



St. Thomas' Episcopal Church
Agenda
2019 Annual Parish Meeting
&
Report for the Year 2018
February 3, 2019 * 12:00 p.m.

CALL TO ORDER

The Rev. Ted Koelln

OPENING PRAYER

The Rev. Ted Koelln

CURRENT VESTRY MEMBERS:

Joan Allen, Gail Carlson, Nancy Conley, Beverly Cox, Bette Dufour – Senior Warden,
Rick Kiefer, Thelma Martin, Diane Mullen, George Pawliczak – Junior Warden,

BUDGET REPORT

COMMITTEE REPORTS & OTHER REPORTS / COMMENTS (Verbal reports for those
who did not hand in a report.)

ADJOURNMENT

TABLE OF CONTENTS :

Page	1	Cover Page and Table of Contents
Page	2 & 3	2019 ST. THOMAS' PROPOSED BUDGET
Page	4	Senior Warden's Report
Page	5	Book Store & Gift Shop
Page	6	Craft Shop/Craft Shop Financial & Fellowship Luncheon
Page	7	ECW and Financial 2018
Page	8	Outreach 2018
Page	9	Parish Register
Page	10	Prayer Shawl Ministry / Seamen's Institute Ministry
Page	11	Thrift Shop Report
Page	12	2018 Bazaar Report

St. Thomas' 2019 Budget

Revenues	2018 Budget	2018 YTD Actual	2019 Budget
INCOME			
Pledge Income	\$160,320	\$152,419	164262*
Non-pledge Income	20,000	542,232.33	30000*
Loose Plate Offering	2,500	2103.33	2500
Misc. Income	-	-	0
Total income	182820	196754.18	196762
Other Income			
Interest Income		14.76	0
Building Use Fees	500	320	500
Parking Lot Rental	8000	8000	9000*
Holiday Offerings	3000	3280	3000
Transfer from Designs -		328.5	0
Total Other Income	11500	11943.26	12500
TOTAL REVENUES	194320	208697.74	209262
Expenses			
Diocesan Assessment	18282	19689.45	20926.20*
Salaries			
Rector	23507	30000.01	64200*
Offset	4093	-	
Housing	30000	-	
Administrator	30900	30900.01	30900
TOTAL SALARIES	88500	60900.02	95100
CONTRACT			
Bookkeeper	6540	6540	6540
Organist	10060	10060.08	10060
Sexton	7500	7200	7200*
TOTAL CONTRACT	25330	23923.8	23800
PAYROLL TAXES AND INS.			
FICA-Church	2169	2644.76	2169
Medicare	507	522.76	507
Rector Medical	15613	0	15613
Rector Life Ins.	360	-	360
PA Medical	4078	4078.08	4078
Worker's Comp	1000	777.75	1000
TOTAL TAXES AND IN	23727	8023.35	28777
AUTO & CONTINUING ED.			
Continuing Ed	1000	106.21	1000
Auto - Rector	3000	1800	3000
Auto -Organist/Deaco	5800	5692.65	5800
TOTAL AUTO & CONT	9800	7598.86	9800

St. Thomas' 2019 Budget (cont)

PENSION			
Rector	10368	-	11556*
Parish Administrator	2781	2549.36	2781
TOTAL PENSION	13749	2549.36	14337
OPERATING EXPENSES			
Office/Website	4000	3705.13	4000
Utilities	20000	21584.44	20000
Bulletins & Printing	1000	1127.2	1000
Telephone/Internet	2121	2426.76	2121
TOTAL OPERATING EXP	27121	28843.53	27121
PROPERTY EXPENSES			
Bldg & Grounds	5000	7013.43	0*
Lawn Maint	6276	6412	6276
Property Ins	27953	28431.42	27958*
Organ Maint	750	440	900*
TOTAL PROPERTY EXP	39979	42296.85	35134
PROGRAM EXP			
Advertising	500	752	500
Music Dept	200	361.2	200
Altar Supplies	250	159.5	250
Supply & Temp Staff	1000	626.87	1000
TOTAL PROGRAM EXP	1950	1899.57	1950
TOTAL EXPENSES	247838	195724	251895.2
NET TOTAL	-53518	12972.92	-42633.2

Senior Warden's Report

(2019)

As Senior Warden I would like to commend the members of our Parish for all they have done through the past 20 months. I would also like to thank Ted Koelln for his work as Interim Rector. We have worked together to keep our Parish family strong and vital.

