

St. E's Appalachia Service Trip 2016



2016

St. Elizabeth's Episcopal Church

Sudbury, Massachusetts

Annual Meeting held Sunday, February 12, 2017

At 11:25 am in the Parish Hall

W A R R A N T
 For the Annual Parish Meeting
 St. Elizabeth's Episcopal Church
 Sunday, February 12, 2017
 Convening at 11:25 AM in the Parish Hall

Order of Business

- 11:25 Call to Order
 Opening Prayer & Chant (*What we need is here*)
 Declaration of a Quorum by Vestry Clerk Kiersten Varner (40+)
 Election of nominees
 Thank you to off-going Vestry members and Delegates
 Worship Listening Campaign Launch
 Volunteer Coordination Update
 Rector's Report
 Unrestricted Charitable Gift
 Comprehensive Campaign Update
 2017 Budget presentation by Cheryl Franke
 Q & A
 1:00 Adjourn with chant and the prayer of Sir Francis Drake

* * * * *

Elections

The following persons have been proposed by the Nominating Committee to stand for election at the Annual Meeting:

Vestry

Co-Warden	Eric Kimble	2 year term
Treasurer	Cheryl Franke	1 year term
Assoc. Treasurer	Stevie Spina	1 year term
Bldgs. & Grounds Rep.	TBA	1 year term
Clerk	Kiersten Varner	1 year term
Vestrypersons	Kristin Fisher	3 year term
	Andrew Heier	3 year term

Appointed Youth Vestry	AnnaMelora St. George	1 year term
	Davis Kornblum	1 year term

Delegates (all 1-year terms)

Convention Delegates:	Janice Darias
	Matt Chafe
Alternates:	Steve Davies
	TBA

Continuing Vestry

Co-Warden:	Janice Darias	(1 year remaining)
Vestry Persons	Paul Grous	(2 years remaining)
	Marie Briasco	(2 years remaining)
	Eric Becker	(1 year remaining)
	Samantha Truex	(1 year remaining)
	(Eric Kimble as Co-Warden)	

New Vestry

Co-Warden	Janice Darias	(1 year term)
Co-Warden	Eric Kimble	(2 year term)
Treasurer	Cheryl Franke	(1 year term)
Assistant Treasurer	Stevie Spina	(1 year term)
Building & Grounds Rep.		(1 year term)
Clerk	Kiersten Varner	(1 year term)
Vestry Persons	Sam Truex	(1 year term)
	Eric Becker	(1 year term)
	Kristin Fisher	(3 year term)
	Andrew Heier	(3 year term)
	Marie Briasco	(2 year term)
	Paul Grous	(2 year term)

Youth Vestry	Davis Kornblum	(1 year term)
	AnnaMelora St. George	(1 year term)

Convention Delegates:	Janice Darias
	Matt Chafe
Alternates:	Steve Davies

Deanery Representatives:	Win Treese
	Scott Fisher
	Carol Dicker

Nominating Committee:	Michael Comer, Chair
	Angela Crocker
	Steve Davies

Creative Worship Team

Presenters:

- } Edith Ristau
- } John McNeill



Creative Worship

- } Advent
 - } Purple fabric
 - } Longest night service
- } Lent
 - } Ash Wednesday: Fire and fabric symbols
 - } Palm Sunday
- } Easter
 - } Darkness to Light service

Are we meeting people's needs?

Can we engage more people in conversation?



Listening Campaign

} Goals

- } Listen to community members about worship
- } Build relationships
- } Enhance our ability in handling challenges and uncertainty

} How: Multiple ways (in process now)

- } One-on-one meetings
- } Small dinner conversation
- } Focus group

} Key: Connect through story



Story Questions

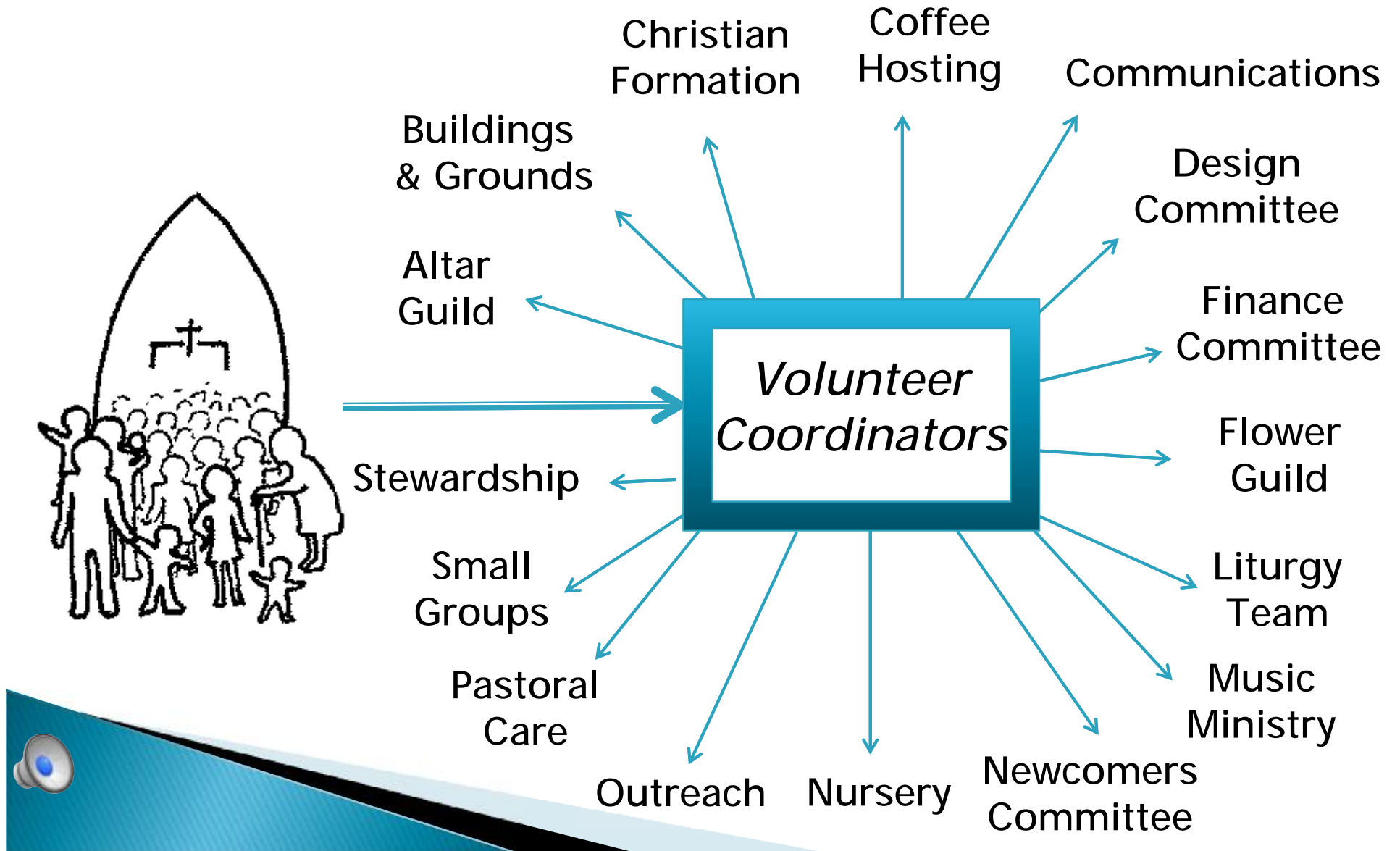
- } Did anything about this story connect with you?
- } Talk about a time when worship worked for you or when it didn't work for you.



