

2023 Annual Report

ST. PAUL'S EPISCOPAL CHURCH
JACKSON, MICHIGAN



St. Paul's welcomes everyone to:
Our 2023 Annual Meeting
Presented Sunday, January 22, 2023

Agenda for St. Paul's Annual Meeting 2023

Opening Prayer

Confirm Quorum – *49 Members present*

Read & Pass 2022 Annual Meeting Minutes - *approved*

Budget Presentation

Introduction of Vestry Candidates & Vote

*Candidates are Christopher Lock, Natalie Magnusson,
Dennis Marsh, Christie Swanson and Garry Trammell*

Candidates elected were: Christopher Lock, Natalie Magnusson, Garry Trammell, and Christie Swanson (alternate).

Call for Delegates to Diocesan Convention

Presentations by:

- Sr. Warden(s)
- Rector

Closing Prayer & Adjournment

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ST. PAUL'S EPISCOPAL CHURCH
ANNUAL MEETING MINUTES 1/23/2022
(Unapproved)

Note: This year's annual meeting was held in-person immediately following the 10:30 am service in the sanctuary, as well as live streamed on Facebook so parishioners at home could observe and participate also. The annual report was posted on the St. Paul's website and sent out via the weekly email so members could read it in advance and ask questions.

The Annual Meeting was called to order and opened with prayer by Rev. Sarah Hurlbert at 11:39 am.

Having established a Quorum present for the meeting with 29 members present*, Rev. Sarah then proceeded with the start of the 2022 Annual Meeting for St. Paul's Episcopal Church.

** (Per Section 5. of the St. Paul's Vestry by-laws, At meetings of the membership, a quorum shall consist of twenty-five (25) qualified voters of the parish.)*

The Unapproved 2021 Annual Meeting minutes were submitted for approval.

A motion was made by Sue Hammett to approve the 2021 Annual Meeting Minutes, with a 2nd by Jan Osborn. *Motion passed.*

The 2022 Budget was presented by Treasurer Marco Shehab and member of the St. Paul's Finance committee Jim Grace. Treasurer Marco reported the following highlights:

- 2021 Contributions exceeded the amount budgeted by over \$30,000.
- \$100,000 was transferred from the endowment fund in 2021 with another \$125,000 budgeted due to increased expenses such as the new office copier and new church boiler. Also, a majority of pledge contributions were not received until the 3rd and 4th quarter of the year, so we were short on cash earlier in the year. We hope to not need the amount budgeted from the endowment next year,
- New line item for 2022 is "boiler grant". The project to replace the boiler under the church is \$47,000. A \$10,000 grant has been received from the diocese for this with an additional \$10,000 expected.
- A 6% raise was approved and awarded by the Vestry to all St. Paul's employees.
- A new line item has been added for "organist salary". St. Paul's organist Julie Baglien was awarded a contract in 2021.
- Food truck line item: This is the van bought for St. Paul's kitchen manager Jeremiah Hephzibah for his business "Big Guy Catering". Rev. Sarah clarified that church funds were not used for this, it was all funded by private donations. It is noted on the income/expense statement for accounting purposes only.
- The Hartsuff icon was also a one-time expense and was funded by donations.

The floor was opened for Questions ---

- Jeanne Draper asked why there was no depreciation against our assets. Marco explained that due to the pandemic our yearly audits are behind. We just received the 2019 audit report in October, so this is something he is working on. Our current accounting software does not allow for changes to prior years, but we are working on getting updated software that will allow for the proper adjustments to depreciation later.
 - John Alipit questioned whether the transfer of endowment funds was from principal or interest/earnings. Jim Grace replied that the dividends and interest earned by the endowment fund continue to roll back into it and grow, with the gains being based on market appreciation. We try to stay within a safe range of 5% of the principal value, and since 2021 was a good year, the \$100,00 used was well within that range in order for the funds to continue to grow. Rev. Sarah reiterated that 2021 was a more expensive year due to capital expenditures, and although we are budgeting for another \$125,000 to be used for next year, we hope to not need it.
 - Rhonda Rudolph asked about the change in expenses for flowers from year to year. 2021 showed an actual amount well over the budgeted amount. Treasurer Marco and Jim Grace explained that the amount shown as actually used is not the actual amount spent by the church, it includes “pass thru amounts” also. This means it includes amounts donated by individuals for flowers. For example, a large event like a funeral can inflate it. Rev. Sarah suggested that if anyone wants a better understanding and break down of the flower accounts to check with Cheryl Gumper who handles all of the bookkeeping for them.
 - Rev. Sarah checked with James Grant of the tech committee to make sure there were no questions being posted online from the live stream and he advised they were monitoring it. Rev. Sarah also advised that anytime anyone has questions regarding the budget they are welcome to call and ask Marco, herself, or a vestry member.
 - Jo Alipit asked about the “Parish Life- Young Families” line item. Rev. Melissa addressed this advising that she asked for this small amount to be added to the budget. We are planning monthly events outside of church school for our young families, for example sledding trips, movie nights, etc. and the money will go toward this.
- There were no more questions...

