
St. Paul's Episcopal Church
Windham Center, CT

Annual Report

As presented at the 190th Parish Meeting
January 16, 2022



The Rev. Brian Blayer, Priest-In-Charge
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ANNUAL MEETING

January 16, 2022

Agenda

1. Call to Order
2. Minutes of the January 24, 2021 Annual Meeting
3. Approval of the Qualified Voters List
4. Report from the Nominating Committee (presented by Lynne Ide)
5. Acceptance of Reports
(Vestry members will be available to answer questions about their reports):
 - Wardens' Report
 - Property Chair Report
 - Mission and Outreach Report
6. Presentation of the 2022 Budget
7. New Business
8. Next Annual Meeting: January 25, 2023
9. Adjournment

Minutes of the Annual Meeting

January 24, 2021

Meeting called to order by Lynne Ide at 10:33 AM

Present

See attached attendance sheet.

Approval of the 188th Minutes of the Annual Parish Meeting

D. Russel moved to approve the minutes of the 188th Annual Parish Meeting.

D. Kessler seconded approval of the minutes. Motion passed unanimously.

Voting List

L. Haeger moved to approve the voting member list. J. Russel seconded to approve the voting member list. A discussion ensued regarding Chelsea Cassidy being added to the voting list. D. Russel made a motion to add Chelsea Cassidy to the voting list. G. Austin seconded the motion. Motion passed unanimously.

Nominating Committee/Vestry

L. Ide reported the list of Vestry members. S. Younger moved to approve the Vestry members list. W. Haeger seconded to approve the Vestry members list.

W. Haeger made a motion to add his name to the Property Committee to complete G. Younger's 3rd year of a three-year term. M. Breen seconded the motion. M. Breen suggested the need to provide an alternate to convention. R. Stearns made a motion to add her name as the alternate to convention. L. Haeger seconded the motion. The motion to approve the slate of Vestry members passed unanimously.

Acceptance of Reports

W. Haeger made a motion to accept the Wardens' Report, Property Chair Report and Mission and Outreach Report as presented. S. Younger seconded the motion. Motion passed unanimously.

Presentation of the 2021 Budget

M. Brazziel presented the 2021 budget: (Income-\$77,880), (Expenses-\$72,764) and reported on the 2020 budget. A correction was made to the finances for the 2020 budget under miscellaneous. The 2020 budget had a year-end surplus of \$16,163. The 2021 budget was reported and adopted by the vestry.

Budget Discussion

C. Cassidy inquired about the Personal Protective Equipment expenses. L. Ide stated that the parish paid for supplies. S. Younger asked that Sean Green receive recognition for donating lawn and grounds services. L. Ide explained that the 2021 budget allows for a quarter time priest and supply priests when available.

New Business

L. Ide explained that the first service with Fr. Blayer had some technical difficulties with sound. The vestry is working on improvements. A virtual service on Zoom will take place each Sunday until in-person services can resume. Fr. Blayer will preside on the 3rd Sunday of each month.

L. Ide presented ways to increase communication within the church:

- The congregation should bring questions and concerns to the vestry.

- All vestry minutes will be sent to parishioners through email.

- Telephone calls and greeting cards are sent regularly to members of the parish.

- Announcements and daily devotions are sent weekly through email.

C. Cassidy suggested creating a focus group consisting of vestry members and parishioners to create a communications network within the congregation.

Closing

L. Ide announced the date of the next annual meeting to take place on January 23rd, 2022.

L. Haeger made a motion to adjourn. F. Selleck seconded the motion. Motion passed unanimously.

Meeting adjourned at 11:36 AM.