We have made it through another year in decent financial shape. Though our pledges are still below what they were several years ago they are slowly rising. And our Non-pledge Income has improved considerably. As with each of us at home, costs for operating the Parish are increasing and we must work to increase the Parish income to meet these expenses.

We have worked together to have fellowship time that is important to the life of any Parish. The 2018 Bazaar was a great success. Thanks to Diane Mullen and Lauren Stricklen, we reached an amount that will help fund our continuing maintenance costs. Capital Improvement pledges have created a fund to do major remodel work on the Sunday School Building and some other needed costly improvements.

We have clarified the terms of the Mowery Trust with the Diocese. After years of unclear interpretation, we have settled on a policy that devotes two years of funding for seminarians suggested by the Diocese and approved by St Thomas. The third year will be available for St Thomas for a project we deem necessary.

As the Search Committee begins to (hopefully) conclude its work, I ask that you appreciate the work they have done under the leadership of Leon Stricklen. When (not if) we have a new Rector I can only ask that you welcome a new priest as you have welcomed new members and visitors to our Parish family.

Again, thank you and God bless you all.

Bette Dufour

ST. THOMAS' BOOK STORE & GIFT SHOP ANNUAL REPORT FOR 2018

St. Thomas' Book Store and Gift Shop is for the benefit of you, the parishioner. It is located in the Parish Hall and is still open on Sundays from 9:00-10:30 a.m. and after the 10:30 service until everybody leaves the Parish Hall. Although there has not been any new merchandise for awhile due to Mommy's health, have you been in the store lately to see what we have? It could seem like a whole new experience for you. Come, give us a try.

All proceeds from the Bookstore go for outreach (and restocking the shelves). We still have plenty of Prayer Books, Bibles, children's books and puzzles, crosses, angels, butterflies, religious greeting cards, religious books, Christmas ornaments and decorations, and stuffed animals that play a tune or recite the Lord's Prayer.

Bette and Richard Dufour ran the Bookstore during the Bazaar. The entire \$58.50 sold that day was donated to St. Thomas' for operating expenses.

Outreach from the Bookstore

St. Thomas' for Thanksgiving Baskets	\$200.00
St. Thomas' for Operations (Bazaar)	\$ 58.50
Open Doors	\$100.00
Church Periodical Club (CPC)	\$200.00
Episcopal Relief & Development (ERD)	<u>\$100.00</u>
TOTAL -	\$658.50

Outreach Projects from Parishioners

Miles of Pennies – Collected on 5 th mile		\$320.00
Campbell's Bar Codes – Labels for Education		This project has come to an end.
Episcopal Boys' Home, Covington, VA		
General Mills' Box Tops for Education	130 Box Tops	\$13.00
Eustis Elementary School		
Pop Tops - Ronald McDonald House		9 ½ lbs.
Cancelled Stamps - Diane Damon gives to Woman's Club (GFWC) in New York		2 ¼ lbs.

Please continue to drop your pennies, nickels, dimes, quarters, and dollar bills in the big jug in the Parish Hall. This money goes to National CPC (Church Periodical Club) to buy books for children here and overseas. So far, we have \$320.00 on our 5th. Mile. The Thrift Shop did not grant our \$500 request for CPC in their 2018 outreach; hence, our donation from the Bookstore.

Thank you everyone for all that you have done. **Labels for Education** has been phased out, but please continue to cut out **Box Tops** (yes, there are fewer of these too) and bring in **Pop Tops** (cans). Everyone that we save these items for is very appreciative. It helps them buy educational equipment, books, etc., for boys and girls, and allows the family to stay near their sick child in the hospital.

Thanks to Bette and Richard Dufour for continuing the Bookstore during 2018.

Although Mommy's time of service has come to an end, we can still carry on at St. Thomas' many of her ministries that she started here: Miles of Pennies, Box Tops, pop can tops, and stamps. With your help, I will see that these projects continue to do good for others.

Carol Ann Luche for *Betty Carr, Book Store Director, CPC Chairman*

Craft Shop

Despite our declining membership, we were able to offer enough craft items for a successful bazaar. Included were sales from some of our surplus supplies. We also benefitted from the proceeds of sales of our craft items displayed during the year on our table in the Parish Hall.

