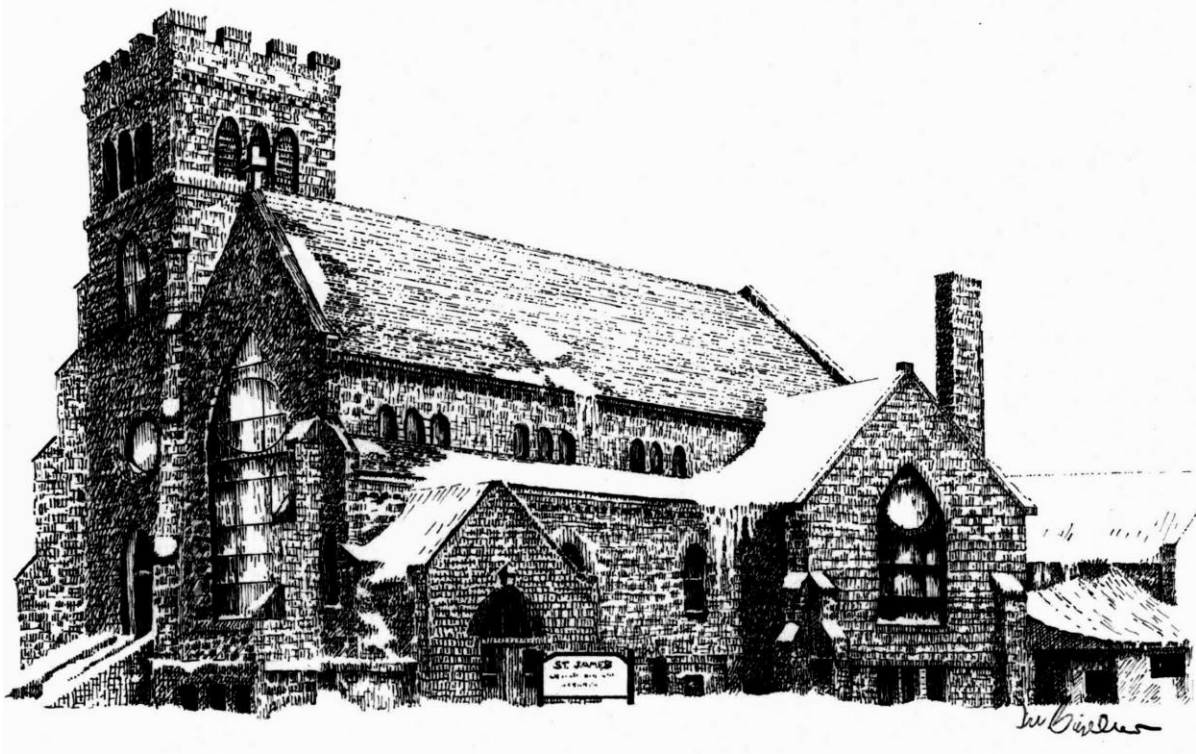


ANNUAL REPORTS FOR 2020



ST. JAMES' EPISCOPAL CHURCH

533 BINGHAM AVENUE

SAULT STE. MARIE, MICHIGAN

DIOCESE OF NORTHERN MICHIGAN

**ANNUAL MEETING - FEBRUARY 2021
VIA MAIL DUE TO COVID19**

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**ANNUAL MEETING
ST. JAMES' EPISCOPAL CHURCH**

FEBRUARY 2021

VIA MAIL-IN POSTCARDS DUE TO COVID-19

PLEASE HAVE POSTCARDS RETURNED BY FEBRUARY 22, 2021.

Please call **906-440-0333** or email stjames533@gmail.com with any questions.

AGENDA

1. Approval of Minutes of 2020 Annual Meeting — January 26, 2020
2. 2020 Treasurer's Report / 2021 Budget
3. Vestry Election
4. Senior Warden's Report
5. Junior Warden's Report
6. Organizational Reports by Title and Questions If Necessary

ST. JAMES' RENEWAL PRAYER

Please pray daily.