Volunteer Coordination



Volunteer Coordination!



\$200,000 Gift

- } \$60,000: Pay off debt from 2004 building project
- } \$56,000: Pay back "loan" for rectory enhancements
- } \$25,000: Capital Maintenance fund
- } \$15,000: Outreach funding
- } \$37,000: Pave the parking lots
- } \$7,000: Parish Hall door



Together Now!





St. Elizabeth's Annual Meeting

February 03, 2013 



Agenda

} Campaign Background

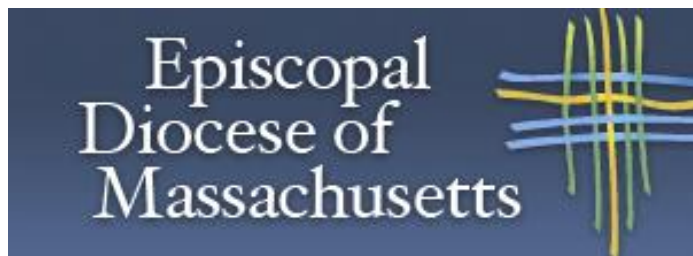
} Where We Are: 4 Years Later

} Next Steps

Campaign Background

Partnership with Diocese

- Portion of money raised



- Project Management
- Materials
- Administration
- Know-How

Bursting at the Seams!

High Class Problems . . .

- } Barbara is at capacity
- } Our worship space is at capacity
- } Parishioner growth is at capacity



