxology Life" alternative worship became "Prayers in the Park", a Thursday in-person socially distanced, informal, outdoor service using alternative and creative liturgical elements for evening prayer, and making extensive use of light and dark symbolism.

The average attendance for the 2020 calendar year for in-person Sunday services through March 15 totaled 70 for 8:00, 223 for 10:30, 29 for 1:00, and 78 for 5:00. The average attendance for the 2020 calendar year for Sunday services after March 15 totaled 39 for 8:00 live Zoom, 486 for 10:30, 60 for 1:00, and 347 for 5:00. The 10:30, 1:00, and 5:00 are virtual events accessible on Facebook, YouTube, and our website. These average attendance totals are approximate based on available data from our web providers. Thanks to Jim Langston for monthly compiling the video viewer numbers and to our video production team for operating all aspects of video making and broadcasting.

We conducted in-person brief liturgies for private committals in our columbarium, outdoor burials, private baptisms, and house blessings as per our public health order guidelines.

As Deacon, I also serve the Bishop and the Diocese by assisting with the planning and preparation of diocesan liturgies and deacon gatherings.

I'm grateful for our many ministers who support and help to maintain the full worship life of our community and city and for supporting me in my ministry at the cathedral.

*Respectfully submitted by The Rev. Canon Brooks Mason, Canon for Liturgy and Worship*

## **ACOLYTES & CHALICE BEARERS REPORT**

Acolytes work closely with the Rev. Canon Brooks Mason, Dean Penny Bridges, and other clergy, under the guidance of the Canon Verger Lisa Churchill and the other Vergers, to assist at various liturgical ceremonies held throughout the year. The Rev. Canon Brooks Mason monitors Diocesan lay licensing requirements for our Chalice Bearers.

- At the beginning of 2020, there were approximately 30 Acolytes and Chalice Bearers volunteering their time to serve at our various scheduled liturgies. On a regular Sunday, there are 6-10 Acolytes and Chalice Bearers at our Eucharists and Evensong. Our Altar Servers serve on teams, which are scheduled for one Sunday per month. In addition, a number of these Servers make themselves available to assist at weddings, funerals, and other occasional events. With the shutdown associated with the Corona Virus pandemic, all acolyte functions ceased as of mid-March 2020. Initially, virtual get-togethers were offered, but as attendance waned, these were abandoned. People clearly preferred physical service to social engagement.
- During the year, a training and refresher workshop is typically held for Acolytes and Chalice Bearers. Special training sessions for individuals are arranged at other times to provide more frequent training options to those who express an interest in becoming an Acolyte or Chalice Bearer. Aspiring Acolytes normally have an opportunity to “shadow” other Acolytes, typically during a 10:30 Eucharist. This was not possible after March of this year. We continue to develop an on-line training course for acolytes, designed around manageable subsets of the liturgy, including a Liturgical Dictionary. This was pursued in 2019 with the help of a seminarian, who made a start on a procedural manual; unfortunately, he passed, and the work-from-home requirements imposed on others in 2020 halted its progress. We hope to return to working on the curriculum in the coming months.
- In the future, we hope to continue collaboration with the Children, Youth, and Family ministry to explore and invoke opportunities to invite EVERYone to join in altar service.



- Several of our Acolytes and Chalice Bearers have also acted in other capacities to help enhance the St. Paul's liturgical experience, including serving as Thurifers, Choir members, Altar Guild members, Eucharistic Visitors, Lectors, Stephen Ministers, Ushers, and Daily Office Officiants.
- In the coming year, we ardently hope to revive the ministry in the context of a Cathedral re-opening, to recruit additional servers and hold social gatherings, to provide opportunities for team building, camaraderie and additional/special training.

*Respectfully submitted by Canon Lisa Churchill, Canon Verger*

## **ALTAR GUILD REPORT**

The Altar Guild work abruptly stopped Mid-March. Before that Wayne Hatch made the schedules and Roxanne Perfect Knight ordered the supplies.

Since the cathedral closed, Bob Oslie has put out the candles and Advent wreath for the videoing of sermons and services. Bob is now considered part of the Altar Guild.

We will be prepared to do the sacristan responsibilities when we can gather again in person.

I am looking forward to preparing the credence table for the Eucharist for the congregation that gathers at SPC.

*Respectfully submitted with peace and love by Canon Konnie Dadmun, Canon Sacristan*

## **USHERS REPORT**

The St. Paul's Ushers are very dedicated and serve as gatekeepers to welcome all who enter our doors and assist with our beautiful liturgy. I feel honored to serve as Head Usher for the past 24 years for the Sunday services, funerals and special services. Naturally with the Covid-14 Pandemic our church doors have been closed since mid-March, and all of us are waiting and praying to be reunited.

### **Sunday 8:00 AM**

**Rich Davis** – Christie Batten, Mary Rathbun, Alicia Ryden, Sidney Hudig, Carl Mattina and Norm Friesen.

### **Sunday 10:30 AM**

**Roxanne Perfect-Knight, Lucinda Parsons, John Will, Robert Reed** – Jim Witte, Bob Oslie, Patrick Sugrue, Linda Parker-Ploeg, Elizabeth Keith, Richard Bonacci, Jim McCabe, Helen Sparks, Kara Nelson, Susan Jester, Judy Moore, Brent Foster, Paula Peeling, Darien DeLorenzo, Gil West, Linda Gilbreath, Julia Gorman, Rosie Bird, Liz Nutting and Wanda Porrata.

### **Sunday Evensong 5:00 PM**

**Lucinda Parsons** – Tom Simmons and Jim Witte.

I look forward to the year of 2021 to once again serve in this fulfilling ministry and am very grateful to our wonderful Ushers.

*Respectfully submitted by Lucinda Parsons, Head Usher*

## **VERGER REPORT**

Vergers work and plan closely with the Rev. Canon Brooks Mason, Canon Verger Lisa Churchill, and Dean Penny Bridges to ensure that all ceremonies function smoothly.

- There are ten commissioned Vergers and two sub-Vergers at Saint Paul's: Jeff Bates, Lisa Churchill, Cherie Dean, Bill Eadie, Almira Fort, David Hickman (sub-verger), Todd Hurrell, Michael Kilpatrick, Brad Lovelace, Daniel McMillan (sub-verger), Don Mitchell, and Stephanie Pierce (David Hickman was a youth verger who currently joins in as his university schedule permits; Daniel McMillan and Michael Kilpatrick are currently seminarians) At the beginning of the year (pre-Covid pandemic), some served as "Early Verger" for 8am services, helping to assure the timely setup and table service at that Eucharist.
- The commissioned Cathedral Vergers are multi-talented and dedicated, with responsibilities including coordination and organization of ascribed duties of all other altar servers. Prior to becoming a Verger, each has served as a Cathedral Altar Server, taking on increasing leadership responsibilities. Therefore, a keen sense of liturgy, attention to detail, ultimate flexibility, and the ability to work well with others are standard qualifications of our Vergers.
- Throughout the year, Vergers typically serve not only at regularly scheduled rites and ceremonies, but also at evensong, weddings, funerals, special services (such as baptisms, ordinations, and special feasts), and altar server training sessions. Vergers lead the other servers through rehearsals prior to the 10:30 Eucharist as well as other more complicated special Rites. Periodically, the Vergers are contacted by other parishes for input and guidance on particular liturgical needs and procedures, such as the annual Diocesan Convention.
- In 2020, with the advent of all-online prayer services in March, the role of the verger shifted, and we have thus welcomed others to help maintain the flow of the liturgy and other parish events in an online world. The role of "Virtual Verger" was instituted, and we welcomed several additional people to help monitor participants in online Cathedral worship services/events, including daily prayer services such as the 8am Sunday prayers, 9am forum, 11:30am coffee hour, and 5pm Evensong.
- In the coming year, we hope to return to a more normal schedule by the third quarter, conduct more training sessions for all Vergers and servers,

continue to formulate an online training course for altar servers, attend an Altar Guild "Boot Camp" for Vergers, recruit new Vergers, and work with other parishes in the diocese as requested.

*Respectfully submitted by Canon Lisa Churchill, Canon Verger*

## **DAILY OFFICE REPORT**

- The Daily Office, or Morning and Evening Prayer, is the pulse and rhythmic heartbeat of the Church's daily praise of God. Marking the hours of each day with set prayer is a practice that originated in ancient times. As early as A.D. 60, the church encouraged morning and evening prayer and, by the fourth century, many churches held public services where regular attendance was expected. The retention and celebration of corporate daily prayer has been one of the hallmarks of Anglicanism. This practice was carried over from the monastic community into the *Book of Common Prayer* in the Daily Office of Morning and Evening Prayer.
- Morning and Evening Prayer is helpful for those who prefer a structured option for their rule of life. From January 2 through March 12, in-person 8:30 Morning Prayer was offered Monday through Saturday and 5:00 Evening Prayer Monday through Friday in the Chapel of the Holy Family. Because of the coronavirus outbreak, the Daily Office began on Zoom March 23 Monday through Saturday at 8:00 a.m. and Monday through Friday at 5:00 p.m. This will continue until further notice.
- The Officiant (the person who leads the Office) may choose to use Rite One or Rite Two.
- The shape of the Office has a threefold emphasis of "Invitatory and Psalter" (praise of God), "The Lessons" (hearing the word of God), and "The Prayers" (responding to and addressing God). The Psalms are central, readings are less important.
- The readings at the Office are serial; therefore, the Office readings are uninterrupted except by Major Feasts and Saints Days in the Office Lectionary, and Holy Week changes.
- During Morning Prayer here at St Paul's, we pray for the world-wide church, our companion cathedrals, our diocese, and for each individual in our cathedral community who has requested prayer.
- Thanks to our Daily Office Officiants during 2020, the Very Rev. Penny Bridges, Rev. Cn. Jeff Martinhauk, Rev. Cn. Brooks Mason, Kathryn Bunch, Lucinda Parsons, Cherie Dean, Bruce Tindall, Frank Borik, frequent volunteer substitutes Joanna Airhart, Tonya Chavis, Konnie Dadmun, Virginia Howlett, Wayne Blizzard, and Jim Witte.
- The average attendance recorded for in-person Daily Office January 2 – March 12 is 2. The average attendance recorded for Daily Office March 23 – December 30 on Zoom in 2020 is 10.

