



claremont
**PRESBYTERIAN
CHURCH**

ANNUAL REPORT
2020

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Pastor's Report

You who live in the shelter of the Most High, who abide in the shadow of the Almighty, will say to the Lord, "My refuge and my fortress; my God, in whom I trust." Psalm 91

When we gathered in Fellowship Hall for our congregation's annual meeting in early February of 2020, we little dreamed how drastically all of our lives were about to change. News of a strange, new virus devastating communities in a distant province of China was barely on our radar—much less in our minds as something that would impact our own community and the ministries and life of our congregation. Barely a month later, our Session gathered in that same Fellowship Hall and voted to suspend worship and other activities on campus until the Los Angeles County Public Health Department advised that it was safe to do so.

We're still waiting.

If someone had told us at last year's annual meeting that we would have to shut down nearly all activities on our campus for a year or more, we could not have imagined how our mission and ministries as a congregation could continue—but they have! We did not so much take a leap of faith as we got pushed off the edge and discovered that God would bear us up.

This year has seen the Holy Spirit unleash boundless creativity and strength among us. We learned that, with God's help, we had the capacity to do faithful, courageous, and transformative ministry in a world turned upside down. Here are just a few examples:

- We learned to live stream Sunday worship to reach people at home in isolation.
- We are using social media to gather folks daily for Morning and Evening Prayer.
- The outdoor Labyrinth installed just weeks before COVID hit, has been a blessing to our whole neighborhood during a time when walking outside is one of our few available activities.
- The Deacons have been tireless in reaching out to those for whom the isolation of lock-downs and quarantines have been especially difficult.
- We've Zoomed our way through Bible Studies, Committee Meetings, Adult Education Forums, Christmas Pageants, and a Parent Support Group.
- We moved the Alternative Christmas Market online and into people's mailboxes and received a record breaking number of generous contributions.
- We re-opened our Childcare Center to provide an essential service to parents working during the pandemic.

Seeing how God's hand guided and sustained us in 2020, we can trust in God to give us wisdom and courage to new visions for ministry and mission in the post pandemic world.

Pastor Karen Sapio

Associate Pastor for Outreach

Who knew that my second full year at Claremont Presbyterian Church would offer so many opportunities to consider creative ways to be the church in an all too quickly changing world? COVID-19, swelling racial tensions, and a nation and community becoming even more divided moved us into a greater trust and faith in God to guide us through some difficult and confusing times. These times have also initiated changes in the ways our families and households operate. My boys, like all children, had to switch to remote learning online at home, I created workspaces in different rooms as I was spending most of time there. Dinner conversations become more about reflecting on COVID case numbers and polling points, and also invited us to be more prayerful. It became Axel's job to say the prayer before the meal.

My hope and plan had been that my second year at CPC would be one of thinking of new ways to provide ministry and spiritual formation to our children & families, and our youth and young adults. And much outside of any ones initiative, we found ourselves needing to have those very conversations, and quickly. A great deal of time spent in conversation and meeting with the Children's Center Commission, Evangelism and Nurture Commission, Adult Education Team, the Education & Leadership Commission, and the Contemplative Ministries Team focused on re-imagining ministry and mission.

The Children's and Families ministries switched to an online format for Godly Play, Waffle Church, story time, scavenger hunts, and many other activities. The Education & Leadership Commission even put together well-attended online All Church Campout, Staycation Bible School, and then launched Sundays for Children with Toddlers, Early Elementary, and Tweens classes. Via at home kits Advent was an engaging time for all in the congregation. The Youth were able to complete Confirmation classes before COVID-19 shut us down and then had an online confirmation service, and they continued to participate in the annual Tapestry events such as the Summer Mission Week. They have even served in different ways on Sundays throughout the year. The Young Adults have found new ways to stay connected.

When the Children's Center had to close for several months, members of our congregation and the Children's Center Commission came together to thoughtfully consider how to reopen when the time was right. So much thoughtful work went into considering safety protocols, financial sustainability, and retraining our Center staff and families on the new day-to-day at the Center. With continued help from the Church the Children's Center is back on its feet and looking towards a growing future.

Much of my service of physical presence off the campus has stopped, yet ministry and partnership continues. Our congregation has rallied the community around continuing creative ways to support Uncommon Good and Inland Valley Hope Partners. Our budding partnership with Mountain View Elementary grew even stronger with a school supplies drive, grocery gift card drive, notes to teachers, and an increased show of support to the entire team at Mountain View.

This next year, although expecting to remain online for a bit more time, looks to be just as exciting and blessed as we lean into a future that embraces new and creative ways to engage our community and make this community of faith even more accessible to all. Here's to a Spirit-led 2021.

In Christ,

+Pastor Brian

Congregational Care Coordinator

I am honored and blessed, to have joined the Claremont Presbyterian Church staff in the part-time capacity as Congregational Care Coordinator, effective August 1, 2020.

I would like to share, that at this stage in my life, while seeking a new opportunity, one in which I deeply desire to make a difference, I feel like this position is a blend of my dream job, along with my personal ministry, extended naturally from nearly 29 years of volunteer ministry in many different capacities within the Claremont Presbyterian Church congregation.

CPC Congregational Care Coordinator offering compassionate care, in collaboration with Head-of-Staff:

Under the guidance and leadership of Head-of-Staff, Pastor Karen Sapio, we have striven to actively participate and extend compassionate care, within the confines of the Covid-19 pandemic. Despite some of the challenges presented, we have managed to discover ways to seek to extend compassionate congregational care to our members and friends, as well as to engage with CPC community partners, offer creative worship services, and to extend thoughtful contact-free care in many ways. Pastor Karen and I meet weekly for “Check-in” updates and we communicate regularly to coordinate care needs for our members.

We have stood beside and encouraged friends who are grieving, home-bound, experiencing the uncertainty facing an unknown outcome of medical tests and/or surgeries, experiencing an illness or an on-going chronic condition, facing life’s challenges, in struggles, in transition, experiencing trauma, physical or emotional, experiencing depression, in the midst of sorrow, or in the face of death. We have also offered celebration, for anniversaries, birthdays, graduations, births, and other momentous events, and recognized shared moments of gratitude.

During these months, in the capacity of CPC Congregational Care Coordinator, the following have been some of the concerned, caring gestures that have been extended, seeking to offer compassion, empathy, service and care:

- Telephone calls
- Check-in calls
- Offer prayers over the phone.
- Follow-up calls, emails, and texts
- Send emails to friends and members, advising of a passing, and sharing notification of a memorial service.
- Sharing addresses of family members of a deceased, for folks to send notes, and sharing opportunities to make donations in memory of one who has passed away.
- Sending greeting cards to individuals, staff, and Deacons.
- Thanks to the generous donation of Joan Kelly’s beautiful matted original photographic artwork, I created a personalized letter to accompany the gift and distributed the artwork in a package to several members, whom Joan felt could use some “cheer” and support.

- Pick-up “fish-banks”, connected with a member “porch visit.”
- Drop-off/deliver Wednesday Bible Study books, connected with a member “porch visit.”
- Carrying on the legacy of Kim Brinegar, Worship Flowers have been “re-imagined” during Covid, for both Saturday evening prayer service outside on the lawn (while in season) and Sunday morning worship service. Contact-free delivery and distribution of cheer bouquets is coordinated. These floral deliveries are accompanied by hand-made notes, that include the donation shared with them and a bit of the “back-story” associated with the reason for the worship floral donation.
- Create fresh floral arrangements and deliver them, along with a greeting card, on behalf of the CPC Pastors, Deacons and Congregational Care, to let our CPC members know that they are thought of, and lifted in prayer, in the event of a passing, an illness, or hospitalization. These are outside of, and in addition to the Worship “cheer bouquets”.
- Porch visits when possible and feasible, visiting at homes.
- During this Covid time, in-person visits are suspended for retirement homes and long-term care facilities.
- However, in these cases, delivery care-giving opportunities have been coordinated with specific contact points arranged with Executive Assistant Staff for Pilgrim Place, Mount San Antonio Gardens, and The Claremont Manor, for “Covid-safe” delivery and distribution to our CPC member residents.
- Updating the Prayer List weekly for “The Latest” and monthly for the “Communicator.”
- Assist Claremont Presbyterian Church pastors with on-going compassionate care needs of church members and friends.
- Serving Holy Communion, with Pastor Karen, bedside for a member the day before she passed away.
- Holding the hands, praying, and reading scripture with a member, for a few hours daily, during her last four days
- Offer consolation in grief due to the passing of a loved one to friends and family
- Participate in both a zoom memorial and an outdoor memorial
- Picked up a member from hospital discharge to give a ride home
- Grocery shopped for a member who was temporarily incapacitated.
- Participate, as needed, in worship leadership, as a layperson
- Coordinate and orchestrate the delivery of Christmas Poinsettias
- Coordinate the delivery of Easter Lilies for 2021
- Engage in liaison with the Deacon Moderator, Lynn Miller, and with Deacons, individually, directly connecting parish needs accordingly, as applicable.
- Provide staff support to the Claremont Presbyterian Church Board of Deacons.
- Attend monthly meetings of the Board of Deacons and meet regularly with the moderator of the Board

of Deacons to coordinate Deacons' ministries.

