

St. Paul's Annual Meeting Report

January 28, 2018



The Conversion of St. Paul



Minutes of the 2017 Annual Parish Meeting of St. Paul's Episcopal Church McHenry, Illinois

The annual parish meeting was called to order at 11:52 a.m. on Sunday, January 29, 2017, with an invocation by the Rev. Lori Lowe, Rector.

Carol Toft was elected Clerk of the meeting in a motion made by Jim Lukas and seconded by Jeff Zabor. The motion carried.

The minutes from the 2016 annual meeting were presented and reviewed. The 2016 minutes, page 2, were amended to correct and change Pam Jannotta to "Bev" Jannotta as a retiring Vestry member. A motion was made to approve the 2016 minutes as amended by Al Robel and was seconded by Charlie Boak. The motion carried.

TABLE TALK

Beth Lukas reviewed responses from last years' table talk cards. The question asked was: "What is our greatest asset and how can we build on it?"

Most responses fell into two categories: people, (parish and family), and assets, concluding that "WE are our greatest asset." Discussion also focused on expanding the use of our facility and incorporating name tags for the entire congregation with both suggestions having been implemented.

The Rector continued with a discussion of the use of the parish hall, with attention given to details such as the need to replace the silverware and place settings. A vestry committee has created a list of things to improve the facility to make it more marketable. The Rector encouraged parishioners on how to spread the word and invite others to attend our parish. The church members responded to a new Table Talk Activity for this year and answered the following questions: What direction do you want St. Paul's to go? What are you willing to do to enable us to go in that direction? The responses to the index cards were posted and reviewed.

REPORTS:

Ministry, Parish Life, and Operations reports were submitted by title.

Treasurer's Report: Dan Jannotta prepared the 2017 budget and extended thanks to the Finance Committee as well as commending all who are keeping their pledges.

Charlie Boak made a motion to approve the 2017 budget with Eleanor Crump seconding the motion. The Rector commended and thanked all those involved with the task. The motion passed.

Endowment Committee Report: Jim Lukas provided a brief status on the sale of Betts' Place. After a failed offer, there is continued interest. Approximately \$35,000 has been spent to date on that property. It remains our hope to sell as soon as possible and reimburse the Endowment Fund.

WARDEN REPORTS:

Submitted by title.

ELECTION OF VESTRY AND OFFICERS

Dan Jannotta will continue as Treasurer

Carol Toft will continue as Clerk of the Vestry

Judy Robel was elected to a three year term.

Jeff Zabor was elected to a three year term.

Jim Lukas was elected to the position of Junior Warden.

The Rector thanked Michelle Wiejaczka for her role as Junior Warden and congratulated her as she assumes the position of Senior Warden for 2017.

A special note of thanks was also extended to Julie Sundin, Organist, Lisa Strandberg, Administrative Assistant, and Charlie Boak, Sexton. The new Vestry, Wardens, and Officers for 2017 were commissioned by the Rector.

ENDOWMENT FUND TRUSTEES

A motion was made by Michelle Wiejaczka to renew the current members of the Endowment Fund Trustees: Jim Lukas, Kathy Biggerstaff and Al Robel. The motion was seconded by Beth Lukas and approved unanimously. The Rector acknowledged and thanked Retiring Vestry members John Patnaude and Marilyn Bell, who will coordinate Hospitality. Beth Lukas was thanked by the Rector for her support as Senior Warden.

DELEGATES TO THE DIOCESAN CONVENTION

Delegates to the Diocesan Convention for 2016 were Pam Dietmeyer, Beth Lukas, and Michelle Wiejaczka. A motion was made by Jim Lukas to authorize the Vestry to appoint delegates at a later date. The motion was seconded by Al Robel. The motion carried.

RECTOR'S REPORT:

The Rector presented her report as part of the homily for Sunday, January 29th, 2017.

OLD BUSINESS:

Al Robel encouraged participation at the Men's Breakfast held on the first Saturday of every month at Kim and Patty's in McHenry.

CLOSING: The meeting was adjourned at 12:57 p.m.

Submitted by Carol Toft, Clerk of the Vestry

2018 REPORTS

SENIOR WARDEN'S REPORT

by Michelle Wiejaczka

Thank you for the trust you have placed in me as your Senior Warden. The Wardens and Rector met regularly to discuss church business, pastoral needs and prepare an agenda for the next monthly Vestry meeting.