Respectfully submitted,

Pamela D. Abel

Vestry Clerk

Annual Meeting Attendance January 24, 2021

Lynne Ide

Janice McKusick

Rebecca Stearns

Deb Russel

Jim Russel

Loretta Haeger

Wayne Haeger

Donovan Reinwald

Beth Reinwald

Dana Kessler

Maggie Breen

Chip Ide

Evelyn Hopkins

Marian Brazziel

Chelsea Cassidy

Gerhard Austin

Elizabeth Austin

Marion Beausoleil

Sue Younger

Ann Higginbotham

Kathy Miller

Pam Abel

Virginia Fulton

Murphy Sewall

Florence Selleck

CRITERIA FOR VOTING ELIGIBILITY

ARTICLE II. DEFINITION OF VOTING MEMBERS OF THE PARISH AND THE QUALIFICATION OF VOTERS

Section 1. The voting members of this parish (hereafter referred to as “members”) who shall be qualified to vote at any elections and upon all questions which may come before any meeting of this Parish, shall be all lay communicants of the Parish who shall have attained the age of sixteen (16) years and who, for at least six (6) months prior to such meeting have been registered as communicants in this Parish and have been faithful in attendance at services and as contributors to its support as provided for in Canon 1, Sections 4 and 6 of the Canons of the Diocese of Connecticut.

Voting List 2022

Pamela Abel	Janice McKusick
Jackie Atwell	Alan Miller
Elizabeth Austin	Katherine Miller
Gerhard Austin	Derek Mott
Don Barnes	Erica Mott
Priscilla Barnes	Kurt Mott
Marion Beausoleil	Lee Mott
Marian Brazziel	Beth Nelson
Margaret Breen	Harold Nelson
Michael Breen	Bill Powers
Bonnie Card	Donovan Reinwald
Chelsea Cassidy	Elizabeth Reinwald
Marlene Cormier	Deborah Russel
Virginia Fulton	James Russel
Loretta Haeger	Florence Selleck
Wayne Haeger	Murphy Sewall
Ann Higginbotham	Eugene Smith
Evelyn Hopkins	Rebecca Stearns
Lynne Ide	Sue Younger
Jay Kessler	
Helen Kos	
Steve Lamoreaux	
Alexandra Malone	
Monica Marsh	

Report from the Nominating Committee for 2022

The Vestry presents the following slate of nominees:

Senior Warden	Rebecca Stearns	for the 1st of a 3-year term
Junior Warden	Donovan Reinwald	for the 2nd of a 3-year term
Treasurer	Marian Brazziel	for the 1st of a 3-year term
Clerk	Pamela Abel	for the 1st of a 3-year term
Property Chair	Steve Lamoreaux	for the 2nd of a 3-year term
Mission and Outreach Chair	Marion Beausoleil	for the 1st of a 3-year term
Convention Delegates	Rebecca Stearns	for 2022
	Donovan Reinwald	for 2022
	Pam Abel	Alternate for 2022

Clergy Annual Report on 2021

To the good people of St. Paul's Windham:

Thank you for a wonderful year. Your warm welcome and hospitality towards me are greatly appreciated. It has been a year of learning how to be a priest and a congregation in a very unique way and I commend you all for your patience and good will. There is no instruction manual for the kind of relationship we have been developing other than what we might find in scripture which defines love as patient and kind, not seeking its own way but the wellbeing of others, and I believe we have certainly done our best to follow this guide.

During this year we have accomplished some tangible things which serve as a sign of being open to new ideas and the movement of the Spirit. It is no small task to move through a pandemic safe and sound as a community which values gathering together for prayer, mutual support in difficult times, and enjoying our company in fellowship. But we have kept Sunday liturgies going as well as coffee hour, and I have been grateful for opportunities to meet some of you in your homes.

But not all of us feel safe gathering in person and to help us all remain a community we now have a phone line and the internet as well as all kinds of equipment to broadcast our prayer services and Bible studies. These new additions to how we operate as a church have moved us into the modern era and afford us all sort of opportunities for outreach and evangelism that were not available to us until this year. In this way we have turned a page in the book God is writing with us and I hope we are all looking forward to the next page yet to be written.

To explore what might be next, the vestry recently had a retreat to discern where God may be leading St. Paul's. This was the beginning of a discernment process which invites us all to be careful listeners to God's voice. It will take a bit of time, but soon, the next step will be inviting us all to join the vestry's work. I hope when the time comes, everyone will be an enthusiastic participant. God is always speaking. A happy and healthy church is listening.