- Assist in the training of new Deacons and in the ongoing education and nurture of active Deacons in their ministry.
- Continue to cultivate relationships with community organizations with whom the Deacons are engaged. (IVHP, Uncommon Good, local schools, etc.)

Your CPC Congregational Care Coordinator, in collaboration and interaction with the Pastors, Deacons, Stewardship, and Education Commission, has also partnered in support of these CPC ministries:

- Deliver Easter Lilies, despite Covid-shut-down in 2020, to nearly 100 individuals who were home-bound, ill, have suffered a loss, need some care, or in some cases, to recognize their service.
- Deliver carnations to mothers who were isolated from seeing family, and to front-line health workers and home-schooling mothers, or to those filling "mothering capacities" for Mother's Day.
- Deliver home-made face-coverings for Father's Day, applying the same criteria as above.
- Participate in two days of receiving drive-by drop-off donations of school supplies for Mountain View School, assemble and organize for delivery, along with Pastor Brian, who has initiated a more engaged partnership with Mountain View.
- Participate in collecting and organizing drive-by donations at CPC for IVHP, initiated by Deacon Karee Galloway
- Orchestrate and Coordinate a creative Adopt-a-Family event to continue this tradition in an alternative way during Covid
- Helped to deliver Stewardship Gift bags through the Deacons with Christmas Poinsettias
- Helped to distribute Family Advent Boxes at CPC and deliver, as needed, to homes.
- Collaborated with Tiffany Anderson, a former CPC PYG, and Pastor Karen, to create Christmas surprise care packages.

It continues to be an honor to have received this calling to serve as your CPC Congregational Care Coordinator. I have a deep connection to Claremont Presbyterian Church, and a genuine care, love, and concern for the individuals in our congregation.

Moving forward into 2021, it is my hope to offer the gift of "being present", to listen, to continue to prayerfully extend the hands and love of Christ, together with our Pastoral Staff and Deacons, and to walk alongside, as I can, those who are our friends and CPC family, who could use encouragement, compassion, a listening ear, care, and perhaps, even a bit of cheer.

Willing to serve with energy, intelligence, creativity, enthusiasm, and love,

In the Hope, Grace, Light and peace of Christ,

Delight Slotemaker de Bruine

Bookkeeper

Budgeted Activities		Church		Children's Center	
Income:					
	Pledges & Other Offerings	514,269.66			
	PPP (Payroll Protection Prog) Grant	72,675.42		135,794.58	
	Bequests/Gifts	100,165.79			
	Other Income	31,651.98		512,925.30	
	Total Income	718,762.85		648,719.88	
Expense:					
	Mission & Per Capita	51,720.00			
	Pastoral Services	218,061.38			
	Worship & Music	3,485.80			
	Education	6,076.68			
	Evangelism & Nurture	770.18			
	Stewardship	499.44			
	Church & Society	0.00			
	Administration	42,532.09			
	Operations	85,206.04			
	Personnel	176,306.06			
	Children's Center			775,751.61	
	Total Expense	584,657.67		775,751.61	
	Budgeted Income - Expense	134,105.18		-127,031.73	
Special Offerings					
		Jan 01, 20	Receipts	Expenditures	Dec 31, 20
3652	Alternative Christmas	2,528.45	12,487.00	12,169.00	2,846.45
3654	Christmas Joy Offering	1,528.00	1,345.00	1,095.00	1,778.00
3656	55th Anniversary	483.31	0.00	0.00	483.31
3658	IVHP Hunger	0.00	0.00	0.00	0.00
3660	One Great Hour	10.00	1,886.47	1,896.47	0.00
3662	Peace Offering	78.75	2,300.00	2,378.75	0.00
3664	Pentecost Offering	357.20	420.00	777.20	0.00
3666	Souper Bowl	0.00	700.14	700.14	0.00
3668	Thanksgiving Dinner	0.00	0.00	0.00	0.00
3670	Theological Education	0.00	0.00	0.00	0.00
3672	Disaster	50.00	0.00	0.00	50.00
	Total Special Offerings	5,035.71	19,138.61	19,016.56	5,157.76
Scholarship Funds					
		Jan 01, 20	Receipts	Expenditures	Dec 31, 20
3752	Brownlee Intern Fund	1512.06	161.33	0.00	1673.39
3754	Clark Service Award	579.49	56.81	0.00	636.3
3756	Lacy Church Camps	159.68	0.00	0.00	159.68
3758	Lee Youth Church Camp	235.43	0.00	0.00	235.43
3760	Loper College Fund	1099.94	277.68	0.00	1377.62
3762	Stoddard Music Intern	269.07	41.91	0.00	310.98
	Total Scholarship Funds	3,855.67	537.73	0.00	4,393.40

Memorials/Special Funds		Jan 01, 20	Receipts	Expenditures	Dec 31, 20
3700	Memorials-Various	1342.32	400.00	0.00	1,742.32
Total Memorials		1,342.32			1,742.32
Designated Funds					
Mission Interpretation					
3151	Emerging Ministries				
3151A	Support of Syrian Refugees	2,028.93	1,940.00	2391.98	1,576.95
3151B	Jazz Vespers	4,893.90	976.00	2701.67	3,168.23
3151C	Celtic Spirituality	50.00	0.00	0.00	50.00
3151D	Radical Evangelism	1,777.66	1,543.00	376.37	2,944.29
3151	Emerging Ministries - Other	65,647.22	0.00	843.00	64,804.22
3154	Community Meal	0.00	0.00	0.00	0.00
3152	Living Waters	781.83	4,392.17	4,685.00	489.00
3156	Men's or Easter Breakfast	37.90	0.00	0.00	37.90
3157	Refugee Resettlement Team 2	0.00	0.00	0.00	0.00
3158	Quasi Endowment Mission	3,046.98	668.49	786.00	2,929.47
3159	Faith M. Jones World Mission	-2,670.00	731.56	5,957.31	-7,895.75
3150	Mission Interpretation - Other		50.00		50.00
Total Mission Interpretation		75,594.42	10,301.22	17,741.33	68,154.31
Pastoral					
302	Book Sales	-200.29	175.00	0.00	-25.29
3204	Smale Distinguish Visitor	-1,202.55	363.00	2,250.00	-3,089.55
3210	Special Projects	-1,581.14	0.00	0.00	-1,581.14
3208	Workshops	369.28	0.00	257.09	112.19
Total Pastoral		-2,614.70	538.00	2,507.09	-4,583.79
Worship & Music					
3252	Children's Music	1,924.68	0.00	0.00	1,924.68
3254	Choir Fund	3,855.24	100.00	0.00	3,955.24
3256	Choir Social Fund	290.43	0.00	0.00	290.43
3258	Flowers	-266.72	2,583.25	2,845.13	-528.60
3260	Piano - Organ Restoration Fund	8,163.47	0.00	0.00	8,163.47
3262	Hymnals	-263.16	0.00	0.00	-263.16
Total Worship & Music		13,703.94	2,683.25	2,845.13	13,542.06
Education & Leadership					
3302	Adult Education Fund	3.79	0.00	163.57	-159.78
3303	Adult Educ/Book Payments	119.00	104.00	156.26	66.74
3306	Advent Workshop	57.44	0.00	23.60	33.84
3310	Childrens Ministry	903.66	120.00	0.00	1,023.66
3312	Park - Youth Ministry	329.07	0.00	0.00	329.07
3314	Pentecost - E&L to disburse	-18.60	525.20	0.00	506.60
3322	PYG & PYGlet Outings	469.01	0.00	0.00	469.01
3316	PITS/Summer Camps	-25.00	0.00	0.00	-25.00
3318	Family Ministry	994.16	561.00	450.00	1,105.16
3320	Children or Youth	858.20	0.00	0.00	858.20
3328	Vacation Bible School	290.00	50.00	194.25	145.75
3326	6th Grade Retreat/Quakes Game	-133.00	0.00	0.00	-133.00
3330	Work Project	250.00	0.00	0.00	250.00

