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Agenda

The Annual Parish Meeting
Saint James's Episcopal Church
West Hartford, Connecticut
January 22, 2017
11:00 a.m.

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

The Annual Parish Meeting
Saint James's Episcopal Church
West Hartford, Connecticut
January 31, 2016
11:00 a.m.

Meeting Minutes:

- Call to order (Curtis)
- Warrant read by Ann Cooke
- Motion to receive minutes from 2015: accepted
- Motion to accept new vestry members, Jr. & Sr. Warden, Clerk, Treasurer, and Delegates: accepted
- Ann Cooke gave Outgoing Sr Warden report: refer to write up in annual report
- Jr Warden report: Dave D provided a report on facility work that took place in 2015 and also a brief update on 2016 plans for facilities.
- Mike Sherrill gave a financial summary for 2015
- Curtis gave a brief update and referenced his write up in the annual report
- Ted Newton provided an update on the discernment of the STJ 20/20 committee
- Doug Cooke gave an update on the Foodshare program
- Bob provided an update on the refugee initiative
- Bob gave the rector's report and thanked the parish, vestry, staff for supporting him.

Call to adjourn meeting

Respectfully submitted,

Kimberly Lytle
Parish Clerk

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

January 22, 2017
Annual Parish Meeting

Dear Parishioners and Friends of St. James's,

THE year 2016 proved to be a rather interesting year both within the parish of St. James's and in the wider world. We all experienced a political season that was both tumultuous and unnerving. For many of us, the tone seemed only to get worse as the year went on. We saw similar political behavior in Europe and Asia, setting many of us on edge and filled with concern throughout the year.

Luckily, the year within the parish of St. James's unfolded in a much different way. The spirit of God was alive and well in our life together. In 2016, St. James's formed a partnership with St. John's in helping to relocate the Kattoub family who lived many years as refugees from Syria. We also had a successful youth mission trip to New Orleans as well as a choir trip to England. While these three events were particularly exciting, we also participated in a number of spirit-filled liturgical events and mission opportunities. While politicians across the globe were busy fighting with each other and looking for the worst in their opponents, the people of St. James's were celebrating the life, mission, and ministry of Jesus in and through our daily lives.

Nothing at St. James's happens by accident or by itself. It is only the faithful generosity of resources, time, and spirit given so freely by our members that allows this parish to thrive and remain faithful to God's call. I thank all of you for that and much more.

This coming year has the potential of being as exciting as 2016 in the life of this parish. It is my hope that by the end of winter or early spring we will be able to kick-off a capital campaign that will allow us to bring our facility more in line with the mission of God and our role in it. This will only be possible when the membership of this parish, once again, faithfully, prayerfully, and generously shares its resources.

I am looking forward to seeing where the coming year takes us on our journey together. We can all live in the knowledge that wherever it may be, God is already there waiting for us.

Faithfully Your Brother in Christ,

A handwritten signature in black ink that reads "Robert" in a cursive, slightly stylized font.

The Rev'd Robert C. Hooper, III
Rector

Report from the Senior Warden

THANKFUL – it might not be the word that many Senior Wardens would choose when describing how they feel about serving in their church. However, that’s the word that frequently comes to mind as I think of the past year. We are blessed with an amazing parish! Our energy, spirit, and size allow us to support each other, and also to serve those in the greater Hartford area and throughout the world in ways that many other churches cannot do. For that, I am grateful.

Thank you for your support, ideas, comments, and suggestions over the past year. I look forward to your continued involvement in what I expect will be a busy and challenging 2017.

Michael Sherrill, *Senior Warden*

Report from the Junior Warden

2016 started off with a relatively mild winter with lower heating and snow removal costs, leading the way for a year with lower maintenance costs in general.

In 2016, we welcomed our new sexton, Leon Fraser, after the retirement of Randy Martini who had been with us for over 20 years. Leon started with us in the fall and has been doing a great job with caring for the building. Please give him a warm welcome and thank him for his efforts here at St. James’s when you see him next!

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. Ann Uphoff, Rachael Desmond, and many other parishioners continue to work to keep our gardens and the plantings around the church looking beautiful. Once again, Claire Burnett led the effort to work with a landscaper to continue improvements in the Memorial Garden which looked great this year. As we are in the middle of winter, please know that we don’t have a contractor to clear our walks (surprisingly, it is very expensive). The Rector and I keep the walks cleared and salted, but on snowy Sunday mornings, if the spirit moves you to come help get the walks ready for church, we have plenty of shovels!

Our facilities are in good condition, but as the structures age, they incrementally require more maintenance. We didn’t have any major projects this year, however, we did shorten several of the pews in the sanctuary allowing for improved wheel chair access during worship. Two pews were also removed in the back of the church in preparation for the arrival of a grand piano that has been generously donated.

And lastly, thank you Dave Thomas for continuing as the Building Manager and Jr. Warden mentor! Dave is a key part of the St. James’s facilities team, bringing great experience and insight to keeping our buildings and property in great shape. It takes a lot to keep a facility like this maintained and running smooth, and Dave’s knowledge is immensely valuable.

