

# **ANNUAL PARISH REPORT**

**February 5, 2023**



**SAINT JAMES CHURCH  
76 FEDERAL STREET  
NEW LONDON, CONNECTICUT 06320-6601**

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**St. James Episcopal Church  
New London, Connecticut  
299<sup>th</sup> Annual Parish Meeting  
February 5, 2023**

**Agenda**

Call to Order

Welcome Visitors and Newcomers

Opening Prayer

Adopting of the Agenda

Appoint Parliamentarian

Treasurer's 2022 Report/2023 Budget as approved by the Vestry

Motion on Vestry and leadership slate

Thank you to outgoing vestry Members

Tercentennial Committee

*Climb Ev'ry Mountain* - A Benefit Concert for Operation Renew Prosthetics

Wardens' Reports

Adjournment with Closing Prayer

\*The Approved Minutes of the 2022 Annual Meeting by the Vestry are located on pages 8 and 9 of this report.

## **OFFICERS FOR 2022**

Senior Warden	Lori Sarkett
Junior Warden	Ralph Anderson
Parish Clerk	Kathy Harrington
Treasurer	Gerald Miller
Assistant Treasurer	Garrett Brennan
Pledge Secretary	Greg Rice
Mary Lycan	Historian

## **PARISH STAFF**

Priest-in-Charge	The Rev. Denise Cabana
Deacon	The Rev. E. Ellen Adams
Parish Administrator	Ellen Merrill
Organist/Choirmaster	William Cooper
Sexton/ Lord's	Diane Theis
Pantry Coordinator	

## **VESTRY**

Class of 2022	Class of 2023	Class of 2024
William Crawford	William Sieburg	David Downes
Stacy Dunning	Diane Larson	Marci Marciniak
Stephanie Brandon	Erik Ingmundson	Kristine Drew

## **DELEGATES TO DIOCESAN CONVENTION**

Emma Palzere-Rae (delegate term expires 2022)  
Hildy Zeigler (delegate term expires 2022)  
Deanna Bossdorf (alternate delegate expires 2023)

## RECORDED IN 2022 PARISH REGISTER

<b>Baptisms:</b>	<b>0</b>
<b>Confirmations:</b>	<b>0</b>
<b>Receptions:</b>	<b>0</b>
<b>Celebrations of Marriage:</b>	<b>1</b>
<b>Burials:</b>	<b>8</b>
<b>Transfers In:</b>	<b>4</b>
<b>Transfers Out:</b>	<b>0</b>

## RECORDED IN 2022 REGISTER OF CHURCH SERVICES

### **EUCCHARIST:**

Sunday & Saturday Evening	104
Weekday	16
Private	9

### **DAILY OFFICE:**

Sunday	5
Evening Prayer	0
Compline	49

### **OTHER SERVICES:**

Marriage	1
Funeral/Burial	9
Other Office & Private	0

(APPROVED MINUTES OF THE 2022 ANNUAL MEETING)

**St James Episcopal Church  
New London, Connecticut  
Minutes of the 298<sup>th</sup> Annual Parish Meeting  
January 30, 2022**

Note: With no Rector at this time, as instructed by the by-laws, John Umland will conduct this Annual Parish Meeting.

**Call to Order and Opening Prayer:**

Senior Warden, John Umland, called the 298th Annual Parish Meeting of St. James Episcopal Church to order on January 30, 2022 at 10:33 a.m. via Zoom Conference call.

Reverend Pat Hames offered the opening prayer.

**Welcome to Visitors and Newcomers:** J. Umland welcomed parishioners, newcomers to St. James, and expressed gratitude for Zoom for us to be able to have this meeting today.

**Wardens' Report (Pages 12-13)** – On File - J. Umland and L. Sarkett both highlighted points of their reports.

**Tercentennial Committee (Page 15):** – In addition to report on file, Carol McCoy talked about plans for a cookbook and needing help from parishioners for all facets of that. Mary Lycan talked about developing stories of parish history through Story Corps and podcasts.

**Adoption of Agenda (Page 5)** A motion to approve the 2022 Annual Meeting agenda was made by Stephanie Brandon and seconded by Roxanne Steed. The motion was passed unanimously.

**Appointment of Parliamentarian** – Fred Smith was appointed as Parliamentarian for this 2022 Annual Parish Meeting.

**Adoption of Voter List (Page 33)** – On File - A motion was made to adopt the Parish Voter List Will Sieburg and seconded by Stephanie Brandon. The motion was passed unanimously.

**Approval of 2021 Annual Meeting Minutes – (Pages 8-10)** the minutes of the 2021 Annual Meeting were approved by the Vestry at their February 2, 2021 meeting.

**Investment Committee (Page 32)** - On File - Jerry Miller read his report as published in the Annual Parish Report booklet.

**Treasurer's 2021 Report – (Pages 34-35)** On File - Jerry Miller read his report as published in the Annual Parish Report booklet. Note that pledges actually \$18,195 less than budgeted amount and the 2020 Financial Audit was completed in June 2021.

**2021 Comparative Budget as approved by the Vestry – (Page 36)** - On File – Jerry Miller read his report as published in the Annual Parish Report booklet.

Question: - Do we have a way that a surplus from one year offsets the next year's draw on the endowment? J. Miller said that there are scheduled monthly withdrawals on the endowment. They are monitored and towards the end of the year amounts are sometimes adjusted.

*(Continued on page 9)*



Question: Is CEEP membership free? J. Miller responded that the membership cost is covered by the diocese and is through the diocese.

Question: Please give a pledge update. D. Downes reported that as of this date there are 67 pledges totaling \$193,193. The Stewardship Committee would like to see at least 15 more pledges

**Nominating Committee Report/Elections (Page 11) - On file**

J. Umland presented the following slate that was proposed by the Nominating Committee.

The current Vestry members, those whose term expires this year, have agreed to extend their terms one (1) more year to maintain continuity during the search for a Priest-in-Charge.

**Executive Committee – One Year Term 2022**

Senior Warden	Lori Sarkett
Junior Warden	Ralph Anderson
Parish Clerk	Kathy Harrington
Treasurer	Gerald Miller
Assistant Treasurer	Garrett Brennan

Historian	Mary Lycan
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Delegate to Diocese Convention Term expires 2023	Emma Palzere-Rae Hilda Ziegler
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Parish Liaison to Drop-In Learning Center: Karen Hatcher-Sneed

J. Umland opened the floor for other nominations. Hearing no other nominations from the floor a motion was made by Chuck Sharp to cast one vote to accept the Slate of Officers, Vestry members and Delegate to Convention. Karla Umland seconded the motion. The motion was passed unanimously.

**Thank you to outgoing Senior Warden?**

L. Sarkett acknowledged outgoing Senior Warden, John Umland. John was thanked for his leadership through the Pandemic and the transition to a Priest-in-Charge.

**Closing Prayer** – Deacon Ellen Adams offered the closing prayer.

**Adjournment** – John Umland adjourned the 2022 Annual Parish Meeting at 11:14 a.m.

Respectfully Submitted,  
Kathleen Harrington, Parish Clerk

## 2023 NOMINATING COMMITTEE REPORT

### Executive Committee: (One year) 2023

Senior Warden:	Lori Sarkett
Junior Warden:	Ralph Anderson
Parish Clerk:	Kathy Harrington
Treasurer:	Gerald Miller
Assistant Treasurer:	Garrett Brennan
Historian:	Mary Lycan

### Vestry Members: (Three year term)

Ann Burdick  
Matthew Pinson  
Judy Benson

### Parish delegates to ECCT Convention (2023):

Hilda Ziegler  
Sharon Dunning

Alternate Stephanie Brandon

Respectfully submitted,  
Nominating Committee

## PRIEST-IN-CHARGE'S REPORT THE REV. DENISE CABANA

As I write this "Annual Report" I realize I am celebrating my six-month anniversary with you. My first Sunday with you was July 10th and here we are at January 10th. Although we have not yet experienced a full year together, we have experienced a great deal.