*Respectfully submitted by The Rev. Canon Brooks Mason*

## **Pastoral Care**

Our twelve-member Pastoral Care Team consists of clergy and laity who meet once a month (on Zoom after February 2020) to review and discuss the status of those in our cathedral family who need pastoral care, anointing, referrals, and support.

Pastoral Care includes two programs: Eucharistic Ministers and Cathedral Visitors (EMs and CVs). The Stephen Ministry program is also associated with Pastoral Care as it is important to evaluate and assess how to best respond to each person's situation and care. Pastoral care requests are also received from the Circles of Love ministry necessitated by the pandemic.

In January and February there were 10 EM visits to 23 people logged. We had 7 EM's with a rota of 4 persons to receive Holy Communion as needed. Our visitees are either living in a facility or confined to their homes with a caregiver, as well as persons who are temporarily incapacitated. Currently, our 1 CV calls on 1 person once a month.

Requirements: To successfully complete all required modules of the "Safeguarding God's People" online training as per our Diocesan Policy and attend a cathedral Eucharistic Minister practicum when offered. Safeguarding God's People training is required by the Episcopal Church every five years.

All these statistics are offered with many thanks for the hard work and dedication of all the clergy and laity ministering in these programs.

*Respectfully submitted by The Rev. Canon Brooks Mason*

## **CATHEDRAL ARTS and CULTURE COMMITTEE REPORT**

1. Committee of Arts and Culture for St. Paul's Cathedral San Diego.
  - Arts and Cultures are Basic to all Knowledge, provide and encourages encounter with the Holy and entrance into the Heart of God!
  - To enrich the quality of the congregation life through promotion of arts and culture that supports the Mission of St. Paul's Cathedral, the Episcopal Community and Outreach to the City.
  - Enlighten, Engage, and Enhance the opportunities for ALL members of the congregation and community to participate in cultural and creative activities at St. Paul's and the greater Episcopal Community.
  - Access, Collaborations, Diversity, Participation, Outreach will always be Key points/words in all programming.
2. The year 2020 was not one of massive Visual Arts Exhibitions. Our Committee planned the schedule and engaged artists to participate but the Virus closed our season. On the bright side of change and once 2021 becomes a go the work is ready to begin. Our true and only shining star comes on the Performing Arts development of monthly play reading performances under the direction of Bill Eadie and a cast of members from St. Paul's. St. Paul's Broadway Theater via your computer is a hit and the Director plus Cast have been nominated for "TONY" award.
3. With lots of prayers and more may 2021, those interior changes may the wall come alive with "WOW" color, shapes, design, creativity, innovation and added beauty!

IMANI!

*Respectfully submitted by Ric Todd, Chairperson*



## **ARTS COMMITTEE PLAY READINGS REPORT**

While the Cathedral was meeting only virtually, Dean Penny Bridges asked Bill Eadie to resurrect the series of play readings that had been sponsored by the Arts Committee previously. The first in this series, a reading of Dylan Thomas' "play for voices," *Under Milk Wood*, was performed on Zoom on Saturday, June 13, at 1pm. This time was selected because there were readers participating who were in Europe and the UK, as well as in other US time zones. The success of the first reading led to the naming of the group as "The St. Paul's Cathedral Zoom Players," and the scheduling of play readings roughly once each month, always on a Saturday at 1pm Pacific Time.

There is currently a cadre of 20-25 readers, many of whom participate in each reading, some of whom participate only occasionally. The Zoom Players also has a list of approximately 25 individuals, mostly Cathedral members, who wish to be notified of the Zoom information each time a reading is scheduled. We try to select large-cast plays, oftentimes classics, as professional theatre companies who are producing during the pandemic tend to work with small casts to create more elaborate visual staging than we do with our readings. The readings are eagerly looked forward to by the performers, whose connections to St. Paul's range from very deeply involved to only casually involved.

Here is a list of the readings that have been produced as of January 2021:

*Under Milk Wood*, by Dylan Thomas

*Alice Through the Looking Glass*, an adaptation of the Lewis Carroll story

*A Midsummer Night's Dream*, by William Shakespeare

*Equivocation*, by Bill Cain

*The Princess Bride*, by William Goldman

*The War of the Worlds*, Orson Welles' adaptation for radio of the H. G. Wells novel

*Auntie Mame*, an adaptation of the Patrick Dennis memoir

*A Christmas Carol*, Orson Welles' adaptation for radio of the Charles Dickens classic

*Twelfth Night*, by William Shakespeare

Respectfully submitted by Bill Eadie and Penny Bridges, Dean



## **STEPHEN MINISTRY REPORT**

Stephen Ministry is designed to assist someone in crisis (Care Receiver) by walking with that person and God through the difficult time with them. A Stephen Minister typically spends an hour a week with a Care Receiver for a number of weeks. We have functioned well this year, in spite of the pandemic. Switching to telephone conversations from person-to-person contact did not hamper our ministry.

Our monthly continuing education program switched easily to Zoom in March. Topics included Family Health Centers, Dementia, Self-Care and a number of other relevant areas affecting our work. We also had a very successful in-house Zoom retreat, replacing the off-site retreat of 2019, led by a San Diego Diocesan priest.

We have paid special attention to self-care during the pandemic.

We look forward to training additional folks to become Stephen Ministers, hopefully this fall.

*Respectfully submitted by Terry Kelly, Chair*

## **MSP (Ministry Scheduling Program) ADMINISTRATOR REPORT**

The leadership role of MSP Administrator transitioned from James Wright to Craig Monsell in late 2020. Many thanks to James Wright for his leadership in the first years of adoption of MSP.

MSP is a system for coordinating the complicated volunteer and staff scheduling needs of the Cathedral. It creates a monthly schedule of job assignments based on inputs provided by ministry leaders and individual volunteers and then provides a convenient system for managing substitutions and reminders. Before the pandemic shutdown, it was used for many of the volunteer ministries of the Cathedral, including Greeters, Ushers, Lectors, Vergers, etc. During the pandemic - with conversion to Virtual services - we are scheduling online vergers and lectors.

Adoption of the new system involved training of leaders and volunteers and some refresher training will probably be valuable when we resume full operation.

The benefits of coordinating multiple demands on volunteers (making sure they are not double-booked), balancing workload fairly, an easily accessible calendar of volunteers, efficient coordination of sub requests and automatic reminders are very valuable and we would encourage all ministries to consider whether their scheduling needs may benefit from MSP. We would encourage all volunteers to take full advantage of the features of MSP on laptop or smart phone app systems.

Goals for 2021:

- Continue limited Pandemic-staffing scheduling of virtual positions
- Encourage full adoption of MSP as in-person services resume.
  - Ministry Leaders - Consider whether your ministry would benefit
  - Volunteers - more use of features and app
- Refresher training modules for ministry leaders and volunteers to more fully use the features of MSP

*Respectfully submitted by Craig Monsell, Incoming MSP Administrator and James Wright, out-going MSP Administrator (and mentor)*

## **PRAYER LIST REPORT**

Prayer requests are directed to Judy MacDonald, Receptionist and Registrar. Once submitted, prayer requests will be on the Sunday list for two weeks, and on the chapel daily prayer list (which includes long term requests) for one month and can be renewed after that.

We receive requests to be on the prayer list practically daily so accurate maintenance of the list is required as well.

*Respectfully submitted by Judy MacDonald, Ministry Leader*

[macdonaldj@stpaulcatheral.org](mailto:macdonaldj@stpaulcatheral.org)

## **COLUMBARIUM COMMITTEE REPORT**

The Columbarium Committee meets quarterly or as needed.

The committee members in 2020 were:

The Rev. Canon Brooks Mason, *Administrator & Dean's clerical designee*

Kathleen Burgess, *Cathedral Administrator*

Betsey Monsell, *Cathedral Treasurer*

Sue McClure, *Chapter/Cathedral representative*

Doug DeHart, *Cathedral representative*

Bob Holt, *Cathedral representative*

Ken Tranbarger, *Cathedral representative*

Responsibilities of the committee:

- Manage the columbarium as per the latest approved columbarium rules and agreements
- Maintain reconciliations of the financial account activities and investments
- Maintain committee files
- Review any provisional options for the Dean and Chapter approval
- Oversee the long-term maintenance of both columbarium
- Coordinate and monitor future expansion plans
- Maintain current information for publications and webpages

Activities:

- The committee met in person Feb 19.
- The west Columbarium has 140 niches which include 130 sold and 10 vacant.
- The new south transept Columbarium contains 84 niches and 60 plaques for memorial inscriptions. One niche and three plaques have been sold.
- Niche engravings are being done at the engraver's location in Vista as needed for committal services.

For the coming year:

- Due to coronavirus outbreak, the touchup of gold engravings has been postponed until health guidelines allow.

*Respectfully submitted by The Rev. Canon Brooks Mason*

## Congregational Life Reports

### CONGREGATIONAL LIFE REPORT FOR 2020

2020 was a year shadowed by the COVID-19 pandemic. The shutdown order hit in March while the Dean was on sabbatical. We've come a long way since those early days when the executive staff and dean's warden huddled every few hours regrouping and studying each successive release of new governmental guidance! Now nine months later we have regularized our ministry to work effectively—we have solidly come to understand that while we love our buildings, the church is the people and not the brick and mortar.

The most significant Congregational Life ministry impacted by the shutdown was the **Audio Visual Ministry**. As our services moved completely online, our Audio Visual team stepped up. I am so grateful that we have a very professional team that is able to produce high quality worship. Most of 2020 Sunday worship consisted of Zoom (teleconference) worship at 8:00, pre-recorded and edited worship at 10:30, Zoom worship simulcast to Facebook at 1:00, and pre-recorded and edited Evensong at 5:00 pm. Mike Thornburgh directed a very fine group of editors including Paul Young (lead editor), Liam Semple, and Alex Kajokeji. Jim Langston is also an unsung hero of this group, who ensures that all of our videos are posted correctly in all the places they belong (in 2020 we expanded our number of channels, to include our web site, Facebook Live, You Tube Live, Vimeo, Roku, and a Phone Live Stream for those without internet).

