



EMMANUEL EPISCOPAL CHURCH, GENEVA

Draft Report of the 2020 Annual General Meeting Sunday, 11 October 2020

SUMMARY OF THE PROCEEDINGS

INTRODUCTION

1. The meeting was held from 11:50 to 12:45 on Sunday, 11 October 2020, in the Sanctuary for the in-person part, and on Zoom for the online/virtual part. The Rector, Rev. Michael RUSK, chaired and 43 parishioners participated in person (see ANNEX A).

OPENING PRAYER AND APPROVAL OF THE AGENDA (*Agenda item 1*)

2. The chairman opened the meeting with a prayer, welcomed both groups of participants, and the 11-item agenda was approved.

DESIGNATION OF SECRETARY (*Agenda item 2*)

3. Samuel Mbele-Mbong was designated Secretary of the meeting.

APPROVAL OF THE REPORT OF AGM 2019 (*Agenda item 3*)

4. The Report of the 2019 AGM was approved.

THANKS TO OUTGOING VESTRY MEMBERS (*Agenda item 4*)

5. There were three outgoing Vestry members: Torsten Bartsch whose 3-year term had expired, Patricia Solomon who had resigned and Stephen Squire who was leaving Geneva. The Rector, on behalf of the Vestry and the whole Emmanuel Church community, thanked them for their hard work during the period and wished them well for the future.

PROCESS OF ELECTION OF NEW VESTRY MEMBERS (*Agenda item 5*)

6. The Rector introduced the six candidates for election to the three open seats for the 3-year term 2020-2023. The candidates, whose photographs and short biographies had been distributed before the meeting, were: Sroda Bédarida, Romain Lautel, Ju-Young Lee, Robinah Najjemba-Were and Miss Fanny Retchitzky-Jones, and Edith Tanner. Andrew Close and Samuel Mbele-Mbong were in charge of the organization of the vote which would be online.

FINANCIAL REPORTS (*Agenda item 6*)

7. Five financial reports were submitted to the meeting, namely, the Stewardship Report, the Treasurer's Report 2019, the 2020 year-to-date Financial Report, the Letter regarding the sale of the Conches Property, and the Investment Report (see ANNEX B). Of these, only the Treasurer's Report was presented; the others were received in writing.

8. The Treasurer presented the 2019 accounts contained in his report and answered questions thereon. Generally, although the income was slightly down, the financial situation was good. The

accounts were received unanimously, and thanks were expressed to him, and especially to Helena Mbele-Mbong for her assistance in putting the Treasurer's report together.

9. The Meeting noted that the 2020 annual stewardship letter was to go out shortly after the AGM. Special thanks were expressed to Agnes Kalinga Maye for her work on stewardship, and in advance to everyone for their pledges of treasure, talent and time to Emmanuel Church.

10. The Meeting welcomed the information on the recent sale of the Conches property, and expressed support for the Vestry's work on developing a plan for the management of the money from the sale.

2020 BUDGET (*Agenda item 7*)

11. The Treasurer presented the 2020 Budget as approved by the Vestry, and, together with the Rector, provided additional explanations. The 2020 Budget was received unanimously.

RECTOR'S REPORT (*Agenda item 8*)

12. The Rector presented his report (see ANNEX C) and answered questions thereon. Among other things, he announced, and it was noted, that there will be a Congregation-wide discussion on the assets from the sale of the former Conches property once the Vestry has in place a plan for the investments of the money from said sale.

OTHER REPORTS (*Agenda item 9*)

13. Ten other reports, received in writing (see ANNEX D), were by or on: Senior Warden, Music, Deacon, Outreach, Inreach, Youth, Sunday School, Buildings and Grounds, Communications, and Virtual Services. The information in all of them was noted with much interest and much appreciation expressed for the activities being carried under conditions rendered even more difficult by the COVID-19 pandemic.

REMARKS BY THE JUNIOR WARDEN (*Agenda item 10*)

14. According to Torsten Bartsch, wherever each one of us at Emmanuel is from, whatever she/he is doing, wherever she/he is going, she/he needs to adapt and endeavor to bring hope, peace and love.

15. Debbie Groby, member of the Warden team, presented a small gift to Torsten on behalf of the Vestry and of the whole Congregation, and expressed the hope that, Torsten was only taking a break from the Vestry, and that even from outside the Vestry, he would continue to lend his many skills and his excitement to the Emmanuel Community.

CLOSING PRAYER (*Agenda item 11*)

16. The meeting was closed at 12:45 after a prayer by Deacon Richard Cole.

Respectfully submitted,

Samuel Mbele-Mbong

Recording Secretary

ANNEX A
LIST OF THE 43 IN-PERSON PARTICIPANTS

Valentin Baazia, Christine Bagatelas, Paul Bagatelas, Torsten Bartsch (*Junior Warden*), Shauna Beesley (*Music Director*), Erik Bjertnes, Bill Bouldin, Christina Bouldin, Bonnie Christen, Andrew Close, Pamela Cloutier, Peter Cloutier, Richard Cole (*Deacon*), Brad Dewey, Marietta Dewey, Nadiya Dzyubynska, Christian Gautier, Nancy Gautier, Marilyn Geiger, Ann Goslin, Debbie Groby, Christine Housel, Agnes Kalinga, Chris Koch, Romain Lautel, Lee family (5), Vicky Maltby, Helena Mbele-Mbong, Samuel Mbele-Mbong, Miss Jones, Isaac Peter, Xolelwa Peter, David Pittuck, Michael Rusk (*Rector/Chair*), Edith Tanner, Liz Taylor, Noël Urassa, Cyrus Veloo (*Treasurer*), Robinah N. Were.



EMMANUEL EPISCOPAL
CHURCH, GENEVA

2020 Annual General Meeting

11 October 2020

Annex B – Financial Reports

Stewardship Report

Treasurer's Report, 2019

2020 year-to-date Financial Report

Letter regarding sale of the Conches Property

Investment Report

Stewardship

Emmanuel officially wrapped up the Annual Stewardship Appeal in November 2019. We are extremely grateful for the 71 pledges made and the CHF 258,811 pledged by these generous parishioners. Eight of these pledges are first time pledges and for that we are excited. We are also encouraged by the new pledges of Time and Talent as new volunteers have joined the Worship, Events and Spirituality commissions.

However, as the Vestry looks to set our budget for 2021, we know that we will need to match or increase the 2020 total of CHF258'811 to enable Emmanuel to continue to flourish as a church. We would like to continue our ministries to the Church body, the city and the world at large but will have to adjust our activities due to the shortfall. As a Church body, we will need to think and pray about how we might give more generously and sacrificially in this coming year.

We are truly appreciative of your gifts of time, talent and treasure and look forward to thinking critically and creatively about the budget and giving in the next few months.

Year	Total	Pledge Units	Average Pledge
2020	258'811	71	CHF 3'645
2019	242'010	64	CHF 3'781
2018	323'500	72	CHF 4'493
2017	234'991	66	CHF 3'560
2016	254'628	78	CHF 3'264
2015	224'070	66	CHF 3'395
2014	230'554	73	CHF 3'158
2013	231'306	82	CHF 2'821
2012	275'276	101	CHF 2'726
2011	265'957	118	CHF 2'254
2010	236'160	94	CHF 2'512
2009	231'160	107	CHF 2'160

On behalf of the Stewardship Commission,

Agnes Kalinga Maye

Treasurer's Report, 2019

Emmanuel Episcopal Church

Annual General Meeting, 11 October 2020

This report concerns the financial year that ended on December 31, 2019. As Treasurer, I am pleased to report that this was a strong year financially for the Foundation. The Balance Sheet which sets out all the assets of the Foundation shows that the asset value has increased to CHF 1'056'278.12 – an increase of CHF 81'588.01. It is important to point out that not all of our assets are in cash. Most importantly for 2019, the Balance Sheet shows under “Long-term assets” a value in the Rue de Monthoux Building of CHF 269'984.52. This represents an increase in value of CHF 161'164.90. This is the calculation of the worth of the new restrooms, the new electronic door at the rue de Monthoux entrance, the Sacristy, and the renovations of the Lower Room in the Basement. The asset here is therefore in the fabric of the building.

Looking at the detailed breakdown given in the Profit and Loss pages of the Financial Report, you will note that 2019 was a year marked by exceptionally high giving and generosity. Total Donations came to CHF 360'935.94 – this was CHF 72'935.40 over budget. The Vestry is truly grateful for the generosity of Emmanuel parishioners. It is clear that Outreach projects combined with the visits of those directly involved in the projects – (Father Kinvi from the hospital at Bossemptélé, Central African Republic, and Dr. Karambu Ringera of the International Peace Initiatives, Kenya) created much interest and generosity.

Generally speaking, expenditure in individual categories kept within the Budget boundaries. The increased expenditure under 4224 Retreats/Events/Gospel Workshop is actually offset by the income that was generated from the Gospel Workshops as the detailed breakdown of this income at the end of the report demonstrates. The purchase of new altar linens meant that item 426 Altar Guild was over budget. Item 435 Heating is higher than we would like – but we have to recognize that the building was used much more in 2019 and this resulted in increased rental income. May 2019 remained cold and therefore the heating was not turned off until late May. Items 4251 Hospitality and 462 Convention show the expenditure incurred in hosting the Convention at Emmanuel. CHF 500, for example, was contributed towards Africa Night. These are one-off expenses as the Convention is hosted by Emmanuel only once every ten years. All who attended spoke highly of the experience and Africa Night 2019 is a frequent topic of animated conversation in the Convention to this day. Please note that under 502 Auditor's Fees, there is a double payment covering 2018 and 2019.

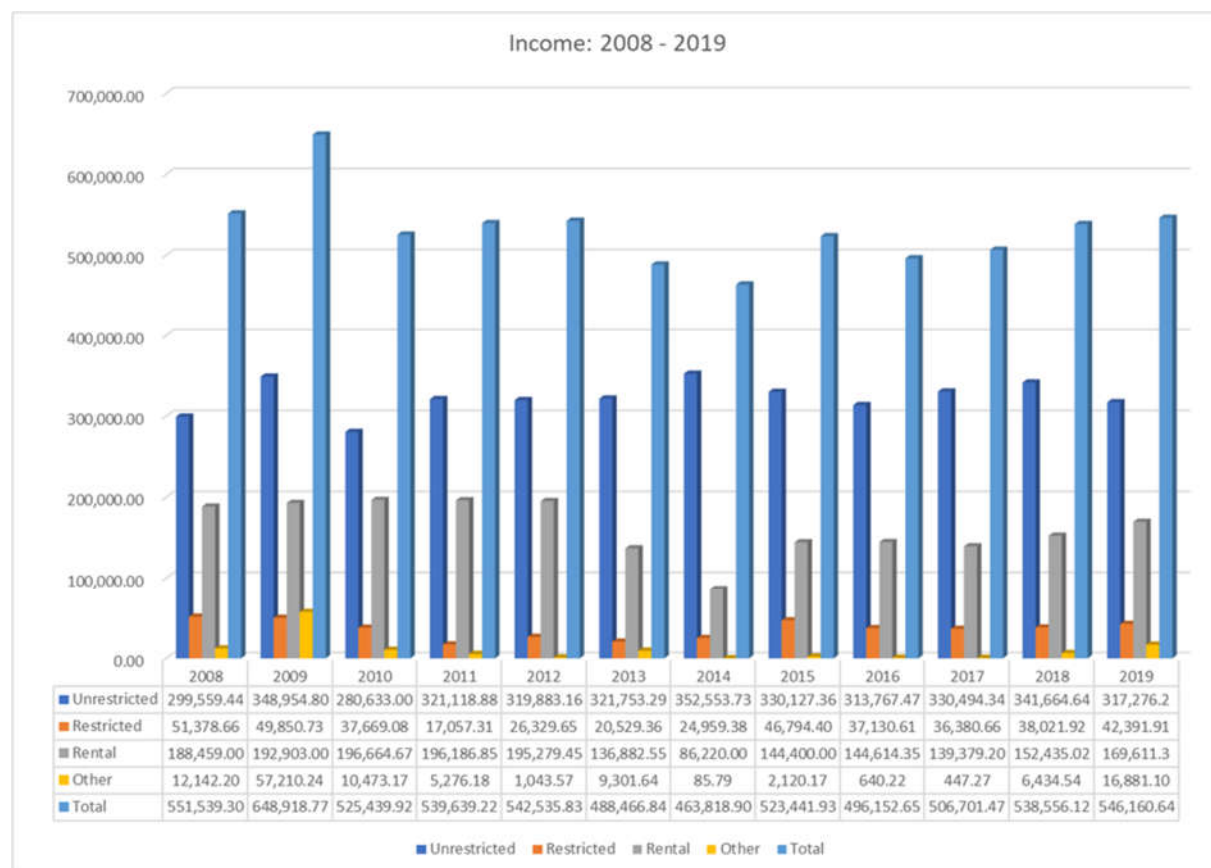
I am pleased to report that Provisions of CHF 41'000 were able to be allocated. This leaves a surplus of CHF 25'357.14 for which we give God thanks. 2019 has therefore

built on the previous three years of strong financial stability and performance at Emmanuel.