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

David Dynowski, *Junior Warden*

Report from the Associate Rector

Dear Ones,

CALENDARS are typically for looking ahead. I did not realize until just now that Google saves all my calendar entries; I assumed Google would dump them from its servers just like I do from my consciousness, but staring me in the face are 525,600 minutes' worth of happenings in 2016. For many of us, lives are lived by appointments, so this year I thought I'd highlight a few of those while offering reflections on what that means for me and for St. James's.

January 2 – 12:30 p.m. | “Church by the Pond”

Throughout the year, St. James's takes advantage of an important ministry of worshipping with and feeding those who gather at Bushnell Park every Saturday at 2pm. Everyone is welcome to help make and/or serve those lunches or simply to worship in a public setting as we remember that though some need help meeting basic needs, we are all children of the same God.

January 14 – 5:00 p.m. | “Meeting at Commons for Mike”

Some of you know Mike Reardon, or at least recognize the young guy with the Yale sweatshirt. Mike came to St. James's after he and I met at a rally at City Hall in Hartford. He was discerning a call for the priesthood, which he is now working toward as a Master in Divinity student at Berkeley Divinity School at Yale. It says a lot about St. James's that we attract, encourage, and empower those seeking holy orders. It is my pleasure and our privilege to walk with Mike, Melina Dezhbod, and our seminarians past and present—Nathan Bourne and Greg Stark—in various capacities as they are formed in their callings.

February 4 – 10:45 a.m. | “Couch”

Every now and then we all need to be intentional about self-care. My ex-husband and our dog moved out of the house at the beginning of February, and this was apparently one of those days I needed to commit to self-care. The calendar entry reminded me, however, just how caring you have been to me throughout this process. Your non-intrusive check-ins, homemade cookie deliveries, and puppy therapy made all the difference. My hope is that every one of you knows that this loving care is present at St. James's in our tremendous group of healing and pastoral care team members who are ready to pray, bring over a casserole, or share their canine companion for an hour or two. Read more about this further in the bulletin. Thank you to every one of you, and remember to care for yourselves and each other.

March 6 – 6 p.m. | “Faithful Feasting”

God blessed St. James's when Mark Evans walked through our doors. For years, Mark has worked with me, and other clergy before me, to put together education offerings for our community on Sunday mornings and beyond. The man can run a Bible study, and in Lent Mark led an interactive Lent Event exploring faith practices in what, how, and when we eat. He has more to say about last year's education offerings further in this report, but keep your eyes peeled for many classes and speakers coming in 2017.

June 16 – 8 a.m. | “Leave for New Orleans”

No, this was not vacation, but it sure was a lot of fun! A group of high schoolers, accompanied by a few of us chaperones, piled into two vans and headed to New Orleans in June to work on two jobsites: a school needing help for the coming year, and the streets of the city mulching trees in the

hot sun. These were two very different kinds of work, but the group represented St. James's well, always diligent and cheerful about the occasionally grueling work. We made plenty of time for fun, enjoying the sights (and smells) of the city.

September 10 – 12:00 p.m. | “Campapalooza”

The working title of the “Camp Washington Youth Festival” still lives in my calendar, reminding me of how planning a great event for teens across Connecticut can be a lot of fun when you enjoy those you work with. Bob and I, with Bart Geissinger and Matt Cornish of Camp Washington, executed a festival with food trucks, a DJ, arts & crafts, outdoor games, and good times for about 100 teens from all over the state. Priscilla serves on the Camp Washington Board of Directors, and St. James's works with Camp Washington in many ways to ensure that our youth can create memories that only can be made away from home with new friends.

The event reminds me of our faithful youth group leaders, Ben & Martha Parish, Eddie Jacovino, Adam Fisher, and Deb Ross, who help make St. James's a safe and fun space at least every month for youth group. Thank you to Marylin Tomlinson, who co-facilitates youth formation classes with me on Sunday mornings. Thank you to Kim Kindleberger, who served as a youth leader for several years. Thank you to many parents who step up to help plan youth events and provide rides and meals as well. You know who you are! Thank you!

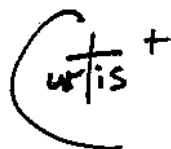
November 15 – 6:00 p.m. | “SURJ Meeting”

With an unprecedented presidential election behind us, and perhaps an unconventional presidency before us, there may be an incredible opportunity for devout Christians to follow in Jesus' footsteps recognizing and embracing those on the margins of our lives in love. Groups like Standing Up for Racial Justice (SURJ) and Moral Mondays CT offer opportunities to step out of our bubble and learn from other perspectives. SURJ will offer a “Racism 101” training at St. James's on January 28th at 10:30 a.m. This is but one opportunity to begin to learn how to mend some of the wounds of our local and national communities.

Some believe their ideology is the most righteous, many continue to worship the almighty dollar, and others attempt to control the way people live and love. We will strive to dedicate our lives to One who seeks every last one of us, One who redeems every last one of us, and One who loves every last one of us. That, to me, is what I remember about the year that has passed. That is what I hope will characterize the year before us.

It is my privilege to seek and serve Christ alongside you. Thank you for this opportunity.

Your brother in Christ,

A handwritten signature in black ink that reads "Curtis" with a plus sign (+) to the right. The signature is enclosed within a partial circular stroke on the left side.