Life in 2020 would also not be complete without mentioning **Zoom**. Zoom is a teleconference service, and prior to March of this year the cathedral did not even have a subscription. After March, our communications coordinator (Wayne Riehm) would end up scheduling almost everything we do on Zoom—a herculean task, with over 160 meetings scheduled each month. After a few incidents of unwanted “Zoom bombings” – intrusions into meetings by troublemakers—we trained a corps of Virtual Vergers led by Head Verger Lisa Churchill to moderate Zoom rooms, help people with background noise, and ensure meeting security.

There were two other particularly important ministries related to the pandemic: **Circles of Love** was created in March to help the community stay connected during the stay at home order, to identify needs in the congregation and meet them. Each participant was placed in a “circle” with a caller who would check on them weekly. Needs like food, technical support with worship or Zoom, or clergy support would be identified and forwarded to the appropriate person in

the cathedral. The ministry was initially based on Stephen Ministry with the help of Terry Kelly and Roxanne Perfect-Knight, and organizations around the country contacted us to replicate it. More recently, Circles calls have evolved into communities of spiritual support, with calls providing a way to care for each other in this time of isolation, anxiety, and unrest. Circles of Love, at its highest point, had 26 circles with over 150 participants.

At the end of August, the cathedral's re-gathering task force decided to explore having an outdoor service. Because any outdoor, non-eucharistic service would look so different from what we have traditionally done on Sunday morning, we decided to explore a service that would look different from that. We established a "core group" to plan a service for Thursday nights, including Christian and Kara Gillette, Stacey Klamann, Maya Little-Sana, Joanna Airhart, and Brad Lovelace; they were later joined by others. Based on Christian's prior alternative service "Doxology Life," this Thursday night was contemplative, highly participatory, and held Thursdays at St. Paul's Park (aka Beth Israel Park): we called it **Prayers in the Park**. The service was held from late August until late November, when the stay at home order was re-issued. Attendance ranged from 20 to 40 people, attracting a few passersby in the neighborhood as well as long time cathedral members.

The other pandemic of the year was a pandemic of racism in the nation. The flashpoint of George Floyd's murder was a catalyst across the nation for the Black Lives Matter movement. The cathedral had committed to take action against racism even before George Floyd's death, and our program began in June with a two-month book study on the book **Waking Up White**, co-facilitated by Dean Penny and Rob Ewell. Those forums were generally attended by over 100 people each session, some from all over the nation and even outside the U.S. The book study was followed by the cathedral undertaking the Episcopal Church's **Sacred Ground** curriculum, a 10 month small group discussion journey into the history of race in America. We formed 10 small groups with over 110 participants, and we believe we are one of the largest Sacred Ground cohorts in the Episcopal Church. As of now, we are about halfway through the curriculum, which has motivated transformation on race in participants, encouraged some members to apply to be on police oversight boards, and others asking what we can do next as a community.

While the **Greeters** ministry per se did not operate during the pandemic, we continued to welcome a steady stream of newcomers into our midst during the closure of our building. We held a virtual newcomers welcome in September with about 20 in attendance. We had a Newcomer Welcoming Liturgy at the

end of November, liturgically welcoming 5 members, and a “What is a Christian?” inquirers class with about 10 people signed up.

**Adult Formation** was strong during 2020. In January, the **Stewardship** committee sponsored an Epiphany book study on Gratitude, attended by about 10 people. The forums resumed on zoom after a brief hiatus, and attendance on zoom has been over 100 for nearly every Sunday there was a forum. Carol Worthing has led several book studies this year as well.

The **annual pledge campaign** yielded surprisingly strong results. Under the leadership of our new chair, Jairus Kleinert, the goal for the campaign this year was \$1,025,000. Our final result was \$976,000 at the time of writing, with 266 pledges. While we did receive fewer pledges than last year, given the pandemic the cathedral has done very well compared to other churches, who are struggling to stay afloat this year. A very healthy Christmas appeal of \$44,000 will help to make up some of that difference.

Wayne Riehm, our **Communications** Coordinator, was not only busy scheduling Zoom meetings this year, but also developed a new web site for us. The new web site is much more flexible and gives us control over many more aspects of our site than the previous version.

Finally, it seems like a lifetime ago but in January several of us from the cathedral attended the “Rooted in Jesus” conference sponsored by the Episcopal Church. It was an amazing experience full of fresh new ideas for the church. I look forward to the day when we can think about those things again!

*Respectfully submitted by The Rev. Canon Jeff Martinhauk, Canon for Congregational Life & Development*



## **WOMEN TOGETHER REPORT**

**Women Together at St. Paul's** is a monthly lecture series open to all women with the theme of **Being a Christian Woman in a Diverse World**. Events consist of a program, catered dinner (pre-pandemic) and fellowship. We invite professors, authors, and clergywomen to speak on a wide range of topics. Through insights from the speakers, and fellowship with each other, we hope to deepen our faith and inspire our spiritual journeys.

In calendar year 2020, we held seven meetings with an average attendance of 45 women. Before the pandemic, we enjoyed a volunteer potluck and two dinner programs. In August, we held a Summer Tea over Zoom, delivering tea boxes to attendees. Our subsequent events have been held on Zoom. We miss the joy of sharing a meal together but continue to be inspired by our fascinating speakers.

Topics included: *Echoes of Esther in Mark's Gospel, Amelia Lanyer and Shakespearean Authorship, How to Overcome our Biases, The Way of Jesus and Constantinian Christianity, Breaking Through the Binary, and Metaphors for God.*

For more information, visit [www.stpaulcathedral.org/women-together](http://www.stpaulcathedral.org/women-together).

*Respectfully submitted by Virginia Howlett, Chair*

*Women Together at St. Paul's*

## **STEWARDSHIP COMMITTEE REPORT**

Members: Jairus Kleinert (Chair), Jeff Martinhauk (Clergy), Christopher Atwood, Clemente Guarneros, Pat Kreder, Maureen McNulty, Taylor Milam-Samuel, Jerry Motto (People's Warden), Donna Purdue (Dean's Warden), Erin Sacco-Pineda (Director of Finance)

The role of the Stewardship Commission is to lead the parish in worship in the form of caring for and sharing the resources that God has entrusted to us.

At the beginning of the year, the Stewardship Commission sponsored a book study of Grateful by Diana Butler Bass as an offering in the Epiphany formation series. Approximately a dozen parishioners participated in the study. The book taught gratitude as a spiritual discipline to overcome fear and a perspective of abundance, in contrast to scarcity, that can bring us into the Kingdom of God by lifting up those lacking wealth or power.

The Stewardship Committee also organized the Cathedral's annual pledge campaign in a pandemic-appropriate manner. The campaign theme Rising Together evoked the cathedral community's response to the pandemic by caring for others while also anticipating the opening of our new building which will enable future ministry. The campaign featured seven stewardship witnesses who recorded statements that were included in the virtual worship services and two online events. The events were centered on a mystery box that was delivered to participants homes. During the events, items were removed from the box one-by-one to guide a discussion of how generosity is a fundamental value of the Cathedral community and of why we are inspired to give. The Ingathering Celebration was also held online and featured a brunch delivered to participants' homes and fellowship via Zoom. The campaign raised \$979,187.35 from 270 pledgers toward a goal of \$1,025,000. We are very grateful that the generosity of our congregation brought us so close to our goal in spite of the closure of the cathedral building and cancellation of in-person events for the last nine months of the year.

*Respectfully submitted by Jairus Kleinert, Chair*

# **EVANGELISM AND COMMUNICATION REPORTS**

## **COMMUNICATIONS REPORT**

Last year the Covid pandemic required the communications department to make some major changes. Like the rest of the staff, I began working from home, which at first, felt like I was trying to do my job without all my tools. However, now that I'm writing this, I can't remember what I felt like I was missing. As I've adapted to this new work environment, working from home feels completely normal.

Meetings were also a big change. Everything shifted to Zoom meetings. This added an entirely new role to my job description, essentially becoming a scheduler of the virtual meeting space. We purchased 7 zoom accounts, all of which I still manage to this day, in order to allow each department and the ministries of the Cathedral the ability to have uninterrupted meetings. To ensure that no meetings overlap I create an event for each meeting I create in Zoom on a google calendar. This is a little extra work, but doing this has created an indispensable tool for me, providing one place to view all meetings and links across all accounts in chronological order. Unfortunately, Zoom's online interface doesn't currently offer anything like this. Between the accounts there are approximately 163 meetings each month, used by both staff and ministries.

These changes happened at the same time Jeff and I were trying to build a new website for the Cathedral. In a way, it was probably perfect timing that the new site happened when everything else was changing too. Initially the project hit some road bumps but we eventually recruited a web designer through upwork.com, created a group of parishioners for feedback and began building the site piece by piece. It has been an evolving project and will likely continue to evolve. But I'm confident that the website we currently have is lightyears ahead of the product we had at the beginning of 2020. Since its launch the website has been averaging approximately 700 visitors per week, with 81% of that traffic being new visitors and 18% returning visitors. It has been an important tool for us to share Zoom links, online stream and updates in a time of distance and uncertainty.

Time that I used to spend on Cathedral Life has been more than filled up with the above and greater time spent on online communications including the email, website announcements and social media. The weekly email, also known as the ebulletin, has become the main vehicle for our announcements in 2020. Many of these same announcements also find their way onto the website

for anyone who doesn't already receive the ebulletin in their inbox. Additionally, much of my time is spent on special projects that come up through the year, which usually all involve changes to the website, zoom meetings and announcements. Some of these projects include Stewardship, Getting out the Vote, a page for our Women Together ministry (which they now maintain themselves), the CCRP and our liturgical seasons. Also, our Alternative Gift Expo, spear headed by Carolyn Lief and Paula Peeling, which needed a webpage for our 11 vendors.

My hope for 2021 is that, despite being separated by distance, our St. Paul's family will feel connected, informed and heard. Please feel free to reach out to me regarding anything you see (or don't see) on the website, if you'd like to receive the weekly email, if you have thoughts or concerns about how we communicate at St. Paul's or anything else. I look forward to serving you this year!

*Respectfully submitted by Wayne Riehm, Communications Coordinator*

## **CIRCLES OF LOVE MINISTRY**

Circles of Love was created out of the need to connect with the congregation, quickly, thoroughly, and effectively at the start of the COVID-19 crisis in March of 2020. The Disaster Preparedness Committee requested a way to create a phone tree for the congregation to be able to connect in case of emergencies, like a pandemic shut down. Not wanting this to be just an exercise in emergency contact, The Rev. Canon Jeff Martinhauk then began the idea of a community ministry similarly structured to our Stephen Ministry program. And so began the idea for Circles of Love.