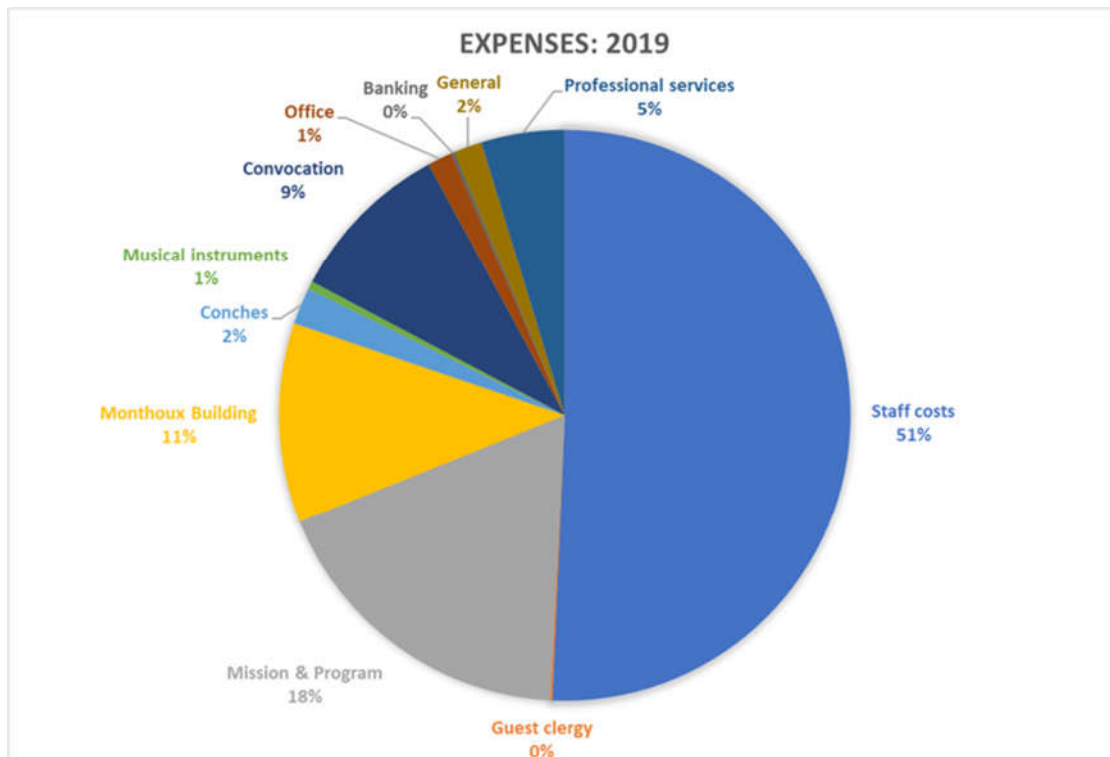
As Treasurer, I would like to thank the Book-keeper, Rosemarie Mayoraz for her diligent work in keeping the books; to Helena Mbele-Mbong for her work of checking over QuickBooks and producing quarterly statements for the Vestry. I would also like to thank the other members of the Finance Commission – John Kennedy and Patrice Huguenin for their incisive contributions. And also to the Rector for his support, understanding, and interest in the finances of the Foundation. But most of all, I would like to thank you for your support and generosity and invite you to keep up the good work as we move into the uncharted waters of life in the midst of a pandemic.

Cyrus Veloo

Treasurer of Emmanuel Church

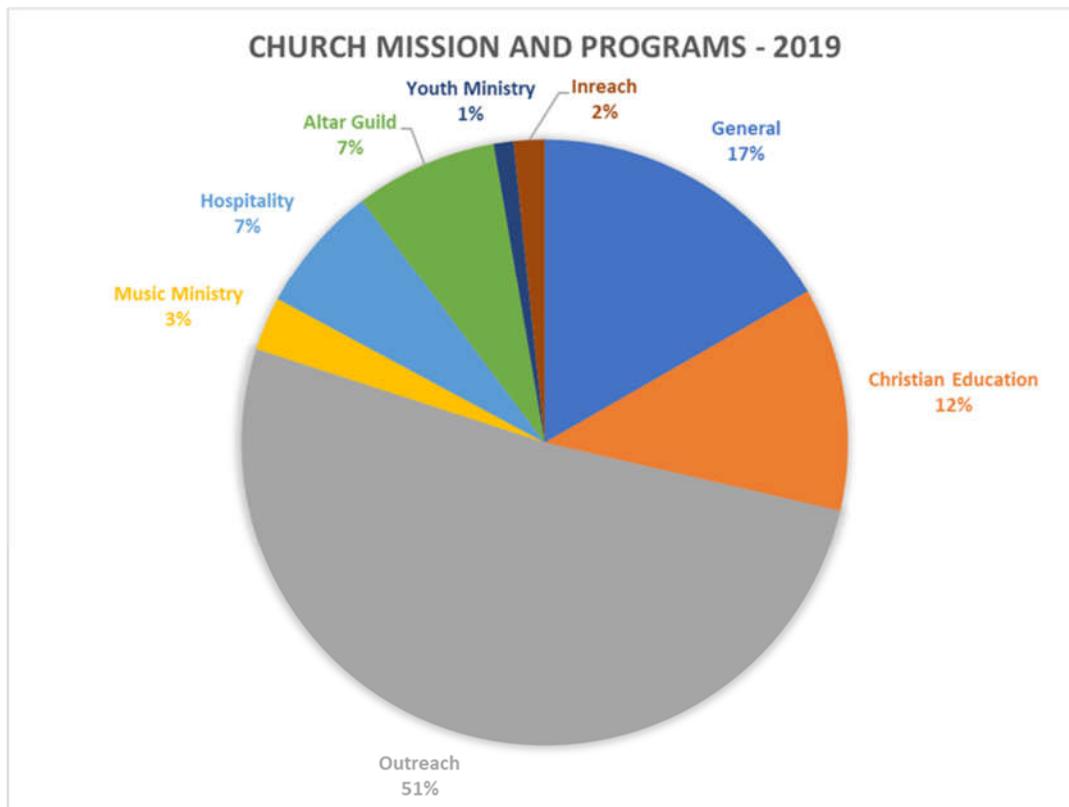


Fondation de la Chapelle d'Emmanuel				
Budget vs. Actuals: Approved Budget 2019 - FY19 P&L				
January - December 2019 (Accrual basis)				
	Total			
	Actual	Budget	over Budget	% of Budget
Income				
30 Donations	0	0	0	
301 Unrestricted Donations	0	0	0	
3011 Unrestricted Pledges	296,395	270,000	26,395	1.10
3012 Open Plate	20,881	15,000	5,881	1.39
Total 301 Unrestricted Donations	317,276	285,000	32,276	1.11
302 Restricted Donations	0	0	0	
3021 Outreach donation	23,491	0	23,491	
3023 Other Restricted Donations	19,863	3,000	16,863	6.62
3024 Restricted Bequests	306	0	306	
Total 302 Restricted Donations	43,660	3,000	40,660	14.55
Total 30 Donations	360,936	288,000	72,936	1.25
31 Rental Income	0	0	0	
311 Parish Hall Rental	63,011	58,000	5,011	1.09
312 Conches Rental Income	81,600	81,600	0	1.00
313 Library Rental	20,000	20,000	0	1.00
314 Music rental	5,000	0	5,000	
Total 31 Rental Income	169,611	159,600	10,011	1.06
Total 39 Other Income	16,881	0	16,881	
Total Income	547,428	447,600	99,828	1.22



Expenses				
	Actual	Budget	over Budget	% of Budget
40 Staff Costs	0	0	0	
Total 400 Rector	147,461	148,449	-988	0.99
Total 401 Music Director	60,502	53,850	6,652	1.12
Total 402 Secretary	36,217	35,367	850	1.02
4060 Salary adjustments	-272	0	-272	
Total 40 Staff Costs	243,908	237,666	6,242	1.03
Total 41 Visitors Expenses	600	2,000	-1,400	0.30
42 Church Mission and Programs	0	0	0	
421 General	0	0	0	
4211 Rectors Discretionary Giving	5,226	4,800	426	1.09
4212 Rector's Travel & Entertainment	1,656	3,000	-1,345	0.55
4213 Deacon Expenses	3,249	3,000	249	1.08
4214 Travel, other Expenses	-100	400	-500	-0.25
4215 Vestry - Other Commissions Costs	0	400	-400	0.00
4216 Memberships, Subscriptions etc	200	200	0	1.00
4218 Bishop's fund	2,207	0	2,207	
4219 Miscellaneous Expenses	862	0	862	
Total 421 General	13,301	11,800	1,501	1.13
422 Christian Education	0	0	0	
4222 Books and Supplies	1,220	1,100	120	1.11
4223 Babysitting	794	2,400	-1,606	0.33
4224 Retreats, Events and Gospel	8,210	3,000	5,210	2.74
Total 422 Christian Education	10,223	6,500	3,723	1.57
423 Outreach	0	0	0	
4231 Cafe Care	1,855	2,800	-945	0.66
4232 Jardin Montbrillant	6,527	8,500	-1,973	0.77
4233 Outreach Projects	34,216	5,000	29,216	6.84
4234 United Thank Offering (UTO)	331	0	331	
4239 Other Outreach	2,312	0	2,312	
Total 423 Outreach	45,241	16,300	28,941	2.78
424 Music Ministry	0	0	0	
4241 Guest Musicians Fees	2,000	2,400	-400	0.83
4242 Music Supplies	488	500	-12	0.98
Total 424 Music Ministry	2,488	2,900	-412	0.86
425 Hospitality	2,977	0	2,977	
4251 Hospitality	2,286	1,000	1,286	2.29
4252 Welcoming	1,419	1,500	-81	0.95
Total 425 Hospitality	6,681	2,500	4,181	2.67
426 Altar Guild	6,732	4,500	2,232	1.50
427 Youth Ministry	0	0	0	
4271 Transportation	85	800	-715	0.11
4272 Food, Drinks and supplies	89	400	-311	0.22
4273 Leadership costs	207	0	207	
4279 Other Youth Ministry Expenses	535	2,000	-1,465	0.27
Total 427 Youth Ministry	916	3,200	-2,284	0.29
428 Inreach	1,435	1,500	-65	0.96
Total 42 Church Mission and Programs	87,018	49,200	37,818	1.77

	Actual	Budget	over Budget	% of Budget
Total 43 Rue de Monthoux Bldng Expenses	54,287	46,137	8,150	1.18
Total 44 Conches Property Expenses	9,962	11,551	-1,589	0.86
Total 45 Musical Instruments	2,175	2,600	-425	0.84
46 Convocation	0	0	0	
461 Convocation Assessment	43,616	44,170	-554	0.99
462 Convocation Convention	1,463	1,000	463	1.46
Total 46 Convocation	45,079	45,170	-91	1.00
Total 47 Office Expenses	6,670	8,850	-2,180	0.75
Total 48 Banking Expenses	958	1,500	-542	0.64
Total 49 General Expenses	7,087	9,189	-2,102	0.77
495	624	0	624	
Total 50 Professional Services	22,705	18,634	4,071	1.22
Total Expenses	481,071	432,497	48,574	1.11
Net Operating Income	66,357	15,103	51,254	4.39
Other Expenses				
60 Special Provisions	0	0	0	
601 Rector Search and Relocation	2,000	2,000	0	1.00
602 Monthoux Future Expenditures	25,000	25,000	0	1.00
603 Conches Future Expenditures	10,000	10,000	0	1.00
605 Provision Organ	4,000	4,500	-500	0.89
Total 60 Special Provisions	41,000	41,500	-500	0.99
Total Other Expenses	41,000	41,500	-500	0.99
Net Other Income	-41,000	-41,500	500	0.99
Net Income	25,357	-26,397	51,754	-0.96



Fondation de la Chapelle d'Emmanuel			
Balance Sheet Comparison			
As of December 31, 2019			
	Accrual basis		
	Total		
	As of Dec 31, 2019		As of Dec 31, 2018 (PY)
Assets			
Current Assets			
Accounts receivable			
1101 Accounts Receivable - USD	0.00		0.00
1110 Pledge Receivables	0.00		0.00
Total Accounts receivable	CHF 0.00	CHF	0.00
101 Swiss Franc Bank Accounts			
1011 CS Current Account 193695-60	35,350.69		148,167.13
1012 CS Investment Account-....21	230,790.50		231,136.05
1013 Swiss Franc Clearing	-820.05		683.05
1014 CS curr.Offering Acct.193695-61	251,367.13		251,427.98
1016 BCGE 5061.28.77-CHF	113,377.31		85,824.22
1017 C. S. 0251-New current account-25-Fund 1	108,574.00		96,220.00
1018 BCGE 5071.01.70/EUR	3,552.97		
Total 101 Swiss Franc Bank Accounts	CHF 742,192.55	CHF	813,458.43
102 USD Bank Accounts			
1021 Chase Current Account	0.00		0.00
1022 Bank Vanguard	62,436.04		64,515.00
Total 102 USD Bank Accounts	CHF 62,436.04	CHF	64,515.00
103 Petty cash			
1031 General Petty Cash	258.65		294.50
Total 103 Petty cash	CHF 258.65	CHF	294.50
104 Rent Deposits			
1045 CS Rent Deposit Regie Zimmerman	6,300.35		6,300.35
Total 104 Rent Deposits	CHF 6,300.35	CHF	6,300.35
105 Pre-paid expenses			
1059 Other Pre-Paid Expenses	0.00		0.00
Total 105 Pre-paid expenses	CHF 0.00	CHF	0.00
1499 Undeposited Funds	0.00		0.00
1500 2015 customers' balance	0.00		0.00
180 Restricted Assets			
1801 CS Deposit	0.00		0.00
1802 CS Deposit- Profits & Loss	0.00		0.00
Total 180 Restricted Assets	CHF 0.00	CHF	0.00
Total Current Assets	CHF 811,187.59	CHF	884,568.28

	As of Dec 31, 2019		As of Dec 31, 2018 (PY)	
Long-term assets				
191 Rue de Monthoux Building				
1911 Building		0.50		0.50
1912 Building Improvements		269,984.52		108,819.62
1913 Accumulated Depreciation		-27,504.06		-22,903.98
Total 191 Rue de Monthoux Building	CHF	242,480.96	CHF	85,916.14
192 Conches Property				
1921 Building		0.50		0.50
1922 Building Improvements		10,795.85		10,795.85
1923 Accumulated Depreciation		-7,490.66		-6,590.66
Total 192 Conches Property	CHF	3,305.69	CHF	4,205.69
194 Music Instruments				
1941 Music Instruments		3,740.00		3,740.00
1942 Music Instruments Improvements		-276.05		-276.05
1943 Accumulated Depreciation		-4,063.95		-3,463.95
Total 194 Music Instruments	-CHF	600.00	CHF	0.00
Total long-term assets	CHF	245,186.65	CHF	90,121.83
Total Assets	CHF	1,056,374.24	CHF	974,690.11