The Rev'd Curtis A. Farr
Associate Rector

Report from the Director of Youth and Family Ministries

FOR me, it always seems appropriate to write the annual report after the Christmas Pageant. As most of you know, the Christmas Pageant involves the most children of any one activity that we do here.

This year we decided to try something new. Curtis and I discovered that our friend, Matt Cornish, had written a pageant that involved a 10-year old Jesus asking his mother to tell him about the story of his birth instead of having narrators as we have had in years past. This required much more time on the part of our main characters, memorizing lines and working hard at the delivery of those lines. I must say, I was a little nervous about making this change but, because of the hard work of so many, the entire pageant was even better than it had been in the past. It was a beautiful evening made possible by many volunteers and the beautiful children of this parish. The pageant seems to bring the year to a crescendo, and then it is a good time to be retrospective about the year.

As you may remember, we decided to change my title last year from Director of Christian Formation to Director of Family Ministries. Although it may seem like a small change, it much more accurately describes my job here at St. James's, supporting children and families in the spiritual journey. With the change in Christian formation for children being moved to take place during the service last year, we also decided that it should have a new name. I was not a big fan of calling it Sunday school—emphasis on school—and so I began to look around for a new name. After Bob and Curtis and I tossed around a few ideas, we settled on KFC, which stands for Kids for Christ. Bob, Curtis, and I think it is easy to remember and exudes a level of fun that I hope to achieve with the kids. Last year I began using the curriculum, Living the Good News and have continued using it this year. As I said last year, I like the curriculum, but didn't really like the Advent lessons. Once again, this year, we used the four Advent Devotionals for Families that I created that the children then illustrated. The children seemed to really enjoy the devotionals and becoming illustrators. I will definitely do it again next year. Special thanks goes out to all the parent volunteers that help with KFC, I really appreciate having an extra set of hands or two, especially when we have a big turnout.

In addition to our regular Sunday offerings, we have continued with Rhythms of Grace, a liturgical experience for children with special needs. This service happens on the second Sunday of each month at 4:00. Although we don't have a huge turnout for the service, it has been well received and is much appreciated by the families that attend. Although it is specifically designed for children with special needs, it is open to the entire parish family. Recently, we have been joined by a couple of families that have never attended church. One of the Moms jokingly told me, we should call it, "Church for Beginners." Come and join us some Sunday. It is a wonderful experience.

Coming this summer, I plan to offer a morning summer program for young children. I am really excited to explore this new ministry and think it could be a way to encourage more families with young children to consider becoming members of St. James's. More details on this will be coming in the next few months. If you have middle or high school kids who might like to help out, let me know.

Also coming this summer, is Camp Washington. January is the perfect time to make summer plans for your children. Please consider sending them to our wonderful Camp Washington! The Episcopal Church in Connecticut has a vision for Camp Washington as a place to nurture discipleship. As a

member of the board, I am honored to be a part of this effort and will be working hard in 2017 to get more of our young parishioners to give Camp Washington a try.

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 14 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

THIS past year measured yet another period of strength for our choir. We were fortunate to welcome a new bass, a new tenor, a new alto, and four new trebles. Longtime choir member Jo Mangiafico retired from the alto section after decades of service. The choir currently counts among its membership 22 trebles, 5 sopranos, 8 altos, 4 tenors and 6 basses.

Claire Burnett continues to serve as an associate conductor, directing the choral Introit, or the anthem when the music requires both a conductor and an organist. I am very grateful to have someone of her experience and ability in this role.

Treble chorister Nora Dynowski was named Head Chorister at Recognition Sunday, succeeding Nia Fraser who, along with Jackie Keen, Milo Vath, Avery Schott and Joseph Duva, left the choir to begin their freshman year of college.

On Tuesday in Holy Week, the choir sang Mozart's Requiem as a musical offering. It was a big success and attracted an audience of 250. Everyone noted how incredibly well the orchestra and choir sounded together in our church, and plans were made soon after to perform the Brahms Requiem in 2017. The Mozart performance also resulted in much interest in using our church for concerts from a few local orchestras, and the Solisti Orchestra held their spring concert at St. James's and has made it an annual tradition.

Richard Knapp, a boy chorister at St. James's in the 1940s, passed away and bequeathed to us his continuo organ. In the final weeks before his passing, he and I worked to move the organ to the choir room and build a protective case around the pipes. Bill Czelusniak finished the organ by regulating, tuning, and voicing it for its new home. Since the choir room is usually 58 degrees in the colder months, the change in temperature required extensive modifications to the organ.

Richard Knapp's daughter Charlotte donated to St. James's her father's Steinway A grand piano. The piano originally belonged to her grandfather who worked as choirmaster at St. James's and it is being completely rebuilt by Faust Harrison Piano Company at their White Plains New York showroom/factory. Once it is completed in 2017, the piano will be stored in the back of the church and easily rolled to the front for concerts and recitals. It will give us the needed musical flexibility for special liturgies and it will allow us to host third-party performances.

As in past years, a service of Compline was offered every Sunday of Lent. It was well attended and enthusiastically sung each week by at least 10 trebles and several adult choristers.