This coming year is an opportunity to build on what we have accomplished in 2021 and move together into a future that God is creating with us. Let's all participate in this exciting process. Please continue to support your vestry who volunteer their time to work tirelessly for the wellbeing of St. Paul's and please take a moment to thank all who serve behind the scenes to make this experience possible. But most of all, please stay in touch with each other as we continue to move through this pandemic because above all, a church is the manifestation of God's love as revealed to us in Jesus Christ, who calls us to make this love real through our love for one another.

Your Servant in Christ,

Fr. Brian+

Report from the Wardens on 2021

In the second year of Covid, St. Paul's continues as a worshipping community. We have been blessed by all of you this past year. For another year, in incredibly difficult times, the people of St. Paul's have continued together in love. Thank you for continuing to choose to be a part of St. Paul's, and to keep St. Paul's going.

In last year's report, we were looking forward to the days when we could once again gather together. Thankfully, we have been able to worship together again this year. Despite the pandemic, church attendance remains steady. Thanks to everyone following the safety rules that have been put in place, we are able to be together. We've even experimented with new ways of being together, with a Zoom component for our worship. The care we show for each other by following these rules and by trying new ways of fellowship is no small thing.

Last year we shared the hope we had for the future. We have been blessed to have Fr. Brian as a quarter-time priest with us this year. He is able to celebrate the Eucharist with us the third Sunday of every month, as well as provide pastoral care for the congregation. We have friends that are willing to help us out, too: Thanks to our supply priests, Fr. Ben and Fr. Dave, we have been able to celebrate Eucharist together three Sundays out of the month.

Once again, despite the difficulties of Covid, people have kept up with their pledges. This is very helpful, as it allows us to afford our quarter-time priest and our supply priests. A small parish such as ours could easily be in a bad situation during the pandemic. Thanks to your generosity, we are not. Thank you for your pledges for 2021, and for continuing to pledge into 2022.

Once again, we are hopeful for the future of St. Paul's and grateful for the present. St. Paul's continues as a vital part of our lives. Thank you all for sustaining something so important to all of us.

Respectfully Submitted

Lynne Ide, Senior Warden

Donovan Reinwald, Junior Warden

Report of the Treasurer for 2021

The year 2021 was yet another year of change in the life of our church. The COVID-19 virus and its variants, continued to affect the ways we worship at St. Paul's. However, with fortitude, we have adjusted and adapted.

Many thanks to all of our parishioners for their continuing financial support allowing us to remain on firm financial ground. We continue to use the services of a bookkeeper which include the monthly preparation of income and expense reports, payment of most bills, processing payroll for employees, and the filing of all state and federal tax forms. Before COVID, these tasks were completed with assistance from the treasurer by way of weekly meetings of the treasurer with the accounting firm. For the entire 2021 year, all of the duties were completed virtually via weekly email and telephone conversations.

Many thanks to Jim Russel, who continued to assist the treasurer by serving as a "courier" - picking up church mail from the post office, and keeping me current on any bills received or financial issues that needed to be addressed during the week.

Two factors impacted the expenses of the church during the 2021 year, upgrading ceiling lights in the parish hall and painting of the parish hall and nursery. However, these expenses were covered by individual donations so that actual expenses overall were approximately \$500 more than the budgeted amount.

The year began with a budgeted surplus of \$5,116, the year ended with a budgeted surplus of income over expenses of \$6,892 and a non-budgeted surplus of \$27,681. (See *Non-Budgeted Income and Expense Statement for details*)

In addition to the narrative, the Treasurer's Report comprises: a detailed Income and Expense Statement of the General Fund and 2021 budget; a listing of Accounting Fund Balances for other active funds as identified in the table; and a statement of non-budgeted income and expenses.

Budgeted numbers for Clergy Expenses include the salary and other expenses of our part-time Missional Priest in Charge, and, expenses for two Supply Clergy per month.

The number of pledging units to date is 24 compared to 22 in 2020. For year 2021, our suggested contribution to the Diocese is \$7,179.

Please feel free to contact me or any member of the Vestry if you have questions, concerns, and/or ideas as to how we may continue to meet the hopes and expectations of each member of our St. Paul's family and community during these challenging times.