2022 saw us come together at coffee hour once again (even though as I write this we are on a bit of a hiatus due to so many people being sick), we began using our Altar Rail once again and found a safe way to share the Communion wine.

We hired Diane Theis as our Lord's Pantry Coordinator, a job she had been doing since the pandemic and is now official. And we have applied for a grant from Foodshare and the City of New London to renovate the basement area to expand the Lord's Pantry and create a self-select food pantry with expanded hours of operation. This will eliminate the need for our pantry guests to have to stand outside in line in all kinds of weather to receive food in pre-prepared boxes.

We hired Scott Swanson as our new Sexton to replace Diane.

We have re-instituted our Lay Eucharistic Visitors, members of our congregation who go out and bring Communion to folks who are not able to get to church. They spend time visiting with these people and sharing news of St. James keeping them connected to the church they love.

*(Continued on page 11)*

We have started the evening Eucharist. We started on a Thursday night with the hope of sharing a quick meal together and then moving into a Bible Study. We will be starting up the Bible study again in Lent, please look at the Net coming out in February for some exciting information on this.

We joined with St. Mark's Mystic to do a book study which was very informative and was great to meet people from another parish.

We celebrated the Anglican Singers 25th anniversary with a wonderful Evensong and festive reception.

We continued to serve people through the Jumble Shoppe and sent an incredible amount of money out into the world to do good. (See Faith and Action and Jumble Shoppe reports)

We participated in New London's Pride Celebration at Ocean Beach and handed out cozies and cold water to everyone we could, talking to people and being visible in the community.

We welcomed people to the Rectory with both an Open House and a New Year's Day breakfast and had a wonderful time!

We participated in the Consecration of our new Diocesan Bishop, Jeffrey Mello as well as the Diocesan Convention.

Our Quilters continued to create beautiful works of art to be used to keep young and old warm and comforted.

We had lovely Advent Quiet Nights on Thursdays during Advent.

We started a new tradition of celebrating Twelfth Night and even though it took place in 2023 it was part of the 2022 Christmas season.

Oh, I know I am forgetting so many things that took place since I arrived this year and there was a great deal that took place before I arrived. I hope you will give thanks as I do, for all of it, for everyone who gives of their time, talent and treasure to make it all happen and pray for God's guidance and blessings on our efforts in 2023. I am blessed to walk this journey with this amazing community of faith!

Peace,  
Denise+

## SENIOR WARDEN'S REPORT

I must admit that 2022 was a very challenging year for us at St. James. The Vestry and I spent the last part of 2021, and the first six months of 2022 interviewing potential candidates to be our new Priest-in-Charge. We all came together as one cohesive unit, with each vestry member sharing their gifts and talents for the good of the church. I could not have been more proud of our team as they thoroughly checked resumes, did background checks, and patiently sat through two interviews for each candidate. With hard work and determination we were able to finally choose the perfect candidate for us, and selected the Rev. Denise Cabana to be our new Priest-in-Charge.

The Rev. Cabana had been the former Rector at St. James, Glastonbury before she and her husband Doug, (and Gus, their dog!) decided to join us in New London. We are ever so grateful for their presence, and it is wonderful knowing that our rectory is being lived in once again!

She has reinvigorated many of our ministries and committees that were somewhat idle during the Covid outbreak. Because of her strong leadership skills, our church continues to move forward. We are all thrilled that Rev. Cabana will be with us for the foreseeable future!

We also owe a world of thanks to The Rev. Pat Hames, and The Rev. Joan Phelps for providing supply coverage for us until Rev. Cabana arrived at St. James. For ten months, Joan and Pat provided the necessary guidance when we occasionally found ourselves going in the wrong direction. We "all" owe these ladies a debt of gratitude!

As we forge ahead into 2023, my hope is that St. James continues to attract new parishioners who want to help grow many of our ministries, and to be a part of a wonderful worshipping community. With the help of all of our parishioners, I am sure that St. James will thrive for many years to come!

Respectfully submitted,  
Lori Sarkett

## **JUNIOR WARDEN'S REPORT**

Thanks to John Umland for hosting Compline this year. Compline met almost every Monday at 8 PM on Zoom with a normal attendance of 5-8.

### **SECURITY COMMITTEE**

The \$20,000 Security Grant from the State of Connecticut has ended with total expenditures of \$17,515.34. This grant improved lighting in the parking lot, along Meridian Street and the rectory driveway; purchased panic buttons to be located throughout the church and Seabury Center; and installed cameras outside and inside the church and Seabury Center with recording capability. Reimbursement of our expenditures is being processed.

### **BUILDING AND GROUNDS COMMITTEE**

Thanks to Walter Chojnacki for coordinating our fall church cleanup. He made the assignments, provided coffee and donuts at the start and pizza and soda at the end of a very successful event. Those participating were: Walter & Sue Chojnacki, George & Anna Shaw, Diane Theis, Lori Sarkett, Charlie Duffy, Jan Dargel, Dave Downes, Kathy Harrington, Fred Smith, and Ralph & Martha Anderson.

Thanks to the “weight lifting team” consisting of George Shaw, Matt Pinson, Robert Johnson, Doug Scott, and Ralph Anderson for faithfully moving food from the CT Foodshare’s truck and Gemma Moran on Monday & Tuesday mornings for the Lord’s Pantry. In addition, they helped on numerous repair projects such as: removing & disposing of Sunday School room dividers in the Lord’s Pantry area, installing air filters in the parish hall air handler, repairing cabinets in the Sacristy, cleaning & disposing of trash in the rectory garage, moving risers in & out of church for events, replacing flags on Federal Street, installing LED lights in the church and chapel, fixing the chapel exterior door, and moving furniture & supplies to better use space.

An extra thanks to Matt Pinson for his creativity in fixing problems and use of his extensive range of tools and supplies for completing our tasks.

Projects completed this year: repaired, reinforced and painted fence on north & west sides of church; installed new liner on boiler so heating system is fully functional; repaired cracks on south & west sides of the Seabury Center; waterproofed south & west sides of the Seabury Center; repaired & painted east chimney of rectory; cleaned and made repairs to rectory prior to the arrival of Priest-in-Charge; repaired radiator in east stairwell of Seabury Center; and installed LED light in part of the Jumble Shoppe.

An extra special thanks to Diane Theis and Ellen Merrill for being the glue that helped get these projects completed.

Respectfully submitted,  
Ralph E. Anderson  
Junior Warden

## PARISH ARCHIVIST/HISTORIAN

**Archival storage:** In 2022, with the help of The Rev. Denise Cabana, Ellen Merrill, Diane Theis, Ralph Anderson, Matthew Pinson, and George Shaw, we have achieved the goal of clearing and securing a dedicated space for the St. James archives. Filing cabinets and archival papers previously kept in the open basement area are now securely stored.

**Tricentennial History Exhibit:** My major historical project this year has been to develop content for a Tricentennial exhibit, focusing on aspects of our history which would most interest the general public: 1) The Right Rev. Samuel Seabury, Jr.; 2) our 1850 Gothic Revival church building; and 3) the six Tiffany stained glass windows installed in 1910 and 1911. The Committee viewed an early form of this material and agreed our history was well worth telling, both as an exhibit and as a series of illustrated talks.

Accordingly, my current project is to render the three topics into 20-minute scripted PowerPoint presentations. Over the next few months, I shall give a series of three coffee hour talks with slides—one on each topic—and hope many of you will serve as beta testers for what works, what doesn't work, and what you'd like to see more of. Many thanks to David Downes, who has taken handsome photos of the interior of St. James for this project.

