



# 2018 ANNUAL REPORT

ST. JAMES'S EPISCOPAL CHURCH  
1018 Farmington Avenue  
West Hartford, Connecticut 06107

*The Annual Meeting of Saint James's Parish will be held  
on Sunday, January 27, 2019  
immediately following the 9:30 a.m. Liturgy*

Published January 2019

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# Agenda

The Annual Parish Meeting  
Saint James's Episcopal Church  
West Hartford, Connecticut  
January 27, 2019  
11:00 a.m.

<b>Welcome and Call to Order</b>	The Rev. Robert C. Hooper III, Rector
<b>Reading of the Warrant</b>	Michael Sherrill
<b>Reading of the Minutes of the Last Meeting</b>	
<b>The Report of the Nominating Committee and the Election of Wardens, Clerk, Treasurer, Vestry members, and Diocesan Delegates</b>	
<b>The Senior Warden's Report</b>	Michael Sherrill
<b>The Junior Warden's Report</b>	David Dynowski
<b>Report from Finance Committee</b>	Harry Meyer and Dick Wenner
<b>Other Reports, as Distributed</b>	
<b>Old Business</b>	
<b>New Business</b>	
• <b>Changes to Bridge Lease</b>	Tom Rouse
<b>Conversation with the Rector</b>	
<b>Others Matters Arising</b>	
<b>Adjournment</b>	

The Annual Parish Meeting  
Saint James's Episcopal Church  
West Hartford, Connecticut  
January 28, 2018  
11:00 a.m.

Welcome and Call to Order by the Rev. Bob Hooper

Warrant read by Mike Sherrill

Motion to accept the minutes from the 2017 annual meeting: approved

Those coming off Vestry were acknowledged and thanked: Carolyn O'Sullivan, Diane Duva, Bob Smith, and Barbara Rua

Vestry Nominations:

Sr. Warden: Michael Sherrill

Jr. Warden: David Dynowski

Treasurer: Harry Meyer

Clerk: Kim Lytle

Three-year term Nominations: Bruce Adams, Thomas Rouse, Amy Messenger, and Judith Stahl

Motion for new vestry members: approved

Mike Sherrill presented Sr Warden report: His theme for 2017 year was 'Active' and he explained STJ's position in relation to many other parishes from around the Diocese. Additional details in the annual report.

Dave Dynowski gave the Junior Warden report: He highlighted all the facilities work that went on in 2017. His full report is in the annual report.

Bob recognized Dave for all his work in snow removal and maintenance here at the church.

Harry Meyer gave the Treasurer's report: for 2017 we ended the year with a \$12,000 positive variance to budget. The endowment increased by over \$266,000 and a 16% increase for the calendar year. It contributes approx. \$130,000 to our annual budget. Harry explained how the loan against the endowment for the Capital Campaign will be repaid. He also provided an overview of the audit that is occurring at this time. Harry also called out the parishioners who count contributions received every Sunday and deposit it to the bank.

Bob presented his report and began with gratitude. He then highlighted the following:

- the vestry and that the group of people involved have always worked very well together.
- how great the staff and associate clergy are for the parish, and he also thanked the parish for all the work and volunteering they do.

- that participation in Sunday attendance, church activities, high school involvement has been on a decline and he wants the parish to be aware.
- stewardship and the financial planning for 2018 and explained that we are currently \$90,000 short in our budget, and he is concerned.
- Final update was on the search for the new assistant rector. Goal is to hire someone in June/July.

Bob opened the floor for comments and questions.

Call to adjourn the meeting accepted.

Respectfully submitted,

Kimberly Lytle  
Parish Clerk

## **A Letter from the Rector** **The Rev. Robert C. Hooper, III**

January 27, 2019  
Annual Parish Meeting

Dear Parishioners and Friends of St. James's,

2018 has been an exciting and interesting year in the life of St. James's. While national and international news has been upsetting and divisive on many fronts, the good people of this wonderful parish have been hard at work in the celebration and extension of the Good News of God's love for all creation. We have done this through worship and music, fellowship, and the care for those who struggle in daily life, as well as for one another in our joys and sorrows.

During this past year, we saw the passing of a few long-time parishioners and had the opportunity to celebrate their lives – they are missed. At the same time, we have welcomed several babies into our parish family, as well as new members both young and not so young (you decide which category you fall into).

One of the many highlights of the year was the 2nd “annual” FallFest. During the first in 2017 the weather was rough, and while many stuck it out it will not go down as one of the best events we have ever had. On the other hand, FallFest 2018 was a great success. The food and music were wonderful, thanks to the hard work of so many, and attendance surpassed my hopes. The real measure of success for this event was not just that so many St. James'sers participated and attended, but that this event drew folks of all ages from the neighborhood and beyond – a vision of what life at St. James's can and should be like. This parish has so much to offer the wider community. In our care for others and participation in God's mission, as well as in all the fun we have, I hope that this is what our future looks like.

The one real stand out in everything that happened this year was the arrival of Charlotte LaForest, as our newest assistant rector, and welcoming her family into ours. Charlotte brings so much to life here, from a focus on pastoral care and spirituality to engaging and thoughtful preaching. We have been blessed with a history of wonderful clergy here and Charlotte's presence is no exception.

As we enter the unknowns of 2019, I am excited about many things that are already in the works and look forward to the surprising and faithful ways we will be together as a parish. I would be remiss if I did not express both my gratitude for the generosity of so many of you, while at the same time my concerns for our budgetary health. We have the necessary resources within this parish to do the work we are being called to do; we just need everyone to participate as they are able.

Of two things I have no doubt: the good people of St. James's will be faithful, and God will continue to both bless and challenge us while being abundant and generous in love.

Peace and Thank You,



The Rev'd Robert C. Hooper, III  
Rector

## Report from the Senior Warden

**W**HEN I think of St. James's, I am constantly reminded of how blessed we are and I am amazed by the energy and spirit that has allowed us to support each other and serve the greater Hartford community.

At the 2018 annual meeting, I commented that we shouldn't take the gifts and blessings of St. James's for granted. After all, things are going well, and it could be easy to settle for the status quo. As I conclude my term as Senior Warden, I ask that we all look for ways to keep tapping into that energy, continue to use our gifts, and help others. Bob referred to this in a recent sermon when he asked how we can keep moving forward.

Thank you for your support, ideas, comments, and suggestions during the past three years that I have served as Senior Warden!

Michael Sherrill, *Senior Warden*

## Report from the Junior Warden

**2**018 was another very active year with regards to the facilities here at St. James's. The organ renovation was completed and up and running for Easter. The Memorial Garden received a much-needed masonry facelift, the north driveway catch basin and drain was repaired, and we have had to replace the air exchange unit that services the HVAC system for the nave. We have also started the process of converting the exterior lighting over to more energy efficient LED light fixtures which also provide longer life and better reliability resulting in a more well-lit, safe environment for our community. CNG installed a new natural gas line to our facilities as part of scheduled line upgrades. I want to thank everyone who helped with the contractors during these many projects, including our venerable Sexton Leon Frasier, volunteer Building Manager Dave Thomas, as well as the Rector for making himself available to meet with the contractors when needed. I also want to mention Chuck Russo for his help with making some of our more frequently used exterior power outlets more weather protected. If I forgot mentioning anyone that helped in these efforts, please accept my apology, no slight was intended.