	As of Dec 31, 2019		As of Dec 31, 2018 (PY)	
Liabilities and shareholder's equity				
Current liabilities:				
Accounts payable				
2011 CHF Accounts payable		31,631.39		16,097.36
2012 USD Accounts Payable		539.52		0.00
Total Accounts payable	CHF	32,170.91	CHF	16,097.36
2060 Account payable		149.90		0.00
2300 Deferred Income				
2302 Prepaid rental		0.00		0.00
2305 Columbarium		15,015.40		10,800.00
2309 Other Deferred Donations		0.00		0.00
Total 2300 Deferred Income	CHF	15,015.40	CHF	10,800.00
24 Clearing Accounts				
241 Payroll Clearing Accounts				
2411 Caisse Cantonale Compensation		0.00		0.00
24111 AVS/AI/APG/AC		742.97		3,182.13
24112 Maternity Insurance		5.50		22.98
24113 AF Allocations Familiales		143.09		613.32
24114 Formation professionnelle		0.00		0.00
Total 2411 Caisse Cantonale Compensation	CHF	891.56	CHF	3,818.43
2412 Contributions Publiques		0.32		59.51
2413 SwissLife-Helvétia				
24131 LAA Accidents Prof et Non Prof		461.20		885.59
24132 Accidents LAA Complémentaire		205.78		414.16
24133 Perte de Gain Maladie		180.06		582.30
24134 LPP		0.00		5,983.85
Total 2413 SwissLife-Helvétia	CHF	847.04	CHF	7,865.90
2414 Rector's Health Insurance		0.00		0.00
Total 241 Payroll Clearing Accounts	CHF	1,738.92	CHF	11,743.84
2415 Music's rent		0.00		0.00
Total 24 Clearing Accounts	CHF	1,738.92	CHF	11,743.84
2422 Convention 2019		3,637.07		
Total current liabilities	CHF	52,712.20	CHF	38,641.20
Non-current liabilities:				
360 Provisions				
3601 Rue de Monthoux Provisions		281,148.15		256,148.19
3602 Conches Major Provisions		201,751.24		191,751.16
3603 Organ 10-yr Provisions		28,075.31		24,075.35
3604 Rector Search & Reloc.-Prov.		26,323.16		24,705.32
Total 360 Provisions	CHF	537,297.86	CHF	496,680.02
Total non-current liabilities	CHF	537,297.86	CHF	496,680.02
Shareholders' equity:				
Net Income		26,995.29		72,268.20
3901 Opening Bal Equity		310,095.52		310,095.52
3902 Retained Earnings		129,273.37		57,005.17
Total shareholders' equity	CHF	466,364.18	CHF	439,368.89
Total liabilities and equity	CHF	1,056,374.24	CHF	974,690.11

Tuesday, Feb 04, 2020 10:58:25 AM GMT+1 - Accrual Basis

Trend analysis, 2008 2018

EMMANUEL FOUNDATION'S BALANCE SHEET 2008 - 2018											
Based on audited financial statements incorporating the English Library											
	FY 2008	FY 2009	FY 2010	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018
CASH	217,963	321,437	335,878	377,205	346,894	236,673	227,981	305,773	744,975	827,516	783,903
ACCOUNTS RECEIVABLE	24,398	29,139	3,339	560	1,000	5,122	6,563	9,873	3,408	3,983	283
ACCRUED REVENUE	16,860	5,538	5,291		163	163	5,240	163	7,231	647	683
MARKETABLE SECURITIES	277,079	319,369	320,149	301,392	323,814	325,545	346,838	337,768	9,858	6,300	6,300
TOTAL CURRENT ASSETS (CA)	536,300	675,483	664,657	679,157	671,871	567,503	586,622	653,577	765,472	838,446	791,169
PLANT, PROPERTY, EQUIPMENT	19,361	21,758	20,564	19,366	16,911	95,841	94,945	88,800	82,700	76,600	90,122
TOTAL FIXED ASSETS (FA)	19,361	21,758	20,564	19,366	16,911	95,841	94,945	88,800	82,700	76,600	90,122
TOTAL ASSETS (CA + FA)	555,661	697,241	685,221	698,523	688,782	663,344	681,567	742,377	848,172	915,046	881,291
PROVISIONS	-11,079	105,296	-43,723	-41,729	298,976	313,618	339,487	387,987	429,887	457,402	496,680
EQUITY AT DECEMBER 31	344,114	334,030	439,326	395,603	353,874	374,565	333,360	306,815	336,920	386,059	437,973
CURRENT SURPLUS/DEFICIT	181,729	230,229	278,729	327,229	20,690	-41,205	-26,545	30,105	49,139	51,913	67,695
TOTAL EQUITY	514,764	669,555	674,332	681,103	673,540	646,978	646,302	724,907	815,946	895,374	1,002,348
REVENUE	663,019	716,213	643,613	654,555	646,048	662,671	555,683	616,367	590,324	602,427	668,209
SHORT-TERM FOREIGN CAPITAL	-37,224	-27,686	-10,888	-17,420	-15,242	-16,366	-35,265	-17,470	-27,826	-13,272	-28,878
ALLOCATED FUNDS (COLUMB)	0	0	0	0	0	0	0	-4,400	-4,400	-6,400	-10,800
TOTAL LIABILITIES (TL)	-37,224	-27,686	-10,888	-17,420	-15,242	-16,366	-35,265	-21,870	-32,226	-19,672	-39,678
NET WORKING CAPITAL (CA-TL)	499,076	647,797	653,769	661,737	656,629	551,137	551,357	631,707	733,246	818,774	751,491

Emmanuel Church – Budget 2020

					Approved	Accrual	Approved
					2019 Budget	2019 as of 6 Mar 2020	2020 Budget
Operating Revenue							
30 · Donations							
301 · Unrestricted Donations							
3011 · Unrestricted Pledges					270,000	296,395	280,000
3012 · Open Plate					15,000	20,881	20,000
3013 · Special Events							
Total 301 · Unrestricted Donations					285,000	317,276	300,000
302 · Restricted Donations							
3021 · Outreach donation						25,287	
3023 · Other restricted donations					3,000	17,105	5,000
Total 302 · Restricted Donations					3,000	42,392	5,000
Total 30 · Donations					288,000	359,668	305,000
31 · Rental Income							
311 · Parish Hall Rental					58,000	63,011	75,000
312 · Conches Rental Income					81,600	81,600	81,600
313 · Library Rental					20,000	20,000	20,000
314 · Music Rental						5,000	5,000
Total 31 · Rental Income					159,600	169,611	181,600
39 · Other Income							
391 · Interest Income Investments					0	12,354	
399 · Miscellaneous income					0	4,527	
Total 39 · Other Income					0	16,881	
Total Operating Income					447,600	546,160	486,600
						546,160	

		Approved	Accrual	Approved
		2019 Budget	2019 as of 6 Mar 2020	2020 Budget
	Expenses			
	40 · Staff Costs			
	Total 400 · Rector	148,449	147,460	148,851
	Total 401 · Music Director	53,850	60,502	60,572
	Total 402 · Secretary	35,367	36,217	36,498
	4060 · Salary adjustments		-272	
	Total 40 · Staff Costs	237,666	243,907	245,920
	Total 41 · Visitors Expenses	2,000	600	1,800
	42 · Church Mission and Programs			
	421 · General			
	4211 · Rectors Discretionary Giving	4,800	5,226	4,800
	4212 · Rector's Travel & Entertainment	3,000	2,014	3,000
	4213 · Deacon Expenses	3,000	3,249	3,000
	4214 · Travel, other	400	248	400
	4215 · Vestry, other commission costs	400		0
	4216 · Memberships, subscriptions, etc.	200	200	200
	4218 · Bishop's fund		2,207	
	4219 · Miscellaneous Expenses		1,401	
	Total 421 · General	11,800	14,547	11,400
	422 · Christian Education			
	4221 · General Expenses			
	4222 · Books and Supplies	1,100	1,347	1,100
	4223 · Babysitting	2,400	794	1,500
	4224 · Retreats, events	3,000	8,210	2,500
	Total 422 · Christian Education	6,500	10,351	5,100
	423 · Outreach			
	4231 · Cafe Care	2,800	1,855	500
	4232 · Jardin Montbrillant	8,500	6,527	8,500
	4233 · Outreach Projects	5,000	33,571	8,000
	4234 · United Thank Offering (UTO)		1,928	
	4239 · Other Outreach		821	
	Total 423 · Outreach	16,300	44,702	17,000
	Total 424 · Music Ministry	2,900	2,488	1,700

		Approved	Accrual	Approved
		2019 Budget	2019 as of 6 Mar 2020	2020 Budget
	425 - Hospitality		0	
	4251 - Hospitality	1,000	4,556	3,500
	4252 - Welcoming	1,500	1,419	500
	Total - 425 · Hospitality	2,500	5,975	4,000
	426 · Altar Guild	4,500	6,604	4,500
	427 · Youth Ministry			
	4271 · Transportation	800	85	200
	4272 · Food and Drinks	400	89	200
	4273 - Leadership costs		207	12,000
	4279 · Other Youth Ministry Expenses	2,000	535	
	Total 427 · Youth Ministry	3,200	916	12,400
	428 · Inreach	1,500	1,435	1,500
	Total 42 · Church Mission and Programs	49,200	87,018	57,600
	Total 43 · Rue de Monthoux Bldg Expenses	46,137	54,287	73,137
	Total 44 · Conches Property Expenses	11,551	9,962	11,551
	Total 45 · Musical Instruments	2,600	2,175	2,600
	46 · Convocation			
	461 · Convocation Assessment	44,170	43,616	41,683
	462 · Convocation Convention	1,000	1,463	2,500
	Total 46 · Convocation	45,170	45,079	44,183
	Total 47 · Office Expenses	8,850	6,670	8,200
	Total 48 · Banking Expenses	1,500	958	1,500
	Total 49 · General Expenses	9,189	7,087	7,189
	495		624	
	Total 50 · Professional Services	18,634	22,705	20,400
	Total Expenses	432,497	481,070	474,080
	Net Operating Revenue	15,103	65,090	12,520
	Other Expenses			
	60 · Special Provisions			
	601 · Rector Search and Relocation	2,000	2,000	2,000
	602 · Monthoux Future Expenditures	25,000	25,000	25,000
	603 · Conches Future Expenditures	10,000	10,000	10,000
	604 · Provision Organ Repair	4,500	4,000	4,180
	Total 60 · Special Provisions	41,500	41,000	41,180
	77000 · Exchange Gain or Loss			
	Total Other Expenses	41,500	41,000	41,180
	Net Operating Surplus (Deficit)	(26,397)	24,090	(28,660)
	Extraordinary Capital Funds-improvements income		1,268	
	Net Surplus (Deficit)		25,358	

2020 Year to Date Financial Report

Many of you will be interested on how the Foundation is coping financially so far in 2020. You will find that there is a reasonably up-to-date assessment – below are the figures that the book-keeper has booked.

As you would expect in the midst of a pandemic Income is down. We are hopeful that Stewardship Pledges will be honored and we will be working on this throughout October. There has been a big drop (understandably) in loose plate collections. This normally raises about CHF 20'000 each year. In 2020, we will be fortunate if loose plate collections reach CHF 7'000. Another major source of loss of income is that of rental income. I am pleased to report that all of our users have continued to contribute between 50% - 75% of their rent through lockdown. Groups that have regathered are meeting for reduced hours. The Library in English was not able to hold its spring sale and therefore at this stage does not have the funds to pay the quarterly rent of CHF 5'000. The Vestry has waived this. The Library hopes to be able to hold a Library Book Sale on the weekend of November 6–8. The situation with Conches is somewhat different: in selling Conches in August, it means that there will now be 4.5 months without rent. But this was anticipated and is part of the restructuring of the investment portfolio. It will be good when a plan is agreed upon to reinvest the proceeds of the sale so that income can be generated once again.

The 2020 income figures have benefited from CHF 40'000 coming in as a grant from Fonds Helios for the building renovations that took place in 2019 and also a generous restricted gift of CHF 10'000 to be used in the church.

Expenditure is in accordance with what is budgeted: salaries continue to have to be paid. There will be savings of up CHF 8'000 in terms of Clergy Pension Group payments which CPG have kindly waived after an application for relief by Bishop Mark. As regards church activities, expenditure is down as there have been fewer activities. But I am pleased that Outreach, having identified some major projects to support – namely the Leprosy Hospital in Nepal and a Christian Hospital in Gaza – have already dispensed the funds.

One matter that has to be resolved is what to do with the Conches Provisions both for 2020 and for the accumulated sum over the years. The Finance Commission will make recommendations about this before the end of the financial year.

The aim this year is to try to get as close to a break-even position as is possible given the challenges that we face. It is likely that we will have a deficit year. This is to be expected when there is a global pandemic. But we try to mitigate the impact of this as much as possible. Thank you for your continued support and generosity.