The Solution

Four Campaign Priorities



1

Fund an Assistant Rector

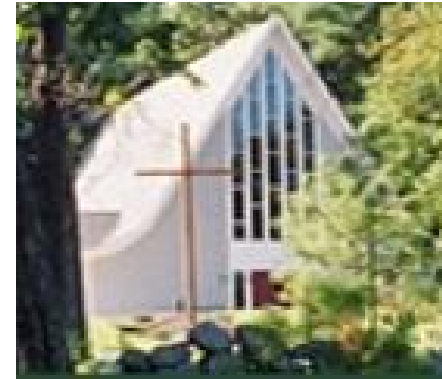


The Solution

Four Campaign Priorities



1 Fund an Assistant Rector



2 Expand and Enhance the Worship Space



The Solution

Four Campaign Priorities



1 Fund an Assistant Rector



2 Expand and Enhance the Worship Space



3 Build the Endowment

The Solution

Four Campaign Priorities



1 Fund an Assistant Rector



2 Expand and Enhance the Worship Space



3 Build the Endowment

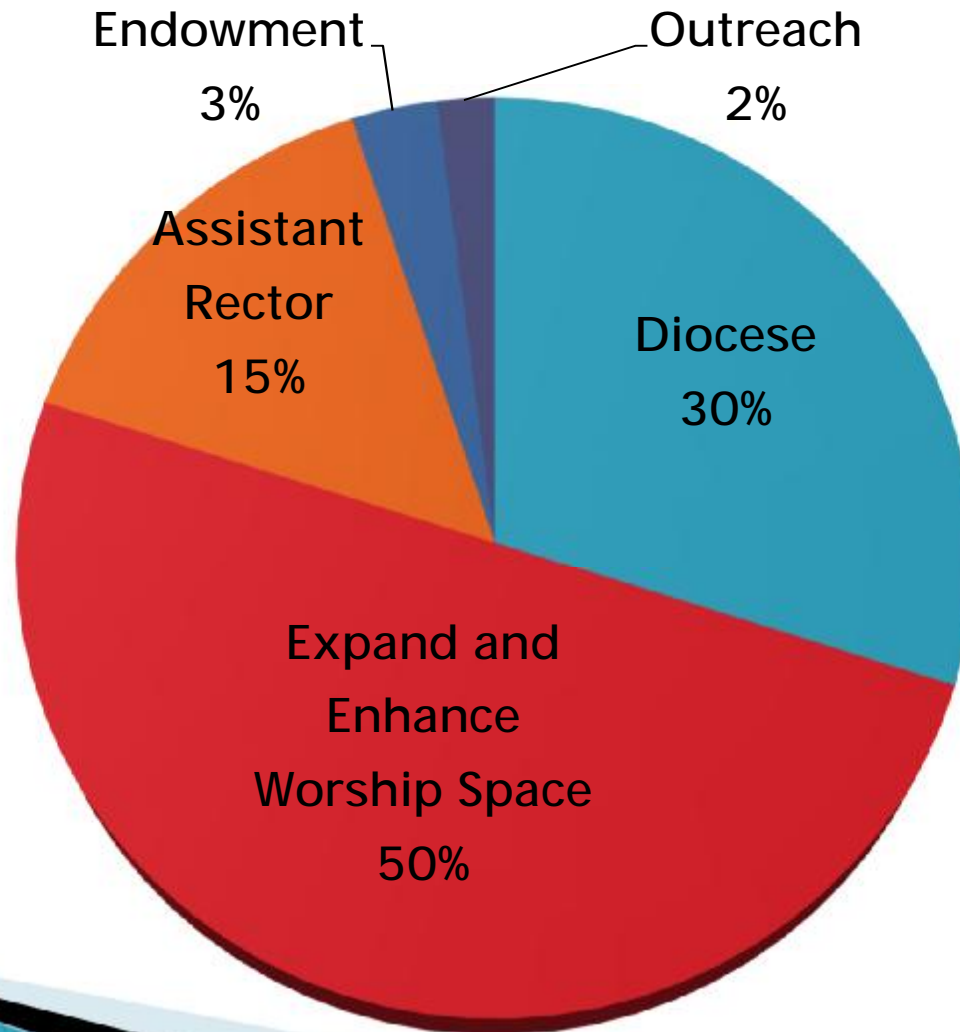


4 Extend our Outreach

2013

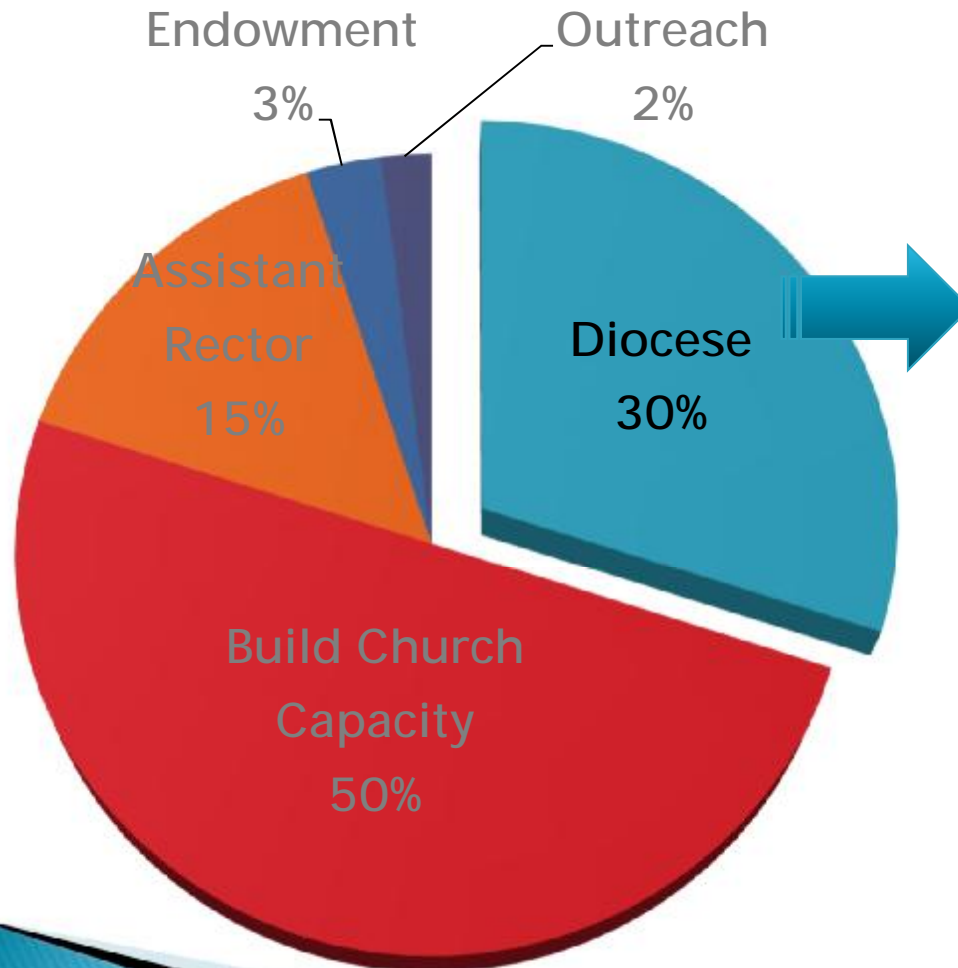
Our Goal

\$1 Million Campaign!