Thank you to everyone who volunteered their time and effort for the spring and fall clean ups! Many hands make light work and this year was no different. It takes a lot of work to keep the plantings around the church looking beautiful, particularly during the summer when the weeds are growing. All are welcome to help in these efforts! Please consider helping out anywhere in the gardens during the year where you feel able. If you see weeds in any of the beds during the year, you don't need my permission to pull them, just get a bucket, pull them and throw them in the dumpster. It's very expensive to have a landscaper do this for us, and it's not difficult to do. Your help directly enables us to be efficient with our budget, and if many people help, it doesn't become a burden on a small number of people. Thank you in advance for your consideration!

As we move into 2019, we have many projects that need to be addressed including ongoing drain concerns in our lower facility rooms. Bob, Vaughn, and Leon have shouldered the brunt of working with sump pumps throughout the fall, however we will be implementing a more permanent fix this year. We also have maintenance that needs to be done to the driveway surface, masonry work on the building exteriors, and fire code improvements throughout our buildings which we will be addressing in 2019.

Working together, we make this place a thriving center for community outreach and a spiritual sanctuary. Our efforts today provide those who will follow us with a solid foundation to build upon. Take time to thank the good Lord for our blessings and share your gifts with the world!

David Dynowski, *Junior Warden*

# Report from the Assistant Rector

Dear Community of St. James's,

It has been such an honor and a blessing to serve as your Assistant Rector these last eight months. In so many ways it's hard to believe that's all it has been. So much has happened! From early highlights like the beautiful Jazz Eucharist my first Sunday and the parish picnic a few weeks later, to those weeks mid-summer when Bob was on vacation and I spent most of my time trying to figure out where everything was, to the start of a full and busy program year, I have loved getting to know so many of you over these last months. We have worked alongside each other at Fall Fest and making Foodshare deliveries, we have worshipped and shared meals together, and we have wrangled our children together at Fourth Fridays and the North Central Region Playdate. I have loved meeting with so many of you for conversation and good coffee during my office hours at Hartford Baking Company. What follows is a brief report of several areas of parish life I have overseen this year:

## *Pastoral and Healing Ministries*

In September, I met with members of the pastoral and healing ministries teams to learn about those ministries, and about their hopes for the future. Soon thereafter we would learn that The Rev. Dr. Molly Loudon was moving on from St. James's, and we gathered again in early October to celebrate her many contributions to these ministries and her leadership over the years. At both conversations, as the members of the ministry teams looked to the future, there was a desire both for more training and for greater awareness of the work of these ministries within the parish. Their presence at the St. James's Showcase in October was a great way to get information out to the community about caring ministries that are available to them, including healing prayer, prayer shawls, pastoral visitors, and casserole ministries.

A series of workshops has been scheduled to take place over the course of the winter to empower new and seasoned pastoral caregivers with the tools for their ministry. The first workshop will be on the Fundamentals of Pastoral Care and Intercessory Prayer, and will include an optional training for Lay Eucharistic Visitors. The second workshop will cover Special Issues in Pastoral Care including memory loss and end of life. These workshops will be a great opportunity to learn and to get involved. They will also be advertised on a regional and diocesan level as a collaborative resource for the wider community of the Episcopal Church in Connecticut.

## *High School Youth/Confirmation*

Our high school youth group started off the year soaring through the air at an indoor ropes course in Manchester called Soarin' Indoors, where we got to know each other while having fun and conquering fears together. We had a full house for the beloved tradition of Commando Church in October, and though our November trip to Church by the Pond was cancelled due to weather and the Conard-Hall football game, one stalwart member of the group (who attends KO!) still came out to serve the homeless community in Hartford with communion and a meal. We ended the year with Christmas caroling and hot cocoa at the church.

Fifteen members of the high school youth group are participating in the Confirm not Conform program this year, preparing for confirmation on June 2. They have brought curiosity and honest engagement with this program that asks them to explore what they believe and how they might make their faith their own.

This winter and spring, the confirmands and high school youth group will begin preparing and fundraising for their mission trip to Ecuador in July, where they will volunteer at a medical clinic serving indigenous communities in the Andes mountains. Please keep them all in your prayers!

#### *Adult Education*

This year's adult education program kicked off with a forum I offered that gave me a chance both to introduce myself to the parish, and to talk about the many types of prayer that have been important to me over the course of my life. This also gave me the opportunity to learn about the types of prayer that members of the congregation were interested in learning more about. Other conversations during the fall included the Pastoral/Healing ministries conversation, the St. James's Showcase, and the intergenerational book study on *The War that Saved my Life*, led by Priscilla Hooper.

During the season of Advent, we experimented with photography and social media in a devotional experience called "Advent in Focus", as we looked for how we saw Advent themes in the world around us. We got lots of great pictures submitted, and while our gallery wall at the church fell down, the digital gallery remains for those who want to take a look on Facebook or Instagram at #adventinfocus.

St. James's also collaborated with the Companions of the Holy Cross to offer an Advent Quiet Day called "Opening Ourselves to the Gift of God's Love", using Henri Nouwen's *The Life of the Beloved* as a source for reflection and meditation.

Several adult formation programs are scheduled for early 2019, including the *Busy Lives & Restless Souls* book study during January, a series of reflections on the fundamentals of the Episcopal faith we're calling *Episcomentals* that will take place during February, and Lenten programming including a forum series on baptismal promises and our lives, as well as a mid-week lunch and book study on Parker Palmer's new book, *On the Brink of Everything: Grace, Gravity, and Getting Old*.

Thank you to each and every one of you for these months so far. I look forward to all that 2019 has in store!

With gratitude and prayers for you all,

A handwritten signature in cursive script that reads "Charlotte +".

Charlotte H. LaForest, *Assistant Rector*

# Report from the Director of Youth and Family Ministries

It is always nice to write the annual report soon after the Christmas Pageant. As most of you know, the Christmas Pageant is the liturgical event of the year where the children are the most visible. This year was no exception.

This year we decided to rewrite the pageant to make it a little friendlier to the younger members of the parish. As I know many of you are aware, we have a lot of growth in the parish in the Under Five age group. So, back in September I started thinking about how we could change things up. I enlisted the help of two very smart and funny sisters, Nora and Charlotte Willson. With their guidance, we rewrote the pageant from the perspective of the animals in the manger and increased the number of speaking parts. In the end, with the help of many, we pulled off a funny, manageable pageant with over 60 children involved. This was a lot more children than in recent years and made for a wonderfully magical evening. In addition to a new script, we were able to use lighting in new way this year because of the Capital Campaign. Also, Vaughn added some lovely musical notes from the organ!