**Tricentennial Memorial Witness Stone project:** Pursuant to resolution #7 of the 2019 ECCT convention, all parish historians are also charged with researching the degree of our parishes' historical complicity with racism. The Tercentenary Committed has voted to support a Witness Stones project to commemorate the two enslaved persons listed as Samuel Seabury's property in his 1796 estate inventory: Nell, an "old woman" of 38; and Rose, age 9, a term slave due to be emancipated at age 21.

The Rev. Denise Cabana suggested this particular form of tangible memorial to Nell and Rose, and also identified, applied for, and received funding from the diocese for half its cost. Sharon Dunning and I will serve as the St. James-based cohort of this team project, along with Dennis Culliton and Liz Lightfoot of the Witness Stones Project, <https://witnessstonesproject.org/>, and teachers from a middle school with whom we are in early but enthusiastic negotiations for a partnership.

Respectfully submitted,

Mary Lycan  
Mary.Lycan@UConn.edu

## **REPORT TO THE PARISH OF THE TERCENTENNIAL COMMITTEE**

**February, 5, 2023**

The Tercentennial Committee, called into being by the Rev. Ranjit Mathews in July of 2021, is pressing ahead toward the goal of a culminating event in June, 2025, to celebrate St. James' 300th anniversary and to gather the many strands that have made up the life of this parish for three centuries, inspiring our striving to be Christ's Body in this community and in the world.

This committee, co-chaired by Anne Bingham and Fred Smith, includes the following members: Kim Bingham, the Rev. Denise Cabana, Will Cooper, Deb Downes, Sharon Dunning, Kathy Harrington, Erik Ingmundson, Mary Lycan, and Will Sieburg, with Carol McCoy as member ex officio. We meet monthly in person and by Zoom, and Minutes are taken at each meeting—copies of which are sent to the Senior and Junior Wardens.

Over the months, we have tasked ourselves with six major projects and established subcommittees to carry them out, with the active participation, we hope, of the parish. These are: a) Story Corps: a vehicle for collecting and, to the extent practicable, publicizing reminiscences of St. James members as well as other members of the community; b) refurbishing Hallam Lounge as an interactive “museum” space for learning the history of the church and the characters that have peopled her over our 300-year existence; c) publicity: how do we get the word out about St. James? d) the related area of fundraising; e) music and liturgy: exploring the music and liturgical expressions of the past and incorporating them, from time to time, in our worship; f) social: this includes both social events for the parish and community, as well as outreach projects, which are as old as the church and which continue to this day.

A very recent development brings together many of the above endeavors in a wonderful and meaningful way. Denise Cabana's and Mary Lycan's work on a grant for St. James to be included in the Witness Stone Project paid off with the church's being awarded a grant to undertake this project—one already engaged in by other communities. This will be a significant part of the Tercentennial Committee's efforts over the next 2½ years, and Mary will be bringing the parish up to date at the meeting. Kudos to her and Denise!

We are soliciting parishioners to get involved in one or more of the above projects. To that end, we have prepared signup sheets to join a subcommittee, and we will present at today's meeting a brief synopsis of the work of each. Being on one committee does not preclude your joining another or switching to another—but we need you, and we urge you, to get involved in at least one so that we can move forward to fulfill our goal of enabling St. James Church to fully embrace its history, and to map out its continuing mission to bring a small corner of God's Kingdom to southeastern Connecticut—and beyond.

Anne Carr Bingham and Fred Smith,  
Co-chairs, Tercentennial Committee

## ORGANIST/CHOIRMASTER'S REPORT

2022 was an exciting year in the musical life of St. James. The Choir continued its dedication to sing a variety of challenging music, from staples of the Anglican repertoire, to spirituals and newly-composed pieces. Highlights included movements from two Bach cantatas (nos. 4 and 62), Proulx's *O Lord, support us*, Howells' *My eyes for beauty pine*, Mozart's *Ave verum corpus*, and *Rex tremendae majestatis*, Mendelssohn's *There shall a star from Jacob come forth*, David Hurd's *O sacred head, sore wounded*, Rheinberger's *Abendlied*, Faure's *In Paradisum*, Britten's *Jubilate Deo*, Manz's *E'en so, Lord Jesus, quickly come*, and Warlock's *Bethlehem Down*.

This year, Patty Anderson, Priscilla Anderson, Stef Brandon, Katherine Brighty, Tim Breitenstein, and Deb Downes all contributed wonderful solos. Sarah Warren and Ian Lin played the violin for our cantata on Easter Sunday. We also performed new pieces by emerging composers Christian Humcke and Yuki Huang, and a new arrangement of a collaboration between Anne Carr Bingham and myself, *Our Lord, upon a lowly colt*, on Palm Sunday.

2022 was a joyful year for our parish, as we welcomed our wonderful Priest-in-Charge, the Rev. Denise Cabana to St. James. We are all so grateful for her leadership, preaching, and ministry. We were so pleased to learn that Denise's husband, Doug Scott, is a singer, and we have been thrilled to have him sing in our bass section.

Sadly, we also said farewell to long-standing choir members Bob and Ellen Bowlin, and their family members Sarah, Derek, Ellie and Hugo Warren. Words cannot express what the Bowlin family has meant to the St. James community. In their five years at St. James, Bob often filled in as a supply priest, and Ellen served as supply organist numerous times while I was away. Sarah often contributed music as a violinist, and Ellie and Hugo sang in the children's choir. We will miss them, but are glad they are able to be together as they begin the new chapter of their lives in Virginia.

There are many people I would like to thank, first and foremost each and every member of the St. James Choir for their dedication, hard work, and the beauty they bring to our worship. I am so grateful to our music librarian Mary Lycan for her hard work organizing and beautifying our choir room and library. I would also like to thank Katherine Brighty for her work organizing our choir schedule, sending helpful reminders to the group, and for continuing to generously open her home to Young and me during holidays, and whenever we need to stay in New London overnight. I am grateful to our senior warden, Lori Sarkett for her leadership and guidance during our transition period. Finally, I am so thankful for the tireless work of our parish administrator, Ellen Merrill, who does so much for St. James.

As always, anyone interested in singing in the Choir, or participating in our music program in some other way, should contact William Cooper at [wilhelm.fassbinder@gmail.com](mailto:wilhelm.fassbinder@gmail.com)

Respectfully submitted,  
William David Cooper, Organist/Choirmaster



**THE ANGLICAN SINGERS, ARTISTS-IN-RESIDENCE**  
**ST. JAMES EPISCOPAL CHURCH**  
**Report of Activities for 2022**  
**February 5, 2023**

The Anglican Singers' 2022–2023 season has been an exceptional one, for a number of reasons.

During the spring of 2022, under the direction of our inimitable director Simon Holt, the Singers were busy with two major projects in addition to offering a full schedule of evensong services: a) planning for a twice-deferred residency in the UK, and b) preparing for our 25<sup>th</sup> anniversary as Artists-in-residence at St. James. In May, we were invited to be choral residents at the ancient and magnificent Lichfield Cathedral in August, 2023. We are excited, once again, for the privilege of singing in some of the most beautiful and historic cathedrals in the British Isles.

During this same period, as we began preparations for our “Silver Anniversary” (celebrated a year late, because of the COVID pandemic), we selected Sunday, November 6<sup>th</sup> as the date, and planned a special evensong service, to be followed by a gala reception. More exciting news ensued over the summer. St. James' own Will Cooper accepted the position as fulltime organist, AND he was commissioned to compose the introit for the November 6<sup>th</sup> service.