Respectfully submitted,

Marian Brazziel

Marian Brazziel, Treasurer

St. Paul's Episcopal Church of Windham
Income and Expense Statement - 2021
Budget - 2022
GENERAL FUND 01

	Budget 2021	Actual 2021	Budget 2022
INCOME			
CONTRIBUTIONS			
Plate	100	508	600
PLEDGE & REGULAR DONATION			
Pledge Income	65,000	65,866	66,660
Regular Contributors	500	2,365	500
Prior Yr Pledge Income	500	160	200
Subtotal Plate, Pledge & Regular	66,100	68,899	67,960
SPECIAL OFFERINGS			
Easter Offering	100	50	100
Christmas Offering	400	105	400
Initial Offering	10	2	5
Other Special Offerings: (Lighting, Painting, Memorial)		5,250	
Subtotal Contributions	66,610	74,306	68,465
OTHER INCOME			
Hall Rent	200	420	400
Subtotal Other Income	200	420	400
INVESTMENT & SAVINGS INCOME			
Savings Interest	10	7	10
D&B Income Received	11,060	10,671	11,060
Subtotal Investment Income	11,070	10,679	11,070
TOTAL BUDGETED INCOME	77,880	80,155	79,935
NON-BUDGETED INCOME		29,415	
TOTAL INCOME		109,570	

EXPENSES**CLERGY EXPENSE**

Clergy Salary, Pension and Benefits	22,311	21,698	23,097
Supply Clergy	5,400	2,789	5,600
Subtotal Clergy Expense	<u>27,711</u>	<u>24,486</u>	<u>28,697</u>
SALARY EXPENSE/Other than Clergy	<u>11,550</u>	<u>11,196</u>	<u>11,250</u>

FACILITY EXPENSE

Utilities	3,600	3,786	4,500
Maintenance (Janitorial Svcs, Lighting, Painting)	6,720	10,245	5,720
Ground Maintenance (Mowing, Plowing)	1,000	1,390	2,000
Property Ins. - Church	4,000	3,908	4,000
Workman's Comp Ins.	300	285	300
Subtotal Facility Expense	<u>15,620</u>	<u>19,614</u>	<u>16,520</u>

OPERATING EXPENSE

Altar Guild	400	339	300
Christian Education	200	184	200
Music Expense	350	0	150
Parish Life	300	309	300
Subtotal Operating Expense	<u>1,250</u>	<u>832</u>	<u>950</u>

OFFICE EXPENSE

Audit Expense	1,200	1,200	1,200
Accounting Services	2,400	1,943	2,400
Office Supplies	1,000	1,152	1,000
Postage	150	162	200
Telephone, WiFi, Website	1,100	1,891	1,500
Subtotal Office Expense	<u>5,850</u>	<u>6,347</u>	<u>6,300</u>
Total Operating & Office Expense	<u>7,100</u>	<u>7,179</u>	<u>7,250</u>

OUTREACH

Diocesan Pledge	10,783	10,788	7,179
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TOTAL BUDGETED EXPENSES/Actual

	<u>72,764</u>	<u>73,263</u>	<u>70,896</u>
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NON-BUDGETED EXPENSES

		<u>1,734</u>	
TOTAL EXPENSES		74,996	

EXCESS INCOME \ EXPENSES (Budgeted)**EXCESS INCOME \ EXPENSES (Non-Budgeted)**

5,116	6,892	9,039
	27,681	
	34,573	

Report from the Treasurer for 2021

Accounting Fund Balances (UNAUDITED) January 2021 - December 2021

FUND	Beginning Balance	Income and/or Cap Appr	Expense	Ending Balance
02 - FLOWER FUND	4,384.95	320.00	59.97	4,644.98
03 - BUILDING FUND	2,247.98	550.00		2,797.98
04 - MISSION and OUTREACH FUND	159.97	13,162.40	1,126.93	12,195.44
African Water Project		10,000.00		
Transfer from Diocesan Grant		3,162.40		
06 - DIOCESAN HELD FUNDS¹				
Balance October 31, 2020	266,574.97			
- Unrestricted	256,667.02			
- Restricted	9,907.95			
Unrealized gain Oct 31, 2020 - Nov 30, 2021		46,392.80		
Balance November 30, 2021				312,967.77
- Unrestricted				301,099.95
- Restricted				11,867.82
08 - GARDEN FUND	601.88	0.00	0.00	601.88
DIOCESAN GRANT(S)	7,948.09	13,254.87	3,162.40	18,040.56
Totals	281,917.84	73,680.07	4,349.30	351,248.61