This year, Kids for Christ, our kids' liturgy has grown, mostly with much younger children. We have a large group of young three and four-year olds, which is awesome. This change in demographics requires that I become more flexible with my curriculum. I usually try to have several options for each Sunday, from a more advanced liturgical based curriculum to simple stories and dramatic play (where the children act out the story) to blocks and play dough. I still work very hard to ensure that those children who are able know the basics: how to look up a lesson in the Bible, what the Gospels are and where they are found, and a simple understanding of our liturgical year. The diversity of the age and knowledge of the children each week makes my job challenging, but not impossible. I have found a wonderful new online resource called, Teachers Pay Teachers. This resource has wonderful Sunday school curriculum for all ages. We have purchased units on the saints, Advent, and more. I love this resource because it is very reasonable, and I can find mixed-age group lessons that provide the flexibility I need, which as I pointed out last year requires quick decision making once I see who is in my line in the Narthex. I really feel that the children are growing and learning, each at their own level which makes my job a joy. I would be remiss if I didn't thank the wonderful teenagers who help me every Sunday. Thanks to Kate and Maeve Healy and Carter Morton for helping me keep the chaos to a minimum. I really appreciate having an extra set of hands or two, especially when we have a large turnout.

In addition to our regular Sunday offerings, we have continued with Rhythms of Grace, a liturgical experience for children with special needs. In the summer of 2016, we decided to offer Rhythms of Grace three times a year which has turned out to be a good decision. This year, we did a St. Francis Day celebration with a live snake, a lizard, a chicken and a bunny! At the St. Francis Day Celebration, we had over 30 in attendance, and at the Advent Wreath Making we had almost 50. Although it is specifically designed for children with special needs, it is open to the entire parish family. I am pleased so many have attended these two events and am looking forward to the Lenten Rhythms of Grace in March. Come and join us. It is a wonderful experience.

This past summer because of the large number of younger children in the parish, we offered 4 movie nights during the summer. At each event, we watched a movie and had dinner and a short discussion. I think it was a great idea that I will continue this summer, with more movie nights earlier in the summer, rather than later.

Last, but definitely not least, don't forget about our wonderful diocesan camp, Camp Washington! Please consider sending your children or grandchildren this summer! This is a perfect way to support your children on their spiritual journey. Like Sunday attendance or anything else, start them early and the seed of a life of faith will flourish.

Whew, that is a lot! As I have said so many times before, it is truly a pleasure to work with the children of this parish. It is hard to believe that I have been at this for 16 years, but it is true. Thank you for sharing your wonderful children with me. They are truly a blessing.

Priscilla Hooper, *Director of Youth and Family Ministries*

## Report from the Organist & Choirmaster

**T**HIS was a significant year for music at St. James's. In addition to the dedication shown by our choir in weekly services and rehearsals, the organ project was completed in December.

On March 3, our choir performed the Duruflé Requiem (version for orchestra and organ), a celebrated choral masterpiece. Our choristers worked on the Duruflé diligently for nine weeks, reviewing and mastering the meaning and correct pronunciation of the Latin Requiem Propers. For the performance we were joined by members of the Hartford Symphony Orchestra and Christopher Houlihan, organist. The concert also included a performance of Poulenc Litanies à la Vierge Noir, a haunting and highly challenging choral masterpiece written for three-part women's choir.

In early September, our treble choristers went on retreat to Nantucket, Massachusetts. Priscilla Hooper was a chaperone and helped lead activities and prepare meals. In addition to rehearsals and games, choristers enjoyed some late season swimming on Sconset beach.

In the early fall, our choir participated in the Albert Schweitzer Organ Festival at Trinity College. We joined forces with the Trinity College Chapel Singers and the choirs of St. John's Episcopal Church, West Hartford, to sing Choral Evensong and a hymn festival. This was the second year we participated in this national event.

On December 2, our choir offered our annual Advent Carols Service for the first time in two years. In 2017, the choir offered a Christmas Concert in lieu of the carols service; the musical side of a carols liturgy wouldn't have been as effective without an organ.

And on that note, the long-awaited organ project is completed! The result is a richer, fuller sound that more effectively leads liturgical music at the core of our tradition. I really couldn't be happier with the results. The team at Austin Organs knows well how much I appreciate their collaborative approach to ensuring that the revised instrument met the needs and desires of our music program whilst remaining within the project budget. Personally, I feel a great sense of relief that a project – which began to germinate long before my tenure – is now completed for the people of our church today and long into the future.

Finally, I am glad to report that participation in our choir remains very strong. While we experienced a couple retirements from the choir in 2018, we also picked up new members. We currently have 23 youth in the choir ranging from 7 to 18 years of age, and 19 adult members. The future remains strong, and I want to thank the congregation for its continued support of our choir.

Vaughn Mauren, *Organist & Choirmaster*

## Report from the Acolytes

**T**HE boys and girls who serve as acolytes know they are a part of something special. As they light the candles, lead the processional and recessional, focus our attention on the Gospel reading, and help guide us to Communion, they lend dignity, grace, and an element of pageantry to our worship. And it can be more fun than sitting in the pews with their parents!

In 2018, we said goodbye to long-time acolytes Colby Lytle and Eleanor Duva as they graduated from high school, and we will be losing Harry Lewis and Sophia Lankin when they graduate this coming year.

So, while we've welcomed several new acolytes recently, we can always use more. Each acolyte serves about once per month as a crucifer, torch bearer, or book (holder). If you're a parent of a teen and pre-teen (third grade and above) who is willing to take on this important leadership role, please consider having him or her serve as an acolyte and let Deb Morton (who is now our acolyte coordinator/champion) know of their interest in learning more about this unique opportunity.

Ted Newton, *Coordinator*

## Report from the Altar Flower Coordinator

**T**HE 2018 calendar year was again full of events to which our floral tradition continued. My personal thanks are once again extended to Cheryl Batter, for her organizational skills with maintaining the listing of weekly memorial flowers. Cheryl's constant communication with me and with parishioners allows us to fill the variety of individual requests.

A special thank you goes to Leon, our Sexton, for doing all the heavy work, especially with clean-up after the Christmas and Easter seasons. Also, my personal thanks are extended to Heidi Cotter for managing the wholesaler invoices throughout the year. This year's 'Golden-Rod Award' goes to Bob Hooper for bringing in the 'Marines' to help with 'The Greening of the Church' last month. Thank you to all who literally answered Bob's call to help! I am so grateful.

For every Sunday this past year, except for the Sundays in Lent and Advent, fresh floral arrangements were designed for both the main church and the chapel. This included special events and holy days such as Easter and Christmas.

For this new fiscal year, I am looking forward to working with all of you who make memorial donations or donations of fresh flowers to commemorate or celebrate life's milestones. We gladly take donations in any amount - although the suggested amount is \$65. Won't you please consider making a donation to the Floral Committee? Please contact Cheryl at any time to make the 'arrangements,' and I in turn will work with Cheryl to create a custom arrangement based on your preferences!

Mary Ann Haar, *Floral Committee Chair*

## Report from the Altar Guild

**T**HE few and the faithful who are members of the Altar Guild set the Table in preparation for the celebration of the Eucharist. Working behind the scenes, they ensure the wine and bread are ready in both the chapel and the church for the regular weekly worship. For special festivals, including Christmas and Easter, members of the Altar Guild take extra care that the silver is polished, the linens are fresh, and palms are stripped. A member of the Altar Guild is sometimes present at weddings and funerals to assist if needed.