The challenge of not being able to meet in person so suddenly and with no plans on how to reach out to those who normally attend church on campus was the mother of invention. Using the phone as a means of communication felt more personal than emails and more likely to be utilized than “e-solutions.”

Circles of Love Call Leaders who had some pastoral care background and work with Stephen Ministry (such as Roxanne Perfect-Knight, Terry Kelly, Dr. Don Pellioni, Maureen McNulty and more) working with Jeff as their leader would have a group of 6-10 Callers who then had several Callees to call. There would be weekly or bi-weekly check-ins and the possibility of Zoom meetings was available to the groups to communicate through as well, though few used that resource, preferring the phone conversations. Special thanks go to Bob Knight for helping get many people technologically set up; he helped launch this important ministry and got many folks onto Zoom in general.

In the beginning weekly calls were made and messages from St. Paul's were disseminated through the Circles of Love calls as well as our usual e-communications. There was a focus on checking in to see how people were doing. We were able to keep communications open and received certain prayer requests and pastoral care needs that we were able to elevate to the correct pastoral care entities, or to the new Cathedral Connections Ministry which was formed to support Circles of Love.

Circles of Love, at its highest point, had 26 circles with over 150 participants.

Circles of Love is only now starting to wrap up after almost a year of successful ministry. It was not envisioned as a long-term ministry, but was there to support the community as we found ourselves isolated during the beginning of the COVID-19 pandemic. Through word of mouth, Zion Episcopal Church in Manchester, VT learned of Circles of Love and developed a similar ministry to great success.

Circles of Love really did bring the community together to support each other during the unsure times of 2020. Quotes from participants include: "I have a new network of friends" and "there's such a positive community that's evolved: we'll keep calling each other".

Though the formal administration of the ministry is ending, the friendships and calls will continue as long as they wish to.

*Respectfully submitted by Kathleen Burgess, DAO, Circles of Love Leader*

## **CATHEDRAL CONNECTIONS MINISTRY**

Cathedral Connections was born out of the Circles of Love Ministry as the “doing” arm of the community. First thought to be a food ministry to help those who might get sick with COVID and be in need, a group of 16 volunteers led by Jen Jow and I formed to gather resources and information, as well as prepare for social distancing assistance for people.

As time passed, it became clear that the COVID pandemic was not going to be what we initially thought it would be, and that making and distributing food to the community wasn't the assistance that some folks needed. Instead, we were finding some folks needed groceries delivered, or a ride to the doctor. Usually these could be easily handled by a volunteer running the errand, but due to stay at home restrictions for those over 65, our volunteer pool was very slim. Special thanks to Jen Jow who was able to do a lot of running around as needed until we were able to find alternative solutions to our congregants' needs.

These new rules and parameters forced us to research and come up with solutions for delivery services, car services and more for helping those in need, safely and securely. The group explored local, city, county, and state services as well as services such as Instacart and Lyft which we now have accounts with for easy handling of grocery or ride needs for our congregants.

Community need was there but infrequent, so Cathedral Connections has ceased to formally meet but is still administered by Kathleen and Jen under the supervision of The Rev. Canon Brooks Mason and the Pastoral Care team. We continue to handle special needs on a case by case basis.

If you know of someone in need, please reach out to us and we will help as we are able. [burgessk@stpaulcathedral.org](mailto:burgessk@stpaulcathedral.org)

*Respectfully submitted by Kathleen Burgess, DAO, Cathedral Connections Leader*

## **AUDIO/VIDEO MINISTRY REPORT**

*“TV will never be a serious competitor for radio because people must sit and keep their eyes glued on a screen; the average American family hasn’t time for it.”*

**--The New York Times 1939**

In early March St. Paul’s was faced with the reality of closing its doors to worshipers and the suspension of the hundreds of activities supported by the cathedral community, including the video broadcasting of services. The A/V operators, music ministry and clergy met immediately to address the task of producing and continuing the broadcasting of services with as little disruption as possible. This group has become the St. Paul’s Video Production Team.

It was decided to re-broadcast existing services from our archives, editing and combining portions of services depending on the liturgical calendar. Members of the Team have been contributing the selection of service segments, music and graphics, while others have been recording the spoken sections of each Sunday’s service through Zoom and vMix video meeting platforms. Clergy and guest speakers most often record their own sermons and submit them for integration into each Sunday’s service. Then, the multiple segments are edited into a cohesive whole. Team members prepare the pre-streaming protocols, the scheduling of streaming to our various media platforms (St. Paul’s website, Facebook, YouTube) and the post-production follow-up which includes posting to Vimeo.

This same set of procedures has been followed to prepare and stream re-broadcasts of Evensong services and special events such as Good Friday and Christmas Midnight Mass. Additionally, the Production Team has provided a minimum crew to broadcast the Thursday Organ Concerts live. During the lockdown period the Production Team broadcast previously recorded concerts.

We have also been planning to expand the capabilities of the A/V system. We are looking for ways to add camera positions, both fixed and mobile, enhance the Wi-Fi coverage, integrate the Great Hall into our video broadcast and recording equipment and improve the connectivity of our system through fiber optic cable. This planning is in the early wish-list stage and is, no doubt, subject to modification.

All the work listed above requires many hours of work every week by clergy, staff and volunteers. We are: Dean Penny Bridges, Rev. Jeff Martinhauk, Canon Brooks Mason, Wayne Riehm, Jim Langston, Paul Young, Kelsey Young, Alex Kajokeji,



Liam Semple, Martin Green, Gabriel Arregui, Jim Wright, Bob Oslie and Mike Thornburgh.

This past year has been primarily one of watching the services of the Cathedral on television or participating in Forums and meetings on Zoom. The total video viewer statistics compiled by Jim Langston is 47,075. Complete monthly figures are available.

#### 2020 VIDEO VIEWERS BY MONTH

Jan	3,480
Feb	3,405
Mar	7,762
Apr	7,936
May	4,521
Jun	4,506
July	3,048
Aug	2,493
Sep	2,036
Oct	2,129
Nov	2,905
<u>Dec</u>	<u>2,854</u>
TOTAL	47,075

NOTE: Starting in August the tabulation formula was changed to correct some of the questionable Facebook counts.

Complete monthly figures are available by request.

*Respectfully submitted by James Michael Thornburgh, AV Production Manager*

**MEDIA & PUBLIC RELATIONS REPORT**  
**&**  
**CATHEDRAL FOR THE CITY (C4CC) REPORT**

In 2020, for Media and Public Relations, in spite of COVID,

- I did press releases for Blessing of the Animals got coverage on one or 2 stations,
- press releases for Christmas Online activities,
- Arranged for TV Interviews of Jeff at the beginning of the epidemic when Penny was on sabbatical I believe it was on Fox 5 and KUSI

Not much activity that I can recall for C4CC but also accomplished:

- Coordinated and organized with Pride the Virtual Light the Cathedral event 25,000+viewers a 4 month project
- Supported and Chaired for a while the external outreach committee, attended Metro CDC virtual meetings also met with Jake from the Banker's Hill Business Assoc for possible outreach program
- Member of the Revenue Task Force
- participant in Sacred Ground
- Caller for the Circles of Love program for 4 months

*Respectfully submitted by Susan Jester, Media and Public Relations*

## **ASHES TO GO REPORT**

In 2020 we managed to beat the Covid pandemic shutdown by 16 days on February 26, 2020! God wanted us out there on the streets. As in previous years, we were met with people welcoming us back again this year.

We had a total of 36 volunteers consisting of 3 priests, 3 drivers, 1 photographer and 29 disciples. We were at 8 locations and 2 shifts at several of those locations. We administered ashes to 790 people and received prayer requests from 370 people. Thanks to Susan Jester, we had wonderful publicity and as a result we had over 40 people who came to the Great Hall for their ashes and prayer requests. We were also able to help St. Luke's with ashes and signs.

Considering there was already some concern about the pandemic, this was a very successful year and one that was definitely appreciated by the San Diego community. We have great hope that this ministry will continue in the future with proper safety protocols followed.

*Respectfully Submitted by Pat Kreder, Chair*

## **OUTREACH REPORTS**

### **OUTREACH + MISSION REPORT**

*“Everybody can be great...because anybody can serve. You don't have to have a college degree to serve. You don't have to make your subject and verb agree to serve. You only need a heart full of grace. A soul generated by love!*

-- Martin Luther King

The Outreach Committee comprises of ministry leaders along with a SPC executive staff director. We meet from 4:30pm -6:00pm on the second Tuesday of the month from September – November and January -May (December, June, July, August no meetings due to busy vacation months). Due to the pandemic restrictions on “gathering together” and having to “shelter in place” our meetings were held via Zoom.

The goal of the meeting is to share ideas, discuss successes and concerns, brainstorm, collaborate with each other, provide information on upcoming events and where we can build new partnerships.

Partnering with other organizations with like focus has increased our ability to serve more people and have a greater effect and impact instead of doing it alone.

The ministry leaders have continued to reach out to parishes within the diocese, other neighboring churches, and organizations to maintain the partnerships created prior to the pandemic. The Outreach committee felt it was important to keep in touch with our external ministry partners and offer our assistance in helping them serve those in need when appropriate (i.e.: provide hygiene supplies, masks, no-perishable foods).

We continue to focus on expanding our reach within our St Paul's community during the weekly Zoom coffee hour. We utilize the weekly e-blast to keep the congregation in the loop of upcoming events and to foster more internal relationships.

We strive to make outreach as accessible as possible to all Cathedral members, while still ensuring that out in the world we continue to share the good news of God, provide space for grace, and maintain ethical standards in all we do. There were not many events or activities held this year due to the pandemic, but we did participate in several safe and socially distanced venues.