Rev. Sarah reminded everyone that the annual budget is presented, not voted on. The treasurer and the finance committee work together to prepare the budget and it is approved by the Vestry. She thanked everyone and advised that we cannot do the work of the parish “without all of you, and your ongoing giving and support.”

Rev. Sarah announced that three members of the Vestry have served their terms and are leaving: Senior Warden Debbie Batchelder, James Grant and Eric Magnusson. She then asked the three congregants running for election to come up and be presented. They are: Tom Bowman, Joe Lathrop and Deanna Leicht, with Christie Swanson agreeing to serve as an alternate. She asked for a vote of approval for the slate of candidates presented. Jim Grace made the motion to accept, with a 2nd by Rhonda Rudolph. *Motion passed by all.*

Rev. Sarah announced that delegates are needed for the 2022 Annual Diocesan Convention.

Dennis Marsh has agreed to be one and two more are needed. Dana Burkey and Jan Osborn volunteered. A vote was held to accept the slate of Delegates for 2022 Annual Convention with Barney Rudolph making the 1st motion and Debbie Batchelder 2nd. *Motion passed by all.*

Rev. Melissa Congleton gave a short curate's report: She advised that recaps of the fun things that St. Paul's youth did in 2021 and church school highlights are covered in the annual report. Instead, she pointed out that a year ago in 2021 we were on Zoom for Sunday school and the Epiphany Pageant had to be done electronically. Since then we have come a long way and are back in-person for Church School and were able to have the Epiphany Pageant at church again. Another highlight was being able to have her ordination at St. Paul's and she expressed her gratitude to the parish for helping make that happen. She also gave thanks for our amazing and talented youth and their parents, and noted that most of our youth participate in some sort of ministry at St. Paul's (tech committee, acolytes, etc.) Some new inter-generational activities are being planned, such as a talent show as well as other events to look forward to in the new year.

Rev. Sarah gave the rector's report: She gave some highlights regarding attendance and Facebook engagements. The Sunday closest to St. Patrick's Day had the most Facebook engagements, and the best in-person attendance on a Sunday was Halloween when our youth wore their costumes to church. She gave an emotional thank you to the Vestry, volunteers, staff, Rev. Melissa, and the whole parish for their faithfulness and support through another year of pandemic. She announced Kyle King's retirement as head of Building & Grounds and thanked him for his faithful service and many years of hard work. She also acknowledged Christie Swanson and Cheryl Gumper from the altar guild for their care of St. Paul's.

She talked about how St. Paul's is making a difference in Jackson by working with the Jackson Interfaith Shelter and providing the warming center. Our online engagements on our St. Paul's Facebook page have increased 3-fold since we started this ministry and almost 100 people from the community have volunteered to staff it. We are able to do this through the care of each other and of our space.

She concluded by remembering the members of St. Paul's who died since the last annual meeting and noted it's amazing that in the midst of a pandemic year we didn't lose very many. All stood to remember: Beatrice Julian, Jean Laughlin, Bruce Lyons, Sparry Sparks, Shirley Mae Hammond, Doris Easter, and Beth Reynolds.

Meeting was dismissed with a singing of the doxology, but before the meeting concluded Dana Burkey asked that everyone acknowledge Pastor Sarah for her generosity and love. All clapped their thanks.

The meeting was then dismissed at approx. 12:15 pm.

Minutes taken by Alice Mulhearn, Vestry Secretary



Christopher Lock

Christopher Lock grew up at St Paul's, ushering, being invited to give a guest sermon, and acting in local plays before attending MSU. He lured a colony of Jackson friends to live in his L.A. art commune for a decade and taught public school as an English teacher, both in suburban Riverside and then in inner-city Los Angeles, elected every year as Department Chair for a school of 3,300 (built for 1,700 students). He studied Urban Planning at UCLA and is a Master of Architecture living five years at The Frank Lloyd Wright School of Architecture's homes in Wisconsin and Arizona. He's taught in his old high school and helps his parents, Bob and Barbara Lock, living close by continuing studies of advanced transport, Oxfordian authorship, UFOs and writing projects. His favorite thing on earth is a good movie.



Natalie Magnusson

I grew up in Dallas, TX, but I'm close to Michigan and status having lived through 18 Michigan winters! We have lived in the Jackson area for 10 years and began attending St. Paul's in 2015. We were in need of a church home that would be more supportive of us during a very difficult season of life. What started as just a visit for a Good Friday service at St. Paul's led to us attending here full time just two days later on Easter! We arrived just a few weeks before Fr. Rich and Gayle, took the confirmation class, and were confirmed in April 2016. Our family has appreciated getting to serve St. Paul's in a variety of areas. I have especially enjoyed being on the rotation of readers, occasional preaching, being involved in adult forum, and recently leading the Wednesday morning Bible study. This past summer I implemented my Doctor of Ministry project thesis at St. Paul's (thanks everyone!) and look forward to graduating in May. In addition to being the mom of three amazing daughters, I serve as the assistant director of the Master of Religious Education in Missional Leadership at Rochester University. In the very little spare time that I have during this season of life, I enjoy walking, hiking, cooking, knitting, coffee, and spending time with family and friends.