Currently, we have six members on the Altar Guild: Elizabeth Gallegos, Kim Hart-Kindelberger, Mayrita Trojanowski, Betsy Smith, and our newest member, Chris Keesling. And a hearty WELCOME BACK to Karen Ericson! We are always actively seeking anyone who is interested in joining the team, and warmly invite you to shadow members of the Altar Guild some weekend to experience what we do – in order to discern whether this is a ministry of service which you would like to join. If so, please just let us know.

Thank you to all the members of the Altar Guild. Your service is very much appreciated!

Elizabeth Gallegos, *Chair*

## Report from the Adult Education Committee

**2**018 has been a year of transition in Adult Education at St. James's. We continued to offer single sessions as Coffee Hour Forums, and many thanks go to the Rev. Curtis Farr for all his efforts in putting the schedule together for January through May. We started off the spring with Chris Doucot of the Hartford Catholic Worker who told us about the history of the Catholic Worker Movement and Dorothy Day. Chris is always a popular speaker. Then, Bishop John Selders (Co-Founder of Moral Monday CT) shared the history of the movement and discussed the realities of racism in the Hartford area. The Lenten Series carried on the social justice theme with 'Justice for the Poor,' a multi-Sunday series by Jim Wallis of Sojourners. In April, Chaplain Sami Aziz lead a discussion on Islam and Christianity called 'Roads Intersect.' Molly Loudon and Tom Rouse finished off the season with an 'Introduction to the Gnostic Gospels.'

With the fall, we were fortunate to have our new Assistant Rector, The Rev. Charlotte LaForest, take the lead in setting up the Adult Education program. We started off with 'Celebrating St. James's Healing Ministries' and then the 'St. James's Showcase' where parishioners were able to learn about all the ministry opportunities at St. James's. In November, a book study centered on 'The War that Saved My Life.' Then, an interactive series called 'Images of Advent' capped the year with parishioners sending in images reflecting how God enters our lives.

Attendance was fair to good for the small groups with between 10 to 15 people at each session. However, the ADG style sessions consistently had 30-50 in attendance. In 2019 we look forward to continuing our wide selection of offerings in both small discussion groups and the Coffee Hour Forum format. Our challenge is to maintain an excellent and relevant adult education program that focuses on enhancing the spiritual and intellectual development of active Christians. With this goal in mind, we continue to look for new ideas on topics and speakers, and your contributions are welcomed and encouraged.

Mark Evans, *Adult Education Chair*

## Report from the Casseroles Helping Expanding Families (CHEF) Committee

CASSEROLES Helping Expanding Families (CHEF) is dedicated to providing meals to St. James's families whenever they experience an expansion or change. In 2018, we supported five St. James's families with a meal or casserole. This year our CHEF Team expanded to 12 volunteers (or volunteer teams – as some couples cook together). As a result of our CHEF Team growth, we elected to expand our in-reach activities. We strive to provide a minimum of 2 meals (last year it was 1 meal) to families that have added a family member, and we have also welcomed opportunities to simply support St. James's family that might need a meal due to other events, such as moving into a new home, sending a child to college, etc.

Kerri Raissian, *Coordinator*

## Report from Education for Ministry

St. James's has hosted an EfM group for nearly 25 years. EfM is a four-year theological education and reflection program utilizing course materials from The University of the South School of Theology. Each group has a minimum of 6 and maximum of 12 students with one or two mentors.

Current members from St. James's are: Elizabeth Waterman and Eric Ross in year four, Matt Schott, Kerri and Tony Raissian in year three, and Jonathan Lewis in year two. The group has other members from parishes in Newington, Vernon, and Wethersfield. Over the years, St. James's graduates include: Mike Shuey, Audrey Lamy, Hugh Whelan, the late Marge Cunningham, Cheri Evans, Elizabeth Gallegos, Bill Harris, the late Margaret Mair, Deborah Ross, Barbara Schiller, Syd Tansi, David Thomas, Trudy Thompson, John Wadsworth, and Ron Ward, among others. An open house is offered for those who would like to explore an EfM session. For more information: [www.sewanee.edu](http://www.sewanee.edu), Parish contact: Ron Ward, EfM mentor, 860-463 8057, or [rtwtmr@comcast.net](mailto:rtwtmr@comcast.net).

Ron Ward, *Mentor and Administrator*

## Report from the Endowment Committee

THE St. James's Endowment Fund is comprised of all bequests to the Church and any gifts that are specified for the Fund. These gifts are meaningful and fulfilling because they continue to work year after year, generating income and capital appreciation that can be applied to our annual budget and work of the Church. Significantly, this support will grow and continue in the years to come. Thus, gifts to the Fund are truly a form of "perpetual stewardship."

Each year, per church bylaws, a certain portion of the Fund's income is transferred to the church's Operating Fund to assist with on-going parish expenses. In the last few years, the transfer amount has gradually increased. In 2018, the transfer was \$131,200.

In 2017, the Fund provided a \$600,000 loan to the church to help cover some of the costs for projects related to the St. James's 2020 Envision Our Future capital improvement campaign. The

loan, approved by the parish in October 2017, is being repaid as campaign pledges are received.

The Endowment Committee, which oversees the Fund, meets quarterly to discuss the overall investment environment, compare the Fund's return to the market's performance and assess the adequacy of the Fund's debt and equity portfolio allocation. Members of the Committee are Peter Krzyzek, Mike Sherrill, Dick Wenner, Alex Smith, Harry Meyer, and me. Each member brings his own research, insights and/or experience to the table to help direct the Committee's work, but they do not pick or trade specific stocks or other securities for the Fund.

Investment decisions are instead handled by New England Guild Wealth Advisors, the Fund's investment manager, who began managing the Fund on November 30, 2012. Since that date through September 30, 2018 (our most recent reporting period), the Fund's annualized return has been 7.7%. For the one-year period ending September 30, assets in the Fund experienced a return of 4.9%. (Taking into consideration the loan the Fund made to the capital campaign, which is earning an interest rate of 3.5%, the net return for the Fund was approximately 4.7%.) Importantly, the Fund is diversified across various equity and fixed income categories. This helps mitigate the impact that market volatility has on the Fund.

Please direct any questions you may have about the Fund or the Committee's work to me or any member of the Committee.

Ted Newton, *Chairman*

## Report from the Fundraising Committee

**S**T. James's Church has a rich history of combining fundraising events with the opportunity for outreach into the greater community. Towards that end, during 2018 we held our annual Strawberry Shortcake Festival on Memorial Day, we put on FallFest, which featured a pig roast and live music in October, and then finished up the year selling Christmas Trees. All these events helped fund our Outreach Programs for the year and made us more visible in the local community.

Samuel Paul, *Co-Chair*

## Report from the Memorial Garden Committee

**D**ESPITE a challenging weather year, the Memorial Garden continues to be a beautiful space of remembrance, solace, comfort, and enjoyment of nature. The newer shrubs (Weigla, Clethra and Azaleas) are doing well and the division of some overcrowded Hosta and Astilbe has helped to provide a neater appearance around the shrubs.