One of the highlights of 2016 was our trip to the UK. Forty-three travelers made their way to London for a long weekend of sightseeing ahead of traveling to Herefordshire for a weeklong residency at Hereford Cathedral. At Hereford we staged sightseeing trips, returning in the afternoons for daily Choral Evensong. We finished the week at Bristol Cathedral, singing Choral Eucharist and Choral Evensong. On this trip we were accompanied by Benjamin Straley, Organist and Associate Director of Music at Washington National Cathedral.

Since we traveled to England this year, we didn't hold our traditional August choir camp, instead traveling to Nantucket for a Columbus Day retreat. Father Farr and Meredith Willson joined the kids and me from Sunday afternoon 9 October through Wednesday evening 12 October. Gigi and Bruce Hayden, friends of mine from Branford CT, donated the use of their family house in Sconset. We rehearsed at Sconset Chapel, toured the island and spent lots of 'down time' together, bonding and decompressing from an already intense school year.

Another highlight of the year was the choristers' participation in Opera Connecticut's production of Hansel and Gretel. I was incredibly proud of the choir's preparedness and enthusiasm for the whole rehearsal process and especially the production week, which was time consuming but rewarding. Anthony Lacuira, a longtime Metropolitan Opera tenor and recent HBO star, remarked on how well the kids sang, bringing them a bag of Oreos on opening night.

The choir had another successful Advent season beginning with Lessons and Carols held on the second Sunday. Attendance was higher than it was last year, and the service was enhanced by the beautiful new candle sticks.

Midnight Mass on Christmas eve was similarly well attended and sung beautifully by our choir. The pre-service carol prelude featured selections from Carols for Choirs II, and the choir sang with enthusiasm and passion. I was also pleased that there was nearly perfect attendance in the treble and adult sections.

The main organ continues to function at reduced capacity, but two proposals are in hand – one from the Casavant Organ Company and Foley Baker Organ Company, and the other from Austin Organ Company – to refurbish the instrument and replace the ranks which have never been tonally successful. The first step in the project will be to replace the Tuba chest, which was fatally damaged by water, and modify the pipes by placing hoods on the resonators. The hoods will protect the pipes from falling debris. This smaller project will reduce the cost of the organ project in the capital campaign as it goes forward in 2017.

Vaughn Mauren, *Organist & Choirmaster*

Report from the Acolytes

THE boys and girls who serve as acolytes know they do important work. As they light the candles, lead the processional and recessional, assist with the Gospel reading and help guide us to Communion, they embody the interdependency of our congregational worship, while lending dignity, grace, and an element of pageantry to our worship. And it can be more fun than sitting in the pews!

In 2016, we welcomed Kate Healy, Emily Lemanski, and Loic Toutain as new acolytes. We also said goodbye to long-time acolytes Chloe Hart-Kindelberger, Kyle Hunt, and Tim Stahl as they graduated from high school (thanks to all three for your years of service!), and we will be losing Nicholas Paul when he graduates this coming year.

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 them serve as an acolyte.

Ted Newton, *Coordinator*

Report from the Altar Flower Coordinator

ONCE again, for 43 weeks of the church calendar year we have graced both altars here at St. James' with fresh flowers. During the four weeks of Advent and the 40 days between Ash Wednesday and Easter, we use fresh material such as seasonal greens but do not use color. As in the past, during Advent and Lent, it is our tradition not to use flowers but touches of nature with non-flowering natural materials. Your kind donations allow this to continue.

For all those who made donations for memorial flowers, or flowers to be used in celebration of an event during 2016, I thank you most sincerely. If not for the clergy and you, we would not be able to rejoice in God's Glory with nature's beauty every Sunday!

We are blessed to have a core group of creative, talented and willing Floral Committee Members who donate many hours of decorating assistance during the major Feast Days. Additional new helpers are always welcome and that includes men with ladders! I appreciate all of you who respond to the call for help year after year- and especially to the new folks who otherwise I may never have the opportunity to meet! Your gracious offering of time and humor means so much to me and to all in the parish! This year's 'Golden-rod Helper Award' goes to Father Bob for replacing the old pew torches with a well-designed newer model! The lower height allows for more light where needed.

My personal thanks to Cheryl Batter, who develops and maintains the schedule for floral donations as well as special requests. A special thank you to Heidi Cotter, for managing the allocation of funds.

For this new fiscal year, please keep in mind that the cost for quality fresh materials continues to rise in price. A very lovely arrangement can be developed for \$65.00 although special requests can

run higher. Please contact Cheryl directly if you have any questions. Again, thank you all for your requests and thoughtful donations to this important ministry.

Mary Ann Haar, *Floral Committee Chair*

Report from the Altar Guild

THE 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 eight members on the Altar Guild but are always actively seeking anyone who is interested in joining the team. We 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 Ladies on Altar Guild. Your service is very much appreciated!