For those of you who attended that memorable event—and many of you did—it was one of the highlights of our happy association with St. James. The church was packed, we sang some exceptionally fine music, including Will's beautiful and haunting motet, and the affection and goodwill that permeated the entire evening will remain forever green in our collective memory.

A lovely Service of Lessons and Carols for Advent (with the season's watchfulness and preparation being the principal motif) followed close on the heels of the 25<sup>th</sup>. The following weekend, on December 17<sup>th</sup>, we performed a Christmas concert at St. Paul's Episcopal Church in Westbrook (following a lengthy hiatus, also due to COVID). Tonight, the Singers will offer a service of evensong for Epiphany—the same program we presented as guest choristers at St. John's Episcopal Church in West Hartford on January 22<sup>nd</sup>.

The schedule for the rest of the 2022–2023 season is as follows: evensong at St. James on Sunday, March 19<sup>th</sup> (Lent) and on Sunday, May 7<sup>th</sup> (Easter). Both services are at 5:00 PM. The residency at Lichfield Cathedral in the UK will be from July 30–August 7.

This is my final report to the parish as a member of The Anglican Singers' board and as its secretary. Taking up my duties in 2016, I will lay them down in May with the election of new officers. It has been a privilege and joy to serve in this capacity the group I love so dearly. I will still be singing—as long as my voice holds out and I can make a meaningful contribution.

May God continue to bless The Anglican Singers, St. James, and the happy association the two have enjoyed for so many years.

Anne Carr Bingham, Secretary  
The Anglican Singers

## **ALTAR GUILD REPORT**

The Altar Guild of St James Church welcomes you every Sunday, holy day, special event- literally every time you step foot in this beautiful space. As each of us prepares our own homes for visitors, it is the privilege of the members of the Altar Guild to prepare God's home for those who wish to enter. From the solemnity of Lent and Good Friday to the exuberance of Christmas and Easter, our group supports one another in presenting the beloved public face of St James Church. Cleaning, arranging, setting, changing, organizing, safeguarding- chuckling when we do it wrong and -oops- having to redo it.

We would love to share the gift of this ministry with others- women and men- who might feel called to find out what really happens "behind the scenes ". We are a very friendly group and would love your help!! I look forward to hearing from you- please feel free to contact me directly- mgwhite56@att.net or 860-271-9325.

Respectfully submitted,  
Mary White

## **LECTORS**

The lector assignments for Sunday worship include reading the lesson from the Old Testament and the epistle and reading the Prayers of the People. At the eight o'clock service we currently have only four very dedicated people volunteering to read; we could use a few more to share the duty at this service.

At the ten o'clock service nine of the choir members volunteer to read, plus four others, so we are able to split the reading duties so that one person is assigned to the lectionary readings and a second person reads the Prayers of the People.

Thank you to all the lectors for their commitment and their contributions to the worship experience for all.

Respectfully submitted,  
David Downes

## **MINISTERS OF COMMUNION REPORT**

The year 2022 can certainly go down as an historical year at St. James. This was the year of transition to the post COVID period. When the year started we were just recovering from not having had any services except Zoom to a period with no communion and then only the host, not the wine. We were getting used to a few new ways of doing things. Our numbers had dwindled to just four. Then our new priest Denise came along and we started talking about full communion again. A shared cup was out of the question. So along came individual paper cups and the need for someone to pour the wine into them. Our Acolytes were called upon to take up the responsibility and so we became Ministers of Communion. We also added to our numbers as we now have seven Ministers of Communion to share the duties. God has richly provided and I think I speak for all of us in saying that we are humbled and grateful to be able to serve our parishioners at the altar and very happy to return to full communion.

Respectfully submitted,  
David Rainey

## **COUNTERS**

The Counting Committee has remained on hold throughout 2022. We are now reaching out for volunteers to resume counting on a weekly basis. A volunteer is also needed to coordinate and oversee the scheduling.

Many thanks to Greg Rice, our Pledge Secretary for his hard work and dedication during this time. He has been very faithful for overseeing all transactions.

Please contact Ellen in the parish office if you are able to volunteer to count after Sunday worship and/or coordinate and oversee the scheduling of counters.

Respectfully submitted,  
Ellen Merrill

## **FELLOWSHIP**

The St. James Supper Group is a gathering of parishioners who dine together on a Friday evening, usually once a month to break bread and enjoy one another's company. We choose a different restaurant in the New London area each time, so that we are able to support many of the local restaurants in the nearby community. The Supper Group is also a way of getting to know our parishioners who attend either the 8:00am service or the 10:00am service that we do not normally have contact with on a regular basis. Twelve to fifteen people normally show up for our Supper Group outings and the numbers continue to grow each month! Rides are available and encouraged for those who do not have transportation.

The St. James Book Group usually gathers on the third Wednesday of each month, to discuss the "Book of the Month" and enjoy food and fellowship at a local restaurant. It is another way to get to know your fellow parishioners a little better!

Respectfully submitted,  
Lori Sarkett

## **CHRISTIAN FORMATION**

Deacon Ellen led a Lenten Zoom program on Discernment. It was offered with the flexibility of attending either during the daytime or evening hours.

Bible Study on the Book of Ruth was offered both in person and by Zoom. Our Advent program was a time of quiet reflection.

## CARING FOR CREATION COMMITTEE

The Caring for Creation Committee continued two of its outdoor activities this year as well as engaged with what is becoming the diocesan-wide Creation Care Network, headed by the Rev. Anita Schell, rector of St. Ann's Church in Old Lyme. We held two cleanup mornings at the Antientist Burial Ground cemetery up the street from the church as a contribution to the neighborhood. This activity is promoted in The Day newspaper and occasionally attracts help from other members of the wider community. It also provides some positive communication between the church and town hall, which is always aware of our activities at the cemetery.

With the oversight and hard work of Mary Lycan in her backyard gardens, we have continued an opportunity to contribute vegetables to the area food distribution centers. It was an excellent harvest this year, thanks to all of Mary's work.

David Downes has been a regular attendee of the monthly Zoom meetings of the Creation Care Network. This group of about 20 people has become the de facto statewide network and information disseminator for all things environmental in the Episcopal Diocese, with regular attendance from church members around the state. The Creation Care Network has also been the driving force to get the mandated parish energy audits off the ground and into the parishes.

Some recent activities of the network have included:

Getting the diocese to be more involved in different ways to promote environmental responsibility and justice. Here are two links to their work:

ECCT website pages on Environment - <https://www.episcopalct.org/?s=climate+change>, and <https://www.episcopalct.org/?s=environment>.

Living Well and Wisely presentation on Branford's planning for climate change effects on the town - [https://www.youtube.com/watch?v=\\_mmFZGQnqQ0&t=1254s](https://www.youtube.com/watch?v=_mmFZGQnqQ0&t=1254s)

Ideas for environmental projects - <https://rootsandshoots.org>

A diocesan lecture series on climate change - still in the planning stage.

St. James responded this fall to the mandate for an energy audit of the property that was mandated for all parishes by the 2021 state ECCT Convention. Ralph Anderson, our junior warden, set up audits for both the church campus and the rectory (separate audits are required), and at each appointment time only one of the two auditors came for the appointment, so we've only had our inside mechanicals and lighting assessed, but the building "shell" fixtures, like roof, windows, walls, chimneys and other exterior features, haven't been inspected, and that's where real energy savings over time can occur. We will continue to pursue completion of these audits and the reports on what energy-saving investments should be made.

The solar panel funding application was submitted too late to get into the state program that provides tax credits to the solar financing companies, but our application should be at the head of the line this year to help us finally get panels on the parish center roof that was repaired during the pandemic.