Education & Leadership					
3302	Adult Education Fund	3.79	0.00	163.57	-159.78
3303	Adult Educ/Book Payments	119.00	104.00	156.26	66.74
3306	Advent Workshop	57.44	0.00	23.60	33.84
3310	Childrens Ministry	903.66	120.00	0.00	1,023.66
3312	Park - Youth Ministry	329.07	0.00	0.00	329.07
3314	Pentecost - E&L to disburse	-18.60	525.20	0.00	506.60
3322	PYG & PYGlet Outings	469.01	0.00	0.00	469.01
3316	PITS/Summer Camps	-25.00	0.00	0.00	-25.00
3318	Family Ministry	994.16	561.00	450.00	1,105.16
3320	Children or Youth	858.20	0.00	0.00	858.20
3328	Vacation Bible School	290.00	50.00	194.25	145.75
3326	6th Grade Retreat/Quakes Game	-133.00	0.00	0.00	-133.00
3330	Work Project	250.00	0.00	0.00	250.00
Total Education & Leadership		4,097.73	1,360.20	987.68	4,470.25
Evangelism & Nurture					
		Jan 01, 20	Receipts	Expenditures	Dec 31, 20
3352	Christmas Breakfast/Lenten Lunch	-6.32	0.00	0.00	-6.32
3354	Family Camp	-1,057.06	0.00	0.00	-1,057.06
3356	Firm Believers	419.95	0.00	0.00	419.95
3358	Golf Tournament	65.88	0.00	0.00	65.88
3360	Name Badges	-205.60	0.00	0.00	-205.60
3362	Older Adults	40.89	0.00	0.00	40.89
3364	Misc	7.25	0.00	0.00	7.25
3366	Pres. Performing Arts Committee	3,524.82	0.00	0.00	3,524.82
3350	Evang & Nurture - Other	0.00	0.00	200.00	-200.00
Total Evangelism & Nurture		2,789.81	0.00	200.00	2,589.81
Stewardship					
3400	Stewardship	-126.83	300.00	0.00	173.17
Total Stewardship		-126.83	300.00	0.00	173.17
Church & Society					
3452	Church & Society Fund	-382.00	0.00	0.00	-382.00
3454	Peace	753.00	0.00	0.00	753.00
Total Church & Society		371.00	0.00	0.00	371.00
Operations					
3502	Memorial Garden Donations	-643.71	0.00	320.00	-963.71
3504	Property Loss Insurance Claim	49.45	0.00	0.00	49.45
3506	Property Maintenance	2,600.72	35,068.48	29,152.60	8,516.60
3508	Capital Campaign / Property Ren	-15,469.66	0.00	1,611.56	-17,081.22
3510	Temporary Funds	16.32	0.00	0.00	16.32
3512	Wedding Fund	-150.00	0.00	0.00	-150.00
Total Operations		-13,596.88	35,068.48	31,084.16	-9,612.56

Deacons					
3552	Adopt A Family	322.17	2,025.00	1,550.00	797.17
3554	Adopt A School	20.68	1,770.00	850.00	940.68
3555	Bag-It Sunday	380.55	25.00	0.00	405.55
3556	Deacons Offerings	4,310.41	7,947.00	9,251.08	3,006.33
3558	Deacons Receptions	2,061.78	0.00	179.68	1,882.10
3550	Deacons - Other	20.00	0.00	0.00	20.00
3562	Pastors Discretionary Fund	500.00	0.00	0.00	500.00
3560	Bergman Fund	911.66	0.00	0.00	911.66
Total Deacons		8,527.25	11,767.00	11,830.76	8,463.49
Women					
3602	Peruvian Blankets	0.00	0.00	0.00	0.00
3604	Women's Retreat	568.57	0.00	0.00	568.57
3606	Presbyterian Women	600.03	969.00	960.29	608.74
Total Women		1,168.60	969.00	960.29	1,177.31
Total Designated Funds		89,914.34	62,987.15	68,156.44	84,745.05
Children's Center Designated Funds		Jan 01, 20	Receipts	Expenditures	Dec 31, 20
3053	Fundraising - (Was Equip & Educ)	19,443.28	1,383.59	31.23	20,795.64
3055	Interest	732.38	0.00	0.00	732.38
Total Children's Center		20,175.66	1,383.59	31.23	21,528.02

Claremont Presbyterian Children's Center Committee

Claremont Presbyterian Children's Center had a particularly challenging year this year due to the Covid-19 pandemic. Financially, the center struggled a great deal, but the children's center committee along with the assistance of Session and different task forces, have found and are continuing to find ways to adapt in the face of such hardships.

At the middle of March 2020, the center closed for more than three months from mid March to early July due to the Covid-19 pandemic. The decision was made for the center to open back up due to it being an essential business, but with limited staff and students and implementation of health and safety protocols in accordance with Licensing and the Los Angeles Department of Public Health. Many families also decided to take an indefinite leave from the center in order to stay home and keep their families safe from the virus. The CPCC Director, Sacha Lord met with Licensing at the start of the pandemic and has had continued communication with both Licensing and the Department of Public Health services to provide a safe and healthy environment for children and staff by following all current health guidelines.

In addition to adapting curriculum and procedures to provide a safe learning environment for children, this year CPCC has provided new ways and adapted old methods of programming at the center including: access to CPC Chapel/Godly Play taught by Rev. Brian Gaeta-Symonds and/or other CPC Sunday school teachers via Zoom and on YouTube, Community Yoga classes via Zoom, a "drive-thru" graduation, a virtual "back-to-school night" program by the CPCC teachers, monthly CPCC Parent Meetings to improve communication and learning for parents during these difficult times, a socially-distanced Halloween-themed craft/story time, Alternative Christmas Market, Advent boxes for drop-off/pick-up for families, the inclusion of CPCC families in CPC's Virtual Christmas Pageant, and participation in the Adopt-a-Family program and the Inland Valley Hope Partners' Annual Food Drive. Rev. Brian plans to continue with monthly Parent Meetings via Zoom that were started this year in order to continue to provide a collaborative forum for CPCC parents and CPCC staff/committee members as we learn new ways to adapt and grow during these challenging times.

The financial deficit was a pressing matter for the CPCC committee this year. The CPCC committee was constantly thinking of new ways to help combat the deficit. Some of these measures included: awareness of the monthly rise in enrollment, fundraisers, grants and loans from the church/presbytery and from the government, the formation of separate task force committees, and a raise in the tuition starting January 1, 2021. In regards to the awareness of a monthly rise in enrollment, Sacha Lord anticipated student enrollment to rise monthly and especially in January 2021. In July 2020, the center reopened with 26 students and 12 teachers. In December 2020, the center's enrollment had grown to 49 students and 15 teachers. Enrollment is anticipated to grow in the New Year as families become more comfortable and as vaccines are delivered nationwide, which should help with the center's financial deficit. Fundraising efforts included: the Holiday Tree traditional fundraiser and Boon Supply Fundraiser. A donation designated to improve the outdoor areas at the center provided all three playgrounds with attractive grassy areas. Additional funding and loans were provided through anonymous donations, church reserves, PPP loans, and Presbytery grants. Session also formed multiple task force committees to help provide solutions for financial issues facing the center throughout the pandemic. The Feasibility Task Force helped research and access the timing and safety protocols needed for a safe reopening. The Compensation Task Force helped provide solutions and funding

opportunities for furloughed teachers. The Unemployment Fund Task Force helped research and access the best options for assisting employees who CPCC had to lay off during the pandemic. The CPCC committee determined a raise in tuition by 8% for toddlers and preschoolers and by 10% for infants starting January 1, 2021 will significantly help offset the current deficit at the children's center. All the aforementioned task force committees, the CPCC committee, and Session worked diligently throughout the year to combat the financial deficit at the CPCC in order to keep the center open for the community and they will continue to do the same in the new year.

The Commission members of 2020 included: Jennifer Eazell, Chair (since August 2020); Sharron Bentley, Delores Kelley, Barbara MacKenzie, Reverend Brian Gaeta-Symonds, Church Representatives; Elizabeth Webb, Esther Cho-Tanaka, Christine Cortez-Hernandez, Colin Robins, Parent Representatives; Mara O'Neill, Marina Gonzales, Teacher Representatives; and Sacha Lord, CPCC Director.

Respectfully Submitted,
Jennifer Eazell

CPC/CPCC COVID-19 Task Force

Summary: The task force was convened by a motion¹ of the Session at its special meeting on March 15, 2020. It met for the first time two days later. The primary purpose of the task force was to assist the Claremont Presbyterian Childcare Center, as well as the church, with maintaining overall financial stability during the pandemic and mitigating any salary and health benefits losses to CPCC staff during and after the center's pandemic-related closure.