As Senior Warden, I also participated in the Endowment Committee and Finance Committee. The Endowment Committee was relieved when Betts' place sold last spring. However, we continue to draw \$9700 per month from the Endowment Fund to meet our budgeted expenses. At this rate, the Endowment Fund will be depleted in September 2019. The Finance Committee began meeting last fall to address this issue. We looked at opportunities to reduce the budget by ten percent (10%).

As I wrote last year, a greater and more frequent focus needs to be placed on stewardship, especially the treasure aspect. We are now in a position which requires us to focus on the financial picture of St. Paul's.

STEWARDSHIP REPORT

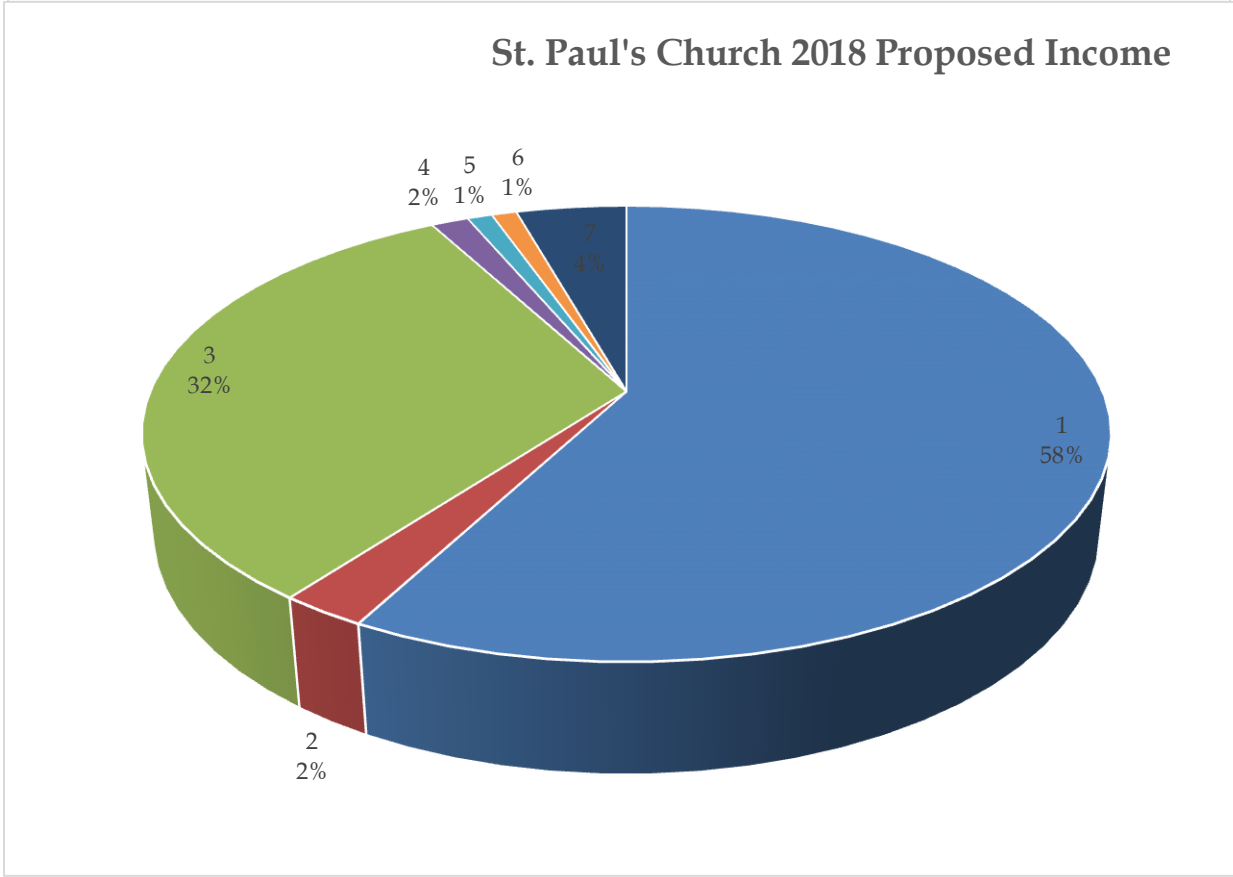
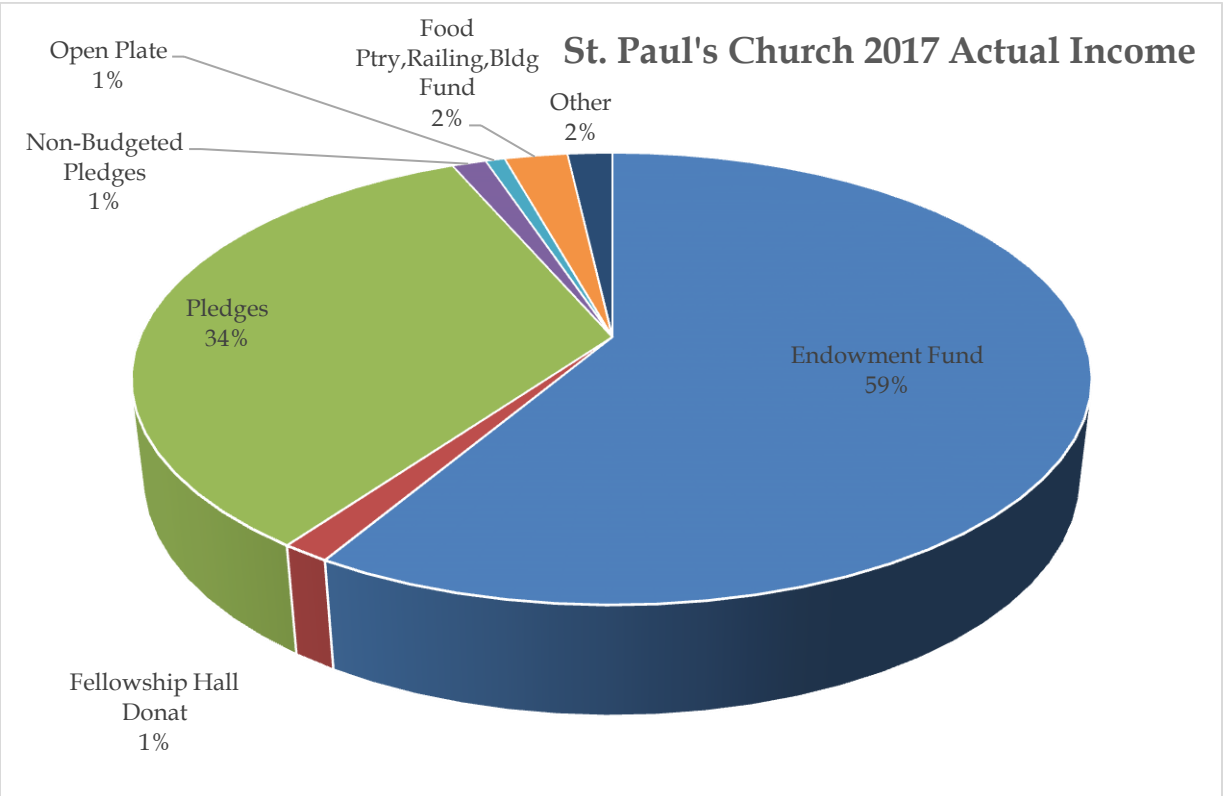
by Michelle Wiejaczka