We began a new ministry from a suggestion that came from Diane Damon's sister-in-law who is involved in her hometown with an organization that sends dress to little girls in Africa. She provided us with the patterns for the dresses. So, using the fabrics and trims in our stock, Mimi Smith, Millie Gulston, and Janet Clarke made over 30 dresses. Then a phone call came from Connie Wilhelm, who said her daughter was a missionary who would be going to South Africa in early December and she would be happy to take whatever dresses we had to a little village outside of Johannesburg. At the time, we had 25 dresses – some made with pockets that we filled with hand-made soft dolls, and others with matching beaded necklaces. What a joy it was for us to receive, via e-mail, photos of the little girls in South Africa wearing the dresses we had made. While the future of our Craft Shop is undecided at this time, we plan to continue making the dresses as an outreach project.

We have a broad supply of craft materials, so we would welcome anyone to join us and put these supplies to good use. Let us use the blessings we have to be a blessing to others.

Submitted by Janet Clarke on behalf of Carol Ann Luche

(The **Craft Group** meets every Wednesday from 10:00 a.m. to noon in Wisdom Hall)

Craft Group-Financial and Fellowship Luncheon Annual Report for 2018

The **Craft Group** raised \$247.50 on Bazaar Day, November 12, 2018. As has been our tradition, the money raised on Bazaar Day and the sales through the end of the year go directly for the operating expenses of St. Thomas'. In 2018 that total was \$321.05. This leaves us a balance of \$322.47 in our account.

The money raised during the rest of the year goes for outreach projects and supplies for the next Bazaar. The workers donate many of the supplies themselves; we did buy \$10.00. To raise this money, we continue to have our Craft Table in the Parish Hall. We have officially adopted the Seamen's Church Institute as our outreach project. In 2018, we spent \$12.50 for some of the yarn for the knitted (or crocheted) hats and scarves; Louise Dixon and several others knitted or crocheted hats or scarves for these sailors/workers when they come into port. We continue to knit lap robes for Boggy Creek. Louise Dixon creates the plastic canvas bags given to Sunday morning visitors. There is an overlap between our Craft Group and the Prayer Shawl Ministry, headed by the Rev. Janet Clarke.

Thank you to all the hard working members who attend the Craft Group every week, to those others who donate items, and to all of you who made purchases at the Bazaar or in the Parish Hall throughout the year.

Most of us participate in the **Fellowship Luncheon**, which meets on fourth Wednesdays (except November and December), in the Parish Hall at 11:30a.m. This fellowship has grown. There are several men in our group. You too can be part of this feasting and camaraderie; just bring a dish to share. The Craft Group and the Luncheon continue in the summer months. The luncheon is followed by Bess' Exercise Groups.

Respectfully submitted,
Carol Ann Luche, Chairman

ECW ANNUAL (and FINANCIAL) REPORT 2018

All women of St. Thomas' are automatically members of the ECW (Episcopal Church Women). And, over 30 of these attended the Christmas Party we hosted in December 2017. Due to conflicts, the January 8, 2018 meeting was cancelled, but we scheduled a meeting for February 5, hoping many of these ladies would return with a renewed interest in St. Thomas' ECW. Unfortunately, that did not happen; only 8 attended this meeting: Carol Ann Luche – Acting-President and Acting-Secretary and Treasurer, Chaplain Janet Clarke, Betty Carr, Becky Battle, Dotty Fetrow, Kay Ikeler, Sandy Pettitt, and Blossom Mahoney.

Due to the time required for some by their families and for others by their many church responsibilities, it was decided to disband St. Thomas' ECW for the time being (Kay Ikeler, Becky Battle). There was discussion to explore ideas of joint ECW meetings with St. Edward's. We also discussed the possibilities of still having social gatherings near Easter and Christmas since the Christmas 2017 had been so well attended, but no one spearheaded these because of their other demands. Two monetary motions passed on February 5: \$100 to pay our Diocesan ECW dues "gift of support" (Kay Ikeler, Sandy Pettitt) and to give \$100 to our Rector's Discretionary Fund to offset the income that would be lost by the lack of our monthly Blessings Box (Janet Clarke, Kay Ikeler). It passed (Kay Ikeler, Blossom Mahoney) to leave the remaining \$255.87 in our account for future ECW activities or donations.

It is our sincere hope and prayer that St. Thomas' ECW will be revived at some time to give inspiration and fellowship to our ladies and to support our community, both locally and world-wide.