Membership: Chaired by Robbin Kelley, its members included Dee Kelley, Kent Warner, Saba Elyousef and Sam Atwood, who served as secretary. Pastor Karen Sapio and CPCC Director Sacha Lord attended each meeting as ex-officio members.

The group met 22 times between March 2020 and its concluding meeting on January 12, 2021. All meetings were conducted on Zoom!

Overview of CPCC Operations: CPCC was particularly hard-hit financially during the pandemic as it had no tuition revenue during its 3 1/2-month closure from March 16 to July 1. After reopening, the center had only about 30 children enrolled – less than one-third the number enrolled prior to the start of the pandemic. Enrollment has grown since then but still is only about one-half of pre-pandemic levels.

When the center reopened in July, 12 of the center's 24 staff members remained on furlough. As the summer and fall progressed, several teachers were hired back and the number of those furloughed diminished to only about four at the end of 2020.

Specific actions recommended by the task force and adopted by Session:

- Continuation of full salary and benefits for CPCC staff for the first three weeks of the center's closure, from March 16 to April 3.
- Continuation of full salary and benefits throughout 2020 for all CPC staff and CPCC director Sacha Lord.
- Offered CPCC staff the opportunity, starting April 6, to use all accrued sick and vacation leave until it was exhausted. At that point, all staff members were furloughed, however CPCC continued to pay for and provide their health insurance benefits until the center reopened. After reopening, CPCC continued paying health benefits for staff still on furlough through October 31.
- CPC applied for, and ultimately received, a Paycheck Protection Program loan under the federal CARES act. Saba Elyousef and Neila Carey spearheaded this Herculean and time-sensitive project! The loan, in the amount of \$208,470, paid for CPC and CPCC staff salaries and some operating costs for an eight-week period from May 3 to June 27. The loan was fully forgiven in December 2020.
- Established a Furloughed Employee Assistance Fund as a source of emergency financial aid for furloughed CPCC staff. The FEAF received \$11,500 in donations by mid-May. Funds were used to help pay for health insurance benefits for furloughed staff. The FEAF also paid for salaries for all CPCC staff for a one-week period in late April, bridging the time between staff exhausting sick leave and the funding of the PPP loan.

In addition, the task force:

- Negotiated suspension of building loan payments by CPCC, without interest accrual, during 2020;
- Recommended that CPC staff apply for COVID grants from the Presbytery and the Synod. CPC received a total of \$20,000 in grants from the Presbytery and the Synod, which were used for CPCC expenses including health care costs;
- Requested and received funds from the Mission Commission to assist CPCC;
- Informed the congregation, CPCC parents and staff of the task force's efforts through a letter and email;
- Reviewed with Sasha CPCC ongoing operations, including enrollment, furloughs, health protocols, etc.;
- Reviewed the center's monthly revenue and expenses, and its proposed 2021 balanced budget; and
- In January 2021, recommended that \$28,445 be transferred from CPC to CPCC so the child center's bank balance deficit as of Dec. 31, 2020, is eliminated, and the center starts the 2021 calendar year with a positive balance.

Conclusion: The task force conducted its final meeting on January 12, 2021 and went on hiatus, with the proviso that it could be reactivated in 2021 at the request of the CPCC Board and/or the Property and Finance Committee if either body deemed it necessary for the task force to address ongoing CPCC budget deficits.

¹ **Motion establishing task force:** That Session establish and appoint members to a task force to address the financial impact of the closure on the Church and Children's center. Particularly, the task force is to evaluate the feasibility of continuing to pay staff through April 3, and the task force is to consider the longer-range fiscal implications of a longer closure. It is the desire of Session to mitigate the financial impact on staff as much as possible, balancing our responsibility for care with the responsibility of the sustained viability of the Children's Center and the Church. The task force is to make its initial recommendations by March 21.

(Kohnen/Atwood) Approved.

The following volunteered for service on the task force: Elders Elyousef, Kelley, and Atwood; Kent Warner, and Dee Kelley.

Board of Deacons

The activities of the Deacons are organized into parish care and the functions of the three Deacon Clusters: Witness, Sympathy, and Service.

Due to the Covid virus restrictions, this organizational structure changed after in person church services and gatherings came to a halt in late March. It is also important to note that the parish assignments were re-aligned based on the latest church roster, a mid-year change in the Deacons, the number of Deacons, as well as the new contact restrictions.

Parish Care

Through the year, the Deacons responded to the care needs of the members of their parishes. Deacons attempted to keep regular communication that until March, might have included home visits, hospital visits, providing meals, writing sympathy cards, contacts during the holidays, making sympathy calls, arranging home communion or transportation to and from church, access to church support, and assistance in seeking outside agency intervention in rare occasions, and organizing Parish Sunday. This was limited once the Covid restrictions were in place. With the added concerns of the stay at home orders, the Deacons have been asked to stay in closer touch with their parishioners. For example, when CPC would have held Parish Sunday, the Deacons sent letters or made calls to introduce themselves to their parishioners, and they sent them Christmas cards. Some also sent Easter and Thanksgiving Day cards.

Prior to Covid, the Deacons continued to deliver the flowers from the chancel arrangements, commonly known as “cheer bouquets” to parishioners, other congregants, neighbors, colleagues and/or community members. Folks who were shut in or unable to attend church service, ill, or faced with problems or issues that could benefit from receiving cheer and reminder that CPC remembered them following the theme of “You are not forgotten.” It is important to note that recipients are not confined to CPC members or Presbyterian. When the church offered the Saturday Evening Prayer service, many CPC members donated flower arrangements that, when designated, were turned into individual arrangements then delivered by the Deacons and other members to those in need, or they passed out on the lawn so that the gesture continued.

The tradition of delivering Easter lilies and poinsettias continued this year. Organized by Delight Slotemaker de Bruine, Parish Care Coordinator, the Deacons delivered lilies and poinsettias to 90 + church members who are homebound, ill, have suffered a loss, need some care, or in some cases, to recognize their service. In addition to the holiday flowers, and in honor of Mother’s Day, the Deacons delivered carnations to mothers, or to those who have served in mothering roles, to CPC members living in the retirement communities and who are unable to see their families due to Covid, and to parents who are at home with school aged children. For Father’s Day, the Deacons delivered masks made by CPC members and Deacons to fathers and others who are also fit the categories above.

Sympathy

When the Deacons could still meet, they signed then sent cards to church members who were ill, had other concerns, or to families who had lost a loved one. This was done during the meetings. Once meetings went on Zoom, the Deacons learned of parish needs via the Pastors, the Parish Care Coordinator, the Moderator, and from friends and family. Needs were shared at the Zoom meetings and via email. The Deacons were

asked to contact their parishioners in need and to pass along any helpful information to the pastors. Due to Covid, we have not had any memorial service receptions.

Service

Through the year, each of the Deacons responded to the care needs of the members of their parishes. Each Sunday, the Deacons hosted a coffee hour on the patio right after church to encourage our members to stay and get to know each other. When in person church was suspended in March, so was the coffee hour, but the pastors continued these welcoming gatherings after church via Zoom. In addition to after church care, the first Monday of the month, the Deacons prepare the elements for communion and serve the congregation along with the Elders. This is currently suspended.

Witness

The Deacons support a number of activities that serve the church and the community. While some remained this year, the Deacons also made additions and changes in response to the Covid virus.

Food Drives: The Deacons held two Food Drives, one in May and one again in November. Both food drives served the Inland Valley Hope Partners. We are grateful for Karee Galloway's organization, the generosity of CPC members and the community, and for all the Deacons who greeted donors in the CPC parking lot.

Adopt a School: Thanks to Pastor Brian's coordination with Mountain View School, the Deacons collected monetary donations, school supplies for the students, and they were able to purchase \$25.00 gift cards for each of the teachers. Donors had the option of driving through with their donations or by making a designated monetary donation to the church. The Deacons decided to hold on to the after the event balance of funds until the second semester then address additional needs that arise later in the school year.

Adopt a Family: This long held tradition took a turn this year when it became a part of the online Alternative Christmas Mart. CPC supported seven families from Uncommon Good, and with monetary donations rather than gift purchases, the Deacons were able to give \$200.00 gift cards to each family. With help from the generous CPC Children's Center families, the Deacons created family gift baskets and arranged the gift cards and small gift items in each one. Uncommon Good delivered the baskets.

Deacons Assistants: The Deacons have a new list of CPC members who want to help but who are unable to serve as Deacons at this time. Although there was not much for them to do this year, we did enlist some to help with the flowers and other deliveries.

The Deacons maintain a Pastor's discretionary fund in its budget to be used to support needs at the discretion of the pastor(s).

The Deacons continue to donate \$300.00 to Inland Valley Hope Partners and \$200.00 to Uncommon Good. These amounts are subject to change due to the availability of funds.