¹Activity 10/31/20 through 11/30/21

Non-Budgeted Income and Expense - 2021

Non-Budgeted Income

Building Fund	550.00	
Memorial Gifts	100.00	
Other Special Offerings	28,764.90	
Total Non- Budgeted Income	29,414.90	Includes Inc to Bldg & Flower funds, grants & African Water Project
Budgeted Income	80,155.04	

TOTAL INCOME **109,569.94**

Non-Budgeted Expense

Miscellaneous	606.90	(Retreat, payroll svc)
FBC Meals	1,126.93	FBC Meals
Other Out-reach		
Total Non-Budgeted Expenses	1,733.83	
Budgeted Expenses	73,262.94	

TOTAL EXPENSES **74,996.77**

NET INCOME **34,573.17**

EXCESS INC\EXP (Budgeted) **6,892**

EXCESS INC\EXP (Non-Budgeted) **27,681**

Property Committee Report on 2021

St. Paul' s building and outside landscaping are in good shape after another year of dealing with the COVID-19. Although there have not been as many large projects as in prior years, we have been able to keep everything up to date. Many of you in the congregation have been willing to help with cleaning, organizing, weeding, and other necessary projects. We cannot thank you enough.

During the year we had the parish room ceiling cleaned of mold, sealed and repainted; the old yellowing and noisy lights in the parish room were replaced with new flush LED fixtures which produce much better lighting without the constant humming. The organ was also tuned last year. Many small electrical appliance repairs, as well as carpentry work, were completed by your committee. Most of the outside work was completed by Shawn Green, who has worked for us for several years. Shawn mows the grass and cleans the yard and gardens. He does not do weeding, so all you weekend weeders will not be left without a job! Because the church gutters are too high for us to reach, we hired someone to do the job. Cleaning of the walk, especially after a snowstorm, has been undertaken by the Mott family. They are always there when needed and we owe them a debt of gratitude. Thank you very much!

Faithfully,
Jim Russel
Wayne Haeger
Property Co Chairs

Mission and Outreach Report for 2021

This year Mission and Outreach tried on new ways to engage with faith in action and continued with ministries such as the community dinners. Whilst still in the pandemic, parishioners and neighbours of St. Paul's saw needs and asked how to serve and how to learn. That has been part of the beauty of this time, having space to learn.

In 2021, we attended meetings where we learned from refugees, served over 500 meals, and grew our first small garden. We continued to give away thousands of socks, thanks to a grant from Bombas, and reached a new shelter this year. Joining with the Windham Area Interfaith Working Group we hosted, not 1, but 2 housing forums to share information on housing and substance use disorders as well as focusing on the intersectionality of affordable housing, coronavirus, and social determinants of health.

We've continued to nurture relationships throughout the community and partner with WAIM, the Quiet Corner Refugee Resettlement Group, and other outreaches. These dynamic relationships ensure that we can meet families and help them succeed in their personal goals. Our annual participation in the Walk for Warmth, Steeplechase, and Adopt-A-Family programmes helped to raise thousands of dollars for local neighbours. The Companions in Mission Ministry Network of the Episcopal Church of Connecticut ensures that we work with Episcopal churches throughout the world in supporting their ministries. This year we started embarking on a partnership with a diocese in Uganda which opened a school and needed help supplying clean water.

We also continued to address accessibility at St. Paul's ensuring that each meeting is available virtually. Improvements to stpaulswindham.org are now made on a regular basis, including posting vestry meeting minutes.

None of these could have been done without everyone who took the time to pursue their passion through the doors of St. Paul's. I will continue to say that one of the major attractions to St. Paul's, for me, was how parishioners take to heart the life of Christ and share the lessons and love imparted with each other and with our community. As I end my term leading Mission and Outreach, I am grateful for the dedication and generosity demonstrated.

Respectfully Submitted,
Rebecca Stearns
Mission and Outreach Chair