Letters were prepared by the Rector, Junior Warden, and me. To date, we have received 31 pledges totaling \$68,277.

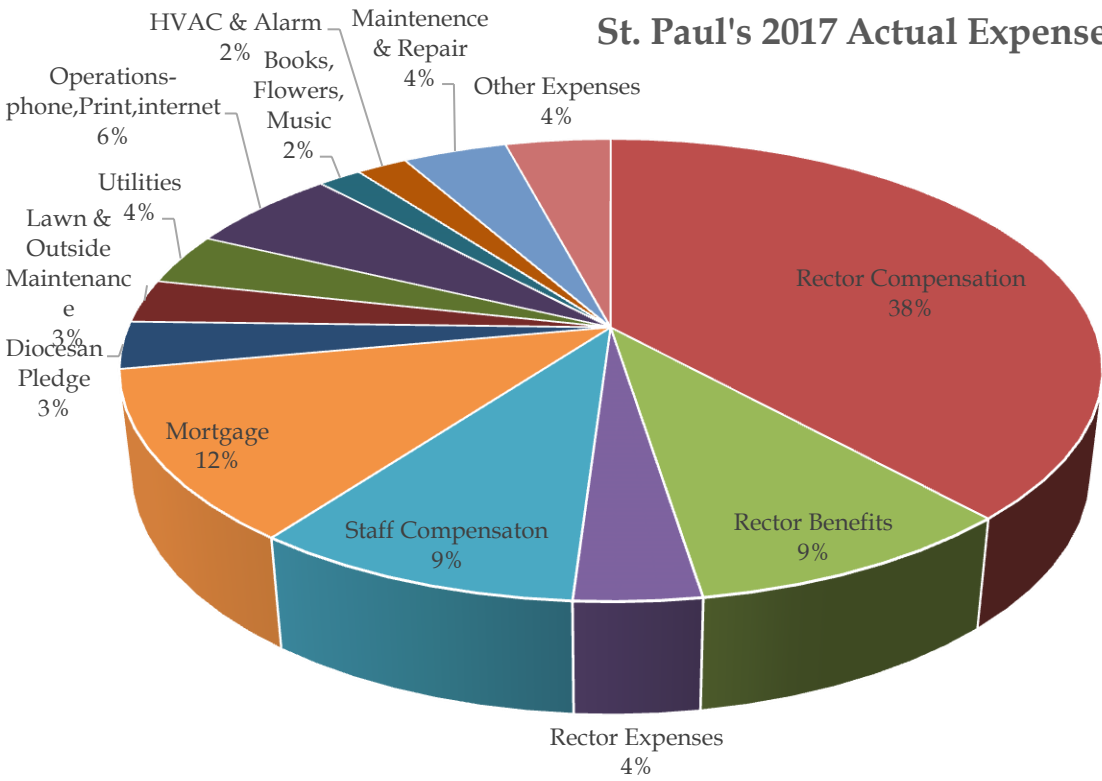
JUNIOR WARDEN'S REPORT (presented orally and with attached graphs)

by Jim Lukas

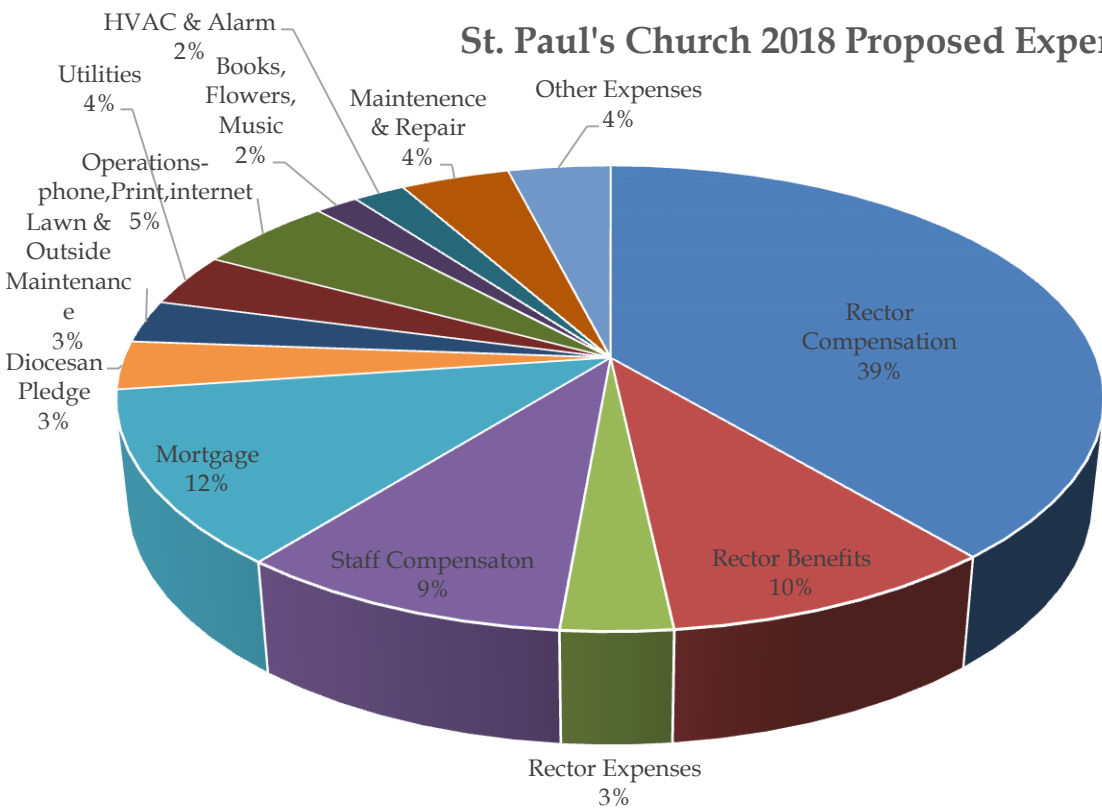
St. Paul's McHenry Proposed Budget 2018



St. Paul's 2017 Actual Expenses



St. Paul's Church 2018 Proposed Expenses



TREASURER'S REPORT

by Dan Jannotta

Our budget is created using actual numbers from the previous year then some accounts are adjusted when known differences are identified. Most of my report is the Budget vs. Actual. Adjustments have been made to the new budget to reflect changes.