Respectfully submitted by,
Carol Ann Luche, Treasurer, Acting-President, Acting-Secretary

OUTREACH FUNDING 2018

for the 12 Months.....January, 2018 - December, 2018

Section I: St. Thomas Contribution to Parish Outreach Ministries

A) 25% of our diocesan Pledge goes to Diocesan Outreach Program	1,969.00
B) Bishop's Fund	476.00
C) Clothing Assistance to Hurricane Michael Victims at Lakeview	400.00
D) Good Friday Collection for Jerusalem Missions/Church	503.00
E) United Thank Offering (UTO)	532.00
F) Thanksgiving Collection for Honduran Missions/Church	255.00
G) Thanksgiving Baskets	2,115.00

TOTAL SECTION I \$ 6,250.00

Section II: Other Cash Outreach Programs

A) July 2018 Thrift Shop Outreach Fund Allocation	9,000.00
B) December 2018 Thrift Shop Outreach Fund Allocation	10,600.00
D) <u>St. Thomas Book Store & Gift Shop (Book Store Detailed Report on Page 5)</u>	<u>658.50</u>

TOTAL SECTION II \$ 20,258.50

Year 2018 TOTAL Outreach Ministries Contributions \$26,508.50

Section III: Donations of Goods and use of Facilities to Community Programs

- Parishioners donated travel-sized toiletries for The Haven (a temporary shelter for women & children) in the Parish Hall Donation Basket.
- Items "at the ready" from Thrift Shop donated to burn-out victims and families in need.
- Eye glasses & hearing aids not sold in Thrift Shop are donated to local Lions Club, suitcases donated to the Haven, cell phones to the Haven.
- Monthly collection of canned and boxed non-perishable goods delivered to St. Vincent de Paul.
- Collection of Campbell's Soup Labels for Boys Home in Covington, Virginia to help them purchase much-needed items.
- Donation of hand-made prayer shawls delivered by parishioners for Shut-ins.

Parish Register of St. Thomas' Episcopal Church 2018

Funerals:

<i>Paul E. Carter</i>	<i>01/20/2018</i>
<i>Gordon Warner</i>	<i>02/03/2018</i>
<i>John Potter</i>	<i>07/07/2018</i>

Baptisms:

<i>Dominique Kerr</i>	<i>10/14/2018</i>
<i>Emma Grace Meyer</i>	<i>10/28/2018</i>

Confirmation:

<i>Kevin Bailey</i>	<i>10/14/2018</i>
<i>Lynn Bailey</i>	<i>10/14/2018</i>
<i>Ryland Cox</i>	<i>10/14/2018</i>

Reception:

<i>William Christiansen</i>	<i>10/14/2018</i>
<i>June Christiansen</i>	<i>10/14/2018</i>

PRAYER SHAWL MINISTRY

The Prayer Shawl Ministry began in late 2007 with 7 knitters/crochet-ers. While our prayer shawl makers are reduced to three now, we have been able to respond to every request. To date, we have made 378 shawls...33 alone in this past year, thanks to the dedication of Nancy Conley, Carole Warner, and Janet Clarke. Our shawls are made to comfort those who have serious or long-term illnesses, those who are going through emotional upheavals, and those little babies or children with special needs. I recently received a request from a mother for a second shawl for her three-year-old boy with multiple physical and mental problems who has literally worn holes in his first shawl that he received a year ago. His mother said he is never without it, clutching it wherever he goes. Stories, such as this one, are more than sufficient reward for our efforts.

If you can knit or crochet, we would welcome you to become a part of this vital ministry.

Submitted by Janet Clarke, Prayer Shawl Coordinator.

SEAMEN'S CHURCH INSTITUTE

Founded in 1834, SCI is a voluntary, ecumenical agency affiliated with the Episcopal Church that provides pastoral care, maritime education, and legal advocacy services for mariners. SCI just commemorated its 120th anniversary of their "Christmas at Sea" project. It is with this project that we here at St. Thomas are involved. We have two knitters (Louise Dixon and Janet Clarke) who supply hats and scarves each year to be distributed to mariners who come into Port Newark.

In a letter to SCI, the captain of a ship wrote, "Thank you for the winter care package that you sent to our boat. I went into the deck locker and the whole crew was putting on the scarves and hats you sent, just in time for the coldest day of the year". It is with a glad heart to be even a small part of this program for the maritime members, who might otherwise be forgotten.

The hat and scarf patterns are simple. If you would like to participate in this outreach project, we would be happy to supply the needles and yarn if you need them.