- I. Outreach budgets for annual dollars to be donated to organizations that are within the Episcopal family and external organizations that share the same focus as those we serve.
- II. Charity: List of local beneficiary organizations in the community and the program or area supported (exception is ERD).
  - Episcopal Community Services (ECS) Uptown Safe Haven: \$25 Walmart Christmas gift cards and chocolates for their residents (they don't have any other gifts and look forward to this every year)
  - Episcopal Relief & Development (ERD): One Thousand Days of Love - Early Childhood Development, 3-year fundraiser for Zambia
  - Global Immersion Project: Resource to help train people of faith to engage our divided world in restorative ways. Utilizing Immersion trips to Tijuana. Peacemaking training seminars
  - Wave Academy: Provides free aquatic bodywork therapy to veterans who suffer from post-traumatic stress syndrome (PTSD) and is open to their caretakers too.
  - San Diego Pride Youth Transgender Group: Young Leadership Training
  - Showers of Blessings: Hygiene Kits
  - Camp Stevens – Program will be determined by them
  - Episcopal Refugee Network: After school tutoring program for refugees learning English
  - Fisher House (Navy Program) Non-Perishable Food and Paper Products
  - Border Angels: Water Drop Program is leaving water jugs in various locations in the desert for the immigrants so they don't die of dehydration when crossing over through the desert from Tijuana side to USA
  - Downtown Fellowship of Churches donation to Homeless Connect – provide home essentials as people are moving into their own apartment.
- III. Service: Coordinated all-Cathedral one-day service projects with service day themes tied to the nearest Sunday's worship. Due to pandemic none were held in 2020.
- IV. Partnership: Building long-term relationships with a limited number of community and religious organizations and look for ways to strengthen their work through service and fundraising event support, volunteer recruitment, and shared publicity. We continue partnering with St Mark's

and St Luke's Episcopal Churches, Uptown Community Services Center (UCSC), Downtown Fellowship, Episcopal Community Services (ECS), Interfaith Rotational Shelter Network, Vida Joven, Episcopal Refugee Network (ERN), Episcopal Development Network (EDN), and St. Paul's Senior Homes and Services (SPSS). We have expanded into some new organizations such as Border Angels, SD 350, and San Diego LGBTQ Youth Leadership. All partnerships are reviewed annually and discussed amongst the outreach committee ministry leaders.

- Alternative Gift Expo: Created an on-line shopping link where our congregation could view and purchase items from the list of vendors who annually participate during the first two weekends before Christmas
- Lenscrafter Mission Valley – providing free eye exam and a pair of glasses to those in need.

V. Advocacy: Explored opportunities to involve our faith community and neighbors in programs and activities that would promote peace and justice for all (particular campaign maybe contingent on Chapter's approval). Due to the pandemic and gathering restrictions this area was stagnant. Listed below are areas where we currently have some movement and traction.

- Conversation on Homelessness with City Council Members
- Victory Garden Workshop
- Creation Care Forums and Workshops
- RISE Community Meetings with City Council
- North Dakota Access Pipeline
- Social Media
- Peace Workshop- finding tools for peace
- Work with the SDPD Homeless Task Force
- Call to the Wall – down at San Ysidro Border
- LGBT Center
- Gun Control
- Border Angels -place water jugs in the desert for those crossing the border/lessen dehydration

VI. Formation and Support: Created spaces for reflection, learning, and spiritual growth as our participation in outreach and mission work deepens, and we will support each other as co-partners in ministry as we do this work together.

- Outreach Monthly Communication Meetings (9 monthly meetings)

- St. Luke's Partnership
- League of Women Voters – Voters' Postcard Writing Venue
- League of Women Voters Forum – Present in a non-partisan format the pros and cons of the Propositions and Measures on November's ballot
- Docent Training
- Forum on Peace Building
- FBI Outreach Support with active shooter training and emergency preparedness for our congregation

*Respectfully submitted by Jennifer "Jen" Jow, Project Manager & Outreach Chair*

## **PEACE AND JUSTICE REPORT**

The Peace and Justice Committee meets once a month on a Monday evening. Its main issues during 2020 have been social justice, gun violence, treatment of immigrants, and homelessness. We also on occasion support the work of the Simpler Living Ministry to address environmental stewardship.

Needless to say, the work of the Committee has been somewhat hampered by the Covid-19 pandemic, which closed the Cathedral physically in the middle of March. In particular, we have been unable to sponsor or participate in events requiring physical presence. However, many recurring events have been able to continue as online events.

In January Katherine Bom of St. Luke's in North Park visited with the Committee toward seeking volunteers to mentor refugees in the St. Luke's community. With the onset of the pandemic and the need for physical distance, this was put on hold.

The Committee-sponsored *Principles for Social Justice* were re-adopted by the Cathedral Chapter in April. The Committee has recommended the permanent posting of framed displays of the *Principles* on Cathedral grounds. Representatives of the Committee have been in discussion with the Dean and staff members about the placement and form of the framed displays. There had been delays in this due to the apartment tower construction project, and these efforts were put on hold with the closing of the Cathedral due to the pandemic.

In the Spring the Dean asked the Committee to deliberate on how St. Paul's should handle requests for endorsement and support of various non-Cathedral events and projects. In particular, she asked us to present a forum on the topic.

There had been an example in the Spring that led to this. The organization *San Diegans for Gun Violence Prevention* had asked for a Cathedral statement of support for two bills in Sacramento. A later example in the Spring was a request that the Dean join a statement by the Deans of the Episcopal Cathedrals in California supporting rent and mortgage payment forbearance during the pandemic.

The Committee spawned a Task Force to mount the forum, which was held on Sunday, September 27. In the mounting of that forum the task force drafted for the Dean and Chapter a statement of procedure, which was presented at the forum. The level of interest and discussion at the Sunday morning forum led the task force to conduct a second forum in the evening of October 27. The draft procedure is currently in trial use. Further, in connection with another endorsement request, the Task Force contacted All Saints, Pasadena, which had already been listed as a "sponsor" of that event. Following on that there was



voiced an intention to for the Task Force to meet by Zoom with the Rev. Susan Russell of All Saints in the New Year about their handling of such requests.

In June the police execution of George Floyd and the growing presence of the *Black Lives Matter* movement led to Committee discussion about how St. Paul's might respond. At that point both the "Waking Up White in America" Sunday morning forum series and the ten month "Sacred Ground" study and discussion series had been scheduled. It was also noted in the Committee that St. Paul's *Principles for Social Justice* were quite relevant.

The Rev. Canon Richard Lief has engaged the Committee in mounting a series of occasional Sunday evening events consisting of a potluck dinner with film and discussion following Evensong. We had one virtual version of this series in 2020, which was a screening of the PBS video "Revolution of the Heart: The Dorothy Day Story" in September as part of St. Paul's observance of the International Day of Peace.

Since the Sandy Hook school shooting in December 2012, St. Paul's has participated with the San Diego gun violence prevention community in an annual vigil. The customary vigil format was not possible this year due to the pandemic. Instead *San Diegans for Gun Violence Prevention* proposed observance in a number of ways of "A Season of Peace". Under that framework, the Committee recommended that the theme be incorporated in our Blue Christmas service, and the Committee asked for promotion of the video <https://sd4gvp.org/8-years-on-remembering-sandy-hook/> in the weekly bulletin.

*Respectfully submitted by William F. Hammond, Chair*

## **SIMPLER LIVING REPORT**

Simpler Living is a ministry of St. Paul's Cathedral dedicated to growing in relationship with God and Creation. We seek a Christian response to the environmental crisis and our excessive consumerism by living more simply and sustainably in home, church, community, and the world. As creation care stewards, we educate and advocate for a healthier and more vibrant environment, now and for future generations. Our areas of interest include: faith and simpler living; creation stewardship; creation care education; energy conservation; transportation alternatives; water conservation; food production; fair trade and social justice; sustainable consumption; political advocacy. This year's September to September 2021 theme is Rising to the Challenge.

Just prior to restrictions due to the Covid-19 virus, several members participated in the Rev Dr Martin Luther King, Jr. Day of Service at the Marston House in Balboa Park.

We conducted four Creation Care Forums and Creation Care Sunday; a Zoom movie with discussion an Episcopal Carbon Tracker workshop; annual planning retreat; a Faith Forum series on faith and creation care; a fall Zoom movie with discussion; support for a Convention resolution on solar initiatives in the diocese; and an Advent prayer series through the Cathedral bulletin and blog. We continued support for the Alternative Gifts Expo; support of local/global climate action events; ongoing communication activities (newsletter; e-bulletin/blog articles on Creation Care.)

We continue planning with the Cathedral to focus on green building for the new construction. We celebrated Phil Petrie on his ten-year leadership of Simpler Living with a donation of a grove (100) of trees and a congratulatory plaque.

Our work touched hundreds of individuals – both within the Cathedral, the neighborhood, and city at large - through the activities listed above.

We have \$62 in our Cathedral account.

*Respectfully submitted by Diane Lopez Hughes, Simpler Living Co-chair*

## **SHOWERS OF BLESSINGS REPORT**

2020 was an unusual year to say the least, and it meant significant changes in all of our lives. We no longer gather and worship as we used to and many of our programs and ministries have had to change as well. Showers of Blessings, which is a hands-on, face to face service to the homeless had to discontinue our usual monthly events. In our 5 years we have steadily grown from 10 guests and 10 volunteers on that first day in April of 2015, to serving over 120 guests with 30 volunteers at our high point in 2019. But we have shown that we can adapt to change. Even when construction began and we lost our parking lot and ability to run our mobile shower unit, we still continued to offer an array of important services: magnificent (FUMC) breakfasts, clothing, hygiene supplies, haircuts, and friendship.

In the past year we were only able to hold only 2 regular Showers events (Jan & Feb), during which we served 77 and 58 homeless respectively, plus a very small one in March where a small group of volunteers handed out to-go lunches prepared by our Methodist partners plus hygiene supplies. But even when we had to shut down completely, because of Covid, we continued to collect and sort clothing donations and share them with other churches, primarily St. Luke's and TACO (Third Ave Charitable Org.) And thanks to Vicki Kelley and Sharon Semple we kept in touch with many of our guests in the park and helped them with hygiene supplies and clothing. We hope that this new year will find us all healthy and able to gather together again. Volunteers and guests alike have told me they miss these opportunities to work together and serve others.

Showers of Blessings ministry has become an institution, a place homeless people had come to depend on and looked forward to coming once a month for love and care and a sense of home, where we knew their names and they knew ours, where they could feel valued and where they could help each other and us. Some who came to Showers got jobs at the Cathedral, others volunteered to set up and clean up during our Showers events. We became a family, and as is the case with families all over this country, Covid has kept us apart. They ask us, "When will we gather again?" And we do not yet have an answer for them. We do have a Capital Campaign and plans to turn our Chapel undercroft into a permanent Outreach Center to serve the homeless. It will likely take years to accomplish, but we all hope we can resume our monthly gatherings in this new year. Our relationships with our partners, our volunteers and the people we serve depend on it.