The financial report is a little misleading because of the sale of Betts' Place. At the top of the page, \$124,702.08 are the total proceeds, but \$124,000 was sent back to the Endowment Fund, which shows at the bottom of the report. Also at the bottom is the total contributed by the Endowment Fund for the year, \$125,400, or effectively \$1,400 more came out of the Endowment Fund than went in. The Endowment has been contributing \$9,700/month for a total of \$116,400/yr. \$9,000 was additional to cover non-budgeted items through the year, most notably, the recent \$4,000 down payment on the new well, and \$5,000 earlier in the year to help cover Building Repairs (62860) and Landscaping and Outside Maintenance (62880) amounting to \$8925.78 over the year. We began the year with \$10,473.06 in the checking account and ended with \$16,692.28, so our budgeting has been pretty good.

Traditionally, the pledgers at St. Paul's have been very conscientious and once again the total pledges collected are over 98% of the pledged amount. As I will be saying often in the near future, "Muchas gracias, mis amigos, y vaya con Dios!"

As an aside, our books are meant to be transparent. Anyone is welcome to view the details. Only a request for a time is needed.

2017 AUDIT

At the request of the Rector and Vestry, an internal audit committee was formed made up of Beth Lukas, Barb Moriarty, and Judy Robel. Using diocesan guidelines, they conducted an audit of the 2017 financial records and business practices which was completed and presented to the Vestry on 1/17/18. A complete copy of the audit and accompanying documents is available upon request.

In summary, the records and business practices were found to be in good standing. The Audit Committee has made the following recommendations:

1. The Sunday offertory plate collection, including cash and checks, should always be counted and recorded by two people.
2. Current insurance policies should be reviewed to insure adequate coverage.
3. All checking account signature cards should be reviewed on an annual basis and updated if needed.

OTHER (SIMPLIFIED) REPORTS

OUTREACH

Our Mobile Food Pantry ministry has been suspended since last June. The future of that ministry is in question for a number of reasons; mainly diminished numbers of people coming to receive food, and the increased number of MFPs around the county. Meanwhile, we continue to collect food in our grocery cart which is delivered to the Transitional Living Services pantry (serving veterans). Our Advent Baby Baskets were full to overflowing this year. Their contents were gladly received by Catholic Charities to be distributed to mothers and babies in need. Other ministries are being explored and considered.

ALTAR GUILD & FLOWER GUILD

These ministries of service around the altar are flourishing, as evidenced by the beautification of our worship. New members are most welcome.

HOSPITALITY

With the guidance of Marilyn Bell, our various social events have been a continuing success. Bobbi Fiali has graciously overseen funeral receptions. The generosity of parishioners is our mainstay and our joy.

SPRITUAL FORMATION

Coffee & Conversation is code for adult forum. Sometime it's just that: coffee and conversation for the sake of fellowship. Other times, we dig a little deeper with seasonal subject matter. Suggestions are always welcome.

CHILDREN'S CHAPEL

We continue to relish the presence of our children on Sunday mornings as they worship with us, after which they process to the Seaton Room for a story and a snack, and sometimes a craft project. Parents are the core group of leaders, but others are encouraged and welcome to be in the rota to lead Children's Chapel.

BUILDING & GROUNDS

At the spring parish meeting, we prioritized needed improvements and repairs. Among those considered were:

- Water (new well)
- Lighting improvements
- Handicap railing on ramp
- Repair or removal of the stone wall in the front
- Repairs to the shed
- Parking lot repairs
- Outside maintenance (fascia, siding, soffit)
- Upper Room appliances for kitchen
- Elevator to the Upper Room (in existing shaft)

The top priorities were:

- A new well
- Improved lighting on the porch and steps
- Outside maintenance

Since that meeting, we have made the following progress:

- Lighting has been installed on the front porch/steps
- The additional railing has been fabricated and installed on the ramp
- The new well should be done next week

Some of the remaining projects are on hold until the weather permits; others, until funding is available. Meanwhile, we are fortunate that the interior of our buildings has remained basically sound and in good repair.