David Downes and Judy Benson, Co-chairs

## **FAITH IN ACTION**

The Faith in Action committee met regularly during the past year to review the various existing missional programs of the parish and discuss possible new avenues for outreach and parish involvement. The committee oversees expenditure of earnings from the Jumble Shoppe with the aim of supporting local, national and international programs in an equitable manner. The committee also is charged with the responsibility to stay in touch with and support our homebound and ailing parishioners. Members who have been involved in the work of the committee include Kathy Harrington, Grace Barnum, Deanna Bossdorf, Stephanie Brandon, Mary Ellen Harris, Cheryl Alison, Hilda Zeigler, and Denise Cabana.

Please reference the Treasurer's Report of the Jumble Shoppe for organizations supported by our parish.

Respectfully submitted,  
Dorothy Sieburg, Chair

## **PRAYER CIRCLE**

Dear Friends,

The St. James Prayer Circle prays daily for anyone that has made a prayer request for themselves or others, for those for whom we pray on Sunday in our Prayers of the People, and those prayer requests put in the book near the church entrance.

There are 13 folks who make up the Prayer Circle. Some used to be parishioners who are now in faraway states but most are current parishioners.

Although each person chooses their own prayer life, everyone follows an agreement of daily prayer and confidentiality.

In 2022, there were 170 requests made that were emailed out to each person in the Prayer Circle. Each request is kept current for two months unless otherwise notified.

If you feel a nudge to pray daily for others or simply would like more information, please contact Ellen in the parish office at 860-443-4989 or Grace Barnum at [gracebarnum@att.net](mailto:gracebarnum@att.net)

God's Peace,  
Grace Barnum

## **HATS, MITTENS, GLOVES & SCARVES**

Another wonderful year for the Hats, Mittens, Gloves & Scarves mission. A huge thanks to all those who knitted, purchased or donated financially. Your thoughtfulness is deeply appreciated by so many in the community.

We were able to contribute to all the New London elementary schools, Covenant Shelter, Homeless Hospitality Center, and too many others who are in need of “warmth” this winter. As always you may drop off items all year long.

Respectfully submitted,  
Sue Chojnacki, Chair

## **ST. JAMES QUILTERS**

We are still at it after more than 20 years and enjoying every minute of it.

We have given our quilts to a variety of non-profits, St. Francis House, the Covenant Shelter and now mostly to the Visiting Nurses Association (VNA) for their "Nurse-Family Care Partnership" which provides intensive visits by a registered nurse for prenatal and post-partum care to first time mothers from 20 weeks of pregnancy to the child's second birthday. The baby quilts are used in many ways, tummy time, teaching colors and shapes, naps and bedtime and often the nurses find the mother with it around their shoulders in their drafty apartments. When receiving one quilt a mother stated "I have never received such a wonderful gift." This year we gave the VNA 31 quilts, 4 fleece blankets and 1 baby afghan.

We also participated in the St. Nicholas Fair organized by the Jumble Shoppe and made over \$1300 by selling a few quilts and other hand-crafts. We thank all who purchased. We gave \$200 to the Jumble Shoppe to support their mission and \$500 to the parish itself.

Our group is small, friendly and welcoming. We have a comfortable space with heat/air conditioning and have materials, patterns, sewing machines and all you need to help us support this mission. More importantly, we have experienced quilters who will help you so you do not need to know how, just be willing to be taught. It is not hard, even I am getting the hang of this. There is so much help. We meet on the 2<sup>nd</sup> and 4<sup>th</sup> Thursdays of the month from 10:00 a.m. to 2:00 p.m. in the church parlor in the parish hall. We do break for lunch and of course for socializing. We would love to have some new members. If you have any questions please call Mary Chartier at 860-443-0590.

Respectively submitted,  
Kathy Miller

## JUMBLE SHOPPE

The Jumble Shoppe enjoyed its most profitable year to date in 2022, with nearly \$18,000 available for mission outreach. The annual tag sale in June was particularly successful, enabling the Faith in Action Committee to send over \$1000 to Ukraine relief. The Christmas Bazaar also netted \$1000 for hurricane relief efforts in Puerto Rico and Florida. For a complete report on funds sent to local and world-wide charitable organizations and missions, please review the accompanying Jumble Shoppe Treasurers' report. Thank you to all who supported these events and donated to the shop over this past year!

As important as our support of missions is, volunteers often tell me the most rewarding part of our work is in serving our New London neighbors by offering high quality second-hand (and sometimes new!) clothes and household goods to them at very affordable prices. We have all come to regard our regular customers as friends and are happy that the shop serves as a friendly gathering place for the community. We continue to offer clothing free to people in special need, including people experiencing homelessness.

Our small band of volunteers works diligently 2 to 3 times weekly to sort donations, keep the shop in order, and offer special help to customers needing particular items. Thank you to Laura Pinson, Deanna Bossdorf, Karen Garside, Sandy Downing, Susan Bracht, Robin Wilkinson, and Gladys Kimmel for their faithful work. Thanks are also due to Dave Downes for his frequent runs to Good Will with surplus goods and to Ralph Anderson and Matt Pinson who have done such skillful work on shelving and general repairs to the shop. And lastly, but not least, a big thank you to Ellen Merrill for fielding calls about the shop and helping with off-hours donations.

Dorothy Sieburg,  
Jumble Shoppe Manager

### JUMBLE SHOPPE FINANCIAL REPORT

Jumble Shoppe Revenue:	19,251.56
Expenditures	2735.26
Disbursements	<u>16,516.30</u>
Balance 12/31/2022	0

#### DISBURSEMENTS

Diaper Bank	Yosemite National Park
Covenant Shelter	Hawkwing (Indigenous People)
Environmental Defense Fund (EDF)	Puerto Rico Hurricane Relief
Doctors without Borders	Florida Hurricane Relief
Haitian Health	Haitian Medical Station
Homeless Hospitality Center	Holy Cross School, South Africa
Global Giving for Ukraine	Salvation Army – Angel Tree
New London Community Meal Center	Immigrant Family Assistance
Episcopal Relief & Development for Somalia	

#### EXPENSES

Diana Cortes	Weekly Cleaning	1078.92	The Day Advertising	86.57
Lighting for Jumble Shoppe	760.00		Misc. Expenses	296.17
Dehumidifier for Jumble Shoppe	257.40		Trash Removal	<u>31.20</u>
Staff Christmas Gifts	225.00			2,735.26

Respectfully submitted,  
Deanna Bossdorf, Treasurer

## THE LORD'S PANTRY

During 2022, we provided over 100,000 additional meals to individuals and families than the prior year, bringing our meal count to just under 330,000. Each week, we assist an average of ten new families or individuals. We thought we would see a decrease during 2022 but this has not happened: due to job loss, COVID, other related illnesses, and economic conditions. Food distribution continues each Wednesday from 10:00 a.m. – 12:30 p.m., curbside along with emergency distribution five days a week serving the Homeless Hospitality Center, Ledge Light Health District, Northeast Medical Office, Covenant Shelter, Safe Futures and other social service agencies.

Parishioners and neighborhood volunteers assist in many different ways operating the pantry: loading and unloading of deliveries, packing boxes and distributing food and personal hygiene items each Wednesday. Without their help, we would not be able to provide the support we do as a parish to our neighbors.

Tom Clark played a valuable role as our grant writer for many years. He secured two grants this past year (Emergency Food Grant—United Way (\$3000) and the Palmer Fund Health & Welfare Grant (\$10,000). He is missed by our entire team! Our parish was the first to complete the \$500 challenge by Thrivent for the first food pantry to receive 500 food donations. A donor matched the \$500 award, thus making it \$1000 received.

A grant committee has been established with members: Kris Drew, Fred Smith, Bill Allyn, Ralph Anderson, Erik Ingmundson, and Denise Cabana. We are presently researching grants to supplement the costs needed to be able to bring our food pantry back inside, offer a client-choice friendly environment, and distribution on additional days with enhanced hours.