We pray that God of our Lord Jesus Christ, the Father of glory, may give us a spirit of wisdom and revelation as we come to know Him, so that, with the eyes of our hearts enlightened, we may know what is the hope to which God has called us. Amen. Ephesians 1:17-18a

PRESENT VESTRY

<u>2021</u>	<u>2022</u>	<u>2023</u>
Dawn Aldrich	Linda Bourque	Sandy DePlonty
Katie Chipman	Ruth Neveu	Bruce Lynn
Diane Horst		

Treasurer — Sandra DePlonty, 2020 -2023

REPORT OF SERVICES AND STATISTICS FROM THE PARISH REGISTER FOR 2020

The pandemic of the Covid-19 virus caused two interruptions of weekly worship. The following calendar indicates the services held and the attendance at each. The totals for each month are in parenthesis at the end of each listing. The headings indicate the day of services (i.e., Sunday, Weekday, or Private [home or hospital communion]).

	<u>Date</u>	<u>Sunday</u>	<u>Weekday</u>	<u>Private</u>
January	5	25	4	2
	12	28	5	2
	19	22	5	
	26	22		
		(97)	(14)	(4)
February	2	23	7	
	9	26	6	
	16	29	5	
	23	24	18	
	26 (Ash Wednesday)		23	
		(102)	(59)	
March	1	26	6	2
	8	22	4	3
		(48)	(10)	(5)

Services were suspended from March 15 – July 12 (16 weeks).

July	12	13		
	19	21		
	26	9		
		(43)		
August	2	20		
	9	15		
	16	17		
	23	14		
	30	13		
		(79)		
September	6	10		
	13	11		
	20	23		
	17	21		
		(65)		
October	4	13		
	11	12		
	18	15		
	25	29		
		(59)		

	<u>Date</u>	<u>Sunday</u>	<u>Weekday</u>	<u>Private</u>
November	1	23		
	8	21		
		(44)		

Church was closed by Bishop until the end of the year. It will remain closed until further notice.

Notes:

1. The closure of March to July was for 16 weeks.
2. The opening from July 12 to November 15 was for 18 weeks
3. Wedding Eucharist were omitted after the first closure.
4. There were no funerals in 2020.
5. Two weddings were held.
6. There were 29 Sunday services: 537 attendees.
7. There were 10 weekday services: 83 attendees.
8. Church was closed for 17 weeks at first closure.
9. The second closure was for seven weeks (ending on last Sunday of December 2020).

Annual Meeting
January 26, 2020
Meeting Called to Order at 11:22 a.m.

VESTRY MEMBERS PRESENT: Mmes. Aldrich, Bourque, Horst, Neveu, Rice; Mr. Woodard; Treasurer: Mr. Stiling;
 ABSENT: Ms. Chipman-Bergsma; GUESTS: Gin Mannisto.

Fulfilling Canon Law, attendance was taken. 18 people were present.

1. Sr. Warden, Dawn Aldrich called the meeting to order.
2. Dawn Aldrich opened with a prayer.
3. Agenda Approval: Pam added an informational sheet regarding the Christmas booklet. **Larry Rice made a motion to accept the agenda with additional page. June Meehan seconded. Motion carried.**
4. Approval of 2019 Annual Parish meeting minutes January 27, 2019: **Larry Rice moved to approve the annual meeting minutes of January 27, 2019. Supported by Diane Horst. Motion carried.**
5. Treasurer's Report & Budget Presentation: Steve Stiling presented the 2019 treasurer's report. Steve stated the 2019 total income was \$42,439.43. Steve Stiling went through the expenses to total \$107,115.54. The money withdrawn from Endowment to cover expenses was \$62,433.79. Larry questioned number ten note on the bottom of page 15. He questioned whether it should also have operating as part of that fund. Darien stated that most of the funds withdrawn from endowment is used to pay the Diocesan and Huron District assessments. A brief discussion followed on assessments and the endowment fund and its history. **Darien Neveu made a motion to place the Treasurer's Report on file. Cal Woodard seconded. Motion carried.** Steve then presented the 2020 budget. Steve stated the proposed income is \$48,213.64. The proposed expenses are \$102,282.24, which will give us a deficit of \$53,286.51. After a brief review of the budget, Steve stated the vestry approved the budget and it was placed on file.