Elizabeth Gallegos and Sue Nelson, *Co-Chairs*

Report from the Adult Education Committee

ADULT Education at St. James's had a very successful 2016. We continued to offer more single sessions as Coffee Hours Forums. Some of the topics included: 'Two Abrahamic Faiths' with Imam Sami Shamma, 'Who Wants to be an Episcopal Millionaire' with Mark MacGougan, 'Transfigurations: Transgressing Gender' in the Bible with Peter Toscono, 'Samaritans Today' with Chris Doucot, 'Following Jesus into Our Neighborhood' with the Rev'd Canon Tim Hodapp, and Anglicanism 101 with The Rev's Borden Painter. Small Group offerings included: 'The Parables of Jesus' with Mark Evans, 'Just Eating' with Mark Evans, 'Bringing Up Kids in the Church' with Deb Ross, 'I Shop, Therefore I Am' with Mark Evans, A Walking Tour of St. James's with the Rev'd Curtis Farr and others, and 'You're a Mean One Mr. Grinch' with the Rev'd Curtis Farr.

Attendance was fair to good for the small groups with between 5 to 15 people at each session. However, the ADG style sessions consistently had 20-40 in attendance. In 2017 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 and the Rev. Curtis Farr, *Adult Education Co-Chairs*

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: Mike Shuey, Hugh Whelan, and Audrey Lamy in year four, and Elizabeth Waterman and Eric Ross in year two. Over the years, St. James's graduates include: Marge Cunningham, Cheri Evans, Elizabeth Gallegos, Bill Harris, Margaret Mair, Deborah Ross, Barbara Schiller, Syd Tansi, David Thomas, Trudy Thompson, John Wadsworth, and Ron Ward. Other members of the current group are from Church of the Good Shepherd, Hartford; and Trinity Episcopal, Hartford. St. An open house is offered in the spring for those who would like to attend a typical EfM session. For more information: www.sewanee.edu, then click on "for Theology", then EfM logo. Parish contact: Ron Ward, EfM mentor, 860-676-8338, or 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."

Per church bylaws, a certain portion of the Fund's income is transferred to the church's Operating Fund each year to assist with on-going parish expenses. In the last few years, the transfer amount has gradually increased. In 2016, the transfer was \$127,000. As you can see, the Fund's annual transfer significantly helps the parish meet our annual budgets.

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, 2016 (our most recent reporting period), the Fund's annualized return has been 7.0%. For the one year period ending September 30, the Fund experienced a return of 12.0%.

I would like to take a moment to recognize Ray Payne, who retired from the Endowment Committee in July after volunteering his time, experience and very wise counsel to it for more than 30 years. His tireless efforts over the years to improve the fiscal health of the Fund, and to create the Arbor Society to formally recognize parishioners who give to the Fund or provide for it in their wills, have benefited St. James's tremendously. He will surely be missed.

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 Healing/Pastoral Care Ministries

The Healing and Pastoral Care Team

Edwina Bosco	Bill Harris	Harry Meyer	Marilyn Tomlinson
Ellen Dollar (on leave)	Nora Harris	Molly Loudon	Mayrita Trojanowski
Daniel Dollar	Peg Howard	Sue Nelson	John Wadsworth
Cheri Evans	Audrey Lamy	Matt Schott	Anne Walsh
Gale Gardiner	Judy Lawes	David Thomas	Taffy Wilcox
			Terry Wysong

Sacrament of Healing. It will be thirteen years in April since I met with Bob Hooper to discuss whether St. James's wanted to develop a Healing Ministry. Our initial group spent two years in discernment, study, preparation, and learning to pray. Then we began offering the Sacrament of Healing on the second Sunday at 8:00 and 9:30. Now, for over eight years, we have been offering the Sacrament of Healing and Anointing every Sunday at the 9:30 service and the second Sunday at the 8:00 service. The people listed above are the members of the teams who every Sunday lay on hands and pray with those who come to us for healing prayer. Without their devotion and commitment, we could not offer this ministry to our people.

Prayer Shawls. To date we have blessed and delivered 202 prayer shawls. A big thank you to Cindy Welch who has knitted almost all of these prayer shawls for us. People who have received these shawls find them to be a real blessing and a source of comfort and warmth long after their recovery.

Support Group for Caregivers and Those in Grief. A group of us who spend time caring for a loved one and those of us who have lost a loved one meet once a month to support, connect and encourage one another. We have grown closer to each other through the sharing we do at our meetings. The group looks out for the health and quality of life for the caregivers and those in grief. We hold each other in prayer and accountability to care for ourselves. The group has also provided guidance and much needed information on resources – doctors, home healthcare agencies, rehabs, in-patient care facilities, Hospice services, etc. We support caregivers, but also support those who are grieving the death of the person for whom they were caring. We are a small group who grow close over the months and years as we care for and support each other.

Casserole Ministry. Mayrita Trojanowski coordinates a list of folks who prepare meals for individuals, couples, and families. When there is a new baby, recovery from surgery or illness, a death, or any other need for a prepared meal, these generous parishioners provide them. Thank you to all of our cooks.

Healing Prayer Stations. There are healing prayer stations at the back of the church, inside the nave. With Orthodox icons of Jesus on one side, and Mary Magdalene on the other, and oriental carpets to mark the space, healing prayer is made visible as part of our worship.

Pastoral Care Team. Fall 2015, we added Pastoral Care Team visitors. These are people who represent the Community of St. James's. They are trained visitors, observers, and listeners. Some take Communion when they visit. They keep confidence with those they visit, while reporting

necessary information to parish clergy. They are hidden ambassadors for St. James's and are doing good work.