Work begins each year in April and ends in November with garden cleanup. In between, there is weeding, pruning, and planting of summer and fall annuals. All this happens with the help of our faithful, dedicated volunteers. I am indebted to the talented gardeners who helped maintain the garden this year, they are Janice Bonner, Liz Cloud, Bob Hoffman, Donna Mattison, Harry Meyer, Jill Peters-Gee, Priscilla Thomas, Loretta Waldman, and Dick Wenner.

The committee will always use more volunteers for both the opening and closing of the garden as

and will provide training on pruning and identification of weeds and invasives. If you are interested in helping, kindly email me at [claireburnett@comcast.net](mailto:claireburnett@comcast.net).

Claire Burnett, *Coordinator*

## Report from the Outreach Committee

**T**HE activities of the stand-alone committee formerly known as “Outreach,” are now included as part of the new “Mission.” Monthly projects and results are reported in the newsletter and the Sunday bulletin under the “Mission” heading.

In 2018, the ongoing Outreach projects listed below experienced relatively few changes in focus and were budgeted under a line item separate from that of Mission. Emphasis was directed toward maintaining commitments to agencies that provide critical services such as food and housing, and that have long-standing connections to St. James’s parish.

During this past year, we were able to continue our previous level of support for the feeding programs that depend upon St. James’s for assistance. This was possible through outreach funds that were redirected to the feeding line and generous donations from parishioners who stepped forward to help fill in the gaps. In order to maintain our pantry at the present level, we need individuals who are willing to commit themselves to either purchasing required items or providing funds on a monthly basis – or for a designated period of time – for such things as large packages of cookies, large bottles of juice, disposable cooking pans, and cases of large cans of tuna, vegetables, mushroom soup, and applesauce, which can be purchased at wholesale prices. Each option affords another opportunity to offer time or give funds to purchase food to feed our hungry neighbors.

Doug Compton’s continuing dedication to the support of the feeding program has produced outstanding results again this year. Through the sale of Easter flowers, fall mums, apples and pies, and Christmas poinsettias, Doug raised close to \$1, 000.

In January and February, outreach efforts continued to promote assistance to poor families who were not eligible for state fuel grants by supporting Operation Fuel. Parishioners donated \$375 to assist families who were facing the choice between food and heat.

The Angel Tree program provides Christmas gifts and personal messages to area children who have a father or mother in prison. This year, 92 gifts were purchased, wrapped, and delivered to families in West Hartford, Hartford, New Britain, and Meriden. More than 60 St. James’s parishioners played a part in the success of this year’s Angel Tree, either purchasing and wrapping gifts, donating Angel Wings, or being part of our large delivery team.

Churchgoers of all ages volunteered for and had fun participating in the three major intergenerational outreach functions: the Easter basket assembly, the school supplies sorting, and the Christmas stocking stuffer event. The annual Stocking Stuffer program provides warm socks stuffed with toiletries to local men’s shelters. This year, we launched a Donation Board of coupons, to better manage the contributions needed to meet our target of 265 socks filled with identical items. With a few supplemental purchases at the end, we met our goal and successfully filled each of the 267 socks with a toothbrush, toothpaste, shampoo, hand lotion, chapstick, razor, shaving cream, soap, and deodorant. All stockings were stuffed, tied, and boxed after the 9:30 service on November 25, with a large group of parishioners pitching in to get the job done. Many thanks are extended to those who contributed to these collections, and to all who helped to make them successful.

Opportunities to Serve: Ron Ward is still looking for volunteers for the preparation of casseroles for South Park Inn on the third Sunday of each month, and Sam Paul could use help in sandwich-making for Loaves and Fishes on the second and third Sundays of each month.

The following is a list of the ongoing mission activities to which St. James's members contributed in 2018.

**The Two Hundred Identical Sandwiches (THIS) program:** More than 15,000 sandwiches were assembled and delivered to the people served by the Loaves and Fishes soup kitchen.

**The 19th Annual School Supplies collection:** 26 boxes of school supplies including 59 backpacks were donated for the children served by The Hartford Catholic Worker, The Place of Grace Food Pantry, and The Bridge Family Center.

**The Christmas Toys collection:** 10 large boxes of toys were given to the Place of Grace Food Pantry for distribution to children in the neighborhood of the south-end community agency. living in the south-end community agency neighborhood. In addition to the traditional dolls and toys for very young children, there were many games for older youth.

**The Angel Tree program:** 92 gifts of clothing and toys were delivered to 46 children of prisoners on behalf of their absent parents.

**The Christmas Stocking Intergenerational Program:** 267 pairs of warm socks, filled with toiletries and candies, were delivered to The Open Hearth (130) and the Salvation Army (130) for Christmas distribution to their clients.

**Hot Lunches:** A total of 2,600 hot lunches were served: 1,200 to the clients at Loaves and Fishes, and 1,400 to those at The South Park Inn.

**Easter Baskets:** 198 baskets and bags of toiletries and candy were colorfully wrapped and delivered to the men and women in area shelters.

**Foodshare's 36<sup>th</sup> Annual Walk Against Hunger:** A donation of \$1,420 was made to Foodshare, of which \$970 was raised by St. James's walkers and their supporters, and \$450 was contributed from the outreach fund. Hartford 's Loaves and Fishes Ministry was designated as the benefiting agency.

**Paper Goods Collection:** The equivalent of 600 rolls of toilet paper and 65 rolls of paper towels were collected for distribution to clients of area soup kitchens and food pantries.

Thank you for your support of St. James's Outreach Mission programs.

## 2018 OUTREACH MISSION EXPENDITURES

<u>Recipient</u>	<u>Donation(\$)</u>
Bishop's Fund for Children	\$ 1,000
Camp Washington	\$ 1,000
Feeding Programs	\$ 6,000
Foodshare	\$ 450
Habitat for Humanity	\$ 500
Hartford Area Food Pantries	\$ 3,000*
Kairos Prison Ministry	\$ 400
Loaves and Fishes	\$ 400
My Sisters' Place	\$ 400
St. Vincent's Center, Haiti	\$ 2,650
South Park Inn	\$ 700
Youth Mission Trip	\$ 1,000
Youth Service Projects	\$ 1,000
Urgent Needs and Opportunities	\$ <u>1,500</u>
<b>Total</b>	<b>\$ 20,000</b>

\* The \$3,000 was distributed among four Hartford Area Agencies that provide food for the poor: The Place of Grace Food Pantry, South Park Inn, Loaves and Fishes Ministries, and The Open Hearth.

Barbara Schiller, *Chairperson*

## Report from the Refugee Relocation Committee

**A**S of January 2019, the Kattoub family has been in the United States for 2.5 years. In 2018, the family made great strides. Mr. Kattoub started a new job at Swanson Tool in West Hartford and passed his driver's license test. In October 2018, the family moved to a new, 3-bedroom apartment in West Hartford, still in the Whiting Lane district.