Our Goal

Diocesan Funds



- 50%: Programs / Grants
- 40%: Infrastructure*
- 10%: Outreach

* Includes the Cathedral and the Barbara C. Harris Camp

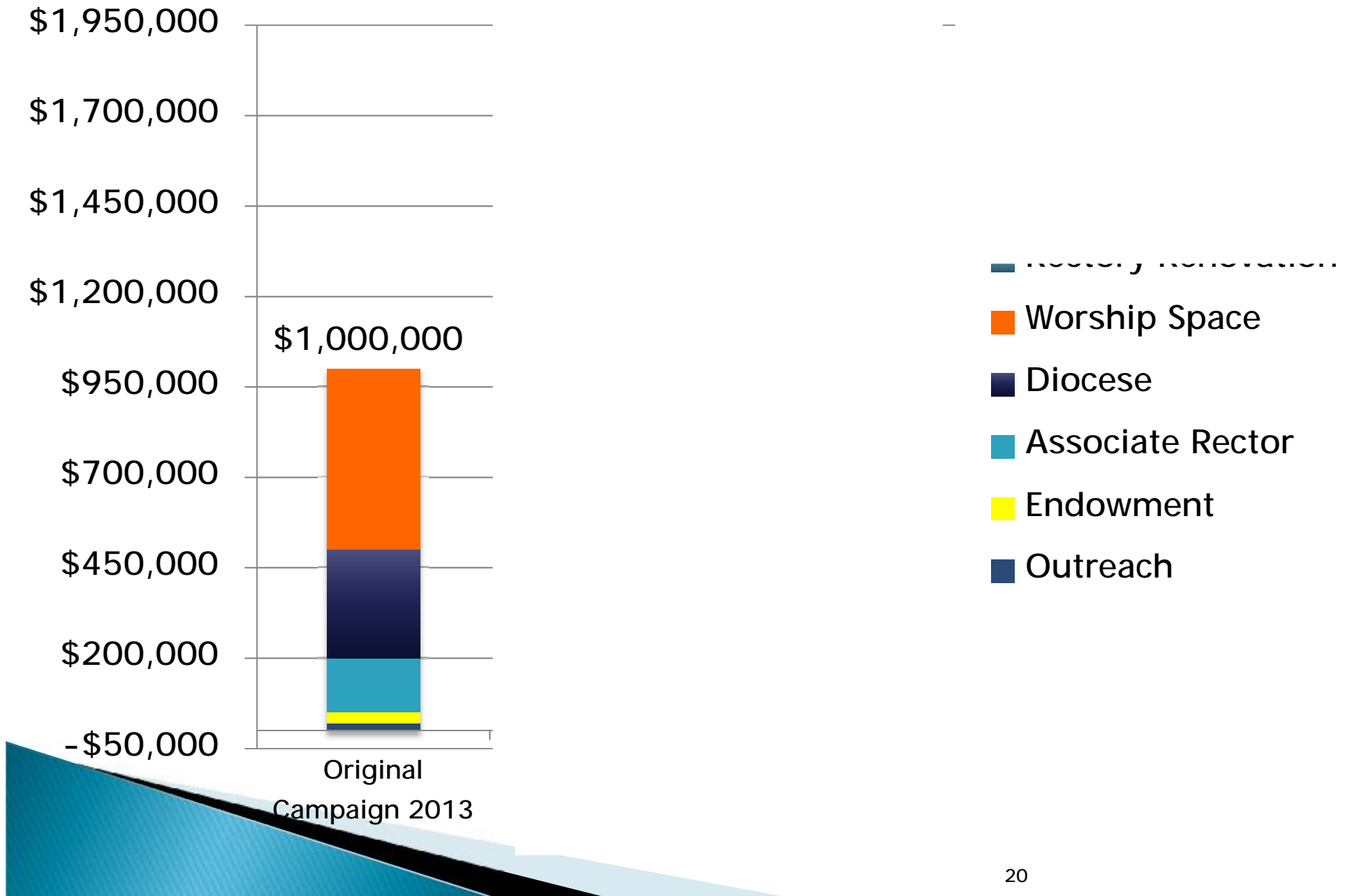
Agenda

} Campaign Background

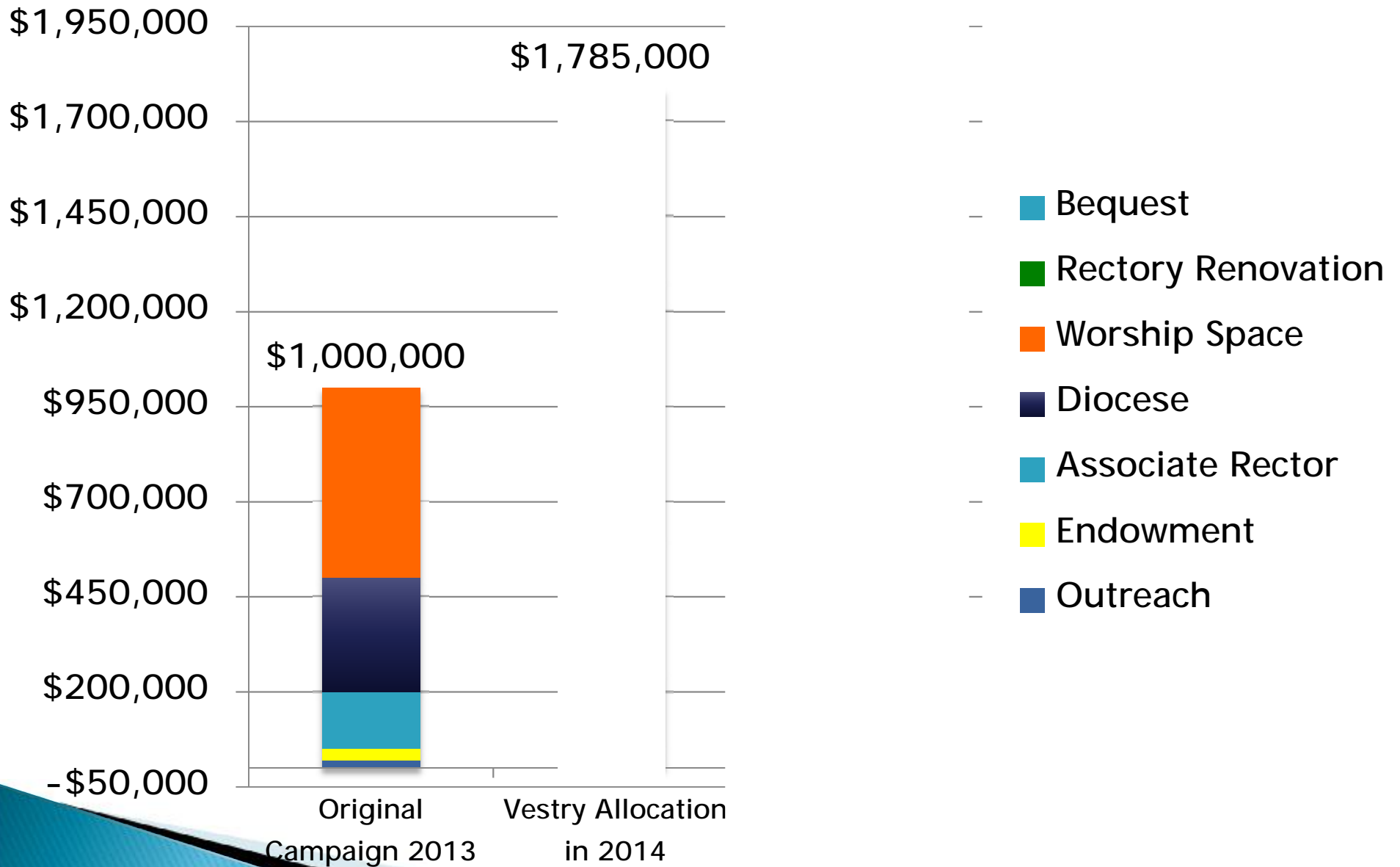
} Where We Are: 4 Years Later