Dennis Marsh

I have been a member of St Paul's for 31 years. I have served on the vestry under Fr. Olsen, Fr. Larry, interim rector Fr. Ressler, and Rev. Sarah. I have been both voting member and alternate. At present I am fulfilling a vacancy left by a former voting member. I have been an usher for 31 years, acolyte, lay minister, LEV minister, and on the Altar Guild. In the past I have served on Building and Grounds, Mission and Outreach, and participated in many projects at St. Paul's such as: resurfacing the exterior of the cloister, refinishing the floors in the hallways and Holy Spirit Hall, Trunk or Treat, (cooking 650 hot dogs) working in the kitchen with the Get Real Children, and group leader with Vacation Bible School. One of my most exciting moments was serving as chalice bearer at Bishop Bonnie's ordination. I served on the Search Committee for Rev. Sarah and on the Vestry to hire Sarah. With my background and experience and with deep prayer, I am asking for a 3 year term to make the transition and hiring of a new permanent priest.



Christie Swanson

I have been a member of St. Paul's for many years. I was confirmed and married here to Loren, as were my two sons. I have served on the Altar Guild for many years and now serve on the ECW board (Episcopal Church Women). I am presently serving on the Vestry as an alternate, and on the St. Paul's Search Committee, as well as being on the "A team" (as our all female usher team like to call ourselves) as an usher.

I would very much like to continue this opportunity to represent my church family by continuing to serve on the vestry.



Garry Trammell

I am retired, the husband of Nancy, the father of two beautiful daughters, and the grandfather of five grandsons. I have been active in work and church leadership positions all throughout my adult life. I am grateful to have been received into the Episcopal Church in 2019 and in particular to becoming part of the loving St. Paul community. Being there, I'm home. I am currently a postulant in a lay Franciscan order (The Society of Saint Francis) where my current ministries are intercessory prayer and encouragement, and I'm qualified as a Lay Eucharistic Minister in the Episcopal church with the emphasis being on visiting our shut-in members with Communion as soon as it is safe to do so again. My desire is to contribute as much as I can to the furtherance of God's mercy and mission in our locale.