Fondation de la Chapelle d'Emmanuel				
Budget vs. Actuals: Approved Budget 2020 - FY20 P&L				
January - December 2020, as of 8 October 2020				
	Total			
	Actual	Budget	over Budget	% of Budget
Income				
30 Donations	0	0	0	
301 Unrestricted Donations	0	0	0	
3011 Unrestricted Pledges	185,435	280,000	-94,565	0.66
3012 Open Plate	3,938	20,000	-16,062	0.20
Total 301 Unrestricted Donations	189,374	300,000	-110,626	0.63
302 Restricted Donations	0	0	0	
3021 Outreach donation	2,584	0	2,584	
3022 Capital Funds-improvements	61,205	0	61,205	
3023 Other Restricted Donations	7,226	5,000	2,226	1.45
Total 302 Restricted Donations	71,015	5,000	66,015	14.20
Total 30 Donations	260,389	305,000	-44,611	0.85
31 Rental Income	0	0	0	
311 Parish Hall Rental	34,770	75,000	-40,230	0.46
312 Conches Rental Income	53,600	81,600	-28,000	0.66
313 Library Rental	5,000	20,000	-15,000	0.25
314 Music rental	3,333	5,000	-1,667	0.67
Total 31 Rental Income	96,704	181,600	-84,896	0.53
39 Other Income	0	0	0	
391 Interest Income Investments	-3,817	0	-3,817	
392 Other Income	242	0	242	
Total 39 Other Income	-3,575	0	-3,575	
Sales	2,500	0	2,500	
Unapplied Cash Payment Income	600	0	600	
Total Income	356,617	486,600	-129,983	0.73

	Actual	Budget	over Budget	% of Budget
40 Staff Costs	0	0	0	
Total 400 Rector	95,879	148,851	-52,972	0.64
Total 401 Music Director	40,353	60,572	-20,220	0.67
Total 402 Secretary	23,665	35,498	-11,833	0.67
4060 Salary adjustments	58	0	58	
Total 40 Staff Costs	159,956	244,921	-84,965	0.65
Total 41 Visitors Expenses	200	1,800	-1,600	0.11
42 Church Mission and Programs	0	0	0	
421 General	0	0	0	
4211 Rectors Discretionary Giving	2,865	4,800	-1,935	0.60
4212 Rector's Travel & Entertainment	2,059	3,000	-941	0.69
4213 Deacon Expenses	1,495	3,000	-1,506	0.50
4214 Travel, other Expenses	0	400	-400	0.00
4216 Memberships, Subscriptions etc	156	200	-44	0.78
4218 Bishop's fund	286	0	286	
4219 Miscellaneous Expenses	540	0	540	
Total 421 General	7,400	11,400	-4,000	0.65
422 Christian Education	0	0	0	
4222 Books and Supplies	176	1,100	-924	0.16
4223 Babysitting	1,463	1,500	-38	0.98
4224 Retreats, Events and Gospel	2,399	2,500	-101	0.96
Total 422 Christian Education	4,037	5,100	-1,063	0.79
423 Outreach	0	0	0	
4231 Cafe Care	171	500	-329	0.34
4232 Jardin Montbrillant	2,133	8,500	-6,367	0.25
4233 Outreach Projects	12,757	8,000	4,757	1.59
4234 United Thank Offering (UTO)	331	0	331	
Total 423 Outreach	15,392	17,000	-1,608	0.91
Total 424 Music Ministry	1,075	1,700	-625	0.63
425 Hospitality	220	0	220	
4251 Hospitality	400	3,500	-3,100	0.11
4252 Welcoming	0	500	-500	0.00
Total 425 Hospitality	620	4,000	-3,381	0.15
426 Altar Guild	3,012	4,500	-1,488	0.67
427 Youth Ministry	0	0	0	
4271 Transportation	0	200	-200	0.00
4272 Food, Drinks and supplies	0	200	-200	0.00
4273 Leadership costs	0	12,000	-12,000	0.00
4279 Other Youth Ministry Expenses	7,887	0	7,887	
Total 427 Youth Ministry	7,887	12,400	-4,513	0.64
428 Inreach	183	1,500	-1,317	0.12
Total 42 Church Mission and Programs	39,605	57,600	-17,995	0.69
Total 43 Rue de Monthoux Bldng Expenses	47,258	73,137	-25,879	0.65
Total 44 Conches Property Expenses	10,376	11,551	-1,175	0.90
Total 45 Musical Instruments	1,630	2,600	-970	0.63

	Actual	Budget	over Budget	% of Budget
46 Convocation	0	0	0	
461 Convocation Assessment	19,391	41,683	-22,292	0.47
462 Convocation Convention	0	2,500	-2,500	0.00
Total 46 Convocation	19,391	44,183	-24,792	0.44
Total 47 Office Expenses	6,424	8,200	-1,776	0.78
Total 48 Banking Expenses	554	1,500	-946	0.37
Total 49 General Expenses	2,883	7,189	-4,306	0.40
Total 50 Professional Services	12,729	20,400	-7,671	0.62
Total Expenses	301,004	473,081	-172,077	0.64
Net Operating Income	55,613	13,519	42,094	4.11
Other Expenses				
60 Special Provisions	0	0	0	
601 Rector Search and Relocation	2,000	2,000	0	1.00
602 Monthoux Future Expenditures	25,000	25,000	0	1.00
603 Conches Future Expenditures	10,000	10,000	0	1.00
605 Provision Organ	4,000	4,180	-180	0.96
Total 60 Special Provisions	41,000	41,180	-180	1.00
Total Other Expenses	41,000	41,180	-180	1.00
Net Other Income	-41,000	-41,180	180	1.00
Net Income	14,613	-27,661	42,274	-0.53

Letter regarding the Sale of the Conches Property

September 2020

To Parishioners and Friends of Emmanuel

We are writing as the Wardens and Rector to inform you that the Vestry unanimously, and with the consent of the Bishop and Council of Advice, has been successful in selling the former Rectory, 9 chemin de Fossard, Conches.

The sale took place on Wednesday August 26, and the monies received have just come into the Emmanuel bank accounts. The Conches property has been sold for CHF5'000'000. So far CHF4'360'269.50 has been transferred by the notaire. The remaining amount is retained for now until all fees and Capital Gains Tax (from which the Fondation does not appear to be exempt) has been settled. The property was put on the market in July and attracted considerable interest. It was sold to highest bidder. The purchasers are the family who have rented the property from 2014.

Why did the Vestry make the decision to sell? The Vestry undertook a detailed study of the Conches property in May 2018 following a year when the costs of repairs were high. It was evident that the net contribution to the operational church budget from rental income would most likely continue to be reduced while ongoing costs for repair would go up. An architect's report estimated that up to CHF 500'000 would need to be spent on the property in the next 10 years. Various scenarios were explored ranging from renovating the property to building a second property on the site. Retaining the property for some future date when re-zoning may take place was judged too uncertain both in terms of timescale and financial return. The Vestry therefore made the unanimous decision to sell. After receiving input from various sources it was determined that the COVID 19 situation did not evidently negatively impact the sale potential at this time.

How will the assets be managed? Legal advice has been taken and it is proposed that a separate fund – called Fonds – be set up as part of the Fondation whereby the four members of the Fondation (Rector, Senior Warden, Junior Warden, and Treasurer) together with one other person, not actively on the Vestry and most likely to be elected by the Annual General Meeting, will be responsible for the administration of the Fonds. Strict guidelines will set out what the fund can and cannot be used for. All five members will have to approve any applications made by the Vestry over and above an annual grant of CHF 70'000 per annum that will go to meet operational needs (equivalent to the present annual rental income). The terms of the fund have to be approved by the Bishop and Council of Advice.

How will the assets be invested? The intention is to keep the assets in Swiss francs and to develop a balanced portfolio which consists both of financial and real estate assets. The Bishop and Council of Advice require an ethical investment policy that accords with the broader mission of the Episcopal Church. The Investment Commission will be working on this with a consultant from the Convocation. The financial portfolio will be

managed professionally. The aim is that the assets will grow in terms of capital as well as provide a return over and above what the Fondation has been gaining from rental income i.e. CHF 63'000 to 70'000 per year.

Whom can I talk to about this? The Rector, Wardens, Treasurer, and present Vestry members are happy to listen to any queries that you may have. You will also have an opportunity to discuss the matter at the forthcoming Annual General Meeting that will take place after the 10:30 service on Sunday October 11.

History of the Property: Vestry minutes of February 20, 1957, state that the land and money to construct a Rectory had been given to the Fondation de la Chapelle d'Emmanuel by a parishioner named Mrs. Grasselli. The land purchased was 9 Chemin de Fossard. A four bed-room house was built and the then Rector, Father O'Grady, moved there with his family upon its completion. The property was used as a Rectory from 1957 until 1974. It was then rented out from 1974 until 2001 as the Rev. Jerry Moser (and his predecessor) had their own accommodation in Geneva already. With the appointment of the Rev. Nicholas Porter as Rector, the Vestry, which had at that time been contemplating to sell the property, acceded to the new Rector's request that he should live there with his family. In 2001, considerable renovation work of circa CHF 200'000 was expended to renovate the property which was in a poor state of repair. This was paid for by the Vestry out of reserves. Parishioners raised their pledge-giving to cover the loss of rental income. After Nicholas Porter left in 2007, the property was rented out once again by the Vestry, attracting a rental of over CHF 12'000 per month until 2013. Following a rental void of 9 months (when a further CHF 30'000 was spent by the Vestry on renovations that were expertly organised by Liana and Chris Koch) the property was rented out again. At this point, however, the Geneva rental market had collapsed. As a result, the property now commanded a monthly rent of CHF 6'800. With these trends of diminishing net returns from rental income over the past few years, no realistic expectations that this property would be used again as a Rectory and increasing renovation needs and costs, it was determined that now was a good time to sell.

Conclusion: As Wardens and Rector, we would like to express our profound thanks for your interest, support, and prayerfulness for Emmanuel. We look forward to your continued concern for the well-being of Emmanuel and thank God for the blessings both material and spiritual that have been entrusted to us.

Heavenly Father, in you we live and have our being: We humbly pray you so to guide and govern us by your Holy Spirit, that in all our cares and occupations of our life we may not forget you, but may remember that we are ever walking in your sight, through Jesus Christ our Lord. Amen.

Yours in Christ's service,

Holly Smith Dinbergs, Senior Warden

Torsten Bartsch, Junior Warden

Michael Rusk, Rector



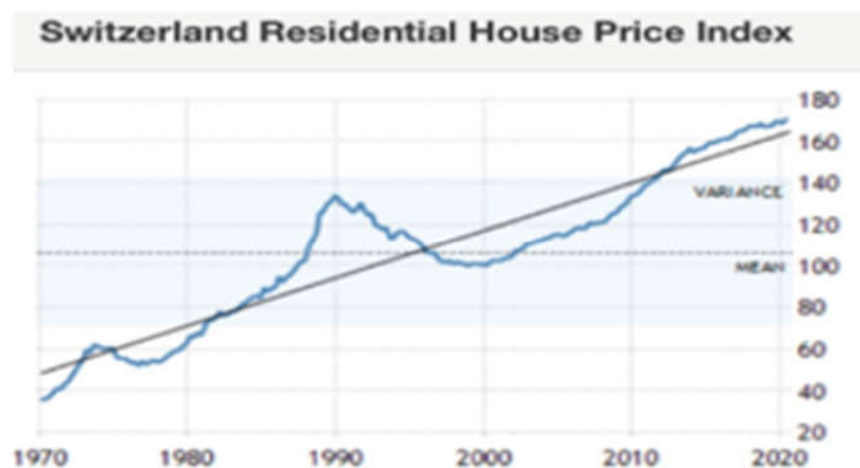
Investments Commission, 2019-20

The investment committee is led by Mr. André Dinbergs, Mr. Chris Brun and Ms. Ju-Young Lee. Each member combines more than 20-30 years professional experience from large financial institutions as Portfolio Manager/ Advisor/Trader namely at HSBC, Lombard Odier, UBS CIO WM Zurich, Ashmore and Citibank New York. In addition to the above members, Mr. Torsten Bartsch joined the committee as the legal counselor during 2019.

Our CHF 100'000 Investment at Credit Suisse (40% equity and 60% in global fixed income and REITs) achieved +7% cumulated performance at the end of February 2020. As covid-19 hit China and Europe in March, the Investment committee debated about temporary withdrawal, but we decided to invest with long term perspective. While we faced the worst market correction in history in March, our portfolio has turned positive as we write the report.

Looking ahead and considering a potential second wave of COVID-19, subsequent economic recessions, and a US Presidential election, we expect the financial market to remain volatile for the remainder of 2020 and beyond. Therefore, our investment strategy is likely to remain conservative privileging stable return.

Following the Vestry decision to sell the Conches property, the investment committee is mandated to determine the best investments to preserve capital from the Conches proceeds and grow the return. Based on the Switzerland Housing index (source: Bloomberg), the Conches property value has increased by +80% for the last 30 years in addition to regular rental income to the church for the total appreciation of +200% over the last 30 years. This compares to our previous fund at Credit Suisse (25 equities and 75% fixed income) which generated +30% performance over the last 30 years in Swiss francs terms.



The investment committee is considering several options to replace the Conches property considering church needs to generate regular income and to preserve capital:

1. **Rectory:** as the rector rents his apartment and pays rental fees to the landlord, the church may offer him a rectory in exchange to the rental payment to the church.
2. **Apartments** in Geneva for additional income
3. **Financial assets** (Swiss franc denominated) for diversification purpose at reasonably comparable risk/return profile and competitive to the real estate.

As announced by the Rector, a finalised investment plan will be presented at an Extraordinary General Meeting – hopefully in December 2020. In the meantime, please feel free to contact the office@emmanuelchurch.ch and address your questions to the Investment Commission.

Ju-Young Lee

ANNEX C
Rector's Report
Annual General Meeting

11 October 2020

It is over 18 months since our last Annual General Meeting and a lot has happened in the life of Emmanuel over this time. When we cast our minds back to what life was like in 2019, there are so many moments and aspects of Emmanuel life that we have learned to cherish more than ever before, now that we are deprived of them in the midst of a global pandemic. Wonderful services with a full choir and large congregations to celebrate Easter and Pentecost; the energy and excitement of hosting the Convention and particularly the unforgettable joy of Africa Night. Bishop Mark was very taken with the lead Leroy took in dance and keeps asking me how he is! I remember Stephanie Spellers, the Canon to the Presiding Bishop, saying to me in the middle of all the dancing on Africa Night that she visits many Episcopal Churches in the States to teach about becoming Beloved Community but that here at Emmanuel this is it; this is the Beloved Community in action.

As well as our cherished community life and the reverent celebration of Holy Eucharist Sunday by Sunday, 2019 was a year when major refurbishment of the building took place. The summer was a hive of activity as 4 new restrooms were created; a level access entrance from the rue de Monthoux was created and an automatic door installed so that one can feel like Moses and the parting of the Red Sea, when one stands in front of it! Our thanks go to our architect, Bill Bouldin, for his expertise and commitment that enabled this project to be completed. In addition to the new Sacristy and the creation of an attractive meeting room in the Basement, the new entrance and rest rooms point to a community that is confident in its faith and does not hesitate to express that in ensuring everything is of the highest standard and worthy of God.

This confidence was evident when the lockdown in March 2020 meant that public gathered worship was not possible. I would like to pay tribute to the team who adapted with alacrity to creating recorded services of high quality: to Deacon Richard for his wonderful chanting; to Shauna for her outstanding musicianship; to Noël for his filming and editing skills, and to Andrew for the wondrous creation of the Emmanuel Virtual Choir. Tommy and Meghan Bresson kept in touch with our young people and provided a wide range of engaging online activities. Thank you, too, to all of you for rallying round and tuning in to the services, zoom coffee hours, prayers, and Bible Study as well as contributing to the worship by sending in clips recorded in your own homes or gardens. This was a time of great creativity when the strength and love of the Emmanuel community was truly evident. I would also like to pay tribute to Inreach and the network of care that was created

and sustained week by week so that everyone from the parish received a call, a text, or an email regularly. Deacon Richard's concern for all of you that results in phone calls and visits to those of you in need is a beacon of true Christian ministry that is inspirational to the rest of the Inreach team.