6. Vestry Election: The following names were placed on the ballot for a three-year term: Sandy DePlonty (who has agreed to be Treasurer as well) and Bruce Lynn. **Darien Neveu moved to close the nominations and accept Sandy DePlonty and Bruce Lynn as new vestry members. Diane Horst supported. Motion carried unanimously.**
7. Sr. Warden's Report: Dawn Aldrich thanked the outgoing vestry for their work.
8. Jr. Warden's Report: Cal Woodard presented the Jr. Warden's report. Cal thanked Carl DePlonty, Darien Neveu, and John Leigh with new sign. Cal stated he and Pam are working on Hold Harmless Agreements for the various organizations that use the church.
9. Organizational Reports: The organizational reports were presented by title by those who reported. Bob Aldrich would like the parish to consider the MST access funds for emergency crisis. Gin Mannisto explained how St. John's handles their discretionary fund. A brief discussion followed. It was suggested to designate the fourth Sunday of the month for a special offering for the discretionary fund. A special plate will be placed at the back of the church where donations can be placed. **Dave Cook made a motion to place the reports on file. Sue Rice seconded. Motion carried.**
10. Missioner's Report: Gin reported on being a friend and mentor to the MST and the support of the congregation. She will be holding a congregational meeting with the MST and congregation on February 9, 2020 with regards to Lent and Easter and what the congregation would like for this season.
11. Other Business: NONE.
12. **Darien Neveu made a motion to adjourn. Larry Rice seconded. Motion carried.** 12:22 p.m.
13. There being no further business, the meeting closed with a prayer from Rev. Bob Aldrich.

Respectfully submitted,



Pam Briglio
Clerk of the Vestry

SENIOR WARDEN'S ANNUAL REPORT FOR 2020

What a year this has been. Who would have thought that at the beginning of this year we would be closed for most of the year? I'm sure all of us have missed being in church and worshiping with our church family. I really have nothing to report as nothing has happened. We have had some coffee hours that were held on Zoom. I realize that not everyone is comfortable with zoom meetings, but it was the best we could do under the circumstances.

I want to thank Diane & Katie for their service on the Vestry. Since I will also be leaving the Vestry, I want to thank all the members who have worked alongside me these past three years. Your willingness to serve is greatly appreciated. We were fortunate enough to get three members willing to serve on the Vestry for the next three years. Cal Woodard, Johny Stephens and Steve Stiling have agreed to be members if elected.

I don't know what I would have done without Pam this year. She has kept us all informed about what is going on in the Diocese along with the members of our congregation. She has my undying gratitude and thanks.

Please keep your pledges as up to date as possible. Even though we are not able to be in church, doesn't mean the bills still don't have to be paid.

Respectfully Submitted,
Dawn Aldrich, Sr. Warden

JUNIOR WARDEN'S ANNUAL REPORT FOR 2020

I would first like to thank Cal for all his support this past year. His continued work and involvement for St. James has made my job as Junior Warden extremely easy. Without his presence and consistent availability to sustain the physical workings of St. James we would be struggling. Thank you.

The following items have been handled during 2020:

1. In the spring it was determined that our lawnmower was not going to be able to function through the summer, and I purchased a new one.
2. We had our annual furnace/boiler inspection. This resulted in the need for some major repairs having to be done by Albert Heating and Cooling.
3. We had a leak in the roof around the bell tower and Kaysner was called to do any repairs necessary. They inspected our roof, obtained the necessary materials, and fixed the problem sending a note indicating there was no charge for this service!
4. Our gardening crew noticed we had a sinkhole developing at the northwest corner of the steps on Carrie street. I filled the hole and notified the water department of the possible underground leak in case there is a discrepancy in our water bill.
5. I obtained vestry approval for our snowplowing services for the 2020-21 season. There is understandably a slight increase in cost per service. Due to our decreased usage of the building, it was determined that Dennis would make sure we had a clean, plowed parking area every Wednesday morning and would check to make sure there was no buildup on the entrance off the city streets during the other days. When we reopen for services, he will adjust his plowing accordingly.
6. When we had our locks rekeyed, Cal made sure our fire department was provided with the new key for any necessary access to the building.