St. Paul's Episcopal Church
Profit and Loss
January - December 2022

	Dec-2021 Actual	2022 Budget	Dec-2022 Actual	2023 Budget	
Revenue					
40100 Contributions Revenue					
40110 Pledge Contributions	\$ 234,720	\$ 230,000	\$ 237,588	\$ 200,000	Down \$32,000
40115 Non-Pledge Contributions	\$ 11,240	\$ 15,000	\$ 4,574	\$ 10,000	
40130 Loose Plate Collection	\$ 1,672	\$ 2,000	\$ 2,739	\$ 2,000	
40135 Noisy Offering	\$ -	\$ 1,000	\$ 1,289	\$ 1,200	
40140 Non-restricted Gifts/Bequests	\$ 5,030	\$ 4,000	\$ 27,000	\$ 3,000	
40150 Restricted M&O Revenue	\$ 7,000	\$ 12,000	\$ 2,892	\$ 3,000	One-time gift of \$25,000 in 2022. Most of bequest is carried on balance sheet into 2023
Total 40100 Contributions Revenue	\$ 259,662	\$ 264,000	\$ 276,082	\$ 219,200	Between Pledge contributions, collections, and one-time gift - revenue down \$56,000 from 2022
40200 Discretionary Revenue					
40210 Rectors Discretionary	\$ 29,764	\$ 25,000	\$ 5,810	\$ 6,000	
40220 Curate Discretionary	\$ 11,436	\$ 12,000	\$ 250	\$ -	
Total 40200 Discretionary Revenue	\$ 41,200	\$ 37,000	\$ 6,060	\$ 6,000	
40300 Grant Revenue					
40310 Camp Foundation Revenue	\$ 11,897	\$ 10,500	\$ -	\$ 10,000	Annual grant from Jackson Community Foundation
40315 Boiler Grant	\$ 10,000	\$ 20,000	\$ 10,000	\$ -	
Total 40300 Grant Revenue	\$ 10,000	\$ 30,500	\$ 10,000	\$ 10,000	
40400 Other Revenue					
40410 Misc. Revenue	\$ 9,739	\$ 10,000	\$ 1,491	\$ 3,000	
40411 Coffee Hours	\$ 903	\$ 1,500	\$ 1,432	\$ 1,500	
40412 Votives/Candle	\$ -	\$ 1,000	\$ 380	\$ 500	
40413 Bishop's Payroll Share	\$ 22,789	\$ 20,369	\$ 8,960	\$ -	ECW doesn't budget revenue and expenses, however they are tracked on profit and loss statement
40414 ECW Revenue	\$ -	\$ -	\$ 7,336	\$ -	
40416 Ramsey Dividend	\$ 492	\$ 400	\$ 234	\$ 400	
Total 40400 Other Revenue	\$ 33,923	\$ 33,269	\$ 19,832	\$ 5,400	
40600 Distribution Revenue					
40610 Endowment Distribution Revenue	\$ 100,000	\$ 125,000	\$ 115,000	\$ 100,000	5% of Endowment - Down due to market changes in Endowment
Total 40600 Distribution Revenue	\$ 100,000	\$ 125,000	\$ 115,000	\$ 100,000	
Total Income	\$ 444,786	\$ 489,769	\$ 426,974	\$ 340,600	
Gross Profit	\$ 444,786	\$ 489,769	\$ 426,974	\$ 340,600	
Expenses					
61000 Payroll Employees Expenses					
61100 Rector's Salary & SECA	\$ 79,389	\$ 66,019	\$ 65,994	\$ 80,783	Rector's salary, pension, and retirement set for a full-time rector
61200 Curate Salary	\$ 27,606	\$ 30,600	\$ 12,816	\$ -	
61300 Organist Salary	\$ 15,200	\$ 26,000	\$ 27,897	\$ 26,000	
61400 Secretary Wages - Hourly	\$ 21,332	\$ 24,115	\$ 26,181	\$ 26,000	
61450 Sexton Wages - Hourly	\$ 24,833	\$ 24,960	\$ 24,083	\$ 20,800	
61500 Choir Dir Wages - Hourly	\$ -	\$ 18,000	\$ 2,642	\$ 12,000	
61800 FICA tax	\$ 2,242	\$ 4,000	\$ 5,309	\$ 6,732	
61850 Payroll Processing fee	\$ -	\$ 1,200	\$ 1,255	\$ 1,680	
61900 Employee Benefits					
61910 Health Insurance	\$ 23,405	\$ 18,261	\$ 18,261	\$ -	
61915 Rector's Dental Life Insurance	\$ 1,504	\$ 1,128	\$ 1,128	\$ 1,200	
61920 Rector Pension	\$ 12,601	\$ 13,125	\$ 13,424	\$ 14,541	
61921 Curate Pension	\$ 5,145	\$ 5,066	\$ 2,546	\$ -	
61925 Retirement 403-B- ER	\$ -	\$ 1,414	\$ 1,414	\$ 12,696	Part is due to Jadon taking 403(b) in lieu of Health insurance and part is new lay-pension expense to come into diocesan policies
61930 Curate Cell/Internet	\$ -	\$ 600	\$ 314	\$ -	
61931 Rector Cell/Internet	\$ -	\$ 600	\$ -	\$ 1,000	
61932 Rector Travel Exp	\$ -	\$ 1,000	\$ -	\$ 1,000	
Total 61900 Employee Benefits	\$ 42,655	\$ 41,193	\$ 37,087	\$ 30,437	
Total 61000 Payroll Employees Expenses	\$ 213,257	\$ 236,087	\$ 203,262	\$ 204,432	
62000 Contract Payroll					
62150 Supply Clergy	\$ -	\$ -	\$ 3,103	\$ 1,500	
62200 Babysitter Wages - Hourly	\$ 6,098	\$ 6,656	\$ 4,468	\$ -	Paid nursery attendant cut in December 2022 and not in budget for 2023
62300 Accounting/Finance Services	\$ 15,567	\$ 15,600	\$ 18,895	\$ 16,800	
62500 Kitchen Wages - Hourly	\$ 1,200	\$ 3,300	\$ -	\$ -	
Total 62000 Contract Payroll	\$ 21,665	\$ 25,556	\$ 26,466	\$ 18,300	
63000 Administrative Expenses					
63100 Office Expenses					
63101 Office Supplies	\$ 5,818	\$ 4,000	\$ 1,660	\$ 1,500	
63102 Postage	\$ 1,788	\$ 1,800	\$ 1,221	\$ 1,200	
63103 Printing	\$ 207	\$ 1,560	\$ 1,653	\$ 1,600	
63104 Misc. Office Exp/Refreshments	\$ 1,002	\$ 1,000	\$ 5,757	\$ 1,800	
63105 Equipment lease	\$ 1,739	\$ 2,000	\$ 593	\$ 1,000	
63106 Rector Continuing Ed	\$ 2,378	\$ 2,000	\$ 3,013	\$ 1,200	
63107 Curate Continuing Ed	\$ 295	\$ 500	\$ -	\$ -	
63108 Organist Continue Ed	\$ -	\$ 1,000	\$ 975	\$ 1,000	
63110 Choir Dir Continuing Ed	\$ -	\$ -	\$ -	\$ 500	