Respectfully submitted,

Lynn Miller

Moderator of the Deacons

Education and Leadership Commission

Commission Members: Jenna Brooks, Jenny Eazell, Teri Eazell, Amy Farmer, Sacha Lord, Mark Nelson, Jeanine Robertson, Raquel Arenas and Barbara MacKenzie

Adult Education Committee members: Sam Atwood, Jared Farmer, Brad Starr, Tom Luschei and Elaine Walker (chair)

Staff: the Rev. Brian Gaeta-Symonds

Highlights for 2020:

• **Adult Education**

- Adult Education programming began with in-person presentations and then transitioned to a virtual format after mid-March. The Adult Education Forum was moved from Sunday mornings to week nights, with two programs additionally offered in late afternoons. The result has been steady attendance that equals or exceeds in-person gatherings.
- Programs:
 - Anti-Racism series (readings: *The Other Americans*; *Witnessing Whiteness*; discussions: *White Privilege*; *What We Do and Don't Do*),
 - Children, Community and Faith series (Theory & Praxis; Scouts in Service - Troup 403; Tracks & Youth Activity centers, with Temple; CPCC update)
 - Lenten Study - "I Am" Statements (resource: Jesus Said, "I Am")
 - Ecological Concerns – movie, "Dark Waters" readings and discussion
 - Pandemic series (historical overview, reading - *Pale Rider*; *Ethics of Death & Dying*; Mental Health; COVID-19 and Education)
 - Pre- and Post-Election Forums
 - Advent Series – resource: *The Listening Life*
 - Program presenters: Tina Blair, Rabbi Jonathan Kupetz, Duane Bidwell, David Menefee-Libey, Charles Kerchner, Pastor Karen Sapio, Adam McHugh.
- **Godly Play, Toddler and Tween Sunday School**- At the beginning of the year, we began exploring the need for a separate Sunday School program for those in 4 through 6 grades. With the closing of the church buildings and moving to online programs, we finished the spring with Godly Play taught by Pastor Brian and then started 3 Sunday offerings with classes for 3- 5 years old, 1- 3 graders and 4-6 graders. We used Godly Play curriculum for 1-3 grade and Cokesbury Wonders Curriculum for the two new classes. These were taught on Zoom with about 15 adults supporting the programs and about 25 children enrolled.
- **Waffle Church/ Messy Midweek Church**- Waffle Church had it's last in-person service in January, but continued in a Zoom format in July and November. Messy Midweek only met on Ash Wednesday.
- **Vacation Bible School**- VBS this year took on a new format with the program lasting for 5 weeks and

boxes being delivered to families each week. Some activities were done with families and the kids met on Zoom with Pastor Brian on Sundays and Wednesdays at noon. 26 kids were enrolled in our program.

- **Advent Workshop-** With the VBS boxes going over so well, we decided to use family boxes for the Advent Workshop. Families got boxes with supplies for a wreath, crafts, coloring pages, Advent calendar, and devotions. We also made Advent envelopes and small advent wreaths for those with no children.
- **Christmas Pageant-** A small committee was formed to work on the annual Christmas Pageant. Illustrated Ministry's pageant "Do Not Be Afraid" was used. Families volunteered or were asked to participate by acting out a scene, reading scripture or volunteering music. Amanda Colclough was given a stipend to help with the coordination of this. Each family turned in a video and they were put together into a video which was shown during church on December 13th.
- **Intern-** Raquel Arenas continued as an intern. She created activities for Godly Play, helped with Waffle Church and VBS and several other activities.
- **Youth Activities-** Several youth participated in the Tapestry Summer Mission Week and Fall Retreat on Zoom. They also collected donations for the Souper Bowl of Caring on Super Bowl Sunday. Two youth, Linda Luschei and Andrew Marks went through confirmation class and joined the church during the summer.
- **Other activities-** Some of the other activities included Teacher/ Volunteer appreciation, recognition of graduates, and third grade Bibles.
- **CPC Library-** The CPC Library was not available for walk-in use during most of 2020. However, protocols were established to allow for safe borrowing by members of the congregation, and 37 books (purchases and gifts) were added. Committee members responded to requests and questions. Routine cleaning and maintenance continued throughout the year, as well as seasonal displays. Books from the children's section were utilized by Pastor Brian, Amanda Colclough and others for YouTube readings. Committee: Leanne Kerchner and Elaine Walker.

Barbara MacKenzie

Chair, Education and Leadership

Evangelism & Nurture Commission

Evangelism and Nurture began 2020 with some very exciting new initiatives including outreach to visitors, the new church directory, bringing on a couple new members to the committee, and the annual Temple Exchange Sunday enhanced coffee hour. It was looking to be a good year with plenty of opportunities to show the community that CPC really is a fun and inclusive faith community.

The E&N commission partnered with the pastoral staff and the Education & Leadership Commission to plan and help coordinate around the season of Lent. We were able to begin by meeting for soup dinners and conversations around Jesus' "I Am" statements. In reality we made it through the second week.

Shortly thereafter COVID-19 hit our world and community and we began sheltering at home. For the next three months (March-May) the E&N commission went on hiatus. When we did begin meeting again online our conversations and efforts shifted quite a bit. Being unable to join together in person for meals and hospitality, we needed to discover new ways to gather and engage CPC members and friends.

Ideas for sharing recipes, thematic conversations, concerts from the sanctuary online, and card writing campaigns filled the wifi airwaves while we met. The rest of the year 2020 we did not have much on our plate. We accomplished sharing a recipe, a card writing campaign to Claremont retirement centers with CPC residents, and keeping tabs on LifeTouch as to the progress of our anticipated church directory... should be arriving in February 2021.

Since CPC was not able to proceed with the usual Christmas breakfast, E&N chose to give a donation of \$200.00 to Inland Valley Hope Partners. We also shared the traditional breakfast casserole from Daisy Najarian on our web site so people could enjoy this at home.

The budget for 2021 was adjusted to reflect an expectation that in person meetings would continue to be limited and we continue to look for ways to reach out to our church family and friends.

With Gratitude,

Peggy Trindle & Rev. Brian Gaeta-Symonds

Chair and Staff Member

On Behalf of the E&N Commission

Mission Interpretation Commission

MEMBERS: Pastor Karen Sapio; Carol Sittig, Chair; Sue Likens; Octavio Guerrero; Bill Reed; Brad Starr; Lenore Brashler retired from our team this year and Gail Duggan & Mary Elyousef joined us

Alternative Christmas Market producers: Jo & Dave Colclough

OVERVIEW: The Mission Interpretation Commission (MIC) strives to support mission locally, nationally and internationally. One means of support is through getting the story out to our congregation about various ministries so that our members may choose to provide volunteer time and/or financial support, etc. We publish in the Communicator, The Latest and the church bulletin. We coordinate presentations by people involved in those ministries in Adult Education, and through the annual Alternative Christmas Market. We provide Moment For Mission presentations during the church service regarding various ministries supported by our church & the Mission Commission. We also provide direct financial support. The total Mission budget for 2020 was \$51,720.

MIC voted in the April electronic meeting that we would send to Presbytery the per capita, of \$70 per member. Session Clerk Report for February 2020 stated membership was currently 331 so the per capita amount would be \$23,170 for the Presbytery and MIC would keep \$28,550. From the \$28,550, MIC designated \$10,344.00 for Local Mission as our usual amount. MIC set aside \$18,206 in a Special Pandemic Set Aside Fund.

The Pandemic Fund was created out of concern regarding our own church finances as a result of the potential impact of the Corona Virus. We had closed the Child Care Center and our congregants, who depend on funds that are impacted by the lower stock rates, or lost work hours because of so many businesses closing, may not be able to meet their pledges.

We did not make this decision lightly. We realized that CPC, as well as the denomination and its mission partners around the world, would potentially be experiencing difficulties in the coming year. We also realized that ours might not be the only congregation which would be pulling back support and the denomination and its primary mission could be deeply affected.

This chart shows how we used the Special Pandemic Set Aside Funds:

	Traditional 20/80	\$70 per capita (331 members)
MIC Allocation	\$51,720	\$51,720
To Presbytery	-\$41,376	\$23,170 Note #6 below that \$3,132.20 was forwarded from our Special Pandemic Set Aside at the end of 2020 Total = \$26,302.20
For MIC	\$10,344	\$28,550
Special pandemic set aside for emergency needs of CPC congregation/CPCC staff & families,/ and community		\$18,206
1. Furloughed Employees Assistance		1. \$1,500
2. CPCC		2. \$7,000
3. CPC family assistance		3. \$1,460.86
4. Inland Valley Hope Partners		4. \$2,600
5. Uncommon Good		5. \$2,600
6. CPC General Mission Giving back through Presbytery		6. \$3,132.20

LOCAL MISSION: Claremont Presbyterian Church is blessed to have a congregation that gives of their time as volunteers to multiple local ministries in the community. Their personal dedication is beyond measure so this MIC report is not able to provide a summary of volunteer hours or individual support to those ministries. This report will focus on our budgeted financial support to the following ministries at the local level.