Thank you for allowing me to serve St. James as your Junior Warden this past year, and once again a huge thank you to Cal Woodard for his support and assistance.

Respectfully submitted,
Diane Horst, Jr. Warden

ENDOWMENT COMMITTEE REPORT FOR 2020

- In the year 2020, contributions totaled \$75.00.
- The dividends and interest earnings from our investments during 2019 totaled \$8,384.04.
- This year \$ 79,047.44 was withdrawn from the Fund to help defray church expenses.

Activity of Fund in 2020:

- Withdrawal \$ 79,911.39
- Income \$ 8,384.04
- Contributions \$75.00
- PNC Killan Estate \$27,579.95 Interest
- Balance January 1, 2020 \$342,419.40
- Balance December 31, 2020 \$294,356.68

Respectfully submitted,
Sandra DePlonty, Treasurer

ENDOWMENT FUND CONTRIBUTORS FOR 2020

Contributor
June Meehan

In Memory
Jean Austin
William Meehan

MEMORIAL FUND CONTRIBUTORS FOR 2020

Parents of Luke Bawulski
Mrs. Nancy Reimann
June Meehan

Luke Bawulski
Margaret Wieneke
William Meehan

CEMETERY LOTS OWNED BY ST. JAMES EPISCOPAL CHURCH

Riverside Cemetery

Graves #5-6-7-8-9-10 in Lot 6 of Block 21

Graves #5-6-7 in Lot 6 of Block 21 — Left to the church by Mrs. Arthur (Conley)
Navin in October of 1965

Graves 8-9-10 are used by Rev. James C. Wardlow; wife, Sadie Wardlow and
daughter Shannon if needed.

Grave #1 in Lot 58 of Block 10 — Left to the church by Marilyn F. Raffaele
(original owner: Mrs. Clarence Menerey) in January of 2006. This lot is used by Tom
Miller.

Pine Grove Cemetery (6 Mile and Mackinac Trail)

Plots #2-6, Lot 23 Block M — Transferred from Walter and Freda Koehler in
March of 1973

ST. JAMES' YOUTH FINANCIAL REPORT 2020

Reconciliation of Cash Donations

Receipts

Donations for Christmas Food Program for purchase of gift cards **given to Salvation Army**

Chipman-Bergsma Family \$ 10.00 (added to cash from checking -food card @ Pat's)

Harries Family \$150.00

Disbursements – Outreach

Meijer - One Gift Card \$150.00 (cash from Harries Family)

\$ 10.00 (cash from Chipman- Bergsma Family)

SAVINGS BALANCE DECEMBER 31, 2019 \$ 20.88

Receipts

Interest \$000.02

Total Receipts \$000.02

Disbursements \$000.00

Balance December 31, 2020 \$ 20.90

CHECKING BALANCE DECEMBER 31, 2019 \$ 24.12

Receipts

Interest \$000.03

Bottle Return Receipts \$285.27

Bottle Return (no receipt) \$ 32.80 \$285.30

Total Receipts \$309.42

Disbursements

Clara James (Communities That Care) \$ 67.00

Purchase of "Toonly" Poster Making Program

Faith Lutheran Bible School Supplies \$ 80.00

Food Card purchase @ Pats \$140.00 \$287.00

Balance December 31, 2020 \$ 22.42

Prepared and Submitted by
Susan Harries

EPISCOPAL CHURCH WOMEN (ECW) ANNUAL REPORT FOR 2020

Due to lack of members and COVID-19, the ECW has not been active this year. The one and only meeting was held on March 1, 2020. The proposed budget was presented, and a discussion followed. It was decided since the budget is limited, the following line items were eliminated: Rector's Discretionary Fund, Special Purchases, and Special Concerns. Additional expenses will be addressed as they occur.