	2021 actual	2022 budget	2022 actual	2023 budget	
63113 Office Dues & Subscriptions	\$ -	\$ 1,000	\$ 1,573	\$ 1,600	
63114 Governance Exp	\$ -	\$ 400	\$ 651	\$ 1,000	
63115 Evangelism Exp	\$ -	\$ 300	\$ 78	\$ 300	
Total 63100 Office expenses	\$ 13,227	\$ 15,560	\$ 17,174	\$ 12,700	
63201 Internet Expenses	\$ 3,640	\$ 1,700	\$ 1,669	\$ 1,700	
63202 Phone Expenses	\$ 2,543	\$ 2,000	\$ 2,024	\$ 2,000	
63203 Computer/IT Expenses	\$ 5,755	\$ 5,000	\$ 206	\$ 2,500	Website update
63204 Software Expenses	\$ -	\$ 2,000	\$ 1,299	\$ 2,000	
Total 63000 Administrative Expenses	\$ 25,164	\$ 26,260	\$ 22,372	\$ 20,900	
64000 Bank fees & Service charges					
64100 Bank Fees	\$ 830	\$ 1,000	\$ 1,174	\$ 1,200	
64150 Other Fees	\$ -	\$ -	\$ 490	\$ -	
Total 64000 Bank fees & Service charges	\$ 830	\$ 1,000	\$ 1,664	\$ 1,200	
65000 Building Expenses					
65100 Utilities					
65110 Gas & Electric	\$ 24,679	\$ 23,600	\$ 27,185	\$ 25,000	
65120 Waste Disposal	\$ 1,087	\$ 1,000	\$ 1,200	\$ 1,632	
65130 Water & Sewer	\$ 1,711	\$ 1,500	\$ 1,629	\$ 1,800	
Total 65100 Utilities	\$ 27,476	\$ 26,100	\$ 30,014	\$ 28,432	
65200 Building & Grounds Exp	\$ 51,634				
65201 Building Supplies	\$ 2,616	\$ 2,000	\$ 2,419	\$ 5,000	
65203 Building Repair & Maintenance	\$ -	\$ 26,500	\$ 10,730	\$ 15,000	For any needed repairs to our physical structure and surrounding grounds.
65205 Security/Alarm	\$ -	\$ 2,400	\$ 900	\$ 1,200	
65206 Snowplowing	\$ -	\$ 1,200	\$ 1,660	\$ 2,000	
65207 Lawn Care Expenses	\$ -	\$ 3,500	\$ 4,548	\$ 3,500	
65208 Fire Extinguishers	\$ -	\$ 600	\$ 607	\$ 1,000	
65209 Pest Control	\$ -	\$ 2,500	\$ 1,335	\$ 1,500	
65210 Equipment Rental	\$ -	\$ 1,000	\$ 228	\$ 800	
65211 Permits	\$ -	\$ 200	\$ 130	\$ 200	
65212 Gardening Expense	\$ -	\$ 2,000	\$ 1,040	\$ 1,500	
Total 65200 Building & Grounds Exp	\$ 54,250	\$ 41,900	\$ 23,596	\$ 31,700	
Total 65000 Building Expenses	\$ 81,727	\$ 68,000	\$ 53,610	\$ 60,132	
65300 Insurance					
65310 Property Insurance	\$ 23,879	\$ 23,000	\$ 25,088	\$ 25,000	
65330 WC Insurance	\$ 223	\$ 700	\$ (54)	\$ 600	
Total 65300 Insurance	\$ 24,102	\$ 23,700	\$ 25,034	\$ 25,600	
65400 Legal & Professional fees	\$ -	\$ -	\$ -	\$ -	
65410 Audit Fee	\$ -	\$ -	\$ -	\$ 13,000	CPA financial audit. St. Paul's has not had an outside financial audit since 2019.
Total 65400 Audit Fee	\$ -	\$ -	\$ -	\$ 13,000	
66000 Worship & Music Exp					
66100 Altar/Worship	\$ 1,045	\$ 2,000	\$ 1,879	\$ 2,000	
66102 Flowers	\$ 2,180	\$ 1,300	\$ 1,247	\$ 1,300	
66103 Music Expenses	\$ 2,351	\$ 2,100	\$ 3,560	\$ 3,000	
66106 Dry Cleaning	\$ -	\$ 200	\$ 227	\$ 200	
Total 66000 Worship & Music Exp	\$ 5,575	\$ 5,600	\$ 6,912	\$ 6,500	
67000 Program Expenses					
67101 Church School Exp	\$ 1,651	\$ 1,200	\$ 981	\$ 1,500	
67102 Parish Life-Young Family	\$ -	\$ 1,000	\$ 148	\$ 1,000	
67103 YPL-Dues & Subscriptions	\$ -	\$ 300	\$ 250	\$ 300	
67104 M & O Expenses	\$ 14,544	\$ 12,000	\$ 9,058	\$ 13,000	
67105 Rector's Discretionary Exp	\$ 29,585	\$ 25,000	\$ 10,817	\$ 6,000	
67106 Curate Discretionary Exp	\$ 250	\$ 12,000	\$ 2,256	\$ -	
67107 Rector's Professional Expenses	\$ 255	\$ 1,000	\$ -	\$ -	
67108 ECW Expenses	\$ -	\$ -	\$ 7,529	\$ -	ECW revenue and expenses removed from budget
67130 Diocese Contribution	\$ 24,821	\$ 23,312	\$ 24,778	\$ 27,834	
67131 Diocese Misc. Exp	\$ -	\$ 500	\$ 500	\$ -	
Total 67000 Program Expenses	\$ 70,851	\$ 76,312	\$ 56,317	\$ 49,634	
Total Expenses	\$ 443,171	\$ 462,515	\$ 395,637	\$ 399,698	
Net Operating Revenue	\$ 1,615	\$ 27,254	\$ 31,338	\$ (59,098)	
Other Expenses					
8000 Other Expenses					
80100 McDougall Fund Pension Exp	\$ 4,500	\$ 4,500	\$ 4,500	\$ 4,500	
Total 8000 Other Expenses	\$ 4,500	\$ 4,500	\$ 4,500	\$ 4,500	
Total Other Expenses	\$ 4,500	\$ 4,500	\$ 4,500	\$ 4,500	
Net Other Revenue	\$ (4,500)	\$ (4,500)	\$ (4,500)	\$ (4,500)	
Net Revenue	\$ (2,885)	\$ 22,754	\$ 26,838	\$ (63,598)	Main cause of deficit - Total revenue down \$56,000 and endowment draw down \$15,000