\$4,800 to Inland Valley Hope Partners scheduled at \$400 per month

\$1000 to each of the following ministries:

- Uncommon Good
- Crossroads
- CLASP
- House of Ruth
- CHAP

\$714 from Local Mission, and \$786 from the Quasi Endowment Fund, was given to support the **Immigrant Concerns Ministry** of Kristi Van Nostran through the San Gabriel Presbytery.

In addition to the Mission Commission Funds, there were \$1,620 of donations from members of our congregation during the year. Some were designated and some were not.

ALTERNATIVE CHRISTMAS MARKET:

Jo and Dave Colclough had agreed to produce the Alternative Christmas Market (ACM) before the pandemic restructured how we interact. However they quickly redesigned the ACM as an on-line market. They recruited videos from our ACM ministries and presented two videos during each of the 5 on-line Sunday services in November. Nov 17th about 300 ACM brochures, describing the 21 ministries, shopping list, and envelope were sent to the congregation.

As of Dec 18th Jo reported \$11,089 in donations, including \$1,275 to Adopt-A-Family, from 56 orders. The Colcloughs and MIC all gave a special thanks to the generosity of so many people during this time of great need. Dave gave special acknowledgment to Jo for all her work to make this event a successful virtual market. MIC asked the Colcloughs to continue as our ACM producers for 2021 and they agreed.

MIC always sets aside \$200 for incidental expenses. This year we used \$112.94 from that fund for bulk mailing and Zelle & Pay Pal fees. The remaining \$87.06 was added to the funds that will be sent to our General Mission Giving.

INTERNATIONAL MISSION:

Living Waters For The World - This is a joint project with 1st Presbyterian Church of San Bernardino (FPCSB), who contributed \$3,685. CPC raises funds mostly through Alternative Christmas Market, and contributed \$781.83 for this year and received \$489 for 2021. CPC members Sam Atwood and Octavio Guerrero participate on the CPC/FPSB Water Team Task Force.

Due to the corona virus, Ilgesia Bautista Monte Horeb and Centro Pedagogico Didaque in Tijuana had to practice safety precautions and the school closed, leaving teachers without tuition funds for their salaries. We used these funds to support the teacher's salaries the first of June and the end of July for a total of \$4,585.00. Sufficient to provide each of the school's staff with 2 week's salary from each donation.

IBMH has emailed video and reports of its progress to complete the building addition that will house the water treatment system. As of December 15, 2020, the water treatment room was within a few weeks of being finished! Once the room is done, and the COVID-19 risk to the team members has been reduced, the FPCSB and CPC clean water team partnership will install the water treatment system and teach a clean water instruction module.

MIC also forwarded to Presbytery \$100 that had been donated with specific designation for the Peru Living Waters.

FAITH JONES FUND:

Through a generous family bequest to support youth and international mission MIC is able to use 5% of the balance annually. In 2020 that was **\$5,225.75**. It was used to provide financial support for our Mission Co-Workers.

Claremont Presbyterian Church supports the Presbyterian Church (USA) Presbyterian Mission Agency. Presbyterian Mission Agency supports ministries that develop leaders, revitalize congregations, and produces resources for worship, Christian formation, and theological reflection. CPC provides general funds to Presbyterian Mission Co Workers and in addition we support specific coworkers:

Elmarie and Scott Parker: Elmarie works as regional liaison for Syria, Lebanon and Iraq, and Scott works as an associate for ecumenical partnerships. Many Co-Workers were called back to the US due to the pandemic. Elmarie happened to be at her parent's in the US when countries began to close down, but Scott remained in Lebanon. Elmarie was eventually able to return to their home and they both continue in their ministries.

CPC supported them with:

- \$51.56 from congregation donations
- \$500 from MIC

After the August explosion in Beirut:

- CPC congregation donated \$380 to Presbyterian Disaster Fund
- MIC gave \$1,200 to PCUAS Disaster Assistance
- MIC gave \$500 to the Near East School of Theology in Beirut, Lebanon
- MIC gave \$500 to the National Evangelical Synod of Syria and Lebanon (NESSL)

David Cortes and Josey Saez transitioned from Cuba to working in the Dominican Republic and Caribbean at the beginning of 2020. They made a short visit to CPC and La Verne Heights Presbyterian in February before they moved to the Dominican Republic. Their travel was funded by \$1,327.31 from CPC MIC funds, and \$300 from La Verne Heights Presbyterian Church. No additional expenses were incurred because they were hosted at the homes of MIC Chair Carol Sittig and Pastor Karen. MIC supported David and Josey as Mission Co-Workers with a \$500 donation through PCUSA. Due to the pandemic PCUSA called most Mission Co-Workers from the field and David and Josey went to Puerto Rico, initially to Josey's sister's home. As the pandemic continued PCUSA explored how it could continue to support their Mission Co-Workers and offered a retirement plan that Josey and David decided to take. Pastor Karen and MIC Chair, Carol Sittig participated in a Zoom retirement celebration of the ministry of David & Josey in the late Fall and they officially ended their connection to PCUSA Mission Agency in December. David is already working on new ministry ideas in Puerto Rico.

MIC was also able to give \$1,000 from this fund to the International Theological Seminary in Covina to assist Gabriel Chikondi Tamaona with tuition so he would be able to graduate this year.

SPECIAL OFFERING:

One Great Hour of Sharing taken on Easter/Palm Sunday goes 100% to Presbytery for hunger, disaster and self development. The 2020 offering totaled \$1,896.47

Pentecost Offering taken on the 50th day after Easter goes 60% to Presbytery for youth ministries and children at risk and 40% to our Education Commission. In 2020 the offering was \$420.00 with \$252 to youth & children and \$168 for CPC Education.

Peace & Global Witness Offering taken in Oct on World Communion Sunday goes 75% to Presbytery and 25% to Church and Society Commission. In 2020 CPC gave \$2,378.75. MIC gave the 25% for CPC Church and Society with \$284.84 to the Presbytery of San Gabriel's Wildfires fund and \$284.84 to Lebanon.

Christmas Joy Offering taken in December goes 100% to Presbytery for pensions and racial ethnic education at Presbytery related schools and colleges. CPC's donations have not yet been reported.

Our Goal for MIC in 2021 is to be a platform for gospel-shaped dreams by forging local and global partnerships that break down walls that divide and bear witness to the universal love of God in Christ.

Respectfully Submitted by

Carol Sittig, Mission Interpretation Commission Chair

Personnel Committee

Current Members:

Tracy Doebler – Chair

Saba Elyousef

Paula Pitzer

Carol West

A recap of 2020...PANDEMIC!

Joan Presecan stepped down after many years of chairing the Personnel Committee. Joan Dick, who served tirelessly for many years, decided to retire from the committee as well. I am incredibly grateful for their faithful service to the committee and CPC.

In February, a new Nursery Assistant was hired, and a search was undertaken for a new Parish Associate. This position was eventually filled at the end of the year by congregant Delight Slotemaker de Bruin.

A special meeting of Session was called on March 15, 2020 to address the shutdown of our entire campus due to the COVID-19 Pandemic. Staff continued to be paid through April 3, 2020. After this time staff were able to apply for unemployment benefits through the CARE Act. Three task forces were put together to tackle issues that arose due to the Pandemic. The first one was put together to guide the Children's Center through this difficult time and put a plan in place for its eventual restricted reopening when appropriate. The second was a compensation team to keep on top of staff payroll and applying for the Payroll Protection Loan for which CPC received \$208K. Forgiveness of this loan has been requested according to the guidelines issued. The final task force was asked to investigate whether CPC and CPCC should consider setting aside a fund that could be used for unemployment benefits if needed in the future. After speaking with the church accountant and auditor, it was determined no specific fund was necessary and general funds could be approved at such time if needed. At the time of this report, CPCC has been open consistently since June 2020 with an approved and reduced child count. Unfortunately, CPC continues to be unable to gather for regular Sunday services but has been gathering outdoors on Saturday afternoons complying with social distancing rules as well as all other state and county guidelines regarding gathering restrictions.

All reviews were completed and submitted on time with nothing unusual to report. Pastor Karen, due for a sabbatical, announced she will be taking time off during the summer of 2021.