Many thanks go out to all who have donated food, money, boxes and their time and talent to support the pantry. The pantry has received \$14,615 in donations and \$13,000 in grants secured by Tom Clark. We have expended \$16,910.77 during 2022 to purchase fresh produce, food, personal hygiene items, supplies, a large chest freezer, six tables, and several carts.

Because of what we do to assist our neighbors, the Navy, Air National Guard, Waltham Chemical and other businesses have selected us as the recipients of their annual and bi-annual food drives.

We sponsored four COVID Booster clinics, a flu vaccine clinic in addition to hosting health and well-being resource informational gatherings provided by Ledge Light and a registered Pharmacist.

A partnership has been developed between our pantry and the Salvation Army. CT Food Share suggested that Shiloh Baptist Church visit our pantry to see how we distribute food to our clients as an example of a well-run pantry.

Monetary contributions and/or food items are always welcome to assist with this vital parish ministry. Please make checks payable to St. James, memo “Lord’s Pantry—Food”.

Respectfully submitted,  
Diane Theis  
Lord’s Pantry Coordinator



## **THE COVENANT SHELTER**

Since 1982, Saint James and Saint Mary Churches have been sponsors of the Covenant Shelter of New London, located at 42 Jay Street. It is the only local shelter serving families with children, as well as single adults. As of November 2022, Covenant Shelter has provided shelter and housing assistance to 20 families (including 37 children) and 59 single adults. Finances are sound, though DOH payments are severely behind. The Annual Appeal is underway with letters having been sent to potential donors. Repairs to the Shelter (particularly bathrooms/showers) are commencing. A collaboration with the Jumble Shoppe of Saint James to distribute overflow clothing from Shelter donations is being discussed.

A major concern, however, is membership on the Board of Directors. Originally, there were to have been five Saint James and five Saint Mary parishioners, along with five at-large community representatives comprising the Board membership. There are currently eight Board members (excluding the two ex officio priests of Saint James and Saint Mary Churches), only one of whom is a Saint James parishioner. Three members are reaching the end of their terms. While Saint James has been generous with donations of various kinds, if the original intent of our close involvement with Covenant Shelter is to be maintained, more of our parishioners are needed to volunteer to serve on the Board.

If anyone is interested in this mission, please contact Fred Smith at [smith.frederic@gmail.com](mailto:smith.frederic@gmail.com).

Respectfully submitted,  
Fred Smith  
Board Chairman

## **SOCIAL MEDIA COMMITTEE**

Social media at St. James continues to try to be an important element of the parish's communications.

With Denise Cabana onboard, the committee has met to discuss our focuses and to plan a strategy for moving forward.

Currently, Sunday 8:00 a.m. services are celebrated solely in person, while the 10:00 a.m. services are offered on Zoom and YouTube as well as in-person. These services are also recorded on YouTube and posted on the St. James YouTube website for later viewing. While this setup has worked for the past year and a half, we are looking to improve the presentation of the services with additional, remote cameras for better viewing and a less intrusive placement for the control center. We also need a few additional volunteers to run the camera setup; it's really not that hard to do! We thank Chuck Sharp and Bob D'Amelia for their continued technical support and expertise!

Our Saturday emails go out to about 195 parishioners and friends and are also posted on the St. James Facebook page. The regular Tuesday church emails go out to those same parishioners and friends, plus our SE Region contacts, for a total of 220 weekly. The website is getting ready for a serious update this year, and it received 364 visits a week last year, an increase of 70 over prior year. We look forward to suggestions, contributions and especially pictures to add to the website and to our other media formats.

We continue to be well-represented on social media on Facebook and Instagram. Our Facebook page has 933 followers and 835 friends. Our Instagram page continues to grow; currently with 917 followers. This past year, Facebook has had a reach of 23,370, which was down from the previous year, as a result of this being a transition year for the parish. Instagram has had a reach of 19,992, which is significantly increased from the year before, reflecting our first full year with a concerted effort by John Umland to post consistently on this platform. Our Facebook audience is slightly more women than men and sways slightly older than our Instagram audience. Instagram is reaching more younger people than Facebook and about 10% more men than Facebook.

The committee meets quarterly to review where we are and brainstorm improvements and new ideas for growing our content and audience. Currently, the committee consists of David Downes, Emma Palzere-Rae, Denise Cabana, Chuck Sharp and John Umland. As always, new members are welcome at any time.

Our online presence continues to be a powerful way for us to connect with parishioners, the community and Episcopalians near and far.

Respectfully submitted,  
David Downes and Emma Palzere-Rae

## **STEWARDSHIP COMMITTEE**

Stewardship of Treasure - Financial Pledges for 2023: Thus far, as of December 31, 2022, 67 pledges have been received for a total amount of \$214,454, an increase of more than \$21,000 over this time last year. Further, we are grateful for a generous response from the Christmas offering. Thanks to all members and friends of St. James for their financial stewardship.

Stewardship of service: With our new Priest-in-Charge, Denise Cabana, working to recruit additional helpers this year for our several ministries, more is being accomplished with more hands, including Diane Theis as the official Lord's Pantry Coordinator and Scott Swanson as our new custodian. And with COVID-19 now still a worry but not a roadblock, many of our weekly ministry activities have come back to life. Thank you, people of St. James, for spending so much of yourselves to support the parish and serve the community.

Appreciation: Thank you notes have been written to all persons pledging financially for 2023; We want to thank Stephanie Brandon, Martha and Ralph Anderson, Eric Ingmundson, Denise Cabana, Lori Sarkett, Kris Drew, David Downes and Diane Larson for writing these notes. Thanks are also due to Stephanie Brandon, Kathy Harrington, David Downes, Ellen Merrill, and Financial Secretary Greg Rice for their good work with the stewardship program and keeping track of pledge accounting and gifts.

Finally, the stewardship program would not have seen the steady improvement in participation and financial giving these past four years without the leadership and coordination provided by Bob Bowlin, who recently moved away to be closer to family. Godspeed, Bob!

Thanks so much to all who have completed and returned stewardship forms for 2023. We recognize all the ways that we can be stewards of God's gifts! Thanks be to God for the gift of your faith, active in love.

Respectfully submitted,  
Stewardship Committee  
Bob Bowlin, Stephanie Brandon, David Downes

## **THE INVESTMENT COMMITTEE**

The St. James Investment Committee is responsible for overseeing the St. James Endowment Fund, which is used to partially fund the annual Operating Budget and to pay for other expenditures as directed by the Vestry. This committee has four members: George Shaw, Matt Pinson, Robert Patten, and Jerry Miller, and meets quarterly with the Portfolio Manager from Citizens Bank to review the investments. Citizens Bank manages all of the Endowment funds except for \$490,000, which is held in Certificates of Deposit per instructions of the donor.

The St. James Endowment Fund began calendar year 2022 with a market value of \$4,341,882 and ended the year with a market value of \$3,513,459 for a net decrease of \$828,423, approximately 19.1 percent. This net decrease reflects withdrawals of \$200,892 to pay for operating expenses per the approved 2022 Parish operating budget. If we did not have to withdraw these funds, the net change for 2022 would have been an decrease of \$627,531, or about 14.5 percent.

The Investment Committee welcomes new members. If you are interested, please speak to one of the Investment Committee members.