} Next Steps

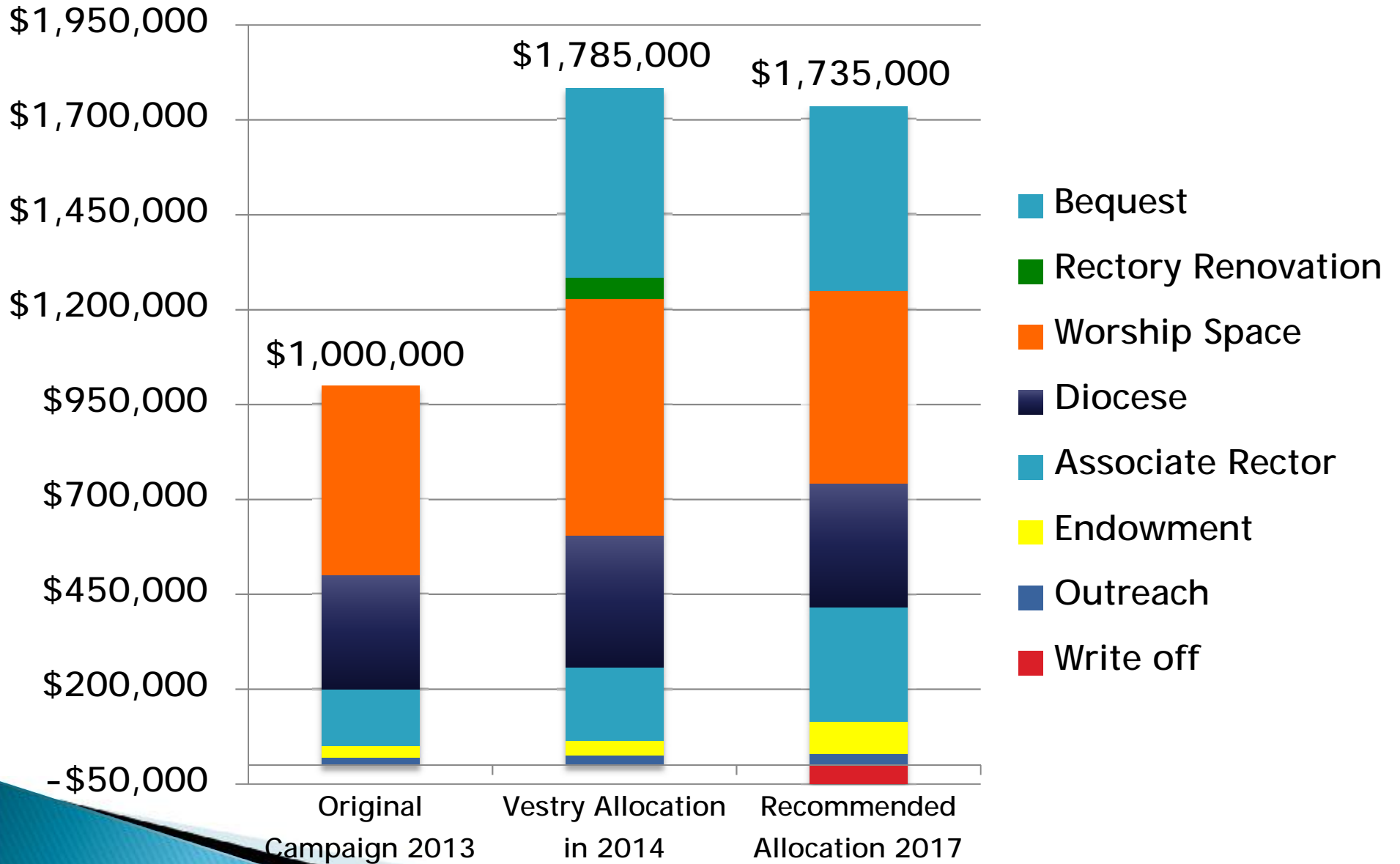
Campaign Contributions



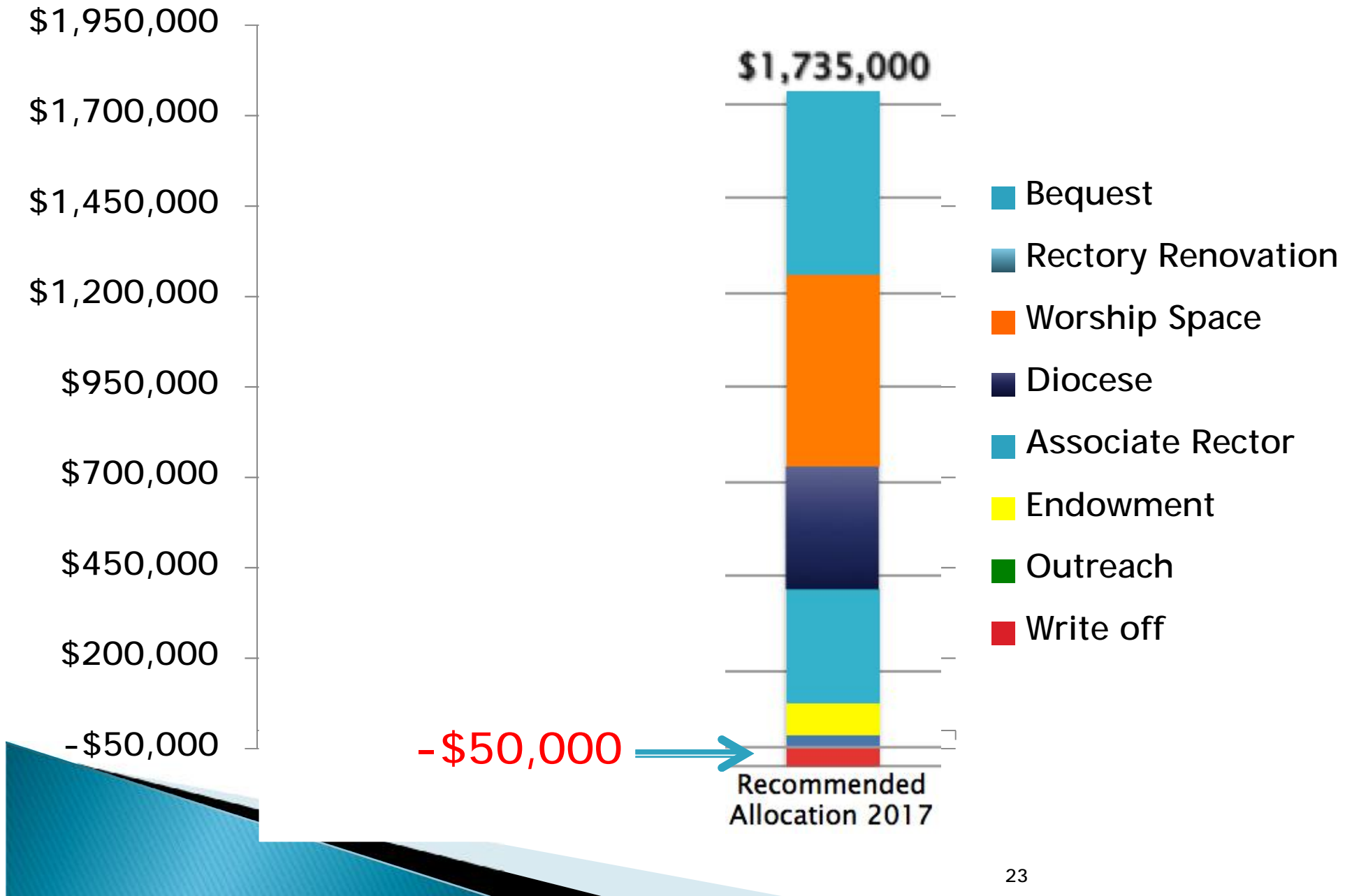
Campaign Contributions



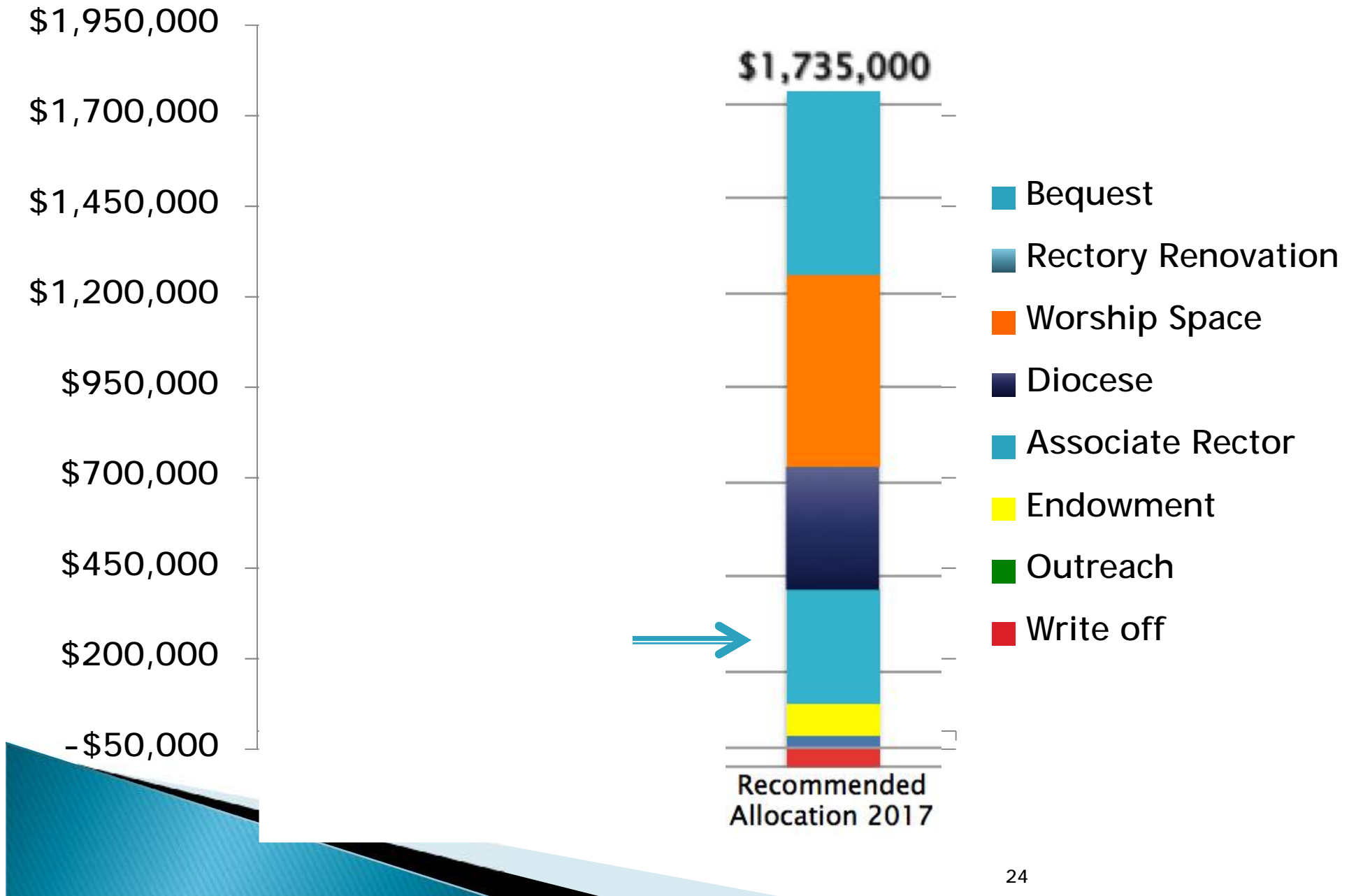
Campaign Contributions



Campaign Components



Campaign Components

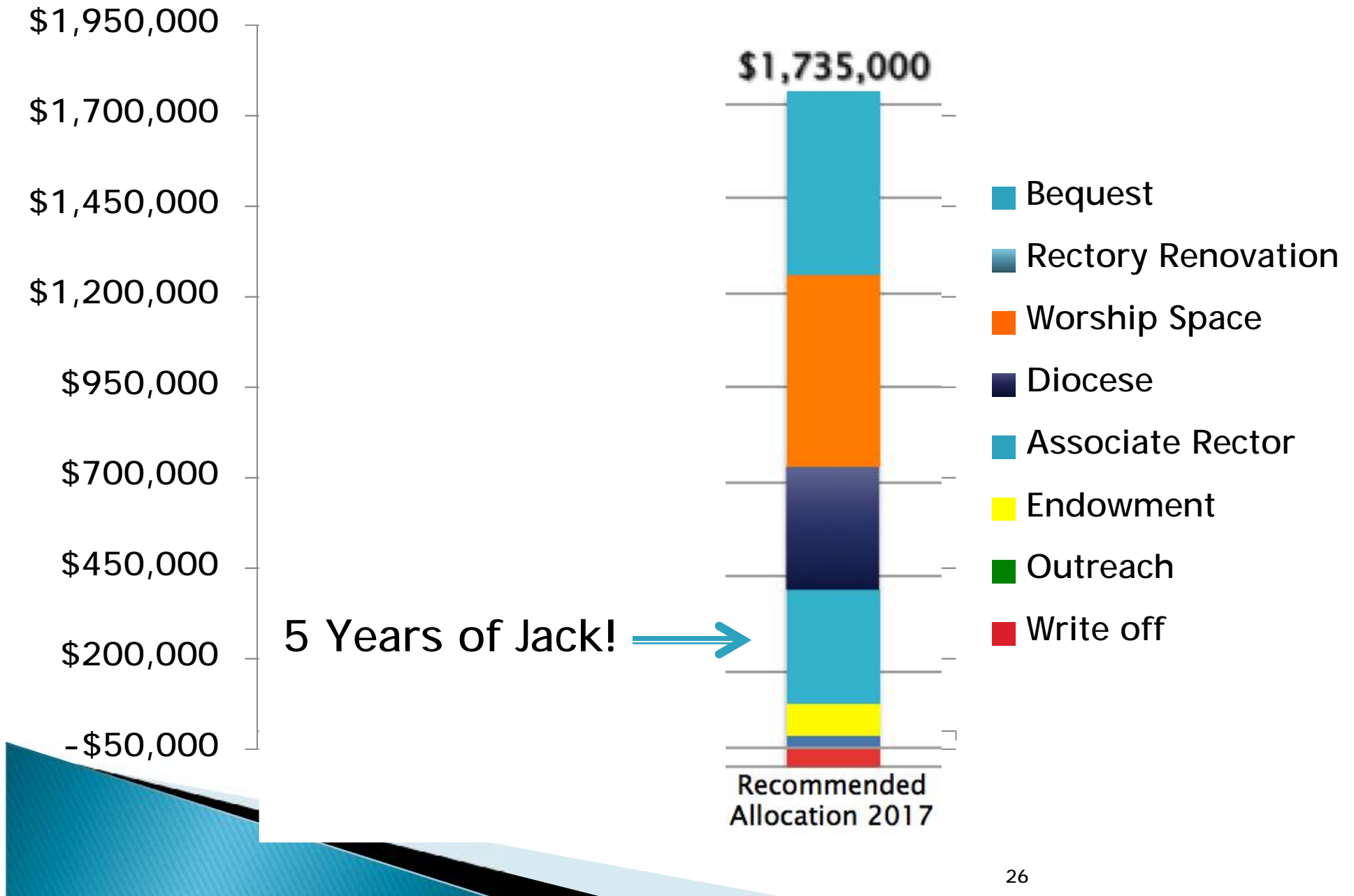


"Jack's ministry has enlivened St. Elizabeth's in so many ways. Her ability to foster relational depth among and between parishioners, her leadership, preaching, astute reflections, administrative gifts, pastoral care, and organizational abilities have enriched the congregation's life and mine."