Here are our totals for 2020:

- 136 guests signed in
- 175+ breakfasts served
- 101 received clothing
- 20+ haircuts
- 60 to-go lunches handed out
- A donation of \$1000 from Tim Driscoll of "Walk A Mile In Their Shoes"

*Respectfully submitted by Claudia Dixon, Chair*

## **EPISCOPAL RELIEF AND DEVELOPMENT & FAIR TRADE REPORTS**

### **EPISCOPAL RELIEF AND DEVELOPMENT**

The work of Episcopal Relief and Development (ERD) is ongoing. Currently they are highlighting early childhood care and development. The ERD Gifts for Life catalogue (which is available year round) was included in the Alternative Gifts EXPO that ran virtually from November 22 – Dec. 13. Watch for an ERD event this summer!

*Respectfully submitted by Carolyn Lief, Cathedral ERD representative*

### **FAIR TRADE**

Fair Trade sales have remained robust throughout this 2020 pandemic year. As with past years, Fair Trade coffee, tea, cocoa, chocolate bars, nuts, and olive oil were offered as part of the Alternative Gifts EXPO. Always available for purchase by contacting [carolynglief@gmail.com](mailto:carolynglief@gmail.com). Thank you for your support!

*Respectfully submitted by Carolyn Lief*

## **DOCENT MINISTRY REPORT**

In normal times, St Paul's Docents allow the Cathedral to be open for those seeking a place of refuge -- to pray, to meditate, to find solace in our troubled world; provide information and answers to general questions about the building, services and ministries that St Paul's offers; and to maintain a safe and orderly environment for our guests. In accordance with Diocesan and local guidelines, the Cathedral was only open for less than 2½ months in 2020 because of the coronavirus pandemic.

During a normal week, 15 volunteers act as Docents and 4-5 additional volunteers are available as substitutes. Docents provided 172 hours of ministry in this abbreviated year, not counting scheduling and administrative time.

Docents keep the Cathedral open from 10:30 a.m. to 3:00 p.m., with limited hours on Saturday mornings. During 2020 we recorded 299 visits (averaging about 30 each week). The Docents also act as greeters for the weekly Tuesday midday organ concert. We recorded 319 attendees at the recitals -- averaging about 32 per week. Monthly reports of our activities are furnished to staff and Chapter for permanent records.

Folks visit the Cathedral for prayer and meditation; some for comfort and solace while facing tragic and disheartening events; quite a few are visitors from out of town interested in seeing our beautiful windows or enjoying our historic architecture. Visitors are overwhelmingly non-parishioners, thus supporting our ministry as The Cathedral for the City. This is truly a ministry by and for the City since some of our Docents are community members -- some to support our midday organ concerts; others (... including our faithful scheduler, Maggie Sinclair) who were inspired to become Docents by the work of Bob & Gladys King.

Blessings.

*Respectfully submitted by Margaret Sinclair and Bob Holt, Coordinators*

## **FORMATION REPORTS**

### **EDUCATION FOR MINISTRY REPORT**

*“Will you continue in the apostles’ teaching and fellowship, in the breaking of bread, and in the prayers” (Baptismal Covenant, BCP 304).*

Every baptized Christian is called to ministry. What is yours? Education for Ministry (EfM) provides the foundational education to assist you in discerning and carrying out your ministry. Like the mustard seed (Luke 13:18-19), we need fertile soil in which to grow. EfM is that fertile soil and we are the mustard seeds. Learning scriptures, church history, and theology is the light shining on the soil, warming it so the seed can sprout and flourish.

The EfM program at St. Paul’s Cathedral develops an informed and knowledgeable laity through a series of four, one-year seminars. St. Paul’s sponsors two small group seminars, each with a maximum of 12 participants and a mentor trained and certified by the School of Theology at Sewanee. In year one we study the Hebrew Bible; year two the New Testament; year three is church history; year four wraps it all together with theology. Likened to the original house churches of the first century, our group conducts all four years concurrently in the same seminar, deepening our understanding as we review the foundations of our faith every year.

For thirty-six weeks from mid-September through late-June, each group meets to discuss our studies, and to train our hearts and minds to reflect theologically. Sadly, due to COVID we were unable to meet in person since mid-March, but we were able to rapidly flex into a virtual format on Zoom. Despite that successful flex, everyone looks forward to a post-COVID return to in-person meetings with fellowship around a shared meal. At the end of 2020, the Cathedral’s EfM programs represented two-thirds of all active EfM programs in the diocese as several churches took a sabbatical due to discomfort with the online format necessary to operate under COVID restrictions. Going into the new program year in September, EfM at the Cathedral is led by two mentors, Mark Patzman and Bela Suavengco, and we thank retiring co-mentors Susan Jester and Jeff Pack for their dedication and support of the program in 2019-2020). In 2020, we had twenty-one active participants spread across the four-year course of study, graduating three participants (Susan Jester, Debbie Kistler,

and Tom Merrick) in June. At the start of the new program year in September, we welcomed seven new participants and a new mentor into the program.

Want to know more? Visit the EfM web site at [www.efm.sewanee.edu](http://www.efm.sewanee.edu) or email us at [EFM.StPauls@outlook.com](mailto:EFM.StPauls@outlook.com).

*Respectfully submitted by Mark Patzman, EFM Coordinator*



## **FAMILY MINISTRY REPORT**

**Kids Crew (ages 4-10):** In January, St. Paul's Family Ministry received a Fearless Love Multicultural Grant from the Diocese to cultivate community among Spanish and English-speaking members through shared Family Ministry programs. Formation classes shifted from 10:30 to noon to make them accessible for Misa families. \$1,000 of grant funding was allocated to create the Prayground, a soft worship space for children who previously attended Kids Crew during the 10:30 service and their families. \$4,000 funded five additional hours of labor each week so I could facilitate programs in the Prayground and during the noon formation hour. Though the Prayground is not in use during the COVID-19 pandemic, the impact of shifting programs to noon is demonstrated by the current 4:6 attendance ratio of children from Misa and participants from the English service, a major increase from the previous year's average of 0:4. Currently, the average attendance for Kids Crew Sunday Zooms is about eight to ten children, an increase from an average of 3-5 participants in 2019. To accommodate a virtual setting, we transitioned from use of the Godly Play curriculum to an array of formation materials and curricula primarily from Illustrated Ministry, LLC. Participants receive class materials in Kids Crew Toolkits that are delivered monthly. Registered families can also access printable materials via Google Classroom. Staff and volunteers have still been able to offer special events like a drive-through Halloween parade, baking cookies on Zoom, and a virtual blessing of the animals during the COVID-19 pandemic.

**Youth Crew (Ages 11-18):** The Cathedral hosted the annual "Nightwatch" diocesan youth event in February. 60 youth slept in the Nave and engaged in Lenten spiritual practices. Youth participated in a pancake-flipping contest the Sunday before Lent. After lockdown, we began a ministry partnership with Christ Church Coronado's youth group. Average attendance for Youth Crew Tuesday Zooms is approximately ten youth; four from St. Paul's, six from Christ Church. This partnership has proved to be extremely beneficial and will most likely continue once in-person programs resume. Special events included an in-person, socially distanced bonfire at Christ Church in October and a November prayer hike. These events occurred before the most recent Stay at Home Order. Since then, we have had virtual game nights and movie nights on Zoom. I facilitated a "Dismantling Racism" series for youth from July 7th to August 11th as a certified trainer. St Paul's offered this course in conjunction with the diocese for youth throughout the diocese. Preparation is underway to launch the second iteration of the workshop at the end of January. Three youth represented the Cathedral at Diocesan Convention in November. The Youth Delegation engaged in discussions about LGBT representation, environmentalism in the age of COVID-19 and dismantling racism, facilitated by a variety of speakers.

**All Ages of Children and Their Families:** 22 children and youth participated in a virtual Christmas pageant titled “Do Not Be Afraid”. The Parent Small Group was launched in July for parents to offer mutual support and engage in a short worship service once a month.

Though this year was extremely difficult, I am proud of the quality of our virtual programs and the resilience, creativity, and faith demonstrated by our community.

*Respectfully submitted by Maya Little-Saña, Family Minister*

## **CENTERING PRAYER REPORT**

Two Centering Prayer Groups gather each week to share the silence and feel God's presence. Usually the Thursday Prayer Group meets from 5:30 pm to 7:00 pm in the St. Paul's Manor/McColl Health Center Chapel, and the Monday Prayer Group meets from 7:00 pm to 8:00 pm in the Parlor under the Great Hall. Fortunately, we have continued in silent prayer since mid-March via Zoom. Our numbers have grown during the Covid-19 Pandemic this year and we continue to be very faithful in our practice.

The Thursday group was initially formed by Canon Lee Teed in 1996, and the Monday group began 15 years ago. Both prayer groups are ecumenical and usually attend an annual five day silent prayer retreat in June at Prince of Peace Abbey in Oceanside.

The Holy Spirit is truly present with these prayer groups as we deepen our faith by sharing this ancient form of prayer by the Desert Fathers. We follow the teachings of Father Thomas Keating, Thomas Merton, and Henri Nouwen, and offer a safe place to share our relationship with God.

The St. Paul's Centering Prayer Groups are listed in the newsletter of Contemplative Outreach of San Diego. COSD offers Centering Prayer workshops, follow-up sessions, retreats and other contemplative events.

All are welcome who have a hunger to "rest" silently in God's presence, and are drawn to integrate your body, mind, and spirit into the silence. In our personal practice, we strive to meditate twice daily.

*Respectfully submitted by Lucinda Parsons, Prayer Group Facilitator*

**"Be still and know that I am God" Psalm 46:10**

## **ADMINISTRATION REPORTS**

### **DIRECTOR OF ADMINISTRATIVE OPERATIONS REPORT**

What a long, strange trip this year has been! It started off as a normal January with work on the Annual Meeting, the 2019 Annual Report, the 2019 Parochial Report and preparing for the new Chapter members and the February Chapter Retreat.

We prepared for Penny's sabbatical and had plans to help with workflow while she was away. We got as far as Zydeco and Ashes to Go, and then the warnings started coming out. The Rev. Canon Jeff Martinhauk, Dean's Warden Donna Perdue and key staff worked quickly to pivot as the warnings started becoming stronger suggestions as days passed. We made the call to not gather the weekend before the official shut down on March 16, 2020.