Respectfully submitted,  
Jerry Miller, for the Investment Committee

## Parish Voter List—2023

Alborghetti, Marcie	Dargel, Jan	Lillpopp, Michael	Sieburg, Dorothy
Alison, Cheryl	Debski, Nicole	Lycan, Mary	Sieburg, William
Allyn, William	Delancy, Duke	Manwaring, Cheryl	Skeffington, Beverly
Anderson, Martha	Delancy, Joanna	Marciniak, Marci	Smith, Frederic
Anderson, Patricia	Delancy, Martha	Martin, Steve	Spence, Michael
Anderson, Ralph	Dooley, Carol	Martin, Trish	Steed, Ronald
April, Helen	Downes, David	McCarthy, Effie	Steed, Roxanne
Barber, Thomas	Downes, Deb	McCoy, Carol	Stoner, Brian
Barnum, Grace	Drew, Kristine	Menghi, Susan	Streeter, Nicholas
Barnwell, Pandora	Duffy, Charles	Merrill, Joy	Swanson, Scott
Bath, Florence	Dunning, Alma	Miller, Gerald	Umland, John
Bath, Kristine	Dunning, Sharon	Miller, Kathryn	Umland, Karla
Benson, Judy	Dunning, Stacy	Miskell, Edna	Vine, Sara
Bingham, Anne Carr	Evans, Shirley	Morgan, Elizabeth	Vogel, Nancy
Bingham, Robert, Kim	Fulton, Myrna	Moorhead, Sarah	Welsh, Robert
Bossdorf, Deanna	Gathers, Gloria	Nave, John	White, Mary
Brandon, Stephanie	Godfrey, Eleanor	Patterson, Bruce	Zarfos, Kristen
Breitenstein, Timothy	Griffin, Andrea	Patterson, Carol	Zeigler, Hilda
Brennan, Garrett	Harrington, Kathleen	Percy, Marilyn	
Brennan, Victoria	Harris, Mary Ellen	Pierce, Marcia	
Brewster, Geraldine	Harry, Barbara	Pinson, Laura	
Brewster, John	Hatcher, Karen	Pinson, Matthew	
Brewster, Laura Jean	Hewitt, Peter	Rae, Edward	
Brighty, Katherine	Hislop, Arlene	Rae-Palzere, Emma	
Bristol, Georgette	Hume, Deborah	Rae, Robert	
Burdick, Ann	Hume, Patrick	Rae, William	
Burdick, Reid	Ingmundson, Erik	Rainey, David	
Cabana, Denise	Ingmundson, Rebecca	Ramey, Charles	
Carter, James	Ivey, Dan	Reyburn, Charles	
Carter, Tina	Johnson, Robert	Reyburn, Trish	
Cascio, Linda	Jones, Joan	Rice, Greg	
Cascio, Paul	Kepner, Janet	Roberts, Edwin	
Chartier, Mary	King, Dick	Rogers, Jean	
Chartier, Ray	King, Pat	Sage, Sharrill	
Chojnacki, Sue	Kydd, Michael	Sanders, Patricia	
Chojnacki, Walter	Kydd, Rose	Sarkett, Lori	
Congdon, Mary	Lang, Patricia	Scheibner, Anne	
Margaret	Larson, Diane	Scognamiglio, Gena	
Connell, Mary-Jane	Lee, Eun	Scott, Doug	
Cooper, William	Lee, Patricia	Sharp, Charles	
Crawford, William	Lillpopp, Anastasia	Shaw, Anna	
D'Amelia, Henry	Lillpopp, Louise	Shaw, George	
		Shores, Carole	
		Shores, James	
		Sieburg, Caleb	

# TREASURER'S REPORT

February 11, 2023

## OVERVIEW

St. James is a business, requiring in excess of \$450,000 a year to remain operational. This money is used to pay utilities, insurance, personnel salaries and benefits, maintenance costs, and office operations costs, and is received from annual Pledges by parish members, donations by users of parish facilities, Beneficiary Income from various estates, and other miscellaneous donations. For many years these sources of revenue have not been sufficient to cover our expenses, and the shortfall has been made up by withdrawals from the St. James Endowment Account under the "5 Percent Rule" established by the vestry. This rule allows up to five percent of the Endowment average value for the prior five years to be used to balance the budget. Any amount withdrawn in excess of the five percent must be approved by the Vestry. In 2023, as in 2022 and 2021, we will need to withdraw more than five percent to balance the budget.

## 2022 BUDGET PERFORMANCE

The approved 2022 Operating Budget established planned expenses of \$487,045, and planned revenues of \$286,150. The budget was to be balanced by transferring \$200,895 from the St. James Endowment Account. This withdrawal amount is \$26,722 more than the "5 Percent Rule" allows, as discussed in last year's annual report.

The 2022 actual income was \$304,092, more than the projected amount by \$17,942 (the primary contributor was Pledges being \$10,194 more than the budgeted amount). The 2022 actual expenses were \$460,637, less than the projected amount by \$26,407 (the primary contributors were Clergy Salary and Benefits being \$59,557 less than the budgeted amount, due to the absence of a Rector/Priest-in-Charge for the first half of the year). After factoring in the actual Endowment withdrawal of \$200,892, our budget performance for calendar year 2022 yielded a surplus of \$44,347.

The budget details can be found in the spreadsheet at the back of the Parish Annual Report.

All 2022 bills were paid in full when received, enabling St. James to enter 2023 with a clean financial slate, as we have done for the last five years.

## 2023 BUDGET

The Vestry has adopted a 2023 Operating Budget of \$542,483, about \$55,000 more than the 2022 Operating Budget. Major expenditure changes incorporated into this budget are:

- Budgeted for a full-time Priest-in Charge with 20 years experience, for the full calendar year.
- Salary increases of 7.1% for clergy and lay staff, consistent with guidelines published by the Diocese.
- Increased Medical, Property and Liability Insurance costs per guidelines published by the Diocese.
- Addition of a part-time Lord's Pantry Administrator position.

To balance the operating budget we plan to withdraw \$256,333 (7.05%) from the Endowment Fund. This is \$74,452 more than the full 5% withdrawal permitted by Vestry Policy. The Vestry approved this amount as a one-time exception to the 5% rule.

## NON-OPERATING BUDGET ITEMS

Mission and Outreach activities (such as The Lord's Pantry and Community Meal) are not considered to be Operating Budget items and do not appear on the budget spreadsheet in this report. In recent years these outreach activities have been funded by donations and grants. More information is provided elsewhere in this Annual Report.

*(Continued on page 30)*

The 2021 Financial Audit was completed in July 2022 and found parish financial record keeping fully satisfactory.

Special thanks goes to Barbara Calkins, our bookkeeper, who continues to skillfully manage our accounts, pay our bills on time and keep our financial records accurate throughout the year.