Respectfully submitted,

Pam Briglio, ECW Treasurer

EPISCOPAL CHURCH WOMEN FINANCIAL REPORT FOR 2020

Savings Account Balance January 1, 2020					\$1,676.12
Receipts					
	Funeral Receptions			\$0.00	
	Crop & Least Coin (CWU)			\$0.00	\$0.00
Fundraising					
	Wreath Sales			\$0.00	
	Donation			\$0.00	
	Kinife Sale			\$0.00	
	Bake Sale			\$0.00	
	Bake Sale Change			\$0.00	\$0.00
	Interest			\$1.64	\$1.64
Total Receipts					\$1.64
Disbursements		Transfer to Checking		\$0.00	\$0.00
Savings Account Balance December 31, 2020					\$1,677.76
Checking Account Balance January 1, 2020					\$860.72
Receipts					
	Transfer from Savings			\$0.00	\$0.00
Total Receipts					\$860.72
Disbursements:					
For St. James					
	Christian Ed			\$0.00	
	Kitchen			\$0.00	
	Health Department (Food Service License)			\$0.00	
	Little Lake Campships			\$0.00	
	Christmas Gratuities			\$200.00	
	Nursery			\$0.00	\$200.00
Fundraising					
	Miscellaneous Expenses			\$0.00	
	Purchase Wreaths for Fundraising			\$0.00	
	Bake Sale Change			\$0.00	\$0.00
Outreach					
	United Thank Offering			\$0.00	
	SAHS Graduation Party			\$0.00	
	United Way			\$0.00	
	Northstar Habitat for Humanity			\$0.00	
	Hospice of Chippewa County			\$0.00	
	Superior Health Support (Memory Care Unit)			\$0.00	
	Special Concerns			\$0.00	\$0.00
Total Disbursements					\$200.00
Checking Account Balance December 31, 2020					\$660.72

2020 FINANCIAL STATEMENT / 2021 BUDGET

1	A	B	C	D	E	F	G	H	I	J
2					A		B		C	
3					Proposed		Actual		Proposed	
4					2020		2020		2021	
5	INCOME:									
6		Pledge Total			\$33,044.00				\$24,710.00	
7		97.5% of Pledge Total			32,217.90		23,033.00	[1]	24,092.25	[1a]
8		Plate Offerings			2,000.00		215.00		2,000.00	
9		Special Gifts			500.00		71.00		500.00	
10		Miscellaneous			0.00		120.00		0.00	
11		Carry Over Pledges			300.00		282.00		300.00	
12		Endowment Fund Earnings			13,195.74		8,384.04		13,195.74	
13										
14		Total Income [lines 7-12]			\$48,213.64		\$32,105.04		\$40,087.99	
15										
16	EXPENSES:									
17		Diocesan Assessment			\$11,769.66		\$11,769.72		\$13,944.62	[2]
18										
19		Huron District Support			\$22,418.40		\$22,418.40		\$26,560.24	[3]
20										
21		Employee Expense								
22		Salary-Music Dir.			9,258.19		9,614.16		9,350.77	[4]
23		Salary-Office Admin.			13,344.10		13,999.07		13,477.54	[4]
24		Salary-Sexton			7,527.00		7,816.50		7,602.27	[4]
25		FICA/Medicare Taxes			2,304.89		2,403.58		2,327.94	
26		W. Comp. Insurance			214.00		363.00		273.00	
27		Subtotal			\$32,648.18		\$34,196.31		\$33,031.52	
28										
29		Office Expense								
30		Supplies			\$2,000.00		\$2,805.70		\$2,000.00	
31		Postage			400.00		338.40		400.00	
32		Telephone / Internet			2,000.00		1,991.52		2,000.00	
33		Website			175.00		228.00		228.00	
34		Subtotal			\$4,575.00		\$5,363.62		\$4,628.00	
35										
36		Facility Expense								
37		Electricity			\$2,300.00		\$1,854.73		\$2,300.00	
38		Water			500.00		190.83		500.00	
39		Refuse			300.00		478.50		382.80	
40		Heat			12,000.00		6,607.92		12,000.00	
41		Insurance-Building			6,571.00		6,181.50		6,500.00	
42		Maintenance			2,000.00		20,075.00	[5]	2,000.00	
43		Equipment			500.00		280.90	[6]	500.00	
44		Contractual Services			2,000.00		1,882.54	[7]	2,000.00	
45		Supplies/Hardware			500.00		1,117.89		500.00	
46		Subtotal			\$26,671.00		\$38,669.81		\$26,682.80	
47										
48		Parish Expense								
49		Christian Education			\$200.00		\$13.16		\$200.00	
50		Mutual Ministry			300.00		212.65		300.00	
51		Altar Supplies			500.00		493.09		500.00	
52		Altar Flowers			0.00		0.00		0.00	
53		Music Supplies & Maintenance			500.00		1,263.61	[8]	1,000.00	
54		Bulletins			300.00		358.32		300.00	
55		Convention Expense			500.00		0.00		500.00	
56		Audit			100.00		0.00		100.00	
57		Pledge Drive			0.00		0.00		0.00	
58		Outreach			500.00		738.34	[9]	500.00	
59		Local Youth Programs			300.00		0.00		300.00	
60		Miscellaneous			1,000.00		0.00		1,000.00	
61		Subtotal			\$4,200.00		\$3,079.17		\$4,700.00	
62										
63		Total Expenses			\$102,282.24		\$115,497.03		\$109,547.18	