St. James's / St. John's Refugee Resettlement Committee continues to support the family in their adjustment to life in the United States. Bob Smith and Tom Rouse provide assistance with finances and employment. Abby Williamson serves as the liaison with the schools and assists the family with other matters. Loretta Waldman, Rob Healy, Kerri Raissian, and Lesley Toutain helped with a variety of issues over the course of the year. Several members of the parishes, including Kathy Bolt, Judy Lawes, and Gail Woldu, have regularly assisted the Kattoub children with their schoolwork.

At present, Mr. Kattoub is seeking a second job to supplement the family's income. Arabia Ghosen (his wife) remains at home with 1-year-old Abdulrahman, but would welcome opportunities for at-home work, particularly related to cooking and catering. Our committee seeks any ideas or assistance from the parish in identifying appropriate supplemental work for the Kattoubs.

If you would like to share information or volunteer with the Kattoubs, please contact Abby Fisher Williamson at [abby.williamson@gmail.com](mailto:abby.williamson@gmail.com).

Abby Fisher Williamson, *Coordinator*

## Report from the Sacred Ministers

**T**HE role of the Sacred Ministers is to assist the clergy in the celebration of all worship services at St. James's on weekdays, Sundays (both 8:00 and 9:30 services), and religious holidays. The opportunities for service include Chalice Bearers (8), Lectors and Intercessors (20), Lay Readers (conduct non-Eucharist services such as Morning Prayer on weekdays), and Lay Eucharistic Ministers (individuals who take the consecrated host to the homebound as an extension of the parish's sacramental life).

Sincere thanks to all who serve in these ministries for your faithfulness and dedication. Interested parishioners who would like to serve in one of these ministries may contact one of clergy for more information.

The Rev'd Bob Hooper, *Rector*

## Report from the Stewardship Committee

**A**S of January 13, 2019, we have received \$512.7K in pledges from 163 pledging units. The amount pledged to date is slightly higher than where we were at the same period last year (\$509.3K/164). We have added 9 new parishioners to date this stewardship season which (assuming the same number of pledgers from last year) would bring the total to 181 pledging members of the parish. Of the parishioners that have responded, the majority have maintained or increased their pledge from last year, and for that we thank you. As we continue through the budgeting process for 2019, a Rector's Appeal is anticipated to help close the projected gap between the total amount of pledges received and the budget needed to fulfill the objectives of the parish. A big thanks to Judith Stahl, Tom Rouse, Cheri Evans, Joey Meyer, Terri Thomalla, Bob Hoffman, Ellen Dollar, David Thomas, Claire Burnett, Doug Compton, and Mike Sherrill for their assistance with the 2019 Stewardship Campaign.

Samuel Paul, *Chair*

## Report from the Ushers

**T**HE ushers welcome worshippers coming to our services and provide bulletins, information and direction for those who may be new to St. James's. During the service, the ushers enumerate the attendance for distribution of the Eucharist, bring up the elements before collecting the offerings, and collect newcomer information slips after the service.

Additionally, the ushers assist, as needed, with sitting worshippers, especially newcomers and during large services such as Christmas and Easter.

Ushering is a fine way to become familiar with the church and its members, and it provides an important and needed service for our worship activities.

Currently we have a group of approximately twenty ushers. Typically, the commitment is once a month, and the detail is not strenuous.

I would like to thank all the ushers for their commitment at our services on Sundays and other Holy Days.

Derrick Kirsch, *Coordinator*

## Report from the Vegetable Garden Committee

**T**HIS year marks the seventh! consecutive year St. James's parish has planted, tended, and harvested vegetables that were donated to our friends in Hartford served by the Hartford Catholic Worker. Through the volunteer efforts of Claire Burnett, Louise Keesling, Donna Mattison, Judy Nellen, and John Walsh, the garden again produced an abundance of fresh, organic produce! Also, our thanks go out to Bill Harris, Borden Painter, and Bob Smith who transported our weekly harvests to 18 Clark Street. These dedicated parishioners who volunteer their time to help plant, weed, harvest, and deliver our vegetables continue to make this ministry a successful labor of love.

This year's weather rewarded us with an abundant harvest of okra, tomatoes, and collard greens. While the bush beans, cucumbers, peppers, and snap peas still provided a steady harvest each week between June and September.

Our weekly deliveries to the HCW continue to be welcomed each year by the neighborhood residents who do not have easy access to quality, fresh produce. Thank you to everyone who made deliveries and worked in the garden making this wonderful ministry possible for another year!

Ann Painter and Chuck Russo, *Coordinators*

## Report from the Women of St. James's

**D**URING this past year, The Women of St. James's has met on almost every Tuesday from October through early May. We have offered 26 programs that featured speakers from our surrounding community and included parishioners and our clergy. Topics covered art, poetry, photography, travel, music programs, religious history, Camp Washington, local TV news, town schools, and domestic violence intervention. There was truly something for everyone! Our Annual May Mystery Trip was private tour of Camp Washington, followed by a delicious lunch prepared by the Camp cooking staff. We were impressed with the improvements at the Camp, the energetic new Camp director and the wide variety of programs offered to all age groups.

The opportunity for fellowship, caring for others, and spiritual growth is offered not only through our Tuesday activities, but most importantly is available by participating in our semi-annual rummage sales.

Through our successful fundraising efforts, the rummage sales in May and October, we generate monies for outreach projects. Our budgeted 2018 outreach projects, independent of the Church's outreach expenditures included:

Camp Washington Camperships

Frontier Nursing

Fidelco Guide Dogs

Foodshare

Glebe House

The Town that Cares

Friends of St. Vincent's

The National Cathedral, Washington D.C.

Our Little Roses Ministries

Seabury Charitable Foundation

Seamen's Church Institute

Society for the Increase of the Ministry

We pledged \$3000 toward the 2019 stewardship campaign, supported our Youth Ministry, our Feeding Program, and the Organ Fund and Capital Campaign.

The Women of St. James's provides food on many occasions not only for the body, but also nourishment for the soul and mind through an opportunity for fellowship, friendship, and growth.

We welcome all to journey with us as we grow into God's future!

Elizabeth Cloud, Rachael Desmond, and Donna Mattison, *Co-Presidents*

# 2018 Annual Report from the Treasurer

**F**INANCIALLY speaking, 2018 was a good year for St. James's. Careful conduct of the Church and its many missions resulted in total operating income exceeding total expenses by \$693. This positive result was accomplished despite the operations budget forecast of a \$2,600 deficit for the year.

## **Income and Expense Summary**

The Church's total operating income for 2018 (\$793,630) exceeded the budgeted amount (\$776,800) by \$16,830. Regular Contributions (which consist of current and prior year pledges, seasonal and unspecified offerings) were the principal reason for this excess. Together these four income sources exceeded their budgets by \$14,965. The use of Church facilities by outside groups also produced income that exceeded budget projections by \$6,962. Total Expenses in 2018 (\$792,937) were \$13,537 more than budget (\$779,400). Personnel costs were over budget by \$3,850 while Property expenses were \$126 under budget. Administration expenses exceeded the budget amount by \$5,145 largely due to unanticipated equipment purchases. Of the remaining expense categories, five were under budget and four were over budget, the net amount being \$4,418 over budget. All expense categories were continually monitored throughout the year and reviewed with the Vestry at each meeting.