Respectfully Submitted,  
Jerry Miller  
Parish Treasurer

ST JAMES EPISCOPAL CHURCH  
COMPARATIVE BUDGET  
FOR YEAR ENDING 12/31/2022

	BUDGET 2023	BUDGET 2022	ACTUAL 2022	ACTUAL 2021	ACTUAL 2020
<b>Operating Revenues</b>					
<b>Pledge, Plate and Other Offerings</b>					
4001 - Plate & Special Offerings	\$20,000	\$20,000	\$9,538	\$16,680	\$15,847
4002 - Pledge Income	\$210,000	\$210,000	\$220,194	\$191,805	\$205,415
4005 - Investment & Interest Income	\$150	\$150	\$61	\$48	\$148
4010 - Beneficiary Income	\$38,000	\$38,000	\$55,777	\$40,544	\$38,330
4015 - Seabury Center Usage	\$5,000	\$5,000	\$647	\$0	\$727
4020 - Other Income, General Use	\$4,000	\$4,000	\$10,979	\$1,319	\$10,905
4025 - Fund Raising Income	\$2,000	\$2,000	\$107	\$102	\$17
4050 - Altar Guild Revenue	\$7,000	\$7,000	\$6,789	\$1,361	\$1,828
<b>Total Operating Revenues</b>	<b>\$286,150</b>	<b>\$286,150</b>	<b>\$304,082</b>	<b>\$261,868</b>	<b>\$278,217</b>
<b>Operating Expenses</b>					
<b>Missions</b>					
5022 - Diocese Pledge	\$44,074	\$44,476	\$44,476	\$44,916	\$43,164
5012 - Vestry Expenses	\$0	\$500	\$4,431	\$572	\$346
5013 - Community Outreach & Support	\$0	\$0	\$546	\$9	\$37
<b>Total Missions</b>	<b>\$44,074</b>	<b>\$44,876</b>	<b>\$49,453</b>	<b>\$46,497</b>	<b>\$43,547</b>
<b>Programs</b>					
5031 - Booklets and Tracts	\$1,000	\$1,000	\$1,685	\$971	\$1,272
5032 - Youth Education	\$100	\$100	\$128	\$0	\$0
5033 - Church School	\$400	\$400	-\$118	-\$298	-\$160
5034 - Adult Education Expense	\$200	\$200	\$45	-\$159	\$19
5036 - Acolytes/Ministry Training	\$1,100	\$1,100	\$600	\$0	\$0
5046 - Musicians	\$2,000	\$2,000	\$1,252	\$202	\$202
5047 - Music Program	\$750	\$750	\$150	\$0	\$0
5048 - Organ/Piano Tuning and Repair	\$2,600	\$2,600	\$3,013	\$1,481	\$2,310
5049 - Music Library	\$175	\$175	\$90	\$0	\$72
5055 - Altar Guild/Worship Expenses	\$7,000	\$7,000	\$5,568	\$2,610	\$714
5066 - Stewardship/Search Committees	\$500	\$500	\$2,040	\$574	\$758
5041 - Parish Fellowship and Events	\$1,800	\$1,800	\$2,096	\$400	\$557
50xx - CEEP Membership and Travel	\$0	\$0	\$0	\$0	\$2,648
5051 - Supply Organist Expense	\$500	\$500	\$2,150	\$850	\$350
<b>Total Programs</b>	<b>\$18,125</b>	<b>\$18,125</b>	<b>\$18,699</b>	<b>\$6,631</b>	<b>\$8,742</b>
<b>Salaries</b>					
5071 - Rector/Interim Rector	\$64,970	\$50,916	\$30,000	\$38,508	\$51,214
50xx - Assistant Priest	\$0	\$0	\$0	\$0	\$15,369
5073 - Supply Clergy	\$1,750	\$1,750	\$8,813	\$7,307	\$1,156
5076 - Administrative Asst.	\$38,520	\$35,966	\$34,812	\$34,699	\$35,160
5077 - Sexton/Lord's Pantry	\$41,330	\$23,156	\$17,013	\$19,364	\$19,225
5078 - Organist/Choirmaster	\$40,926	\$38,213	\$39,978	\$36,867	\$36,258
5080 - Bookkeeper	\$9,388	\$8,942	\$9,800	\$9,126	\$8,145
5083 - Legal Expense	\$0	\$0	\$0	\$0	\$5,450
<b>Total Salaries</b>	<b>\$188,884</b>	<b>\$168,843</b>	<b>\$140,418</b>	<b>\$146,871</b>	<b>\$171,877</b>
<b>Benefits</b>					
5086 - Housing Equity Allowance	\$3,671	\$2,845	\$1,725	\$2,109	\$2,777
5087 - Clergy Housing Allowance	\$10,000	\$5,000	\$5,000	\$3,692	\$5,000
5088 - FICA Supplement	\$11,670	\$9,044	\$5,483	\$6,705	\$10,476
5089 - Reimburse Rector/Deacon's Exp.	\$3,000	\$3,000	\$2,458	\$1,629	\$1,042
5090 - Clergy Pension Fund	\$22,888	\$17,739	\$8,190	\$11,506	\$20,973
5091 - Clergy Life and Medical Insurance	\$15,696	\$38,037	\$8,705	\$24,392	\$36,365
5092 - Continuing Education	\$1,850	\$1,850	\$250	\$1,170	\$592
5101 - Staff Life, Health, & Disability. Ins.	\$17,955	\$16,114	\$15,191	\$17,253	\$14,688
5102 - Staff Pension Fund	\$7,187	\$5,321	\$6,205	\$4,117	\$5,035
5103 - Staff Payroll Taxes Laity	\$9,957	\$8,130	\$7,627	\$7,059	\$7,158
5104 - Reimbursable Organist Expenses	\$200	\$200	\$0	\$0	\$0
5105 - Staff Bonus	\$0	\$0	\$0	\$3,000	\$1,000
<b>Total Benefits</b>	<b>\$104,074</b>	<b>\$107,280</b>	<b>\$80,836</b>	<b>\$82,832</b>	<b>\$106,108</b>
<b>Plant Maintenance &amp; Operations</b>					
5111 - Routine Maintenance/Repairs	\$25,000	\$25,000	\$26,149	\$30,094	\$20,987
5112 - Rectory Maintenance	\$2,500	\$2,500	\$20,205	\$5,054	\$5,197
5113 - Major Repairs	\$0	\$0	\$0	\$0	\$998
5115 - Church Utilities	\$25,000	\$25,000	\$31,868	\$23,250	\$27,191
5116 - Rectory Utilities	\$7,500	\$7,500	\$7,404	\$7,147	\$8,265
5118 - Janitorial Maintenance	\$11,626	\$10,911	\$8,811	\$7,476	\$10,780
<b>Total Plant Maintenance &amp; Operations</b>	<b>\$71,626</b>	<b>\$70,911</b>	<b>\$94,437</b>	<b>\$73,021</b>	<b>\$73,418</b>
<b>Other Non-Salary</b>					
5126 - Advertisements	\$1,500	\$1,500	\$1,671	\$1,320	\$1,598
5127 - Office Supplies	\$3,000	\$3,000	\$2,976	\$1,210	\$1,791
5128 - Bank Fees	\$0	\$0	\$134	-\$14	\$110
5129 - Audits	\$11,000	\$11,000	\$7,500	\$10,614	\$7,437
5130 - Dues & Memberships	\$200	\$200	\$0	\$1,342	\$1,248
5131 - Liability/Property Insurance	\$74,000	\$53,110	\$68,662	\$52,935	\$45,996
5132 - Office Equipment	\$16,000	\$16,000	\$14,814	\$13,453	\$13,822
5133 - Postage	\$2,000	\$2,000	\$1,050	\$1,031	\$1,169
5134/5 - Fund Raising/Grant Expense	\$0	\$0	\$0	\$0	\$45
<b>Total Other Non-Salary</b>	<b>\$107,700</b>	<b>\$86,810</b>	<b>\$96,797</b>	<b>\$81,891</b>	<b>\$73,216</b>
<b>Total Operating Expenses</b>	<b>\$542,483</b>	<b>\$487,045</b>	<b>\$480,637</b>	<b>\$435,543</b>	<b>\$478,006</b>
<b>Net Revenue Minus Expenses</b>	<b>-\$256,333</b>	<b>-\$200,895</b>	<b>-\$156,545</b>	<b>-\$183,684</b>	<b>-\$202,789</b>
<b>Transfer from Endowment -5%</b>	<b>\$181,881</b>	<b>\$174,173</b>	<b>\$174,173</b>	<b>\$163,153</b>	<b>\$171,546</b>
<b>Transfer from Endowment -Additional</b>	<b>\$74,452</b>	<b>\$26,722</b>	<b>\$26,719</b>	<b>\$45,827</b>	
<b>Net Operating Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$44,347</b>	<b>\$25,296</b>	<b>-\$31,243</b>

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