Endowment	2021	2022
40510 - Div/Int Endowment	\$ 39,421	\$ 53,219
40520 - Capital Gain (Loss)	\$ 148,112	\$ (402,388)
Sub total	\$ 187,532	\$ (349,169)
64200 - Invmt fee	\$ 17,172	\$ 25,947
Total-INVESTMENT	\$ 170,360	\$ (375,115)
Net Income w/Endowment	\$ 167,475	\$ (348,278)

Market change in Endowment funds. Endowment fund as of 12/31/22 is \$1,969,805

- Action Plan:
1. Form Stewardship Committee from Vestry and congregation
 2. Keep Interim Rector's current salary at 3/4 time - savings of \$24,000
 3. Vestry to complete monthly review of budget
 4. Finance Committee to meet quarterly to review financials and recommend any changes to Vestry
 5. Very slight increase to Secretary wages, no salary increases to rest of staff.
 6. Quarterly financial report to congregation in Epistle

**St. Paul's Episcopal Church
Balance Sheet
As of December 31, 2022**

	Total
ASSETS	
Current Assets	
Bank Accounts	
0000 Suspense Account	
11000 Comerica	
11100 General Fund	19,459.46
11400 Rectors Discretionary Account	3,000.29
11500 Curate Discretionary Account	0.00
Total 11000 Comerica	\$ 22,459.75
14000 Endowment Fund	
14010 Christian Education Fund	6,565.13
14020 Endowment Fund	1,870,494.37
14030 Rectors Benevolent Fund	8,908.75
14040 Capital Improvement Fund	4,600.94
14050 Rector's Deferred RF McDougall Fund	0.00
14060 Brooks Ransom Smith Fund	57,303.43
14070 Chabut Statue & Window Fund	21,933.01
Total 14000 Endowment Fund	\$1,969,805.63
14100 Ministry Fund	
14110 Bereavement Fund	0.00
14120 Women of St. Pauls	6,573.13
Total 14100 Ministry Fund	\$ 6,573.13
Total Bank Accounts	\$1,998,838.51
Other Current Assets	
Repayment	
Employee Tax Loan	5.87
Total Repayment	\$ 5.87
Total Other Current Assets	\$ 5.87
Total Current Assets	\$1,998,844.38
Fixed Assets	
15010 Land	52,176.54
15030 Building Improvements	303,625.00
15040 Furniture & fixtures	841,161.98
15120 Buildings	4,152,705.00
16000 Accumulated depreciation	-1,559,903.89
Total Fixed Assets	\$3,789,764.63
Other Assets	
15500 Other Long-term Assets	
15510 Cash Value of Life Insurance	59,913.12
Total 15500 Other Long-term Assets	\$ 59,913.12
Total Other Assets	\$ 59,913.12
TOTAL ASSETS	\$5,848,522.13

LIABILITIES AND EQUITY

Liabilities	
Current Liabilities	
Other Current Liabilities	
20000 Other current liabilities	
21000 Payroll Tax Liability	
21100 Federal Withholding Liabilities	908.23
21200 State Withholding Liabilities	140.26
21300 FICA Withholding Liabilities	0.00
21400 Jackson Withholding Liabilities	19.18
21500 Employee Pledge	0.00
21600 Clergy DB and RSVP	0.00
Total 21000 Payroll Tax Liability	\$ 1,067.67
23000 Short Term Liabilities	
23100 Mellissa Gift	0.00
23110 Rev. Sarah Gift	0.00
23130 Ukraine Funds	0.00
Total 23000 Short Term Liabilities	\$ 0.00
Total 20000 Other current liabilities	\$ 1,067.67
Direct Deposit Payable	0.00
Payroll Liabilities	
Group-Term Life	681.00
Total Payroll Liabilities	\$ 681.00
Total Other Current Liabilities	\$ 1,748.67
Total Current Liabilities	\$ 1,748.67
Long-Term Liabilities	
25000 Other long-term liabilities	
25100 Designated Restricted Funds	
25101 Building Fund	4,289.46
25102 Designated Capital Improvement	1,411.74
25103 Chancel Crucifix Fund	100.00
25104 Second Coming Windows Fund	100.00
25105 Columbarium Fund	2,175.00
25106 Archive Funds	500.00
25107 Winn Fund	1,625.00
Total 25100 Designated Restricted Funds	\$ 10,201.20
Total 25000 Other long-term liabilities	\$ 10,201.20
Total Long-Term Liabilities	\$ 10,201.20
Total Liabilities	\$ 11,949.87
Equity	
31000 Church Equity	-1,567,544.76
32000 Opening balance equity	7,867,394.54
33000 Endowment Distribution	-115,000.00
Net Income	-348,277.52
Total Equity	\$5,836,572.26
TOTAL LIABILITIES AND EQUITY	\$5,848,522.13