## **Diocesan Review**

In order to enable it to determine the financial health of its parishes and whether adequate accounting procedures and safeguards are being used, the Diocese has adopted a policy of requiring parishes having operating revenues of more than \$750,000 to have their financial statements audited annually by a CPA, such audit to be conducted in accordance with generally accepted accounting principles (GAAP). Audits of St. James's financial statements for 2016 and 2017 have been completed and the results and recommendations contained in the auditor's reports reviewed with the Vestry.

## **Resources**

Many people are involved in overseeing the Church's operating budget and managing its finances throughout the year. The Rector, Treasurer, Assistant Treasurer, Finance and Endowment Committee members and the Vestry all play a part in this effort. Heidi Cotter, the Church's financial secretary accurately and efficiently maintains the books and keeps the Church's financial wheels running smoothly. A small group of parishioners make a major contribution by counting and recording the monetary contributions following each service. A very special "thank you" to all these folks who make the Treasurer's job much easier.

Harry Meyer, *Treasurer*

## Financials from the Treasurer

### **EXHIBIT A**

St. James's Episcopal Church  
**Accounting Fund Balances**  
 January 2018 – December 2018

Fund	Beginning Balance	Direct Transactions	Income	Expense	Transfer	Ending Balance
01 - GENERAL FUND	44,742.67	0.00	627,212.41	661,393.35	34,873.34	45,435.07
02 - MAJOR MAINTENANCE FUND	32,263.17	0.00	0.00	12,396.26	15,000.00	34,866.91
03 - 1022 FARMINGTON FUND	(6,667.66)	0.00	35,835.00	1,050.00	(28,117.34)	0.00
04 - MEMORIAL FUND	5,071.58	0.00	755.00	87.00	0.00	5,739.58
05 - VEGETABLE GARDEN FUND	2,226.25	0.00	1,000.00	0.00	0.00	3,226.25
06 - CAPITAL CAMPAIGN	(452,207.63)	0.00	305,217.84	248,071.86	13,544.00	(381,517.65)
07 - REFUGEE MISSION	798.43	0.00	8,000.00	9,096.00	0.00	(297.57)
11 - MEMORIAL GARDEN FUND	1,436.28	0.00	1,250.00	45.00	1,000.00	3,641.28
12 - CHOIR DEVELOPMENT FUND	17,713.44	0.00	(4,315.11)	250.00	100.00	13,248.33
13 - OUTREACH FUND	3,384.95	0.00	549.00	95,973.14	94,644.00	2,604.81
15 - CLERGY DISCRETIONARY	275.84	0.00	900.00	908.53	0.00	267.31
16 - WOMEN OF ST. JAMES'S	10,691.98	0.00	8,229.62	4,684.10	(3,400.00)	10,837.50
19 - ORGAN FUND	0.00	0.00	0.00	0.00	0.00	0.00
21 - MEMOR. MAINTEN. ENDOW.	243,460.53	0.00	(19,964.86)	0.00	(3,109.03)	220,386.64
22 - CHOIR ENDOWMENT FUND	7,133.08	0.00	(584.99)	0.00	(91.10)	6,456.99
23 - FLOWER ENDOWMENT FUND	7,889.65	0.00	(646.97)	0.00	(100.74)	7,141.94
24 - GENERAL ENDOWMENT	2,764,626.85	0.00	(188,768.35)	0.00	(124,343.13)	2,451,515.37
<b>Totals</b>	<b>2,682,839.41</b>	<b>0.00</b>	<b>774,668.59</b>	<b>1,033,955.24</b>	<b>0.00</b>	<b>2,423,552.76</b>

**2018 INCOME STATEMENT**

1/16/2019

*General Fund Only***SUMMARY**

	2017		2018	
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ACTUAL</u>	<u>VARIANCE</u>
<b><u>INCOME</u></b>				
Regular Contributions	\$559,169	\$550,400	\$565,365	\$14,965
Investment Income	131,544	131,700	131,690	(10)
Facilities Income	50,894	52,900	58,679	5,779
Special Contributions	44,232	25,800	30,246	4,446
Miscellaneous Income	8,768	16,000	7,651	(8,349)
<b>TOTAL INCOME</b>	<b>\$794,608</b>	<b>\$776,800</b>	<b>\$793,631</b>	<b>\$16,831</b>

**EXPENSES**

Administration	\$47,305	\$42,700	\$47,845	\$5,145
Christian Education	3,235	2,300	7,376	5,076
Evangelism	876	900	171	(729)
Flowers	6,105	5,000	3,855	(1,145)
Music	19,828	20,200	18,967	(1,233)
Outreach	96,732	98,600	98,544	(56)
Parish Life	2,913	2,600	1,903	(697)
Personnel	503,435	489,800	493,650	3,850
Property	99,293	114,300	114,426	126
Stewardship	418	500	542	42
Worship	2,326	2,300	2,873	573
Miscellaneous	0	200	2,787	2,588
<b>TOTAL EXPENSES</b>	<b>\$782,466</b>	<b>\$779,400</b>	<b>\$792,939</b>	<b>\$13,540</b>

<b>EXCESS: INCOME-EXPENSES</b>	<b>\$12,142</b>	<b>(\$2,600)</b>	<b>\$692</b>	<b>\$3,292</b>
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**2018 INCOME STATEMENT**  
General Fund Only

**DETAILS**

<b><u>INCOME</u></b>	2017 <b><u>ACTUAL</u></b>	<b><u>BUDGET</u></b>	2018 <b><u>ACTUAL</u></b>	<b><u>VARIANCE</u></b>
Current Year Pledges	\$528,489	\$516,900	\$525,367	\$8,467
Prior Year Pledges	635	3,000	4,617	1,617
Seasonal Offerings	7,536	8,000	6,691	(1,309)
Unspecified Offerings	22,508	22,500	28,690	6,190
Total Regular Contributions	\$559,169	\$550,400	\$565,365	\$14,965
Other Endowment Transfer	\$131,000	\$131,200	\$131,200	0
Other Invest. Inc.	544	500	490	(10)
Total Investment Income	\$131,544	\$131,700	\$131,690	(\$10)
Transfer from 1022 Farmington Fd.	\$29,304	\$29,300	\$28,117	(\$1,183)
Parish House (On-going)	17,615	17,600	18,110	510
Other Facilities Usage	3,975	6,000	12,452	6,452
Total Facilities Income	\$50,894	\$52,900	\$58,679	\$5,779
Spec. Contrib. - Gen. Purposes	\$40,144	\$22,200	\$23,137	\$937
Spec. Contrib. - Administration	0	0	0	0
Spec. Contrib. - Christian Ed.	100	0	4,000	4,000
Spec. Contrib. - Evangelism	0	0	0	0
Spec. Contrib. - Flowers	3,562	3,500	2,974	(526)
Spec. Contrib. - Music	0	0	0	0
Spec. Contrib. - Parish Life	0	0	0	0
Spec. Contrib. - Personnel	0	0	0	0
Spec. Contrib. - Property	0	0	0	0
Spec. Contrib. - Stewardship	0	0	0	0
Spec. Contrib. - Worship/Altar	0	100	135	35
Spec. Contrib. - Other	427	0	0	0
Special Contributions	\$44,232	\$25,800	\$30,246	\$4,446
Misc. Income - Spec. Fundraising	\$8,722	\$16,000	\$7,583	(\$8,417)
Misc. Income - Other	46	0	68	68
Total Miscellaneous Income	\$8,768	\$16,000	\$7,651	(\$8,349)
<b>TOTAL INCOME</b>	<b>\$794,608</b>	<b>\$776,800</b>	<b>\$793,631</b>	<b>\$16,831</b>