Pivoting continued (it was a very unchoreographed dance to be sure). Makeshift home offices sprung up. We were immediately compelled to work to keep the community together by some means of shared communications. Working on the Disaster Preparedness Committee had us tasked with creating a phone tree in case of emergencies. Jeff morphed this need into a new ministry, Circles of Love, which built community connections while we were going through the uncertainty of COVID stay at home times, and to keep us going until we can regather again on campus. From Circles was born Cathedral Connections, the "doing" arm of the ministry, tasked with helping those in need. Both ministries were critical in keeping touch with the most vulnerable and isolated as well as those who wanted to do something they could during this pandemic.

Pivot to Zooms. Raise your hand if you had not heard of Zoom before last year. I had participated in one Zoom meeting prior to COVID, so I had the app, but had never really used it. I now Zoom for every meeting that I can. I find that I can fit more meetings in a day when we don't meet in person. I'm currently Zooming on the following committees or groups this year as staff liaison or member: Buildings and Grounds Committee, Landscaping Committee, Disaster Preparedness Committee, Regathering Task Force, Circles of Love Leadership, Cathedral Connections, Finance Committee, Columbarium Committee, Revenue Research Task Force, Chapter, Sacred Ground Facilitator, Sacred Ground Staff Group Leader, Solar Exploration Team, Prayers in the Park Service,

Greystar Construction Update meetings, Chancel and Chair project development, host the weekly offering "Friday Fellowship".

The other areas of my work have been continuing virtually and via my little home office. For HR with Erin Sacco Pineda's assistance and the guidance of our HR legal team at Hixson-Nagatani we produced and distributed the current employee manual. With the blessing of Chapter and our Accounting team we were able to maintain our staff's full pay from the start of the pandemic to September 30, 2020 regardless of their ability to do their work. We sadly had to transition to a long-term solution for staffing in a pandemic and had to eliminate the few positions that we were not going to be able to use until the pandemic subsides (for example, the Nursery workers). The current staff are paid for work performed and can utilize sick and vacation time to make their salaries whole if work is slower than usual due to stay at home orders.

Accounting has been a tremendous team, working tirelessly to maintain our systems and our ability to "do the business of church". Molly Hilton-Green, our bookkeeper, has adjusted her schedule to manage the day to day operations with minimal onsite visits to keep socially distanced. Treasurer Betsey Monsell and I began social distance money counts in March meeting bi-weekly and have transitioned to Bob Oslie and Betsey doing the count bi-weekly. Erin Sacco Pineda and her team at ESP Accounting work hard remotely to get us our financials, reporting, keeping the transparency going, and providing sound and helpful advice as we navigated these uncharted waters. We can celebrate another year of a clean audit. We were lucky Erin scheduled our audit early in the year. The auditors were on site and finished their work the last day we had the Cathedral offices open before the shut-down. Grateful doesn't cover my feelings about this team. They are gold standard and we are lucky to have each one.

Buildings and Grounds have improved greatly with the Greystar and LLC list of upgrades to our ADA compliance, restoring areas that have had construction "interruptions". They have also been helpful in getting great vendors to do work that we didn't expect a need for: HVAC installed in the Great Hall Basement Offices, restore and seal the concrete in the Queen's Courtyard, replacing the Great Hall exterior/red doors, an upgraded elevator and new vendor for maintenance. Separate from them, we also installed the Columbarium Expansion in the South Transept this spring with a columbarium designed by Eickhoff Columbarium, the same designer of our existing columbarium.

The installation of the B&G Committee, led in 2019-2020 by Mark Lester, has helped navigate the variety of projects that arise or are planned for. From B&G

the Landscaping Committee was created to help the community contribute to the choices and decisions happening with the Cathedral's over all look and landscaping. Things had gotten rough around the edges and it was time to clarify the vision for the green space on the property. It's been a tremendously helpful team led by Kris Hatch and has begun the work of giving our xeriscape a make-over. Thanks also go to Robert Mayberry for his vision and labor of love getting the Queen's Courtyard to its current great looking condition. Disaster Preparedness Committee also comes out of Buildings and Grounds and has been highly active during the pandemic working on research, suggestions for cleaning and surface sterilizations, completing the Emergency Handbook for volunteers and employees and the "Red Book" a congregation-facing quick reference book of resources.

Security was consistent for the year. I'm glad we have the cameras so we can view the campus remotely. We also have our Sextons on duty on site in case of emergencies and to maintain the campus. It's been lucky we have as they've found flooding and different issues along the way that have kept us from having large insurance claims or damages. Thanks to Sextons Alex Kajokeji and Chuck Guilotte for their steady service and help keeping things safe and ready for use.

I'm very grateful for the other team members who make everything run smoothly: Judy MacDonald our Registrar and Receptionist, and Bob Osie our Facility and Hospitality Manager. They both go the extra mile to ensure all the projects that come along are done and done well and on time. They maintain the day to day work flow of mail, answering phones and whatever other needs arise. They've had to pivot, work from home and work on campus as the need arises.

I was particularly proud of the hospitality work we did in spite of COVID this year. In January my team produced the Annual Meeting and in February the Zydeco post-service party as well. We were getting ready to participate in the St. Patrick's Day Parade, but that got canceled due to COVID. We shifted our planning from parties to planning outreach. In March we thought we might have a large call for those who need food if they got sick with this COVID we kept hearing about. Cathedral Connections was developed initially to handle food distribution to those in need in the community. That didn't quite end up as we expected, and it morphed into an as-needed program. Beyond that, we decided we needed to have a fun St. George's Day this year. With Jen Jow's help, we were able to arrange for special tea boxes to be prepared by Shakespeare's and arranged pick-up and delivery for those who were not able to get their own boxes. We had best hat and best table service contests with winners receiving prizes and enjoyed a fun afternoon together via Zoom. It was

so successful to pre-order a boxed lunch, brunch, dinner, whatever-- with deliveries that we continued with our other events: Stewardship, Ingathering, and the upcoming Annual Meeting and Zydeco.

For personal development, I've begun taking classes to obtain a "Certificate in Church Administration" via a national organization, The Church Network. I completed my first semester this Fall and will complete the online training after this current Winter session. After the courses are completed, there is a project of service to the church community that I'll need to develop, document and submit within 5 years of completing the course. Not one to let things drag on, I'm hoping to declare my project before the end of the Winter session so I can get working on it right away. There are also continuing education credits to achieve, so I'll be working on this for a bit longer, but am excited to develop my administrative operations skills and network with people who do what I do for entities large and small across all types of Christian organizations around the country.

As we transition into the hope of 2021, I feel that the hardships, confusion, and anxiety I felt last year was lessened by the support of the SPC team and SPC community. Not to jinx things, but I feel that the worst is behind us and we can move forward in 2021 more prepared and able to see the silver linings in small and large ways.

*Respectfully submitted by Kathleen Burgess, Director of Administrative Operations*

## **BUILDINGS & GROUNDS COMMITTEE REPORT**

Buildings & Grounds serves as a committee of advice to the Chapter on matters “relating to the care, operation, expansion, maintenance, preservation, insurance, safety and security of all buildings, grounds, furnishings and equipment pertaining to the Cathedral.” In addition, the Committee seeks to support the work of Cathedral staff charged with facilities planning and maintenance. The Committee has no independent contracting or procurement authority. The Committee meets monthly, on third Tuesdays, at 6 p.m.

The committee continued to review and revise the Preservation and Maintenance Inventory in 2020, despite obstacles presented to its work by the physical distancing requirements of mitigating the pandemic. Among the key issues from the inventory resolved this year was the replacement of the exterior doors from the Great Hall to the Queen’s Courtyard, a project recommended to Chapter by the Committee in 2019.

At the time of the installation of the lift in the Queen’s Courtyard, the Committee reviewed prospective treatments for refinishing the cement there. During this conversation, a consensus emerged among participants that the QC landscaping was looking tired, and that the campus redevelopment project would be an appropriate time for a renovation. At our July meeting, the Committee received a presentation from landscape designer Robert Mayberry for such a renovation, and enthusiastically recommended to Chapter that the project be funded. Chapter agreed, and that project has now been completed.

The scope of responsibility given to B&G has made the formation of autonomous sub-committees an effective strategy to deal with specific areas of concern. In addition to the Disaster Preparedness Committee, which was organized in 2019, a Landscape Committee was organized this year to periodically review the condition of Cathedral landscaping, and to ensure that our green space plantings are both environmentally responsible and compatible with the look and feel of the landscaping created by Greystar in our common patio space with 525 Olive St.

The Disaster Preparedness Committee shifted focus in 2020 from what had been primarily a focus on congregational safety in a time of increasing attacks on houses of worship to one of crisis management in the face of the pandemic. The Committee has worked on developing both internal procedures and external communication plans for dealing with a range of potential crises.



One of the functions of the Committee has been to serve as a sounding board for emerging suggestions for renovations to the campus from the Dean, staff, and Chapter. In this capacity, we have considered renovations to the undercroft for potential use as an outreach center, the redevelopment of the old clergy parking lot, the replacement of the pew by chairs, and chancel renovation.

In November 2020, B&G made its annual report to Chapter. While noting the progress made on the Great Hall doors and the Queen's Courtyard landscaping, this year's report acknowledged the difficulty in completing some of the concerns delineated in the 2019 report. It is likely that the goal of increasing the accessibility of the chancel and chapel will be addressed by the prospective renovation of the chancel area, which B&G supports. We recommended to Chapter that after the move-in to the Cathedral's new space in 525 Olive during 2022, a new, comprehensive reserve study of long-term preservation and maintenance needs for all of the Cathedral's facilities be commissioned.

The work of B&G is a team effort. We are blessed by the outstanding leadership of staff, Kathleen Burgess and Bob Oslie, who tirelessly support our goals, and by an engaged committee, all devoted to St. Paul's Cathedral. Kudos!

*Respectfully submitted by Mark Lester, Outgoing Chair*

## **LANDSCAPE COMMITTEE REPORT**

Landscape Committee is a sub-committee of the Buildings and Grounds Committee.

We came into existence this past fall to address the xeriscape gardens along Nutmeg and Sixth Avenue immediately and in the future, consider projects wherever needed.