Rector's Annual Report to St. Paul's, Jackson on Jan. 22, 2023

2022 was something of a roller-coaster year for St. Paul's. On the one hand, with Pandemic risks and restrictions continuing to subside, the congregations was able to find something of a new "post"-pandemic normal, including, by the end of the year, the return of a choir to 10:30am worship. The hesitation and uncertainty that still lingered at the beginning of the year was essentially gone by the end. In December we: completed two successful Mission and Outreach collections (angel tree and Priceless Toy Store gifts); hosted two diocesan events (our Bishop's Advent Clergy Quiet Day and a diocesan Christmas Party); conducted a full-scale, Cambridge-style service of Nine Lessons and Carols, with professional guest musicians from Ann Arbor; and celebrated Christmas services with approximately 150 people in attendance, in spite of very challenging winter weather conditions (which very likely lowered attendance and led other churches to cancel their services). These are all signs of true vitality, and the word that I have heard repeatedly from your lips is *momentum*. I keep hearing a desire to **continue this momentum**.

But, among the "ups," this roller coaster year has had its fair share of "downs." Your Curate departed (ahead of the end of her contract), to take a position elsewhere. Your Rector departed ("suddenly" and "unexpectedly" are the words I keep hearing), to take a position elsewhere. And even if these developments are rightly celebrated as both good moves for each of them individually and good work on the part of this congregation, preparing each of them for "bigger" jobs elsewhere, these departures have also created disappointment, worry, uncertainty, and leadership holes and vacuums, in addition to the simple fact that there has been a significant loss of clergy/staff time, which has reduced the care and attention given to a wide range of individuals and efforts.

Some people like roller coasters. Some people do not. If 2022 felt to you like a good year at St. Paul's, I can certainly see why! If 2022 felt like a really challenging year at St. Paul's, maybe in a bad way, I can certainly see why! I have now been with you as Interim Rector for three months. When I came on board both your own lay leaders and your diocesan leaders shared their sense that St. Paul's is a generally healthy congregation that is poised to growth and deepening in exciting ways. Part of my job as your Interim Rector is to investigate and test that notion. I have been to a lot of meetings, had a lot of conversation, asked a lot of questions, and done a lot of observing and listening. From my vantage point, I think the congregation has ridden the ups and downs well, overall, and is looking forward, eagerly, to what comes next.

But, from my vantage point, I also see some areas that need attention. Most all of what I see could be put under an umbrella called Administration. The work of any productive organization is supported and empowered by good policies, processes, and structures. Here at St. Paul's, some of these are completely lacking and others are in need of renewal. This is creating a significant drag on your momentum and will continue to do so.

Fortunately, an interim year is a perfect time to work on Administration and to tie that work to the clarification of your Mission. What kinds of things do you sense that God is calling you as a community to do (or stop doing)? What structures (teams, committees, leadership roles) need to be in place in order to live into the mission you are being called to? This is work that goes beyond the staff and vestry. It will take input, engagement, and effort from the whole congregation. There is essential, ongoing, internal work that needs to be done well and by more than a small handful of people.

Sorting this out now will help you discern and define the type of clergy leader you need to call next rather than simply call someone “good” and hope that their skill-set aligns with your needs and mission. Doing work now to improve the way you get things done (administration) will not only make things run increasingly better now, and expand your capacity. It will also prepare you for a much smoother transition when a new Rector is called and allow you to focus on your mission *with* structures and resources in place to better support it.

For some this focus on administration may feel anything but exciting. It may feel frustratingly like a step back instead of a step forward. Whether that’s true for you or not, I’d like to invite you to think of this work as “Administry,” as the organizing ministry we must do, and do well, to empower and enable every other kind of ministry we are called to.

Thank you for welcoming and embracing me in this exciting time of transition. I am grateful for all that has been accomplished in 2022 and all that lies ahead of St. Paul’s in 2023.

Faithfully,

A handwritten signature in black ink that reads "Jadon" with a small cross-like mark at the end of the name.

The Reverend Jadon D. Hartsuff
Interim Rector

Sr. Warden Report

In January of 2022 we were still nervous about Covid and were letting homeless people sleep over in Holy Spirit Hall. It was a time of both nervousness about the future and pride in what St. Paul's was providing for people during a cold winter. Everything was tentative with services doing social distancing, wineless communion, and no coffee hour. At the same time, we provided a service to the community that possibly saved lives. A young mother with a toddler was sheltering during a cold winter night in our church. It reminded me of another young mother of long ago. We provided better than the inn keeper.