	A	B	C	D	E	F	G	H	I	J
64										
65					Proposed		Actual		Proposed	
66					2020		2020		2021	
67										
68		Income only:			\$48,213.64		\$32,105.04		\$40,087.99	
69		Endowment Withdrawals			\$0.00		\$79,047.44	[10]	\$0.00	
70		Total Expenses			102,282.24		115,497.03		109,547.18	
71		Income - Expenses:			-\$54,068.60		-\$4,344.55		-\$69,459.19	
72										
73	Actual	Cash on hand, January 1			\$782.09	[20]	\$782.09	[20]	\$3,330.26	[21]
74										
75		Estimated Funds at End of Year			-\$53,286.51		-\$3,562.46		-\$66,128.93	
76										
77	1. Actual pledges received for year 2020 as of 12/31/20									
78	1a. .975 of \$2,970.00 estimated pledges for 2020 as of 12/31/20									
79	2. 21% of NDI \$66,400.59 (Plate & Pledge for 2019 \$32,158.65 plus 5% Unrestricted Funds \$17,120.97) = \$13,944.12/12 pmts of \$1,162.01.									
80	3. 40% of NDI \$66,400.59 (Plate & Pledge for 2019 \$32,158.65 plus 5% Unrestricted Funds \$17,120.97) = \$26,560.24/12 pmts of \$2,213.35.									
81	4. 1% raise on 2020 proposed for 2021.									
82	5. \$19,925.00 Albert Heating-Replace Boiler ; \$150 Ray Mayer - Sink Repair									
83	6. \$280.90 Diane Horst; New Lawn Mower									
84	7. \$475 Dennis Vierra-Snowplow; \$360 Albert Heating-Annual Boiler Clean & Check; \$747.54 Thyseenkrupp-Bi-Annual Stairclimber Check; \$60 Local Fire Protection - Annual Fire Extinguisher Check; \$240 Alert Electronics Annual Fire Alarm Monitoring									
85	8. \$200 OneLicense-Copyright License; \$45 Living Church-Musicians Handbook; \$119 RiteSong-Annual Copyright; \$274.61 GIA - 15 Gather Hymnals; \$625 Swem Organ - Tuning & Maintenance									
86	9. \$100 Sault News Ads (Christmas Worship Schedule/Christmas Warmth); \$80 Forward Day By Day; \$500 Help w/Medical-Travel Expense; \$13.34 Lenten Booklets; \$45 Diocesan Kalendars									
87	10. Endowment Funds withdrawn to cover Diocesan and Huron Assessments and Operating Funds.									
88										
89	Finance Committee: Sr. Warden (D.Aldrich); Jr. Warden (D.Horst); Treasurer (S.DePlonty); Member at Large (D.Neveu)									