Respectfully submitted,

Tracy Doebler

Property and Finance Commission

In 2020, Claremont Presbyterian Church Property and Finance commission continued to provide supervision and good stewardship to the financial resources provided to further the church's mission. The commission met monthly. Work of the commission could not be achieved without the continuous advice and guidance from fellow commissioners: Thomas Bleakney, Dave Colclough, Stuart Lillich, Delores Kelley, Kent Miller and Mike Wigton. The commission recognizes the continuous guidance of Pastor Karen Sapio, Eric Bernal and Janet Siedschlag Treasurers. I want to give thankful recognition by all members to our Facility Manager Patrick West.

To that end:

Although this list is not all inclusive, the property and Finance Commission authorized and oversaw the completion of the following:

- Eagle Scout group and Luke Raus built a covered stage in CPCC playground.
- Sewer line backup repair in CPCC and Music building.
- Heat exchanger repair in CPCC building
- Engraving completed for Remembrance Wall for 2019.
- Installation of new 24 station Sprinkler Timer.
- Continuous tree trimming on Campus throughout the year.
- Installed Labyrinth signage.
- 2020 operating budget prepared for session review and approval.
- Approved Emergency Safety Plan for the church.
- Improved lighting indoors and outdoors, all year.
- Improved WiFi throughout campus including the Sanctuary and Fellowship Hall.
- CPCC Breezeway overhang Demolition achieved to remove hazardous breezeway overhang conditions to CPCC children. This was followed by additional repairs to cover exposed surfaces and wood from water access and damage.
- Fellowship Hall water heater repaired.
- Established Zelle as an additional online giving option.
- Church stocking PPE supplies, wall mounted hand sanitizers, and refills.
- Successful receipt of PPP loan that covered payroll expenses for slightly over 8 weeks for all CPC and CPCC employees.
- Installation of phone system associated conduits for CPCC buildings.
- Established Covid related guidelines for indoor and outdoor activities that can be conducted on campus

based on local, county and state recommendations.

- Installed new awnings for CPC patio and entrance coverings.
- Repaired roof leaks for Music Building and Fellowship Hall.
- Approved CPCC reopening guidelines established by the school board and Reopening Feasibility Task Force.
- Improvement performed for CPCC school yard funded by a generous anonymous donor.
- Termite treatment work done on CPCC building.
- July 2020 commission made the recommendation to session that no indoor services or worship will be held. This recommendation persisted till the end of 2020 and beyond. Outdoor services are permitted as long as they adhere to local, county and state guidelines.
- Eagle Scouts built a shed at CPCC.
- Upgraded damaged CPCC electric panel.
- Prepared and presented to session preliminary 2021 CPC and CPCC budgets.
- Presented to session a revised preliminary CPCC budget report after the school board approved tuition increases.

The commission has the following plans for 2021:

- Installation of 15 additional solar panels.
- Resurfacing the parking lot.
- Renovation of Fellowship Hall.
- Sod grading and installation for front East side of Sanctuary.

The commission looks forward to a better year ahead in 2021.

Respectfully submitted

Saba J El Yousef MD

Chair, Property and Finance Commission.

Special Gifts and Endowment Committee

The Special Gifts and Endowment Committee had another active and productive year in 2020, and we are pleased to present our Annual Report. The current members of the Committee are Roger House, Dee Kelley, Kent Miller, Karen Sapio, Janet Siedschlag, Stan Springer, Mike Wigton, and Kent Warner, Chair.

The year 2020 marked the 13th year of existence for our Loaves and Fishes Society, the bequest program of CPC. The program has continued to flourish, and, at year end, the Society included thirty-one (31) members. They are:

Sharron Bentley	John Hill	Janet Siedschlag
Eric Bernal	Brenda Hill	Kathleen Sigtenhorst
Teresa Bernal	Frank Hungerford	Pieter Sigtenhorst
Doris Chambers	Delores Kelley	Betty Springer
David Colclough	Robbin Kelley	Stan Springer
Jo Colclough	Jeanne Kennedy	Carol Stubblebine
John Connelly	Charles Kerchner	Craig Stubblebine
Geri DeMasi	Taylor Klingerman	Roger Swartz
Jane Douglass	Joanne McCandless	Kent Warner
Gail Duggan	Paula Pitzer	Teddie Warner
		Dorothy Whitham

All those who include CPC in their estate plans become members of the Loaves and Fishes Society, and we are delighted that the Society continues to receive such an enthusiastic response. All other members and friends of CPC are encouraged to consider the inclusion of CPC in their own estate plans. When you have taken this important step, please inform the Church office, so that your name may be included in future membership lists of the Society.

We are committed to a low-key, steady, and ongoing bequest program, in the conviction that, over time, it will enable CPC to broaden its witness and outreach to a needy world.

The Committee also continued its work in planning and implementing its Special Gifts program. This effort encourages contributions made during lifetime for non-budgetary capital and programming purposes and is increasingly important as CPC plans for the future. There are always a number of special-gifts needs, and we welcome your inquiries, interest, and support.

We are happy to report the receipt in 2020 of the following bequests and Special Gifts:

From the estate of Mary Ida Gardner	\$ 14,165.79
From the estate of Roger and Mary Wheeler	\$ 50,000.00
From the estate of Marjorie Stoddard	\$ 36,000.00

The other major activity of the Committee is its stewardship responsibility in overseeing CPC's endowment funds and investment performance. We are guided in this process by CPC Treasurer Janet Siedschlag, whose quarterly reports, with the ensuing discussions, are a highlight of our meetings.

Ours is a friendly and energetic Committee, and we feel privileged to meet regularly and to serve CPC in the manner described above. We plan to pursue a similar course of action in 2021 and, with God's grace, to build upon the momentum established in the past 13 years.

Respectfully submitted,
Kent Warner, Chair

Treasurer

2020 was a year like no other for all of us, and the finances of CPC reflect that reality.

The summary of finances looks at financial information in terms of how much was received as a congregation and how much was spent, based on the information available at year ending December 31, 2020.

How Much Did CPC Receive?	Amount \$	% of Total		How much Did CPC Spend?	Amount	% of total
Pledge Offering	\$ 449,782	73%		General Mission	26,302	4%
Regular Giving	\$ 62,627	10%		Local Mission	25,418	4%
Other Offering	\$ 1,861	0%		Mission Giving	51,720	9%
Other Budgeted Income	\$ 9,283	2%		Administration	42,532	7%
Facilities use/Weddings	\$ 22,368	4%		Commissions	10,832	2%
Budgeted Income	\$ 545,921	88%		Operations	85,206	15%
PPP Loan (Forgiven) Unbudgeted In	\$ 72,675	12%		Pastoral	218,061	37%
Bequest/Gifts unrestricted	\$ 175	0%		Personnel	176,306	30%
Operating Funds 2020	\$ 618,772	100%		Budgeted Spending	584,658	100%
Operating budget Surplus					34,114	6%
Bequests	\$ 99,990		To Reserves			
Total Received	\$ 718,762					

CPC ended the year 2020 in the black, with an operating surplus of \$34,114 even with COVID related decreases in income from facility rentals, loose and non-pledged offerings as well as pledges. CPC was able to utilize funds from the Paycheck Protection Plan, \$73K of which went to CPC and \$135K to CPCC. Many thanks to the COVID task force team that shepherded our request for those funds through the channels.

Through Special Offerings and other Designated Funds, which are outside of the operating budget, the congregation has continued giving generously. Special Offerings saw donations and spending of \$19K while Designated Funds spent \$68K.

Designated Funds	\$ 62,987		Designated Funds	68,156
Special Offerings	\$ 19,139		Special Offerings	19,017
Memorials	\$ 400		Memorials	0
Scholarships	\$ 538		Scholarships	0
Equity Funds Income	\$ 83,064		Equity Funds Spent	87,173

CPC also received a total of \$100,000 in bequests through the generosity the estates of Mary Ida Gardner, the Wheeler family estate and most recently from the Marge Stoddard estate. For these gifts, we are grateful.

Bequests Received in 2020		Notes
Wheeler Estate	\$ 50,000	In Reserves
Mary Ida Gardner Estate	\$ 13,990	In Reserves
Mary Ida Gardner Estate Final dist	\$ 175	In checking account
Stoddard Estate	\$ 36,000	Pending transfer to Reserves
*Bequests/Gifts Unrestricted	\$ 100,165	

As for the Children's Center, this has been a difficult year. Due to the COVID-19 virus, the Children's Center closed in March 2020, and restarted limited operations in July. It is currently operating at approximately

half of the prior enrollment and with extremely strict health regulations for staff and children. The PPP loan enabled CPCC to continue paying staff during the shutdown period and a fund set up for furloughed employees enabled staff to keep their benefits through the end of 2020. Additional income included grant money from Presbytery and donations.