We feel The Healing Ministry has become an integrated ministry of St. James's. Recently all of our ministries--anointing, prayer, and laying on of hands, casseroles, prayer shawls, support group, and Pastoral Care--have been used to bring healing care to parishioners. Of note this year, is the way the team has stepped up to offer our care when they know of a need. Those of us on the Team are blessed by this ministry and in turn can be a blessing to others. The ministers of healing in our church are caring, lay folks, and the clergy when necessary! As it should be.

The Rev. Dr. Molly O'Neill Louden, *Priest Associate*

Report from the Newcomers Committee

THIS has been a banner year for welcoming new families and individuals to St. James's, a total of 24 filled out Welcome cards and received a fresh loaf of bread. Newcomer Committee members are among the first parishioners of St. James's to meet with these prospective members and provide a vital link to St. James's programs and offerings. Thank you to our faithful volunteer crew of Newcomer bakers and especially our newest bakers: Kaelea Tewksbury, Kerri Raissian, Cheryl Pease, Virginia Kramer, and Lisa Purdy. Bread bakers are usually called upon once or twice per year and also assist with the annual Newcomer Coffee Hour. If you are interested in serving on this committee, kindly let Priscilla or Claire know.

A Newcomer Coffee Hour Reception will be held later this spring. As always, all members are encouraged to assist with welcoming Newcomers to St. James's by introducing yourself at church and coffee hour and by wearing name tags at coffee hour and parish events to assist new members in learning names and faces. Please be sure to personally invite Newcomers to parish events and meetings to help get them acclimated to our St. James's Community. If you know of a Newcomer that may not have filled out a card or received bread, kindly notify either of us or the parish administrator, Cheryl Batter.

Claire Burnett and Priscilla Thomas, *Co-Chairs*

Report from the Outreach Committee

BEGINNING in October 2015, the activities of the stand-alone committee formerly known as "Outreach," have been 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 2016, the ongoing Outreach projects listed below experienced relatively few changes in focus and were budgeted under a line item separate from that of the Mission. As in the past, our 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 the 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 food 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. In addition to the sale of Easter flower, fall apples and pies, and Christmas poinsettias, Doug has added the St. James's Fall Harvest Festival which includes the popular mum sale. Total proceeds from all sales were \$818.

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. Through the contribution of \$645, St. James's parishioners helped Operation Fuel reach out to families facing the choice between food and heat.

We received the names of 60 Angel Tree children in 2016. Ninety-six gifts were delivered to 48 children in Hartford, West Hartford, and New Britain. (Three families were found ineligible because the parent was no longer in prison, or the children were not related to the prisoner.) In 2016, Jane Good became the coordinator of the Angel Tree Program. Jane introduced "Angel Wings," a new option which allowed a St. James's family to make a \$20-\$25 donation and be part of Angel Tree without physically shopping and wrapping gifts. "Angel Wings" accounted for 7 of this year's gifts purchased and delivered.

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. 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.

Following is a list of the ongoing mission activities to which St. James's members contributed in 2016.

The Two Hundred Identical Sandwiches (THIS) program: 14,000 sandwiches were assembled and delivered to the people served by the Loaves and Fishes soup kitchen.

The 18th Annual School Supplies collection: 26 boxes of school supplies and 56 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: 8 large boxes and 2 large bags of toys were given to the Place of Grace Food Pantry for distribution to children in the neighborhood of the south-end community

agency. In addition to the traditional dolls and toys for very young children, there were many games for older youth.

The Angel Tree program: 96 gifts of clothing and toys were delivered to 48 children of prisoners, on behalf of their absent parents.

The Christmas Stocking Intergenerational Program: 273 pairs of warm socks, filled with toiletries and candies, were delivered to The Open Hearth (117) and the Salvation Army (156) 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,

Foodshare’s 34th Annual Walk Against Hunger: A donation of \$1,680 was made to Foodshare, of which \$1,230 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.

Easter Baskets: 196 baskets and bags of toiletries and candy were colorfully wrapped and delivered to the men and women in area shelters.

Paper Goods Collection: the equivalent of 590 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.

2016 OUTREACH MISSION EXPENDITURES

<u>Recipient</u>	<u>Donation(\$)</u>
A Hand Up	\$ 2,000
Bishop's Fund for Children	\$ 1,000
Camp Washington	\$ 1,000
Feeding Programs	\$ 5,000
Foodshare	\$ 450
Habitat for Humanity	\$ 1,000
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	\$ <u>1,000</u>
Total	\$ 20,000

The expenditures for 2016 included \$14,000 in new funds and \$6,000 in carryover money from the 2015 feeding program. Of the carryover sum, \$5,000 supported St. James’s feeding programs and \$1,000 was included in the \$3,000 distributed among four Hartford Area Agencies that provide food for the poor: The Place of Grace Food Pantry, South Park Inn, Loaves and Fishes, and The Open Hearth.