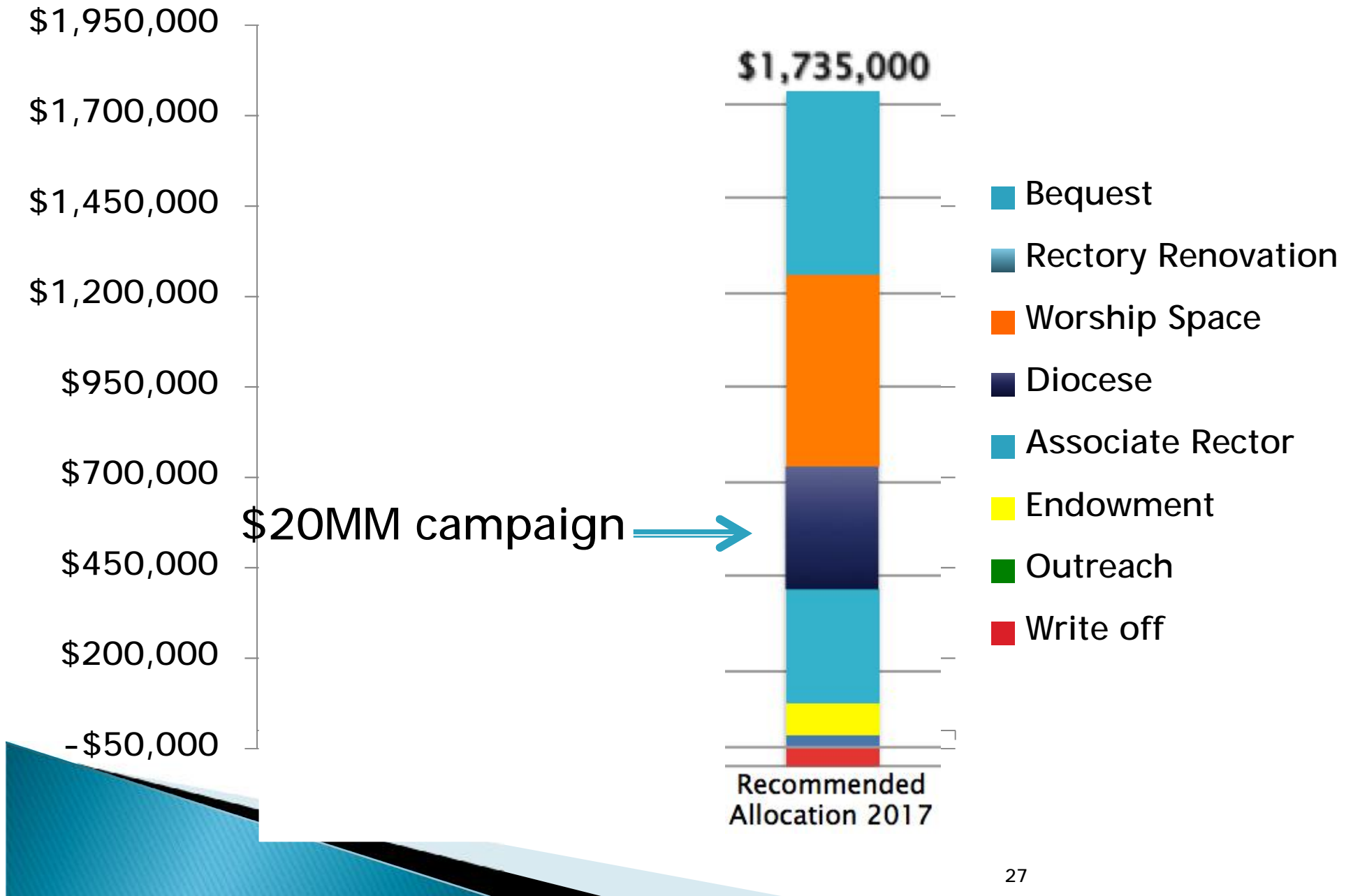
-Annual Report



Campaign Components



Campaign Components



Together Now

Our \$20-million campaign

\$2 million

Tithing for mission beyond our diocese

\$2 million

Caring for God's creation

\$4.5 million

Equipping congregations for strategic local mission

\$7.5 million

Raising up new generations in faith and service

\$4 million

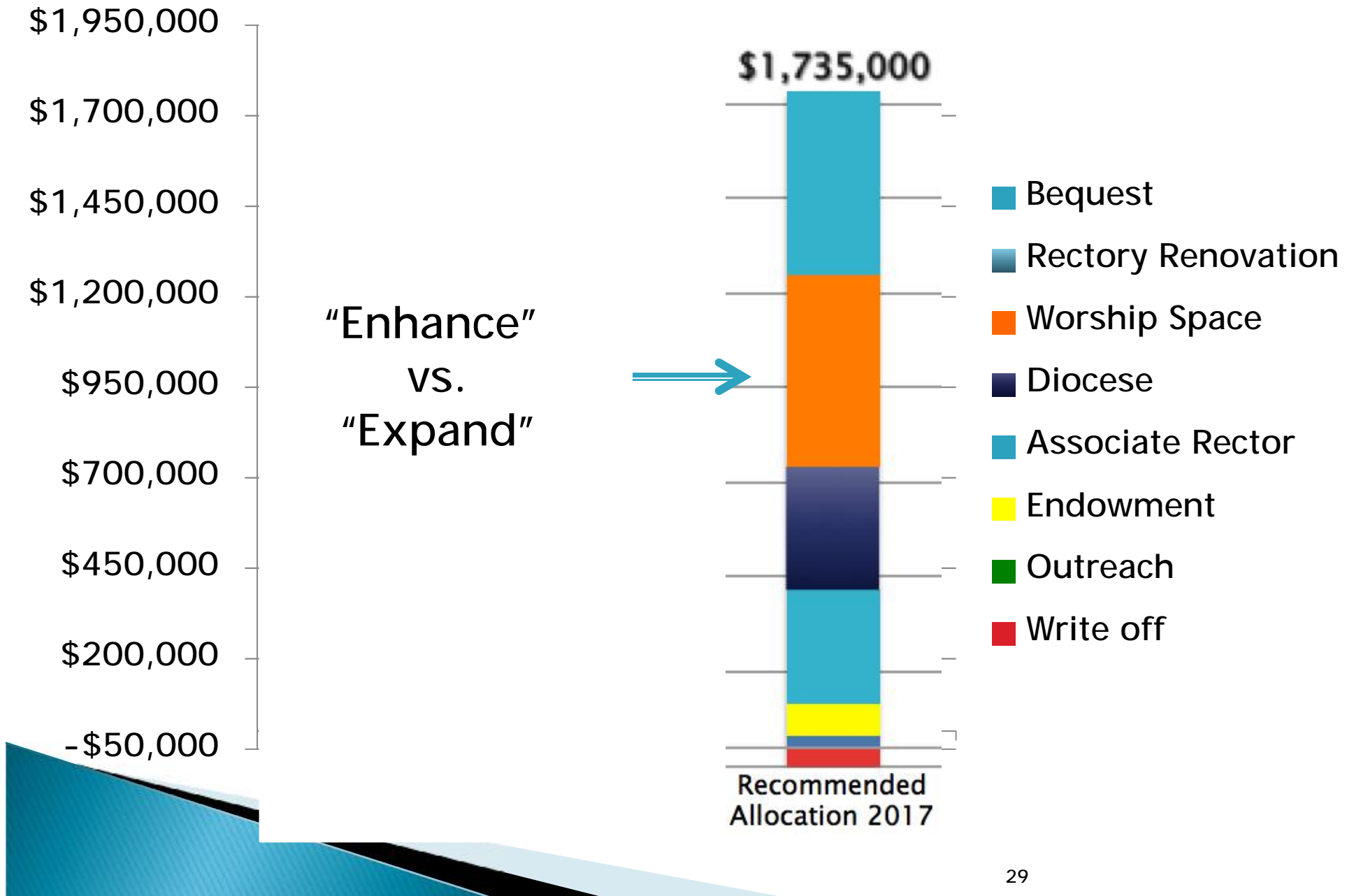
Transforming our cathedral church



For more info:

www.diomass.org/togethernow-campaign

Campaign Components



Enhance Worship Space

- } Three things have changed over the last four years
 - } Attendance has not grown as expected
 - } Campaign budget solidified (\$500,000)
 - } Creative worship team momentum
- } Vestry recommendation: Enhance space



Enhance Worship Space



Agenda

- } Campaign Background
- } Where We Are: 4 Years Later

} Next Steps



Next Steps

1. Provide your written feedback on the recommended allocation of Comprehensive Campaign funds

1. Enhance vs. Expand

2. Increase allocation for associate rector and endowment

2. Next Steps for the Vestry

} Review the feedback from today's Annual Meeting

} Incorporate feedback and vote on the revised allocation of the Comprehensive Campaign funds

3. Next Steps for the Worship Space

} Resume the Design Committee

} Build off of architect's existing work





St. Elizabeth's Annual Meeting

February 12, 2017

Treasurer's Report



St. Elizabeth's Church

Annual Meeting

Operating results essentially on target

} Income

- } Income shortfall this year of (\$29,450)
- } Resulting from significant shortfall in pledges, unexpected but hopeful to recover in 2017
- } Facility use income higher than budget due to increase in rent when new tenant moved in

} Expenses

- } Below budget by \$19,140 offsetting some of the shortfall in pledges
 - } Green energy project with St. Andrews, Framingham as well as heating system repairs resulted in cost savings for utilities
 - } Diocesan Assessment under budget by \$9,031 due to error at Diocese that they have decided to forgive
 - } All other budget areas for expense largely on track
-



Together*Now* Comprehensive Campaign

} Revenue:

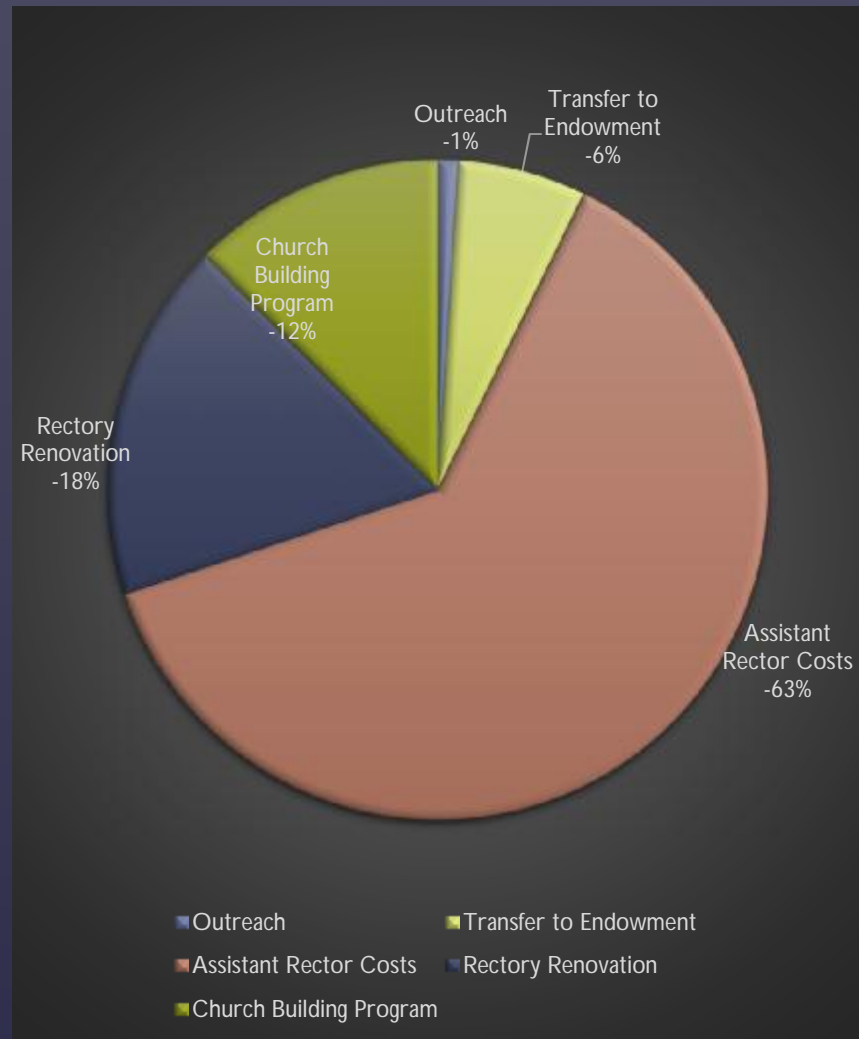
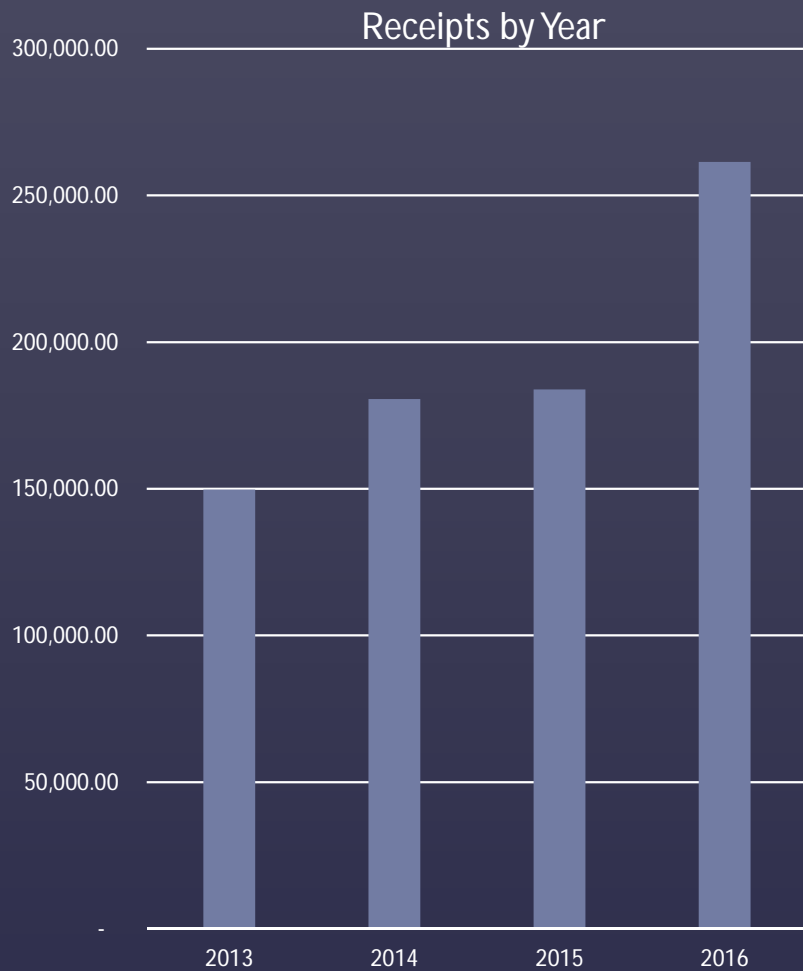
- } For the entire campaign have received \$775,311 net proceeds from Diocese in fulfillment of parishioner pledges to Together*Now* Campaign
- } Generally speaking parishioners are on track against pledge
- } Funds are segregated into a separate fund, which requires vestry approval to move

} Outflows (In total 2013 through 2016)–

- } Support for Assistant Rector spend of \$198,740
- } Support for Outreach programs spend of \$ 3,197
- } Support for Rectory Renovations \$ 56,223
- } Establish endowment fund \$20,000
- } Begin Church Enhancement project \$ 39,466



Together Now – Cash in and out



Other Financial Considerations - Cash

- } What is the cash position and what were the net inflows and outflows in the related funds?

Beginning Cash	\$	698,731
Net Cash from Operations	\$	(3,584)
Debt Payments	\$	(19,957)
ASP & Pilgrimage	\$	2,897
Other misc fund movements	\$	(24,854)
Gift to Restricted Gift Fund	\$	225,000
TogetherNow Receipts	\$	261,344
Asst Rector Costs	\$	(42,714)
Outreach Costs	\$	(328)
Renovation Costs	\$	(8,089)
	\$	
Cash at end of period	\$	1,088,446



Other Considerations - Debt

- } Debt Balance at 31 Dec 2016 - \$59,957
- } This is down from a high of \$225,000 at the end of 2008
- } Total annual payments including interest and principal – approximately - \$23,074
- } Interest for 2015- \$3,117
- } Loans restructured in 2012 with interest rates at approximately 3.5%
- } Vestry has voted to retire this debt in 2017 with part of the proceeds of the \$200,000 gift



What are the key highlights of the 2017 Budget?

Income

- } Budget is forecast to be a small deficit
- } Pledges budgeted at \$410,000 down from \$419,000
- } Associate Rector position is being funded at 50% from Comprehensive Campaign resulting in income of \$42,640
- } Additional support of \$25,000 received from parishioner targeted specifically to salary support for Rectors
- } Endowment will be increased



Budget 2015 - Revenue

- } Total forecast income \$ 542,600
- } Comprised of:
 - } Pledges \$ 410,000 (down from \$419,00)
 - } Together Now Income \$ 42,640 (supports Assoc. Rector)
 - } Gift \$ 25,000 (salary support)
 - } Rectory rental \$ 33,000
 - } Plate, unpledged, other \$ 31,960



Where are we going? – Key Considerations Expenses 2017

- } Diocesan Assessment increased significantly based on formula used by Diocese - \$14K up over previous budget, \$21K up over previous actual
- } Debt will be paid off in 2017 – reducing Interest Expense
- } Salaries increased in line with Diocesan guidelines as well as promotion of Jack Clark to Associate Rector.
- } Cost savings from interest were moved to snow plowing to reflect increased costs
- } Other departments largely in line with previous years costs and no significant increases expected



Budget 2017 - Expenses

	2016	2017	Increase	
}				
}				
}	Utilities	\$10,753	\$13,000	\$2,247
}	Dicoesan Assessment	\$42,569	\$65,515	\$22,946
}	Debt Service	\$3,117	\$-	\$(3,117)
}	Repair and Maintenance	\$50,827	\$60,900	\$10,073
}	Office Expenses	\$19,254	\$20,850	\$ 1,596
}	Payroll	\$357,110	\$368,422	\$11,312
}	Music, Worship, Education	\$14,480	\$15,400	\$ 920
}	Outreach	\$ 5,000	\$5,000	\$ -
}				
}	Total	\$503,110	\$549,087	\$45,977



Other Financial Considerations

- } Financials records for 2014 and 2015 were audited by an independent outside auditor and received a clean bill of health
- } Finance committee continues to oversee endowment funds and meet with investment advisors annually
- } In summary 2016 was a great year for the parish financially with strong oversight, good financial controls and the support of a strong financial team
- } Thanks to the Finance Committee, Stevie Spina, and Peg Scarlata who are an important piece of financial management at St. Elizabeth's!



Thank You!