Submitted by Janet Clarke, SCI Coordinator

11
ST THOMAS THRIFT SHOP
AND BOUTIQUE 2018 REPORT

The Thrift Shop has had another banner year under the leadership of Elaine Muecker and over forty hard working volunteers who keep our shop staffed, stocked and decorated. . The entire church membership and community has continued to furnish us with wonderful clothing, antiques, kitchen supplies and decorator items to make our shop the most attractive of its kind in the area. We are truly blessed to be able to continue to give all profits for outreach in our community.

The following amounts were voted on by the volunteers present and dispersed to the following in July 1, 2018.

MOPS CHILD CARE \$500
ARC SUNRISE \$2,000
EUSTIS OPEN DOOR \$2,000
THE HAVEN \$2,000
TURNING POINT RANCH \$2,000
IT WAS VOTED TO LEAVE \$500.00 IN THE THRIFT SHOP ACCOUNT FOR NEEDED REPAIRS.
TOTAL RAISED WAS \$9,000

December 23rd, 2018 was our second and final give away. The following amounts were voted on by members present and dispersed to the following.

EUSTIS ELEMENTARY \$1,000
ARC SUNRISE \$2,400
EUSTIS OPEN DOOR \$2,400
THE HAVEN \$2,400
THE TURNING POINT RANCH \$2,400
THERE WAS \$150 LEFT IN THE THRIFT SHOP BUDGET FOR EMERGENCIES.
\$10,750 WAS RAISED FROM JULY 1, 2018 TO DEC. 23, 2018.
The total raised for the year was \$19,750,00 . The total for 2017 was \$19,853. The amount raised bazaar day this year was less than in the past.

The Thrift Shop and boutique is still fully staffed with workers and able to be open on Thursdays and Fridays from 9:00 am to 3:00 pm and on Saturdays from 9:00 am till noon. The shop is closed for Holy Week, Thanksgiving week, and two or three weeks over the Christmas holidays. We are also closed in July and August approximately six weeks for summer vacation.

The Shop holds an Appreciation Luncheon for its volunteers once a year and provides the same for our area teachers in the Spring along with an appreciation sale.

Thanks to all in the Parish who take an interest in the Thrift Shop and visit us often . We are in constant need and things seem to always be there when we need them the most. We should all spread the word to any group or organization to write a letter explaining their need . This is the only way we are able to disperse money. This is what you can do for us now. Help us make ourselves better known in the community. We are a blessed organization!

2018 BAZAAR

**Thank you to all who assisted, donated, spread the word, or made purchases –
your contributions made our Bazaar a tremendous success!**

JEWELRY & MORE	346.75
BBQ CHICKEN LUNCH	1,455.00
PARISH SWEETS & TREATS	645.50
SILENT AUCTION	2,345.70
BASKET DRAWINGS	583.00
BOOK STORE	58.50
CRAFT SHOP	247.50
PIE & COFFEE CAFÉ	280.00
PLANT BOOTH	138.00
THRIFT SHOP (and CLEARANCE)	539.75
YARD SALE	320.00
BOOKS & MORE	67.70
CHURCH TOURS	6.00
POPCORN & DRINKS	32.00
AFTER-BAZAAR MISC. SALES	347.00
<u>AFTER-BAZAAR CRAFT SALES</u>	<u>88.55</u>
 TOTAL PROFIT	 \$ 7,500.95

Special thanks to all of our Bazaar venue chairs:

*Sue Kiefer (Jewelry & More), BBQ Lunch (Mike Christensen & Nancy Conley),
Grill-Master (Rick Kiefer), Sweets & Treats (Naomi Townsend),
Silent Auction & Basket Drawing (Carole Warner), Book Store (Bette Dufour),
Craft Shop (Janet Clarke), Pie & Coffee Café (Marie Fentz),
Plants (Bert Grace & Kalia Baillene), Fliers (Marilyn Pierson),
Thrift Shop (Sandy Pettitt, Gail Norris, & Elaine Moecker),
Thrift Shop Clearance (Beverly Cox), Yard Sale (Mary Shriner & Sally Hartenstein),
Books & More (Lynn Bailey), Church Tours (Diane Mullen),
Parking & Signs (Jerry Fields, Rob Wilhelm & Rick Kiefer),
Money (Lauren Stricklen & Leslie Waters), Popcorn (Sean Lahey)*