Barbara Schiller, *Chairperson*

Report from the Refugee Relocation Committee

THE Refugee Committee was formed in early 2016 to organize St. James's effort to co-sponsor the resettlement of a refugee family to the United States through Integrated Refugee and Resettlement Services (IRIS). The process began with the recruitment of numerous volunteers from the community to perform an assessment of our capabilities to comply with the requirements of the co-sponsorship program. To assist in this effort, we partnered with St. John's and were supported by their team led by Mark Proft and Nancy Latif. The assessment process is designed to determine our community's ability to resettle a refugee family by assessing areas such as availability of affordable housing, ESL resources, public transportation, employment opportunities, education, and health care, among others.

After completing our assessment and IRIS' co-sponsorship training we welcomed the Kattoub family, a Syrian refugee family, on August 4th. The family arrived at JFK and were met at the airport by Nancy Latif and driven back to West Hartford to their fully furnished apartment on Farmington Avenue. The apartment was secured, cleaned, fully furnished and made into a home within a few days prior to arrival by the generous efforts and contributions of so many of our volunteers. Anas and Arabia and their 3 children, Hala (6), Aboud (5) and Jana (4) spent the first few weeks getting acclimated and completing the necessary process of applying for healthcare and other benefits and enrolling Hala and Aboud at Whiting Lane elementary school.

The Kattoub family has recently passed their five month anniversary in West Hartford and it is not an exaggeration to say that everything has gone better than we could have hoped, thanks to the support of the many volunteers from St. John's and St. James's. Anas has been working with the Max Restaurant Group since early October at their new Savoy restaurant on LaSalle Rd as a prep/line cook. Arabia is exploring options for her employment as well with the expectation that Jana will begin school later this year. Both parents continue their ESL training, mostly through the efforts of volunteers from each parish. Hala and Aboud are thriving at Whiting Lane Elementary School and all the children have made tremendous progress in learning English.

In December, St. James's hosted a ladies' tea for refugee women in West Hartford and the surrounding towns in order to help build a network and a sense of community. Over 30 women and children attended, in addition to parishioners from St. James's and St. Johns. We are making plans to make this a monthly tea and/or craft get together as the refugee community in our area continues to grow, and we are exploring options to organize a similar men's gathering in the coming months.

The family is immensely grateful for all the support they have received from everyone. There are many people at St. James's who have played a key role in making the Kattoub's transition as smooth as possible. People have dedicated their time and opened their hearts to the Kattoubs to welcome them into our community. We are grateful to the many volunteers who have supported this effort, but a special appreciation goes out to Bob and Betsy Smith, Abby Fisher Williamson and her family, Solange Rossignol, Ellen and Daniel Dollar, Kerri Raissian, and many others.

While many people have met the family, we realize that there are others who would like to, and there should be more opportunities to volunteer in the months ahead and to meet the family socially. The most immediate need for further support is for two people to assist the family in

managing state social service programs (DSS, Husky, SNAP) and coordinate responses to ensure the Kattoubs continue to receive the appropriate level of benefits. Please let us know if you can help in this area. While there will be regular challenges ahead, we are confident that we can overcome them with the help of so many generous volunteers. We believe that the Kattoub family is well on their way to achieving self-sufficiency. Thank you all.

At this point, it's uncertain if we will be resettling a second family. However, we hope to keep this ministry moving forward by continuing our support of the Kattoub family and supporting the growing refugee community in our area. Additionally, there are opportunities to assist Refugee Advocacy Services, an organization founded by Nancy Latif, which provides continued everyday support to the more than 30 recently resettled refugee families in our greater community.

Jessica Henning, *Coordinator*

Report from the Sacred Ministers

THE 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 (11), Lectors and Intercessors (23), 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. Curtis A. Farr, *Associate Rector*

Report from the Stewardship Committee

THROUGH Christmas Day 2016, we have received \$500.3K in pledges from 171 pledging units. The amount pledged to date is nearly identical to the results for the same period last year (\$500.9K/173). We have added 10 new parishioners this stewardship season and still await responses from 14.5% of the parish. Of the parishioners that have responded, 82% have maintained or increased their pledge from last year, which is a positive sign. As we continue through the budgeting process for 2017, 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, Curtis Farr, and Mike Sherrill for their assistance with the 2017 Stewardship Campaign.

Sam Paul, Chair
Stewardship Committee

Report from the Ushers

THE 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, including some recently added members, which greatly assists with scheduling. 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

DURING the spring and summer of 2016, the St. James's vegetable garden again produced an abundance of fresh, organic produce! The 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 we expanded our Okra planting and were rewarded by an abundant harvest! Our friend Brian K. at the Hartford Catholic Worker said the Okra is a hit with the families who visit the HCW for assistance. Our weekly deliveries between June and September continue to be welcomed each year by the residents who do not have easy access to quality, fresh produce we provide. Thank you to everyone who made deliveries and worked in the garden making this a wonderful ministry possible for a fifth year!

Ann Painter and Chuck Russo, *Coordinators*

Report from the Volunteer Coordinator

THIS past year, we introduced a new method for informing all of you about the many opportunities for volunteering at St. James's. A volunteer board with signup sheets was put up in the cloister walkway leading to the church, and each volunteer sheet has a contact person if you have any further questions. Some of the opportunities are one-time events and others require several days of need. A regular schedule was set up for attending to the Memorial Garden, many days during the spring through the fall required work in the vegetable garden, and many parishioners signed up to help with the refugee family resettlement. I encourage all other ministries and organizations looking for volunteers to put a listing on the volunteer board.