From mid-June we have been operating a hybrid model of meeting actually in church and livestreaming the service. The Vestry has just approved a grant to upgrade the audio and visual equipment so that the livestreaming can improve in quality. It is clear that regrowing the gathered congregation here at Emmanuel, operating under the restrictions of social distancing, limited singing, and mask wearing, will take time – it may take several years before we return to a gathered congregation of 75 in number. I am particularly grateful to Peter Cloutier who has had a wonderful “can-do” attitude towards operating in a safe manner. This responsible, positivity which enables us to operate both in church and at Coffee Hour is a major encouragement at this time. We are also delighted to welcome new virtual members into the Emmanuel family – both here in Switzerland and from around the world. It is important that we all remain faithful throughout this time and play our part to ensure that Emmanuel emerges from the pandemic stronger than ever before. As the Apostle Paul states in today's Epistle: “Stand firm in the Lord.” (Philippians 4:1)

Over this period, we have benefited from having an exceptional Vestry: filled with purpose, courtesy, togetherness and vision. Our thanks go to the Wardens' Team for their leadership – to Holly Smith Dinbergs, Debbie Groby, Torsten Bartsch, and Stephen Squire and to all the Vestry membership who have provided strong, decisive and compassionate leadership. The Commissions have also worked well: of particular note is the Outreach Commission which in 2019 hosted the visits of Dr Ringera from International Peace Initiatives and Father Kinvi from the hospital at Bossemptele. Outreach has been led with great expertise by Bob White for many years and we pay tribute to his excellent chairmanship as well as his ability to submit the annual Outreach Report in the first weeks of January! More recently Outreach has been co-chaired by Sophie Leacacos and Ann Goslin. Meetings are well attended and Commission members highly motivated in supporting projects around the world. It is a privilege to belong to such a group. Inreach, too, under the leadership of Deacon Richard lives out the compassionate caring of Emmanuel from day to day. The love and concern of Emmanuel for every parishioner is one of the most aspects of belonging to this community of faith.

Emmanuel is rightly known for its excellence in music and I would like to pay tribute to the faithfulness, loyalty, and commitment of Shuana and the choir. The choir contributes much joy and beauty to our worship and we are grateful for their flexibility at this time when their singing is restricted numerically and is undertaken through masks. It was a delight, too, to witness the emergence of the African Singing Group who sang for the first-time during Bishop Mark's first visit to

Emmanuel in June 2019. Since that time, the African Singing Group has contributed regularly to worship bringing much vibrancy and African spirituality into the life of Emmanuel. Out thanks go to Jane, Sroda, and Robinah for their leadership.

I am delighted that Tommy and Meghan Bresson have been able to reestablish youth activities at Emmanuel. This is a difficult and challenging ministry but Tommy and Meghan have demonstrated the importance of sticking at it: the youth group actually grew in number during lockdown which is a great tribute to the work that they do.

As regards Sunday-school, our thanks go to Kelly Massey-Carlier who has led Sunday-school for many years and to the teachers, Agnes, Marsha and Jamey. We remain grateful to Yunise for running the Crèche. We happen to be in a phase when there are not many children of Sunday-school age but we are aware of there being children in the crèche who will be ready for Sunday-school in a few years time. We need to begin to plan how we might resource this work.

Whilst I recognize that there are too many people to mention who praise their full part in the life of Emmanuel, I would like to signal out three in particular for special mention. Marie Dumas has looked after the Parish Website for the last few years. It is a behind the scenes ministry but one that is hugely important. Thank you, Marie, for all that you have done in producing an attractive up to date website as well as maintaining the parish's FaceBook page. Then there is Helena! Helena's work-rate is truly phenomenal: Helena produces the weekly Epistle; edits the Emmanuel Star; formats the Sunday Bulletins; produces the financial quarterly Statements; supplies Outreach with financial updates; sings in the choir as well as the African Singing Group. And on top of all this, Helena organized the registration for Convention. Before I exhaust you with listing any more of what Helena does for Emmanuel, let us just all express our thanks. The other person whose contribution I wish to highlight is that of Evelyne Romer. Evelyne maintains the Emmanuel garden wonderfully throughout the year; she attends to the hundred and one little jobs that the Emmanuel buildings require – painting a radiator cover; opening up early morning for an electrician or a plumber; washing the altar linens; supervising the excellent new cleaner, Clea – the list is as varied as it is long. As the family of Emmanuel, our indebtedness to Evelyne is huge. Let us express our profound thanks.

In a few weeks time on November 8, we will launch our Stewardship Program. Agnes Kalinga Maye is an excellent Stewardship Officer – efficient, hard-working, maintaining confidentiality at all times. Under her leadership, Stewardship pledges have grown in the last 12 months to their highest number for some years. As you can see from the 9 monthly report that accompanies the Budget, loose plate collections that normally raise CHF20'000 each year have dropped dramatically

since the lockdown. So when you come to make your Stewardship Pledge this year, please do so prayerfully and generously. Stewardship giving is the primary source of income for Emmanuel's ongoing ministries and work. For this we depend through the grace of God on your generosity.

The strategy for funding Emmanuel's activities relies on three streams: Stewardship is the most important – at least 50% of income. The second stream comes from renting the premises. Over the last 3 years, the strategy has been to attract more use of the premises from groups (often churches) who book the premises for a significant amount of time each week and also to raise the rent to a more realistic level. This strategy has been working well. Obviously, it has been affected negatively by the lockdown and the subsequent reduction in meetings since reopening. Nevertheless, all our main renters – CCIM, Adventists, and the Church of Christ – have continued to pay at least 50% of rent throughout lockdown. CCIM and the Adventists have started to meet again but with reduced hours. The Church of Christ, however, have not been permitted to reconvene. The Library in English who contribute CHF20'000 to the Foundation have not been able to hold their spring sale which is a major income source. The Vestry has therefore waived a quarterly payment of CHF5'000. (Emmanuel is grateful to Bishop Mark for achieving a waiver from the Church Pension Group of 4 monthly pension payments and also for a 5% reduction in the Assessment to the Convocation, amounting to circa CHF7'000). So rental income will be down in 2020 and may be down in 2021 until some form of normality is gained. The strategy of aiming to secure CHF90'000+ from rental of the Emmanuel buildings is a sound one.

The third income stream has been traditionally from the rent proceeds of the Conches property. This has come to circa CHF63'000 to 70'000 each year. Now that the Conches property has been sold, the task that faces the Investments Commission is to find ways in which such an income stream can be maintained while the capital grows. The Investments Commission is working hard to come up with models which will achieve this while ensuring that the assets are cautiously and responsibly maintained. Once a plan has been agreed upon and the Vestry approves of it, it will be shared with you so that we can all be of a common mind that wise and prudent decisions are being made. I am confident that we can come up with something that will improve Emmanuel's financial health for the long term. These are big decisions and I am grateful to the Vestry and to the Investments Commission for their wisdom and vision in moving forward on this.

Looking to the future, in the short-term we are called, as I have mentioned, to stay faithful and to steer Emmanuel through these very changed circumstances brought about by the Covid-19 pandemic. Upgraded audio and camera equipment will help with the new online services that are now offered. When people begin to feel safe to gather and worship in greater numbers, we look forward to reintroducing our community life – Breaking Bread (thank you to those of you who have contributed

to the cost of a new dishwasher. So far, we have about half the funds needed but we do wish to have this in place for the eventual regathering). It will be good too to be able to go back to help at Jardin de Montbrillant. Let us all look forward to the day when we can all sing the Lord's praises and share together in the joy of the kingdom.

Thank you all for being this beloved family of God, that is Emmanuel. It is a privilege and joy to be your Rector.

Michael Rusk
09.10.20



EMMANUEL EPISCOPAL
CHURCH, GENEVA

2020 Annual General Meeting

11 October 2020

Annex D – Other Reports

Senior Warden's Report

Music Report

Deacon's Report

Outreach

Inreach

Emmanuel Youth

Sunday School

Buildings and Grounds

Communications

Senior Warden's Report

Emmanuel Church, 11 October 2020

According to the official Vestry Resource Guide, "Vestry members are legal representatives and agents of the parish, charged with specific responsibilities by the canons of the Episcopal Church. Members share leadership responsibilities with the rector. They function much like the board of a non-profit, with responsibility for finances and management of property and human resources.... there is also an element of shared life and purpose in Vestry leadership...."

Looking back at the past year, the Vestry spent the majority of time on exactly that: finances and management of property, with also time devoted to human resources. Most unexpectedly, we also coped with Covid-19 and worked how to keep the church vibrant and accessible during the time when we could no longer worship and enjoy fellowship face-to-face.

The Vestry met monthly either in person or by Zoom. I would summarize these highlights for the past year:

INNOVATIVE STRUCTURE OF WARDEN'S TEAM

In May 2019, the Vestry determined, with the excellent advice of our Rector, to set up a Warden's Team, so that more people could share tasks. Thus, myself and Debbie Groby were elected Senior Warden and co-Senior Warden. Torsten Bartsch and Stephen Squire were elected People's Warden and co-People's Warden. Cyrus Veloo and Samuel Mbele-Mbong have served as Treasurer and Secretary. Setting up a team was an innovation that helped us share the work.

MAJOR ACTIVITY – MANAGEMENT OF CHURCH PROPERTIES

The Vestry spent a lot of discussion time on managing our physical property, including the Church Sanctuary, which dates from 1873, and the property at Conches, deeded to the church in 195x.

Church Sanctuary. The Vestry approved incremental improvements to our aging building, for example, we created a new Sacristy, updated our bathrooms, cleaned up some of the basement rooms, updated the entry door from the rue de Monthoux, making it more accessible for members with mobility challenges. Many thanks to John Marden, Evelyne Romer, Mike Romer and Bill Bouldin who played critical roles in ensuring upgrades were done well and cost-effective. Going forward, we still have decisions to make, including for example, the installation of a fire exit from the Grande Salle, required by the City of Geneva.

Conches. The biggest ongoing discussion, which dominated almost every Vestry meeting, was our property in Conches and what to do with it. After much thoughtful discussion, after evaluating many potential scenarios, after

understanding the real estate trends and realities of decreasing rental revenue, and after acknowledging that the Conches property would continue to deteriorate and require increasingly expensive repairs, the Vestry came to a unanimous decision to sell the property and invest the income wisely and ethically to serve as an ongoing source of income to keep Emmanuel alive and thriving for years to come. The sale has taken place and the Investment Commission will make suggestions regarding how best to invest the money, with the approval of the Vestry.

MAJOR ACTIVITY – NAVIGATING COVID-19, CONTINUING TO WORSHIP SAFELY

The appearance of Covid-19 stopped programs and plans, including regular worship services. The Vestry has been working to navigate these very challenging times. Noël Urassa has played a critical role in helping to pre-record services during the times when we were not allowed to meet. Shauna Beesley stepped in to ensure the highest possible quality of music during that time. Our Rector kept things going by leading online services and Zoom meetings, including coffee hours, Vestry meetings, In-reach meetings, Thursday Bible Study group, Wednesday midday prayers. Our Rector provided us with excellent guidance during this period and continued to deliver wonderful sermons – in front of a camera and an empty sanctuary, which might have been truly difficult for some. We have since reopened for worship services with strict guidelines, and again, our Rector is leading the way to ensure we follow local Swiss protocols and meet Bishop Mark's guidelines for Convocation Churches.

Music during Covid was provided by our Virtual Choir (big shout-out to Andrew Close and Shauna Beesley) and our African Singing Group – both received enthusiastically by our Emmanuel community and beyond.

The Vestry has also been working with the groups that rent our building who are unable to meet for worship and who have requested rent reductions.

OTHER IMPORTANT HIGHLIGHTS OF VESTRY BUSINESS

Last December, the Vestry implemented a new process for a Mutual Ministry Review for the Rector, which the Vestry planned and delivered in December, in line with a direct request and timeline from Bishop Mark Edington.

The Vestry took action to further the new Safeguarding Policy of the church by appointing Kelly Massey-Carlier as the Safeguarding Officer.

The Vestry established a Financial Confidentiality Policy, to ensure that information regarding pledges and contribution amounts were kept confidential.

The Vestry is reviewing a Data Privacy Policy, drafted by Marie Dumas, as it relates to what information we publish, especially on our website.

The Vestry has been pleased with results of Tommy and Meghan with our youth and have decided to continue and further our relationship with them to strengthen our youth programs. The Vestry is hoping to find ways we can bring more children and youth into the church.

Emmanuel Church hosted the Convocation Convention last October, which was deemed very successful by attendees. Helena Mbele-Mbong, David Pittuck, Deacon Richard, Shauna Beesley and the Africa Night Committee all contributed significantly to this wonderful event.

SOME PRIORITIES GOING FORWARD

The Vestry will be looking to make best decisions regarding the investment of proceeds from the sale of Conches.

We also want to jumpstart many of our Commissions, many of which were taken off-line due to Covid-19 concerns, although Inreach and Outreach have continued functioning.

We will be determining also how to use the internet and technology to enhance our worship and build our community, to strengthen our collective faith and support the individual spiritual journey of our members. We also need to sort out how we can best use social media to connect and introduce people to our church.

Respectfully submitted,

Holly Smith Dinbergs
Senior Warden

Music Report 2020

It seems like another age when I think back to 2019. We had so many wonderful services and occasions such as the celebration of my 20th anniversary at Emmanuel, celebrating 9 Lessons and Carols with the Bishop at Emmanuel, Miss Jones' 90th birthday. Frankly, we didn't know how lucky we were, meeting and singing together as we did. Who could have imagined Easter 2020 without a choir? Who could have imagined our empty church?

In March, the week before lockdown came into effect, Richard Cole and I sang in a fund-raising concert for Chiesa Valdese in Venice. It had suffered badly from flood damage in late 2019. We were able to raise more than 1,000 CHF to help rebuild parts of the church.

Once lockdown happened, we began to reflect on what could a virtual service look and sound like. I was proud that the ministry team of Emmanuel really took a lead role in getting virtual services up and running within days.

The first services were very simple with only the regulation 6 people in church: Michael, Richard, Noel, Andrew and myself plus one other singer. My plan throughout that time was to offer music that was comforting and familiar. We had all had so much disruption with the pandemic that it was not the moment to upset people's nervous systems with new repertoire.