We began pruning, trimming, weeding and cutting back overgrown bushes and trees along Nutmeg. Some were removed and others are making a happy return to health. Two or three dumpsters later, we have completed the worst. For the coming year we will refresh groundcover and remove and replant certain areas. We'll discuss and prepare to merge our campus with the new 525 Olive project and their landscaping. A new irrigation system is also part of the plan for 2021.

Thanks to Robert Mayberry for wise advice, Susan Hulbert for learning to prune, Agnes West-Kohler for great pruning skills, Bob Oslie for native plant wisdom and Emily Velez-Confer for weeding! More to come and all are welcome to "DIG IN!"

*Respectfully submitted by Kris Hatch, Chair*

## **REVENUE RESEARCH TASK FORCE REPORT**

The Revenue Research Task Force (RRTF) was called together by Dean Penny Bridges to bring people with professional skills together to help understand and implement ways to monetize certain St. Paul Cathedral assets. Ideas such as renting spaces on campus (new and old building) to outside organizations, possibly monetizing the 70 parking spots we'll be receiving with the new building, developing a boutique personality for the chapel for small services for weddings and funerals, and more.

The group consists of Jeff Bates (marketing background), Darien DeLorenzo (marketing background), Susan Jester (community outreach and development), Martin Nace Hall (event/hotel background), Gabriel Arregui (music background), and Kathleen Burgess (staff liaison, retail and management background). Each brings their experience and connections to the table to help discover avenues of revenue the Cathedral can develop to help aid any budget gaps and help regularly fund the Cathedral's annual budget.

Marketing strategies, room rental market comparisons, tiered pricing, setting up a web presence for rentals, developing contacts for future parking lot uses, developing concert series, developing potential clients for rentals focusing on the Banker's Hill community or the music community are all tasks that have been completed or are ongoing. The group will be working with Wayne Riehm in Communications to help design the room rental web presence and update the wedding page that currently exists.

The group meets bi-monthly to monthly depending on the workload. The RRTF will make recommendations to Chapter this spring with both viable suggestions of potential revenues that could be generated and a clear path to developing and marketing those programs.

*Respectfully submitted by Kathleen Burgess, DAO and RRTF Leader*

## **CATHEDRAL ARCHIVIST REPORT**

**Description:** According to the *Records Management for Episcopal Parishes and Missions*, the vestry (chapter), officers, and employees of a congregation have a fiduciary and custodial responsibility to create and maintain an adequate record of the parish or mission's activities. To this end, the archivist acquires, inventories, and preserves non-current records and other items documenting the history of St. Paul's. The archivist may also prepare displays for special occasions.

**Mission:** The Cathedral Archives serve as the repository of documents and artifacts used throughout the daily life of St. Paul's Cathedral. In many cases the historical nature of these items serve as the stepping stone for the next generation of ideas in building the Cathedral for the City. It is our responsibility to preserve and protect the legacy of our past history while allowing for its maximum utilization. Only when we make this history known do we begin to honor those who sacrificed so much for our present day Cathedral and all it represents to us. Only then can we live out our mission to: **Love Christ, Serve Others and Welcome All!**

In 2020 our ability to do a lot of work was limited due to the COVID pandemic. In spite of that, we accomplished the following:

- Acquired and had installed a fire-resistant cabinet in the Archives Office to help protect some of our most important records. This cabinet now contains the sacramental records and vestry/chapter minutes that were previously located in the walk-in vault. This makes these records more accessible while maintaining their security and safety.
- With assistance of our two volunteers, continued the work to organize the backlog of Church Service Bulletins, Cathedral Life & Newsletters.
- Assisted individuals and groups in researching documents in the archives.
- Several people have donated old bulletins, recordings and other material. These items help in filling gaps in our record groups. In some cases we are missing material and in other cases the donation is in better condition than the one we have. In any event, all donations are very welcomed.

Our goals for 2021 are:

- Recruit a parishioner or other interested person to serve as Assistant Archivist. This person would assist the Archivist with the following:

- The collection, categorizing and documentation of all digital and electronic output of cathedral pictures, documents and vocal recordings.
- Ensuring that materials in the archives are protected by providing redundancy when and where appropriate. For example, a selection of digital pictures may be produced on archival quality paper on a quarterly basis.
- Work with others to wall mount all of the portraits of our rectors and deans that we had re-framed and re-matted for our 150<sup>th</sup> anniversary. We also want to have displayed the re-framed red ink drawing entitled Frohman's Vision. These are all currently in the archives office.
- Continue work on increasing our storage capacity for materials in the vault and flat file area. This may be accomplished by reorganizing the shelving system in the vault and by combining some of the drawers in the flat files.
- Repair the wooden enclosed shelves in the original Archives Office so that material may again be stored there. Need to find a hydraulic jack and someone with skills to use it.
- Continue space consolidation as we undergo construction.
- Repairing and conserving some of our older documents & books.
- Begin the process of scanning and storing documents so as to make them more available as well as provide for redundancy. It is my hope to start with the blueprints & drawings in the flat file cabinet. This will make them more readily available to those interested in the maintenance or enhancement of our cathedral spaces.
- Prepare displays of archived materials to assist in commemorating St. George's Day and other special days/events in the life of the cathedral.
- Prepare and present a forum on our archives.
- Form an Archives Committee to assist in the work that needs to be done.

Again, I would like to note that while we have many items, programs and records from our years as a parish and cathedral, **there are some gaps**. So, if you have any material that may help us fill those gaps, please know they are most welcome. One thing I request when dropping things off at the cathedral: Please leave your name, address or email (if possible) and the date you are donating them.

I want to especially thank our two volunteers: Michael Clark and H.D. Mitchell. While we have not been able to do any work since March due to the pandemic, I appreciate their help.

I would also like to thank those who have donated material and information to the Cathedral Archives this past year. I also want to thank those who assisted

with several on-going projects: Bob Osie, Susan Forsburg, Kathleen Burgess and Erin Sacco Pineda. And, last but not least, my thanks to Dean Penny Bridges for bringing attention to the inadequate storage of diocesan documents. This helped lend impetus to acquiring and installing the fire resistant storage for the cathedral and the diocese. Please forgive me if I forgot anyone. If you have any questions or concerns about our archives, please do not hesitate to contact me.

If you are interested in the Cathedral Archives and would like to help out, I would welcome your assistance. You don't need to be a professional archivist (I'm not). Please contact me at the email address below or see me at Sunday services.

*Respectfully submitted by John Will, Cathedral Archivist*

[jjwillcv@gmail.com](mailto:jjwillcv@gmail.com)

## **NUTMEG & OLIVE LLC REPORT**

After nearly 20 years, the dream first envisioned by former Dean John Chane and Senior Warden Jack Lentz begins to rise in unmistakable reality. A dream to fund, in part, the Cathedral's future and its mission. And not just fund, but to provide 16,000 s.f. of new programming, office and income-producing space, 70 underground parking spots and a new 6<sup>th</sup> Ave plaza designed for many imagined opportunities. The building structure rises by a floor per week and construction remains on schedule for occupancy during the first quarter of 2022.

The benefits of the endeavor have not been limited to the new building. While steel mixed with concrete might best tell the tale of 2020, the LLC from the sale of land and other assets, since selling the beginning Nutmeg parcel in 2014, has already provided \$1,666,802 in support of SPC's operations, facilities, and programming developments. With care, earnings from investments will continue to do so.

This past year has also witnessed the creation of a fitting memorial to Jack Lentz, without whose long and patient leadership in the formation and management of the LLC none of this might have happened. Jack's abundant generosity to SPC in time, treasure, and guidance is a gift with the potential of perpetual giving. Next to a new grove of trees in Balboa Park, planted to replace trees lost in the construction and funded by Cathedral contributions, a bench funded by Postal Annex, St Paul's Senior Services and the Cathedral has been placed with a commemorative plaque in Jack's memory.

Noting the opportunity of income producing space with enough potential to largely replace the previous revenues of the Park Chateau apartments, the LLC is now in negotiations to rent approximately 5,000 s.f. on the ground floor at the corner of 5<sup>th</sup> and Olive. The resulting business should also draw attention to the Cathedral, its good works and its engagement with the City.

Serving since the beginning of the project, long-time communicant and parish Chancellor, Kendall Squires, has stepped down from the LLC board of managers. We have accepted his resignation with enormous gratitude and have asked that he stay at our table as Manager Emeritus when his schedule allows. Kendall's good and long counsel continues to support our work to get the best results.

Current parish Treasurer, Betsey Monsell has been elected by the Chapter to fill Kendall's position.

After the City of San Diego approved Greystar's Site Development Permit for the Olive Building, a neighborhood group called Bankers Hill 150 filed a lawsuit against the City seeking to vacate the permit. The Court issued a ruling in June 2020 that rejected each and every claim made by BH150. Nonetheless, in late August BH150 appealed the ruling; initial briefs are due to the Court of Appeals on March 12, 2021.

## 2020 Finances

Receipts: \$9,342

Investment appreciation: \$573,376

Expenses: \$397,303 of which \$326,000 to Cathedral operations

Current Assets (cash and investments) \$8,923,587

Estimated value of the new space and parking \$5,092,800

The assets mentioned above will be reduced by major building expenses to be incurred in 2021 that are estimated to be just over \$3,000,000

## The Future

The LLC stands on its record of achievement. It has been the LLC's abiding belief that it's been called to a ministry of stewardship of God's great gift to the people of St Paul's and the community it serves. If it is to do so, it remains for us all to preserve with restraint and good management, the physical space and the LLC's long term investments for the Cathedral's long game.

*Respectfully Submitted by Ken Tranbarger, Chairman, Nutmeg and Olive, LLC*

### **Board of Managers**

Ken Tranbarger, Chairman

Dean Penny Bridges

Jim Greer

Mark Lester

Betsey Monsell

Kendall Squires, Emeritus

Jack Lentz, Emeritus (deceased)





**St. Paul's Cathedral lit up blue to honor Healthcare Workers in April of 2020.**

*Photo credit: Susan Forsberg, 2020*

Thank you to all who participated in the compilation of this year's Annual Report. We are grateful for all the work and time that has been dedicated to each ministry at the Cathedral by both staff and volunteers.

**Commit to the Lord whatever you do, and he will establish your plans.**

**Proverbs 16:3**