Ann Cooke, Volunteer Coordinator

Report from the Women of St. James's

IT was another exciting year of programs that we shared in fellowship and discovery. We had a multitude of speakers from in and around our community as well as clergy and parishioners. Presentations from Trinity College, The University of St. Joseph, and West Hartford Public Library were all well received. St. James's parishioners and clergy spoke about various subjects such as famous composers, managing a news website, and writing children's books.

The Annual Mystery Trip in May to the American School for the Deaf in West Hartford was entertaining, thanks to Brad Moseley, and enjoyed by all who attended and the luncheon at Angelo's on Main at Rockledge Golf Course following the tour was delightful. Last fall, we started off our program year with Miguelina Howell, Dean of Christ Church Cathedral and two weeks later enjoyed a presentation from Rev. Susan Pinkerton, Rector of St. John's Episcopal Church. Ashley Washburn led a conversation about Education, Inc. in Tanzania that was very informative.

As many organizations are suffering financially at this time, the WOSJ's budget has held its own. A special thank you goes out to Mayrita Trojanowski for co-chairing the Holiday Tea with me, heading up the kitchen duties with wonderful goodies to eat. What a wonderful event and thank you to all who contributed your time, talent, and baked goods! Together with the May and October Rummage Sales, we are happy to have our necessary fundraisers in place so we can provide the stimulating list of presentations at our luncheons, meet our outreach goals and enhance our church community.

Some of our Outreach Program recipients for 2016 are:

Camp Washington	Episcopal Church Women	Frontier Nursing
Friends of St. Vincent's	Seabury Charitable Foundation	Seamen's Church Institute
Society for Increase of Ministry	Connecticut Historical Society	Noah Webster House

Finally, thank you to all who have been very helpful and supportive to me as your president, particularly the Executive Board.

I would also like to remind the St. James's community that every one of you is welcome to come to our luncheons and experience insightful, educational, and entertaining presentations on Tuesdays from October to May. Hope to see you there!

With God's help and guidance, we can enjoy a world of fellowship for years to come!

Cynthia L. Welch, *President*

Report from the Worship Sound Committee

The six members of the St. James's Worship Sound Committee record the Eucharist and monitor the sound system each Sunday and at Christmas. The Gospel readings and Sermons are then edited from the recordings and posted, as streaming mp3 files, to the Parish website each week. Copies of these recordings are available when requested, for shut-ins and others.

The committee also regularly checks the condition of the batteries of the wireless microphones and hearing assist receivers to ensure they are working properly each week. We welcome anyone interested in joining us to learn what we do and to help in any one of our functions. We especially need another volunteer to assist with editing and transcribing the Gospels and sermons.

I continue to be indebted to the support and cooperation of the parishioners who help make the Sound Committee a successful ministry.

Chuck Russo, *Director*

2016 Annual Report from the Treasurer

FINANCIALLY, St. James's had a very good year in 2016. Although the final figures indicate that the Church achieved a small surplus of \$92.00, the actual financial results were considerably better than budget, enabling extra-budget additions of \$7,400 to be made to the Major Maintenance Reserve and \$5,600 to the Outreach Fund. These additions were over and above the amounts originally budgeted for those accounts. Also, the Church's several endowment funds benefited from the general rise in the financial markets that occurred in 2016 and from a substantial bequest.

Income and Expense Summary

The Church's total income for 2016 (\$774,445) exceeded the budgeted amount (\$770,500) by \$3,945. Regular Contributions (which consist of current and prior year pledges, seasonal and unspecified offerings) were the principal reason for this excess, exceeding their budgets by \$9,441. Special Fundraising fell short of budget by the amount that was expected to be raised by the Memorial Day Strawberry Festival which was cancelled due to rain. Total 2016 Expenses (\$774,353) were \$3,853 more than budget (\$770,500). Personnel and Outreach exceeded budget amounts by a total of \$13,280 whereas Property was under budget by \$9,959. The Personnel overage was due to a required extra payment for Life and Health Insurance and Outreach's feeding program expenses exceeded the income. Other expense categories were minimally either under or over budget, the net amount being only \$510. All expense categories were continually monitored throughout the year and reviewed with the Vestry at each meeting.

Endowment

The Church's four Endowment Funds began 2016 with a combined market value of \$2,430,358 and a year-ending market value of \$2,756,545. The Church received \$127,000 from the Endowment for its operations during 2016 and a bequest of \$227,000 was added to the Endowment. The total Endowment produced a 7.5% annual return for the year. The Endowment Committee met quarterly to oversee management of the Funds and reviewed the Funds' performance with the fund manager periodically during the year.

Diocesan Review

The annual "Diocesan Review" of the Church's financial condition for the 2015 fiscal year was performed by an outside Certified Public Accountant who has substantial experience and expertise with Episcopal church finances. The review focused on verification of account balances, transaction accuracy and financial controls. The accountant has confirmed that the Church's finances are in order and that "the financial records of St. James's Episcopal Church seem to be in excellent condition". Her report has been reviewed with the Executive committee and 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 quietly 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*

Notes



St. James's

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