Andrew and I began to discuss the idea of having a virtual choir. In the end it became something truly remarkable. We were joined by many singers, past and present, from the choir. Singers joined us from Australia, the US, France and England. It created a huge workload for Andrew; each 3-minute video took roughly 20 hours to produce; there was the creation of rehearsal tracks for each voice type, aligning of the vocal tracks once they were received, correcting errors of pitch and rhythm, then creating the visuals and rendering the films. Andrew was, at the time, also trying to teach online full time and working out the challenges of that new situation. I cannot say thank you enough to him for what he accomplished during that period.

The results were remarkable and were seen by thousands of people all over the world. Howard Goodall, the composer of *The Lord is my Shepherd*, saw our video and congratulated us on it.

The singers spoke frequently to us about how much joy it gave them to reconnect with Emmanuel and to have something practical to do and to contribute during lockdown.

We began returning to live services in July. Our first tentative steps included having cantors leading the singing. In September we began to bring back the whole choir fully masked and distanced as well as some congregational singing, following the guidelines set by the Canton of Geneva. However, we have now resumed a more cautious approach as laid out by the Bishop, i.e. four singers only and no congregational singing.

St Germain has provided us with many wonderful opportunities to continue singing as a larger group. We performed and recorded there for Good Friday and the assumption of the Blessed Virgin Mary. We will be returning to St Germain for All Saints and Nine Lessons and Carols.

Going forward I feel that we have adapted to mask singing. It is never going to be comfortable or easy, but we all agree that it is better than not singing at all.

Thank you so much to the singers in the choir for their great adaptability, their determination to keep singing together and their perseverance despite all the restrictions placed upon them all. I have very much appreciated those qualities and how this music continues to enhance our worship.

We look forward to a day (hopefully in 2021) when we may be able to return to a situation at church which somewhat resembles our pre-Covid life. I hope that I will

never forget to give thanks for what we had, what we have and all that we are learning now.

Thank you also to the many people who have written to me and encouraged me during 2020; I have very much appreciated hearing from you.

Shauna Beesley

Music Director, Emmanuel Church Geneva

Deacon's Report

In the ordination service for the diaconate in our Book of Common Prayer (p. 543), the Bishop's charge to the person about to be ordained includes, among others, the following: "You are to interpret to the Church the needs, concerns and hopes of the world". Amidst the worldwide pandemic and ensuing economic collapse that have marked most of 2020, I find myself asking not only where this diaconal duty starts, but also where – and if – it ends. The needs and concerns seem fairly obvious, but they show no signs whatsoever of abating. As for the hopes, despite our abundant blessings, we struggle to see the glass half full, rather than half empty, and ask ourselves when anything approaching normalcy will return.

For the Church, the ongoing health crisis has emptied sanctuaries, silenced congregational singing, and made flexibility and inventiveness absolute necessities instead of mere virtues. Not proclaiming the Gospel in the midst of the congregation would already make any deacon feel deprived. Add to that, however, not being able to set the table and distribute Communion to those gathered around the altar or to those who are homebound, and it is as if part of one's diaconal DNA had been surgically extracted. Yes, the telephone is a true gift and blessing for which I give thanks every day, but nothing compares to visiting parishioners at home. Fortunately, it has been possible during warm weather to maintain some in-person contacts on terraces or patios as we shout to each other through masks from a safe social distance. These will no doubt have to be replaced by virtual visits over the next few months.

Deacons are especially called to serve those on the margins of our society. If there is one thing that I have learned since early March, it is that we all live far closer to the edge than we had ever imagined. The virus and the economic hardship do not play favorites, and any one of us can be struck down by either without warning. Pictures of the endless lines of people in Geneva this spring waiting to receive food packages sent shock waves throughout the world, but we who volunteer at Jardin de Montbrillant have always been aware of that less attractive side of local life. Nor can it fail to bring home to us and serve as a painful reminder that this is the way much of the rest of the world lives all the time.

So where do I see the glass half – or even more than half – full? I see it in the exceptional work that our expanded Inreach team has done since the onset of the crisis. Thanks to this group of around a dozen and a half faithful parishioners, we have been able to maintain regular contact by phone, e-mail or text message with something very close to every single member of our Parish. Our team continues to meet virtually on a regular basis to exchange updates on the congregation members on each of our lists and to pray together for their needs, for their loved ones, and for ourselves. This is simply an extraordinary accomplishment, and one which some of my colleagues in the Convocation say they wish they could emulate. It attests powerfully to who we are at Emmanuel, to our strong and longstanding bonds of community, and to our love for each other in Christ Jesus. I feel humbled to be part of their ministry, which exemplifies, as nothing else could, our very name. At Emmanuel, truly God is with us.

Faithfully,

Richard

Outreach

EMMANUEL CHURCH OUTREACH COMMISSION SUMMARY OF 2019 ACTIVITIES AND PLANS FOR 2020

(version 2 February 2020)

The Outreach Commission expresses its appreciation to all Emmanuel members whose financial contributions and provision of their time and talents have made our Outreach activities possible.

OUTREACH BUDGET + DONATIONS IN 2019 – CHF 43,421.86

- Emmanuel Church budget, Outreach line: The Vestry designated **CHF 16,300** for the 2019 Outreach budget to ensure coverage of Café Care, Jardin de Montbrillant and global support. An additional **CHF 26,840.66** was donated.
- **Outreach Sundays:** As in 2018, it was agreed to continue seeking Outreach funding for refugees and development projects by having an “**Outreach Sunday**” on the second Sunday of each month through the year. From Outreach Sunday contributions, a total of **CHF 4,934.60** was received toward Outreach projects in general.
- **Special events and offerings:** Funds for Outreach were also gratefully received through Africa Night (**CHF 6,066.75**), the United Thank Offering (**CHF 1,878.**), two concerts (**CHF 3,185.46**), Christmas Gifts for Journée du Cœur (**CHF 975**), and donations for specific projects (**CHF 10,350**).

OUTREACH ACTIVITIES in 2019 – A total of CHF 42,704 was disbursed.

Africa Night: CHF 5082.10 and €951.30 raised

**Coordinated by Sam Hammond,
Samuel Mbele-Mbong and Rose Acheampong-Gerber**

Africa Night, 26 October, was again a great success. Over 170 persons were present, as Emmanuel parishioners welcomed the participants of the Convocation Convention, hosted by Emmanuel in 2019. A wonderful time was had by people of all ages. African music was provided, and Emmanuel’s African

community donated, cooked and served the food. The funds raised were designated for the International Peace Initiatives (IPI) in Kenya. Some of the food costs were covered by Emmanuel Church, and the sale of clothing and crafts generated some funds. The evening was particularly appreciated by the Convention delegates who were enthusiastic about the evening.

United Thank Offering: CHF 1,630.90 collected	Coordinated by Debbie Groby
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The United Thank Offering is a ministry to promote thankfulness and mission in the whole Church. UTO focuses on empowering new ministries, either to start up and fund entirely new initiatives or to help take existing ministries in new directions. Grants are now based on an annual focus. In 2019 grants focused on the theme;

Go: *Crossing boundaries created by race, culture, and economics to create communities that listen deeply and learn to live like Jesus.* For 2020, projects should focus on:

Bless: *Share faith, practice generosity and compassion, and proclaim the Good News of God in Christ with hope and humility.* The 2021 theme is going to be directed towards the effects of climate change and pollution:

Act: *Turn love into action by caring for God's creation to protect the most vulnerable who will bear the largest burden of pollution and climate change.*

A list of awards granted in 2019 can be found at: <https://unitedthankoffering.com/2019-uto-grant-awards-announced/>

Sophie Leacacos concert –Maison de Tara: CHF 2,093.65 collected
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In March, Sophie Leacacos performed a highly appreciated and successful concert at Emmanuel Church. Funds collected were for the benefit of La Maison de Tara. Appreciation was extended to all who made this event possible, particularly Sophie Leacacos herself, supported by the American International Women's Club of Geneva (AIWC), Imelda and Huub Spierings (provision of drinks for the reception), and La Maison de Tara.

Trio Aquarela concert – Leprosy Hospital in Nepal: CHF 1,019.81 collected
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In November, Sophie Leacacos arranged for a well-attended and well-received concert performed by the Trio Aquarela in the Grande Salle. Proceeds from the concert, after paying honoraria to the performers, went to the Leprosy Hospital in Nepal run by Graeme and Meena Clugston.

Children's Christmas gifts: CHF 1,172.50 + gifts provided	Coordinated by Jo Topping
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Gifts were collected from members of the Emmanuel community in November and early December, for the annual Journées du Cœur party. There were over 85 Christmas gifts this year aimed at children of different ages. Church announcements brought in many individual contributions and shopping from generous donations culminated in the collection of gifts on the first Sunday of Advent. Pick up by the organizers, all contributed to this activity which is greatly appreciated by the local community. Funds donated directly for gifts came to over CHF 1000 and provided over 55 gifts.

Café Care: CHF 1,855 total cost	Coordinated by Bonnie Christen
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Café care continues, on the first Wednesday of 10 months per year, to receive the women and children of the Coeur des Grottes in the parish hall for lunch. There is an average of 20 participants. Last December our team was invited to share lunch with them at the shelter on the day that they celebrated the Escalade and those whose birthdays fell that month. It was a delightful time. At the same occasion we delivered the 40 Christmas gifts that we had purchased for the women.

Jardin de Montbrillant: CHF 6,526.91 total cost	Coordinated by Torsten Bartsch
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Jardin de Montbrillant is a center for people in need and underprivileged located in Geneva behind the train station where people receive a hot meal free of charge thanks to the organization Carrefour Rue, which is supported by the Geneva social authorities and various NGOs. Emmanuel participates

on the second Saturday of each month to purchase, prepare and serve this meal and bring some smiles and warmth to people in need. Meal recipients ranged from 140 to over 200 during the year. Organization is taken on by one person/family or group with the participation of typically about 8–12 helpers. In 2019 around 30 persons from Emmanuel Church (along with family members or friends) participated as volunteers, amounting to over 350 hours of volunteer work.

Humanitarian and development project	Coordinated by Helena Mbele-Mbong
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The Outreach Commission continued its practice of supporting several Emmanuel projects. We agreed to again support the Bossemptélé Hospital in the Central African Republic, the IPI in Kenya, the Svarna School in India and the Leprosy Hospital in Nepal. Outreach also provides regular support to Partner Sein, the relief agency of the Old Catholic Church of Switzerland. Among the year's highlights were guest speakers at the Emmanuel Sunday service: Fr Kinvi from CAR, Dr Ringera from Kenya, and Gita and Ram from India.

Hôpital St. John-Paul II, Bossemptélé, Central African Republic	CHF 11,245
Partner Sein	500
Svarna School, India	1,800
Leprosy Hospital, Nepal	5,517
International Peace Initiatives, Kenya	7,750
Feet for Grace Foundation	304
Total	CHF 27,116

OUTREACH COMMISSION MISSION STATEMENT: The Mission Statement was produced to correspond to the Mission Statement of Emmanuel Church. It contains the Outreach Strategy, Principles for Selection, and recognition of financial and parish support received from Emmanuel Church. The Mission Statement has been adopted by the Vestry and was included in the February *Emmanuel Star*.

OUTREACH PLANS FOR 2020

Emmanuel Outreach activities will continue in 2020, in the same three areas of activity as in previous years:

- **Geneva activities (Jardin de Montbrillant and Café Care)**
- **Global project support**
- **Global disaster and emergency response**

For 2020, funds for Outreach will continue to be provided through the generosity of Emmanuel members, through the annual Emmanuel budget to cover Café Care and Jardin de Montbrillant and other projects.. The prior practice of Outreach Sunday collections will cease, and instead be replaced by an expanded concert series, and by highlighting Outreach projects through guest speakers, Sunday announcements, and references in Emmanuel publications.

WITH DEEP APPRECIATION FROM THE OUTREACH COMMISSION MEMBERS
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| <ul style="list-style-type: none"> – Torsten Bartsch – Bonnie Christen – Roxana Dunnette – Ann Goslin – Debbie Groby
(Treasurer) – Sam and Joana Hammond – Sophie Leacacos | <ul style="list-style-type: none"> – Robinah Najjemba-Were – Joyce Oseku – Huub and Imelda Spierings – Joyce Witherspoon – Helena Mbele-Mbong – Bob White (Chairperson) |
|---|---|

1 February 2020

Inreach

The global experience of the Covid 19 pandemic has inspired much growth and change in the focus of our Emmanuel Inreach Commission since my report for our last AGM in March, 2019. Although we have not been able to function as church in the same way as prior to March this year, Inreach has become a very important and active part of our mission and efforts to walk in the ways of Jesus towards each other.

When we closed all in-person worship and activities in our building it was clear that the situation we were experiencing would have profound impact on our international community. Inreach, expanded to at least 17 parishioners who with our clergy, committed to being in weekly contact with a group of Emmanuel members. We made contact by telephone, email or other messaging and then met with Rev. Michael for a weekly Sunday evening Zoom call. We were then able to update our clergy about how people were doing and pray together for the congregation, their families, and all those throughout the world affected directly and indirectly by the pandemic. The Inreach team has a private prayer list that Deacon Richard keeps up to date that we use to pray individually for the specific needs of our community.

The effect of this action has created some new bonds between parishioners who didn't know each other well, and hopefully lent support during some difficult times. We will continue with this practice for anyone willing and wishing to receive calls or messages. Zoom meetings have decreased in frequency but also continue. Hopefully parishioners know who their Inreach contact person is and you are encouraged to make it known if you have a prayer or other request, and of course, if this contact is no longer welcome. Finally, as our lists can be faulty, and our community is constantly evolving, if for any reason you have not had any contact from the Inreach team and have a pastoral need, please contact Deacon Richard, Rev. Michael, or Debbie Groby.

The Inreach Flower Bouquet team has also expanded and formalized this year. We resumed preparing bouquets from the donated altar flowers in mid-July with careful Covid restrictions. After sanitizing our hands, only one masked volunteer makes bouquets each week, but with five of us currently serving, this is truly a joyous service. Others interested in this activity are always welcome.