**2018 INCOME STATEMENT**  
*General Fund Only*

**EXPENSES**

	2017	2018		
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ACTUAL</u>	<u>VARIANCE</u>
Telephone	\$2,813	\$2,800	\$3,376	\$576
Office Supplies	2,275	2,300	3,160	860
Equipment Maintenance	0	0	0	0
Equipment Rental & Replacement	14,423	13,200	16,277	3,077
Printing & Paper	5,076	4,900	4,279	(621)
Postage	1,880	2,500	2,797	297
Audit & Accounting	16,800	13,400	13,330	(70)
Membership & Subscriptions	1,227	600	1,354	754
Advertising	918	800	684	(116)
Rector's Expense Account	78	100	234	134
Travel Reimbursement	0	100	0	(100)
Other Administrative Expense	1,814	2,000	2,354	354
<b>Total Administration</b>	<b>\$47,305</b>	<b>\$42,700</b>	<b>\$47,845</b>	<b>\$5,145</b>
Church School	\$660	\$700	\$856	\$156
Confirmation Class	1,262	100	1,257	1,157
Youth Programs	686	600	3,454	2,854
Lay Training	0	100	1,133	1,033
Speakers - ADG & Others	200	500	500	0
Other Christian Education Expense	427	300	176	(124)
<b>Total Christian Education</b>	<b>\$3,235</b>	<b>\$2,300</b>	<b>\$7,376</b>	<b>\$5,076</b>
New Member Ministry	\$0	\$200	\$0	(\$200)
Other Evangelism Expense	876	700	171	(529)
<b>Total Evangelism</b>	<b>\$876</b>	<b>\$900</b>	<b>\$171</b>	<b>(\$729)</b>
Flowers	\$6,105	\$5,000	\$3,855	(\$1,145)
Music Supplies & Musicians	\$4,255	\$3,500	\$4,328	\$828
Instrument Maintenance	688	1,500	847	(653)
Choir Pay	12,146	15,000	13,657	(1,343)
Other Music Expense	2,739	200	135	(65)
<b>Total Music</b>	<b>\$19,828</b>	<b>\$20,200</b>	<b>\$18,967</b>	<b>(\$1,233)</b>
Diocesan Pledge Funding	\$76,128	\$78,000	\$77,940	(\$60)
General Outreach Funding	20,004	20,000	20,004	4
Seminary Funding	600	600	600	0
Rector's Discretionary Fd. Funding	0	0	0	0
Other Outreach Funding	0	0	0	0
<b>Total Outreach Funding</b>	<b>\$96,732</b>	<b>\$98,600</b>	<b>\$98,544</b>	<b>(\$56)</b>
Hospitality	\$900	\$1,300	\$1,494	\$194
Parish Social Events	1,619	1,000	250	(750)
Rectory Ministry	0	0	0	0
Other Parish Life Expense	394	300	159	(141)
<b>Total Parish Life</b>	<b>\$2,913</b>	<b>\$2,600</b>	<b>\$1,903</b>	<b>(\$697)</b>

## 2018 INCOME STATEMENT

Page 3-C

General Fund Only

DETAILS

	2017		2018	
	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ACTUAL</u>	<u>VARIANCE</u>
Clergy Salaries & Housing Allowance	\$172,483	\$160,800	\$157,483	(\$3,317)
Social Security Allowance	17,085	16,300	15,677	(623)
Clergy Continuing Education	3,003	2,800	4,025	1,225
Clergy Pensions & Annuities	33,003	31,900	31,471	(429)
Clergy Life & Health Insurance	45,879	42,000	39,351	(2,649)
Supply Clergy	800	300	0	(300)
Lay Staff Salaries	167,112	170,800	167,788	(3,012)
Lay Staff FICA - Employer Portion	12,998	13,800	16,351	2,551
Lay Staff Pension Fund	10,899	11,200	11,173	(27)
Lay Staff Health & Life Insurance	37,521	38,100	41,379	3,279
Temporary/Substitute Lay Staff	950	800	1,000	200
Other Personnel Expense	1,702	1,000	7,952	6,952
<b>Total Personnel</b>	<b>\$503,435</b>	<b>\$489,800</b>	<b>\$493,650</b>	<b>\$3,850</b>
Electric	\$9,720	\$10,500	\$12,778	\$2,278
Gas	19,612	21,000	18,598	(2,402)
Other Utilities	3,279	3,300	3,770	470
General Maintenance & Repairs	14,237	18,000	11,640	(6,360)
Maintenance Supplies	4,076	4,500	5,115	615
Custodial Services	0	300	87	(213)
Insurance - Property & Liability	22,416	23,700	23,712	12
Lawn Care & Grounds	6,525	2,500	3,731	1,231
Snow Removal	1,794	2,000	1,860	(140)
Transfer to Major Maintenance Fd.	16,500	15,000	15,000	0
Transfer to Memorial Garden Fd.	0	1,000	1,000	0
Transfer to Organ Fund	0	12,000	17,000	5,000
Other Property Expense	1,135	500	135	(365)
<b>Total Property</b>	<b>\$99,293</b>	<b>\$114,300</b>	<b>\$114,426</b>	<b>\$126</b>
Pledge Campaign	\$0	\$100	\$0	(\$100)
Other Stewardship	418	400	542	142
<b>Total Stewardship</b>	<b>\$418</b>	<b>\$500</b>	<b>\$542</b>	<b>\$42</b>
Church Worship & Altar Supplies	\$1,222	\$1,500	\$1,399	(\$101)
Other Worship Expenses	1,104	800	1,474	674
<b>Total Worship</b>	<b>\$2,326</b>	<b>\$2,300</b>	<b>\$2,873</b>	<b>\$573</b>
<b>Total Miscellaneous Expense</b>	<b>\$0</b>	<b>\$200</b>	<b>\$2,787</b>	<b>\$2,588</b>
<b>TOTAL EXPENSES</b>	<b>\$782,466</b>	<b>\$779,400</b>	<b>\$792,939</b>	<b>\$13,540</b>
<b>EXCESS: INCOME - EXPENSES</b>	<b>\$12,142</b>	<b>(\$2,600)</b>	<b>\$692</b>	<b>\$3,292</b>

## NOTES

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# St. James's

EPISCOPAL CHURCH ♦ WEST HARTFORD

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