How Much Did CPCC Receive?	Amount \$	% of Total	How much Did CPCC Spend?	Amount \$
Budgeted Income	\$ 432,870	67%	Budgeted Spending	\$ 776,630
Fundraising & interest	\$ 2,071	0%	Equipment & Educ	\$ -
PPP Loan (Forgiven)	\$ 135,795	21%		
Miscellaneous	\$ 77,985	12%		
Total Operating Funds	\$ 648,720	100%	TOTAL SPENT	\$ 776,630
Designated Funds				
Fundraising - (Was Equip	\$ 1,384	0%		\$ 31
TOTAL RECEIVED	\$ 650,103	100%		\$ 776,661
Total Deficit				\$ (126,557)

CPC and CPCC total operating revenues and total spending for 2020 noted below. This includes Designated Funds and Special Offerings and excludes Bequests held or to be transferred to New Covenant Funds Reserve account.

How Much Did CPC and CPCC Receive?	Amount \$	% of Total	How much Did CPC and CPCC Spend?	Amount \$	Surplus/ (Deficit)
Excludes Bequests in Reserves					
CPC	\$ 701,836	52%	CPC	\$ 671,831	\$ 30,005
CPCC	\$ 648,720	48%	CPCC	\$ 776,630	\$ (127,910)
TOTAL RECEIVED	\$ 1,350,556	100%	TOTAL SPENT	\$ 1,448,460	\$ (97,905)

CPC investments in the New Covenant Fund (NCF), per quarterly report ending December 31, 2020. The fund balance increased by \$191,835 from December 31, 2019. \$100,000 of the increase was due to a transfer of funds previously held on a CD from the Capital Campaign, \$63,000 was from bequests, and \$28,835 was net earnings after withdrawals. Total increase was 26%, increase from earnings was 4%. It is anticipated that 36,000 in Bequest money will be deposited in Reserves the first quarter of 2021 following the meeting of the Special Gifts and Endowments Committee.

Account	Balances (\$)	Prior Year	Change	Notes
#1801 – Capital Maintenance	\$ 2,535	\$ 6,600	\$ (4,065)	
#1802 – Church Endowment	\$ 166,598	\$ 152,425	\$ 14,174	
#1804 – Quasi Endowment	\$ 65,409	\$ 63,015	\$ 2,394	
#1805 – Reserves	\$ 387,973	\$ 237,144	\$ 150,829	Includes \$220K from Capital Campaign
#1806 – Smale	\$ 180,734	\$ 162,137	\$ 18,598	
#1807 – Faith M. Jones Endowment	\$ 114,422	\$ 104,515	\$ 9,907	
TOTAL	\$ 917,671	\$ 725,835	\$ 191,835	

Deposits to the New Covenant Funds	Fund	Does not include dividends
\$13,990	Reserves	Bequest
\$50,000	Reserves	Bequest
\$8,382	Reserves	CPCC Director April and May Salaries Payback of withdrawa
\$100,000	Reserves	US Bank CD from Capital Campaign
\$172,372		

2020 WITHDRAWALS from the New Covenant Fund		
Amount \$	Fund Used	
\$1,306	Quasi Endowment	Dividend income distributed between Mission and Property&Finance.
\$4,500	Capital Maintenance	Children's Center Awnings
\$25,400	Reserves	Removal of breezeway at the Children's Center, fascia, gutters and painti
\$9,000	Reserves	Full payment for the Labyrinth (remaining balance from the Arce beques
\$8,382	Reserves	CPCC Director April and May Salaries (Paid back from PPP funds)
\$9,680	Reserves	Music room Kitchen roof (\$5880)and CPCC Electric panel (\$3800)
\$52,462	Reserves Total withdrawals	
\$58,268	Total withdrawals	

We are thankful for those who have financially supported Claremont Presbyterian Church through a challenging year.

Many, many thanks to Eric Bernal who has held the post of Treasurer for the last several years and has been an invaluable help to me as I have worked my way through the last 3 months.

I also want to extend many thanks to our Bookkeeper, Neila Carey, without whom I would be lost.

In addition, I want to thank the COVID task force, who have labored mightily to bring us through a tumultuous year.

It is a privilege for me to serve Claremont Presbyterian Church as its Treasurer.

Respectfully submitted,
Janet Siedschlag

Worship and Music Commission

Commission Members: Geri DeMasi, Janet Siedschlag, Robbin Kelley (Chair), Karen Sapio, John Watts, Dorothy Whitham

2020 Highlights

2020 was a year of challenges and triumphs as we found a way to worship as a community of faith during the COVID-19 pandemic! We were blessed by the initiative, flexibility, dedication and innovativeness of our spiritual and music leaders at CPC.

Our year started off with some of our favorite CPC traditions - our annual Interfaith Temple Exchange with Temple Beth Israel and Jazz Sunday in February. We celebrated Ash Wednesday with an evening service and had entered our period of Lenten reflection when the Coronavirus hit. On March 15th, Session took action to suspend all on campus activities on the CPC campus in response to the Covid-19 crisis. Karen and Brian quickly pivoted to online worship – ensuring that the congregation would be able to continue to share in worship together.

The ability to continue to find ways to gather for worship, communion and music has been the primary focus of the commission this year. The CPC sanctuary choir, under the leadership of Geri DeMasi has miraculously found a way to share their voices with us each Sunday. They have been assisted most ably by our tech wizard John Watts who helps to bring their individually recorded voices together into the choral pieces we hear on Sundays. Geri has also provided us with our daily afternoon music interlude -providing moments of beauty during these months of uncertainty and upheaval.

Karen and Brian have become masters in front of and behind the camera. Each morning of the week we find inspiration in Morning and Evening Prayer – bookends to remind us to face each new day with resolve and hope and end each day with gratitude and calm. Friday morning meditation with Charles Kerchner, Sam Atwood and Duane Bidwell has provided a meaningful time for reflection and connection. Godly Play is on line for use throughout the week. Our worship services have become more sophisticated as the pandemic dragged on – we have gone from at home recordings to being able to record in the sanctuary in August – a welcome return. Through it all our wonderful staff have brought us the gospel and found ways to bring Lent, Easter, Advent and Christmas alive.

Our technical advances have been mainly due to our fantastic “Stream Team” led by John Watts and ably backed up by Sam Atwood, and Tony Becker. John has spent countless hours helping us find the right cameras, recording systems and computer technology to be able to stream our offerings. This will continue to be a focus of the Worship & Music Commission in the year ahead.

We have been fortunate to be able to stream Jazz Vespers, keeping us connected to the wonderful music and reflections the vesper service provides. During the warmer months we were also able to utilize our lawn in front of the church for Prayer on the Lawn on Saturday evenings for socially distanced outdoor gatherings. We hope to resume these in the spring of 2021.

All of these challenges have helped us to grow stronger as a congregation and to realize that as much as we love our sanctuary and our beautiful campus, the words of the song are true – the church is its people! How true those words have been this past year and how wonderful are the people of CPC!

In praise,

Robbin Kelley, Chairperson

Worship & Music Commission

Clerk of Session

Theodora (Teddie) Warner, Clerk of Session beginning in June, 2020

In Memoriam, I report the following deaths at the end of 2019 and in 2020:

- Azike Ntephe. 12/19
- Eleanor Swantstrom (Member Number 1334), 12/13/19
- Mary Zgorecki (3169), 12/19
- Barbara Stout (Clergy), 2/15/20
- Lorraine Watson (2781), 2/28/20
- Jewel Meador (2995), 2/28/20
- Sandra Shervington (2952), 3/16/20
- Dorothy Stark (3194), 3/21/20
- Brad Blaine (2221), 4/14/20
- Maxine Ross (2115), 4/22/20
- Suzanne Christian (Friend), 5/28/20
- Marjory Stoddard (554) 9/22/20
- Gerri Lindell (2965), 9/26/20
- Joy Beanland (3187), 11/25/20
- Phyllis DeLeo (3297), 11/26/20
- Leanne Kerchner (2000), 11/27/20
- Richard Hettish (Clergy), 11/27/20
- Robert Cave (3156), 12/18/20
- Arnold Thompson (3317), 12/25/20
- Jantje Worang (3319), 12/28.20

New Members:

- Andrew Brooks (3445)
- Jennifer Brooks (3446)
- Linda Lushei (3448) Confirmand
- Andrew Marks (3447) Confirmand

Weddings

- Gerard DeMasi and Karen Huff Biggs, 8/29/20

Baptisms – none

Current Membership

There are 308 members on the active roll, 192 women and 116 men.