The tradition of creating Christmas Baskets every year has been found to not really suit the needs of the parish. We continue, however, with preparing personalized Christmas remembrances (ranging from Gift Cards to hand cream) for parishioners identified by Michael and Richard, as well as offering a Christmas tree ornament to families who had baptisms during the year. At Christmas 2019, 4 ornaments were offered and 8 remembrances were distributed. We also welcomed new parishioners with either an ornament or an Emmanuel Church cookbook.

Debbie Groby

Emmanuel Youth

April 2019 through Spring, Summer and Fall of 2020

Throughout April 2019 to Summer of 2020, Emmanuel youth met on Sunday mornings during the service, as this proved to be the most convenient time for students and the time at which we saw the best attendance. During our times together on Sunday mornings, we have followed along with the church calendar and provided a lesson for the students that was similar to what was being taught in church (at an age-appropriate level).

During this time, we had a regular schedule of meeting times with the students, which we believe allowed for more consistency and better attendance. Throughout this time period, Emmanuel students were present on Sunday mornings, but also engaged in area-wide youth events, most notably the area-wide youth-led worship nights that occur once a month on a Saturday evening.

At the beginning of 2020, we continued meeting on Sunday mornings and continued to build a community amongst the Emmanuel students. As things with COVID-19 developed, our plans had to quickly change.

During the months of March, April, and May, during the most intense period of lockdown, we shifted all of our youth meetings to Zoom. We met with the students once a week during the week, and also on Sundays. As the quarantine continued, there were more area-wide Zoom meetings that developed as well as other international Zoom meetings for youth that took place. Emmanuel students took part in these meetings – particularly a four-week series on Thursday nights entitled the Together Series. These Zoom meetings were helpful for Emmanuel students, as they were able to meet other Christian teens from around the world and reflect on the story that God is writing in their lives.

The end of quarantine occurred right around the same time as the school year ended. We attempted to meet the students in person at church for a few weeks immediately after quarantine was over, but it became obvious that students (and families) were still a little hesitant to rejoin the church gatherings.

Separate from church, over the summer, we organized several different outings and opportunities for students to gather and have some fun. These included a trip to Glacier 3000, a scavenger hunt around Nyon, a few nights around a bonfire, a bowling outing, and a walking/running fundraiser. Emmanuel students joined in on these adventures with other youth from the area.

As the 2020-2021 school year has begun in the Fall of 2020, we have returned to meeting in-person with the youth on a Sunday morning during the service. Aware that some students are still a bit hesitant to return in person, we are still offering a Zoom meeting on Sunday afternoons for those who cannot make it on Sunday mornings.

Tommy and Meghan Bresson

Sunday school

In 2019 through to March 2020, Sunday school was led by Kelly Massey-Carlier – Emmanuel owes a great debt of gratitude to Kelly for her commitment, leadership, and love for the work of Sunday school that she has given over many years. Kelly has now stepped down from that leadership role but has become the Emmanuel Safeguarding Officer for a period of 2 years. Kelly has been ably supported by Agnes Kalinga-Maye, Marsha Staubli, and Jamey Keaten as teachers along with the faithful Yunise who provides care for the youngest in the Crèche. We assure Jamey, Babette, Louis and Max of our love and prayers as they settle into their new family home in Lyon, France. They will be greatly missed from the Sunday school. The Sunday school has followed a course entitled *Living the Good News* which is published online by Church Publishing and which covers the same readings that are read in church each Sunday. Since lockdown, the Sunday school has not been meeting although a crèche has started since Sunday October 4. The Sunday school at present is small in number but there are some children in Crèche. Therefore, we are preparing for the time when they will be ready for Sunday school and we look forward to when we can meet again in person.

Michael Rusk on behalf of Sunday school

Buildings and Grounds

The biggest renovation of the Emmanuel buildings for many years took place in 2019. In 2018 the work began with extensive redecorating of the building – work undertaken by John Marden. By 2019, work on a new Sacristy had begun – providing facilities to prepare and wash vessels for Holy Eucharist and a worktop for the Flower Arrangers. The new Sacristy enabled the access to the church to be much more direct – the circuitous route through the Library is now hard to remember. Work was then started on the Lower Room – all the windows in the basement were replaced and the former Youth Club room was transformed into an effective meeting room space with new lighting, flooring, a kitchenette, tables and chairs. With the growing demand on space particularly on mid-week evenings, the room has proved to be a great asset. The major building work then commenced in summer 2019 and went on until mid-October. Four new restrooms were created – two by the Library and two by the Offices; a new electronically opening door was installed at the rue de Monthoux entrance which now has a ramped access rather than the steep step that it had formerly. Considerable thanks for this work go to Bill Bouldin who supervised the whole project as architect and to Mike Romer who undertook much of the work. The door and restrooms were ready for the Convention of the Convocation visiting Emmanuel for Africa Night and for worship the following day. Many of the features of the work have proved their benefit since the outbreak of the Covid-19 pandemic: the building can be accessed without having

to use a door handle and in the restrooms the soap dispensers and the driers operate electronically. All these features contribute to ensuring the safety of those using the building. The building work of the restrooms and new door cost circa CHF163'000. A grant of CHF40'000 was gratefully received from Fonds Helios and generous gifts from parishioners came to CHF50'000. The rest of the cost has been borne by the parish.

Early in 2019, the Vestry became aware that it was required to provide an external second exit from the Grande & Petite Salle if they wished to permit more than 50 people to use these halls. A design was chosen and Bill Bouldin is pursuing the necessary permissions for this to be installed hopefully sometime in 2021. This is likely to cost circa CHF100'000. Similarly, it is likely that a second exit will be required from the church itself. The Building and Grounds Commission have been working on where this will be. In preparation for a new emergency exit from the Grande Salle, important work was undertaken by Mike Romer in March and April. A new store for Library Book Sale books was created in the middle Basement Room thus releasing one storage cupboard and the space under the stage. John Marden repainted the storage room and cleaned under the stage. This has enabled all the belongings of the Church of Christ to be stored in the Storage Cupboard behind the stage and the white tables (all cleaned by Evelyne Romer) to be stored under the stage. This means that the area is clear of furniture for when a new emergency exit is installed and used.

When the Library reopened, they were asked to use the Garden Door as an entrance and the foyer only as an exit. This has improved the security of the building considerably. How this might be made a long-term solution in winter as well as summer is now being explored. There have been security concerns about the easy access to the garden and this became a major concern over the summer. An exploration is underway to alter the gate to make it higher as well as to raise the railings.

Over the last few months, the Virtual Commission has been considering various proposals to upgrade the audio and visual equipment in church to facilitate the recording and livestreaming of services. This has introduced a new and unexpected dimension to Emmanuel worship which may be required as we move forward.

The whole Emmanuel community owes a big thank you to Evelyne Romer for her wonderful care of the garden and the Emmanuel premises. The reason why the buildings and the garden are such an attractive place to visit is in large measure due to Evelyne's hard work and dedication. For this we are truly grateful.

Michael Rusk on behalf of the Buildings and Grounds Commission

Communications Report

This report is broken into four sections:

Weekly Epistle and Emmanuel Star written by Helena Mbele-Mbong

Website and Social Media (Facebook) written by Marie Dumas,

and the Virtual Services written by Andrew Close

Thank you

Communications: Weekly Epistle and Emmanuel Star

Helena Mbele-Mbong

Weekly Epistle

The *Weekly Epistle* was begun by Rev. John Beach who began sending out a weekly blog via e-mail and then added announcements. Over the years it has become the main means of weekly communication, primarily for announcements of what is going to happen. It also occasionally includes poems, brief reports or stories of past events or short descriptions of items of interest. At the moment, Debbie Groby is doing a series to introduce us to other parts of the Convocation. The editor is dependent on those involved for input and grateful for everything received. A reminder that the deadline is 17h on Wednesday.

With the arrival of Covid-19, this forum has also been used effectively to send out *Special Epistles* to update people on measures being taken.

There are currently 212 people on the subscription list, and an average of about 145 open it every week. The *Epistle* has become our primary vehicle for announcing what is going to happen.

Emmanuel Star

The *Emmanuel Star* is the long-standing newsletter/journal of Emmanuel. Its primary purpose is to tell the stories of Emmanuel. As well as news of what has happened at Emmanuel and beyond, it includes reports from Vestry and Emmanuel commissions, reflections, poems, photos, artwork, history, hopes and looking ahead, book reviews, ... all manner of things that tell the stories and reflect who we are. For several years, its production has not had a regular schedule; rather, it gets put out whenever there is enough input for an issue. The *Emmanuel Star* also becomes an important historical record. Again, input from and all members warmly welcomed.

Communications tell the story

The main purpose of communication is to share the stories. As a community of scripture-based people, we thrive and grow as we share our stories, amongst

ourselves and well beyond. Coupled with our website, which includes a blog, we are well set up to be able to communicate these stories. There is a lot going on, at Emmanuel, in the Convocation, in The Episcopal Church, in the Geneva community, in the lives of parishioners. Sharing these stories is an important part of building our community. So, we invite everyone to contribute in whatever form suits you to one or more of these forums of communication. **Let's make Emmanuel a parish of storytellers.**

Helena Mbele-Mbong

Editor, Weekly Epistle and Emmanuel Star
6 October 2020 – Report to AGM on 11 October 2020

Website and Social Media (Facebook)

Marie Dumas

Overview 2020:

- Wix has turned out to be a successful website platform that allowed for easy posting of videos, with sharing to our social media of recorded and streamed services due to the demand during COVID-19.
- Informal feedback from newcomers indicates that people are finding us via our website.
- A long-term solution is being sought regarding the ability to take online credit card payments after we had to discontinue the service due to the lack of a required Swiss registration number for the payment processor.
- A Privacy Policy was approved by the Vestry and is now attached to the Newsletter sign up on the homepage.
 - The Privacy Policy and the website will need editing, with the addition of an automated “opt out” for cookies, due to a recent change with Wix now offering analytics – which it appears we can’t opt out of as a website hosted on their platform. Individual-level controls will allow for restriction of cookies. Individuals are also recommended if desired, to use Intelligent Tracking Prevention controls on their devices and browsers for increased privacy, if desired.
- A committee met regarding the need to consolidate and organize contacts inside the client database housed within our website, to make for easy web-based searching of contacts for administrators, and simplified emailing of specific groups.
- Marie Dumas will step down in 2021 as Webmaster. Suggested areas of focus for the next Webmaster in addition to resolving online donations, include: considering the expansion of our social media platform to Instagram, updating the Photo Gallery, increased use of the Blog (because it affects search rankings),

increased participation for content from Youth and Sunday School, and optimizing sitemapping and tags for web crawling and Search Engine Optimization.

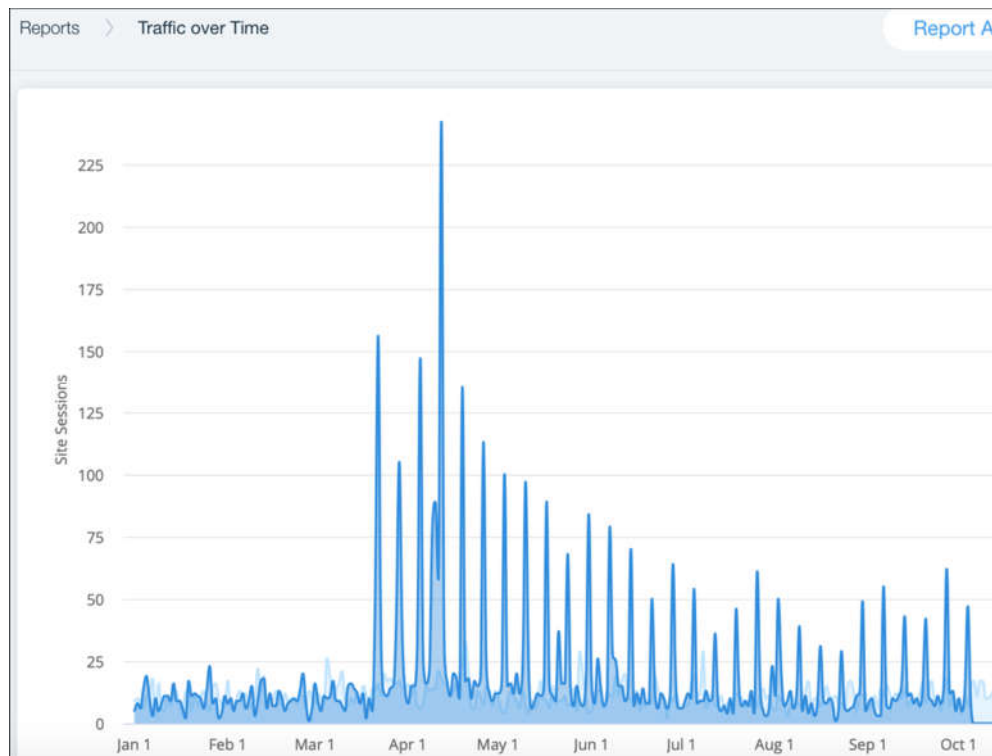
Analytics:

- Our Facebook following has increased:
 - 166 Likes and 182 Followers
 - Please engage with our content. Follow our page, like posts, comment, and share items.
- Website:
 - Aggregate tracking (anonymous – no names, but uses IP addresses for data analyzing – IP addresses not viewable by the admins) was in Beta development by Wix it seems, and data was being tracked since January behind the scenes. Analytic results became visible around July in the admin panel. Analytics reveal the following:
 - We have had 5,231 site visits from Jan, 1 – Oct 5. Site visits increase on Sundays. Our most frequently visited pages are the Homepage, the Online Services, Services and Worship pages, as well as the Clergy, Contact, Events, and Music pages.
 - We had a big increase in traffic when online services began, with the highest site visits in April (1,239), with over 242 visits on April 12 alone. This may be related also to the publicity of the Virtual Choir shared on Facebook, and the Convocation sharing our links. Monthly visits now average about 500 per month, with over 300 of those being first time, “unique” visitors.
 - The majority of our site visits are from new visitors (80%) instead of repeat visitors. This reflects that we are successful in being found online, but not as successful in getting our congregants to access our website regularly. In April, we were 10% higher in repeat visits, likely due to repeat Sunday online service watching by congregants.
 - It is highly recommended that we move some previously paperized processes online such as weekly bulletins, pledging, announcements, new membership, stewardship etc. to the website in an effort to increase repeat traffic.
 - We have site visitors from all around the world, with the majority in Europe but also from many originating sites in the U.S. and elsewhere. This emphasizes the need for a donation processing solution that is truly international.
 - Many people find us by a direct URL entry, though many also find us by an organic search (Google), redirects from our Newsletters, Facebook, and links from other referral sources such as the Convocation.

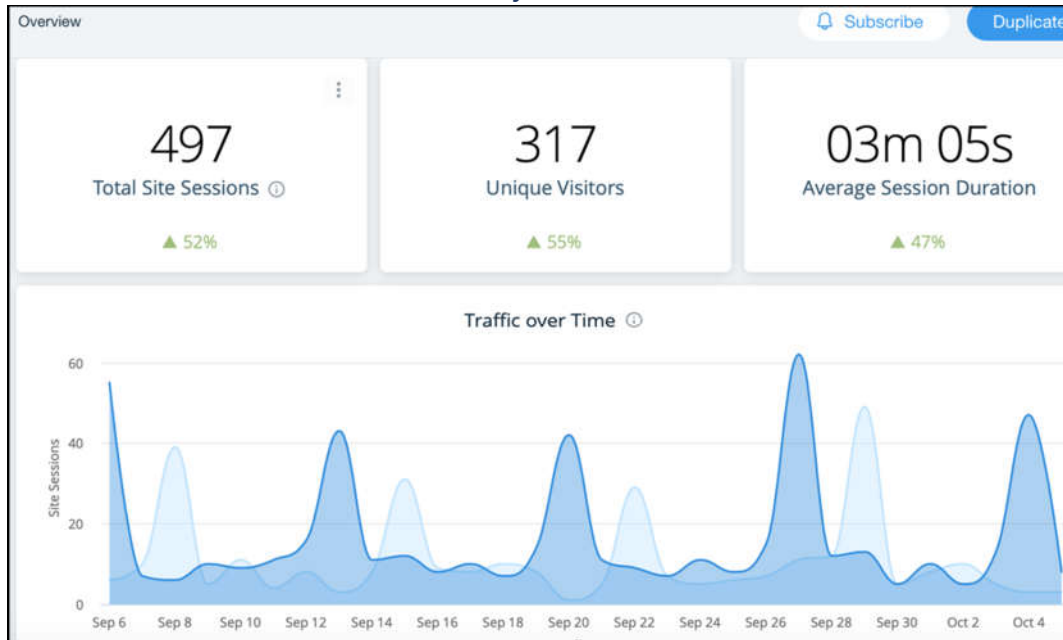
Search Rankings:

- A Google search for “English Church Geneva” results in being number 2 in Google Places, and number 8 on the first page list of sites, below most of the other churches.
- A search for “English Speaking Church Geneva” results in being number 1 in Google Places, and number 10 on the page.
- A search for “Episcopal Church Geneva” results in the top hit and many others on the page.
- A search for “Anglican Church Geneva” results in being 2nd in results.
- Being found highly in the Google Places is a good result, since visually it is at the top of the page and hard to ignore. Improvements could be expected if several congregants take the time to review us on Google, we increase repeat site visits, and if we make better use of our website, blog, and social media for communications/interactions.

Annual Site Visits



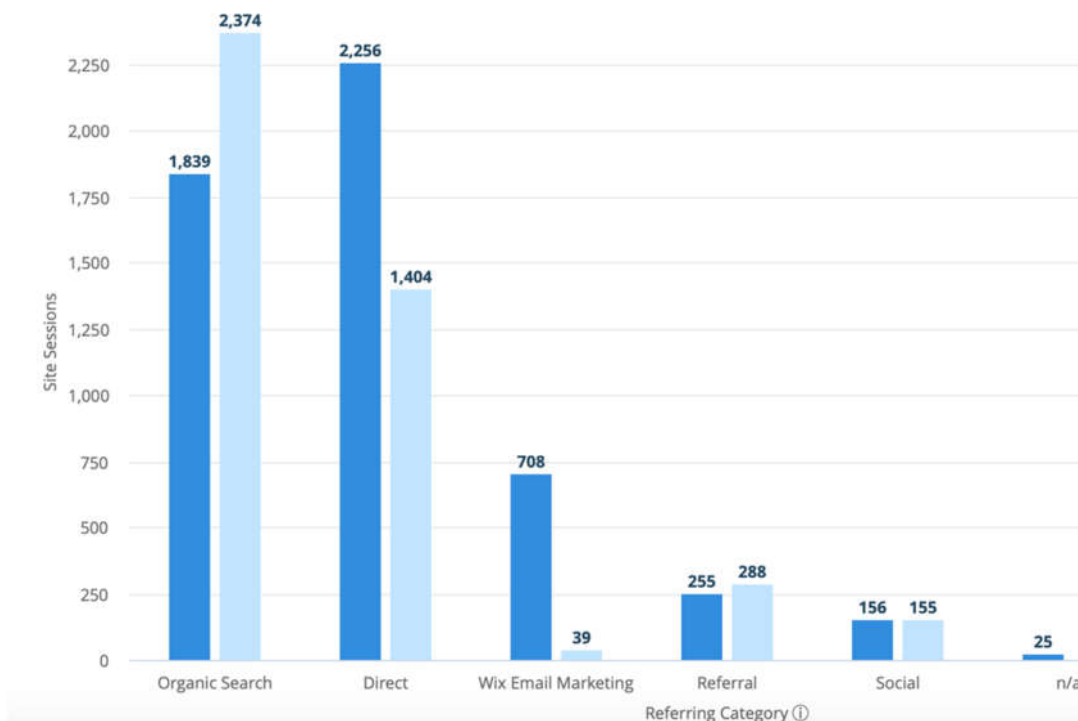
Monthly Site visits



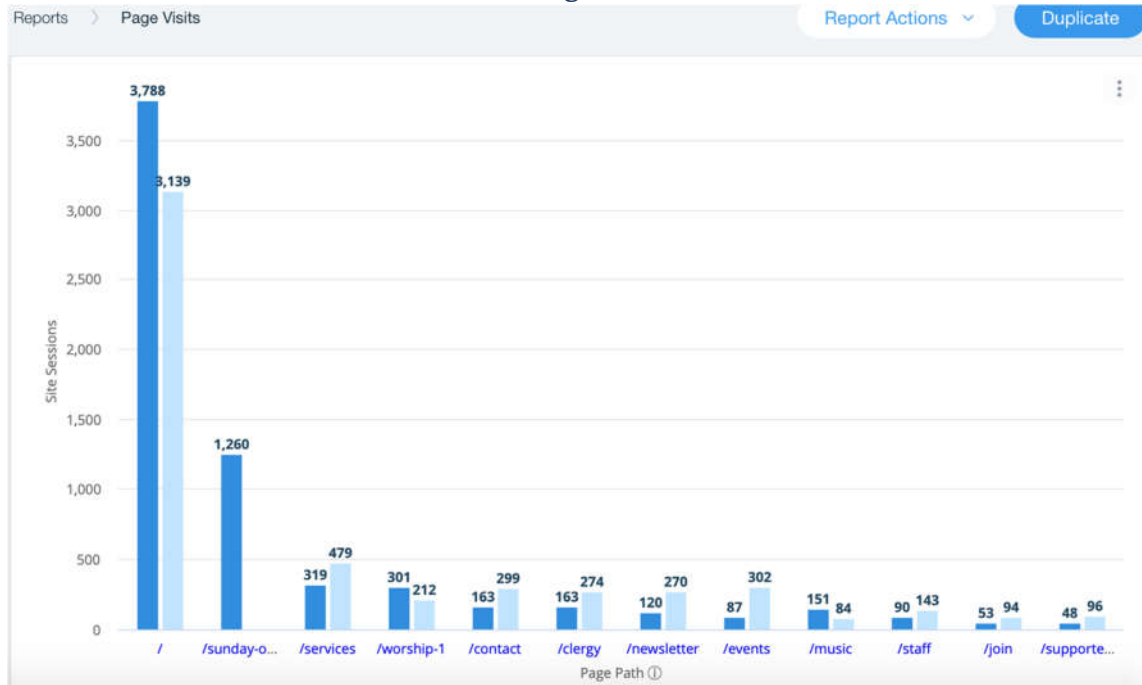
New vs. Returning Visitors



Referral (how visitors came to the site)

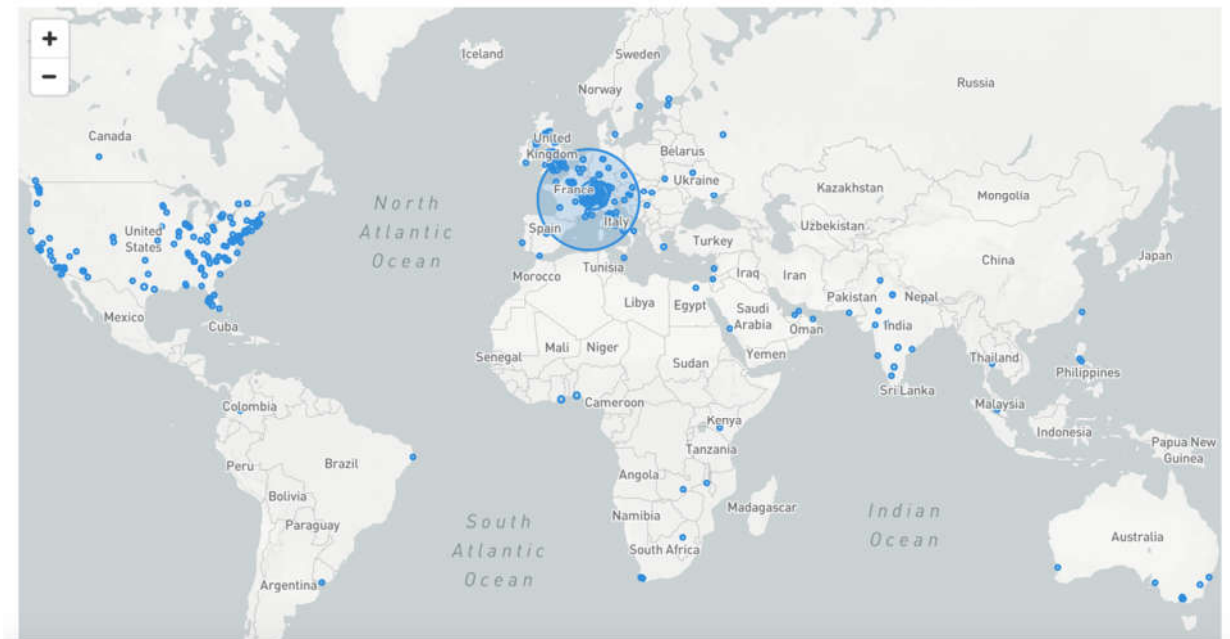


Site Page visits



Locations of web access

Traffic by Location ⓘ



Virtual Services

Andrew Close

In 2019, no one could have foreseen the changes that will be required to our online presence, and the way in which our understanding of how to connect people virtually would change in 2020.

Following a move to close actual services in the church, Emmanuel moved quickly to offering pre-recorded services using a variety of elements. The learning curve was very steep, and it is a testament to everyone's determination and adaptability that we so quickly transitioned to being completely online. Perhaps the steepest learning curve was faced by Noel Urassa, whose very job description changed overnight from an office-based administrator to a home-based creator of videos.

These services were almost always recorded on Thursday, and then rapidly edited together over the next couple of days. Most of these early services are still available online if you visit our youtube channel, "Emmanuel Episcopal Church Geneva". By the second week, something called a virtual choir had appeared. This new way of creating a choir provided us with a wonderful chance to reconnect with various ex-Emmanuelites. Creating all the elements in our online services involved countless hours of recording and editing, but they did help to maintain a sense of community over time we all needed to feel connected in some way. So successful were some of the elements in Emmanuel's online services that they were featured in both the European Psalm Sunday service and in an article on the US Episcopal News Service.

Coffee hour took on a whole new feel as we met via Zoom. Again, particularly in the early days of lockdown, seeing familiar faces was an important part of maintaining our community's sense of identity.

Post lockdown, the churches moved to a slightly simpler setup, live streaming Sunday services whilst gradually allowing our congregation to regather in our church. The technical wizardry required to make this work – and the corresponding smorgasbord of possible technical hiccups – should not be underestimated. I am reminded at this point of what it is like to watch swans glide over the lake, all the while not seeing the frantic paddling going on underneath.

Bishop Mark – an early fan of our online services – was clear that when the church did reopen it would need to maintain online presence, and that this method of celebrating would continue into the future. We are a large community, and some of the congregation can no longer attend church but can still be part of our community.

As we begin to look at how our online services can be improved, **we will need to examine the quality of our equipment and the demands for more satisfying video and audio.** Early services (those that were pre-recorded and spliced together from a number of elements) rather spoilt us, as we were able to see sermons from the lake,

choir singers from around the world and readers from their houses and gardens. Creating that sense of excitement both visually and audibly will need a more advanced system, and the vestry looking at this.

You may have recently completed an online survey about virtual services, and if you have not we ask that you consider spending a few minutes completing the survey which can be found in a couple of emails that have been sent out from the office. At the time of writing this report, we have received 53 responses – a very good number – and the information from this survey will be tabled in the vestry meeting in the near future.

A small group of individuals have been responsible for an enormous amount of work over the last few months, and continue to be intensely involved in developing the online services.

Noel has already mentioned, and it will be safe to say that without him there would be no online services. David Pittuck has worked tirelessly in the background, as has Bill Bouldin. Father Michael has been very much a hands-on presence in creating up online life, and both Innocent Urassa and Oliver Kello have provided us invaluable advice and help. Thank you.

Thank you

Any list of thank-yous in a report is bound to miss out people, and clearly Helena and Marie would be at the top of anyone's list.

But I do not think anyone else would mind if I took this opportunity to say a special thank you to Marie Dumas.

As she has already mentioned in the report, Marie will be stepping down from her role as webmaster of a beautiful website. Probably only people who have been involved in designing and maintaining websites would be able to appreciate the sheer number of hours that Marie has given over to creating and maintaining emmanuelchurch.ch

For better or worse, churches are now often judged first by their online presence. I suspect that at least half of those who have arrived on our doorstep for the last five years have first looked at our website.. The warm, welcoming nature of Emmanuel has been communicated to the world by Marie and anyone now taking on this role will find they have rather enormous shoes to fill.

So, thank you very much from our entire congregation.

Andrew Close