As spring arrived and the Covid restrictions abated, people started returning to church. People were tentative at first, but now most have resumed attending in person. I think most would agree that face to face contact between members is much more gratifying than watching TV.

We had, early in the pandemic, created a tech team that provided live services online. We are still using this technology to reach out to people unable to be here in person. Thanks to James Grant and the tech team that keeps this important ministry operating.

Just as we were returning to normal our Curate, Mellissa Congleton left for a new call. In July, we were notified of Pastor Sarah leaving. This was unforeseen and some are still grieving this turn of events. We gave her and Dee a good send off at the Cascades Manor house with many from both the church and the community attending. The vestry continued the work of the church continued with M&O, Supply Priests and a Search Committee appointed in very short order. We cannot forget the work of Alice, Julie and Eston. They all had important roles in keeping the status quo during that time.

Chaos and relief were both evident on November 1, when both our new Interim Priest and Choir Director arrived at the same day. Alice showed them the restrooms and helped them find their way around. They are developing a routine. Both Jeff Wilkinson our Choir Director and Rev. Jadon Hartsuff bring new ideas and perspective to our church. Rev. Jadon is adept at straightening things out that have gone wanting or forgotten over the years. He also has brought a unique and inspiring vision to the way we do church. It seems something new happens at every service.

The search committee is doing the work set out for them and making great progress under the leadership of Michelle Gibson. I am looking forward to seeing their results.

As we look into 2023 we have some challenges to meet. Three things have become apparent to me over the last several months.

- 1- The members we currently have are struggling to support this very large and very old church. It seems we are asking fewer and fewer people to give more and more time, talent and treasure. The greatest need we have is for more members. Members that can provide all those things.

- 2- I also feel there are a lot of disenchanted Christians who would find St. Paul's a wonderful place to belong. We must become more proactive in the marketing of our faith and beliefs. This is a safe, loving place of worship that many would find fulfilling.
- 3- The church itself must engage in some of that marketing. Our light in many ways has been hidden under a bushel. It is a goal to be addressed this year.

New challenges, new ministries and past problems will continue this coming year, just as they have for almost two centuries in this church. We will continue to deal with them. It has been an eventful year, actually an eventful decade so far. Thank you for being part of it.

Barney Rudolph

Christian Formation

Our Wednesday morning Bible studies are full of curiosity, meaningful story-sharing, and lively discussions. Approximately a dozen folks take part each week, on average. All are welcome! During the first half of 2022, Pastor Sarah led a study through the Gospel of Luke and she also did a brief study on the early female Christian mystics. Natalie Magnusson has led the group since Pastor Sarah's transition in August. From August to the end of the year, twenty-two people attended with an average weekly attendance of fourteen. The group enthusiastically tackled the entire book of Jonah in one day and has since taken a slower journey through the book of Acts. The group paused its study of Acts during December as Pastor Jadon led the group through Amy-Jill Levine's Advent study, *Light of the World*.

Adult Forum led by Eric Magnusson has continued this year on Sunday mornings between services at 9:15 am.

Church School Annual Report

In 2022, the St. Paul's children and youth grew to new heights physically and spiritually. We are thankful that we haven't had to rely on Zoom sessions! Our young people have been active - whether in church school classrooms discussing how faith can be lived out at home and school, or in serving our parish as tech support folks, acolytes, and LEMs. Our year ended on a high note as we went together to purchase and assemble Christmas gift bags for donation to the Priceless Gift Store. We are proud to see them grow in wisdom and compassion. They know that at St. Paul's, they are loved and also have a place to serve. Thank you for your support and encouragement throughout the year!

Tom Holsinger-Friesen and Kim Perlos
Church School teachers



The Women Of St. Paul's Episcopal Church

Annual Report For 2022

The Women of St. Paul's ECW (Episcopal Church Women) group is affiliated with the ECW of the Diocese of Michigan and the Episcopal Church USA. The group serves as a place of spiritual renewal, fellowship, learning and outreach for the women of St. Paul's Episcopal Church and their friends. We also serve the children and youth of the parish as well as support the needs of the altar guild and chancel area of the church. All women of St. Paul's are welcomed and encouraged to fellowship and work with us to serve their own needs and the needs of our parish and community.

ECW was very active in 2022. In February, Cathy Glick, M.D. did an informative presentation on Women's Heart Health. March found us visiting St. Demetrius Orthodox Church with a tour by Fr. Dusan Koprivica and baklava afterwards. In April we had a tour of the SOAR home, a place for women to stay for two years after being released from incarceration to restart their lives. Creative Juices offered a painting opportunity to create your own canvass in May. June was a general meeting to look at the rest of 2022. July was a picnic at the home of Valerie Rowley. August was our month off and we met again with a regular business meeting in September. Board members were elected and the bylaws were updated. The Rev. Melissa Congleton returned to join us in October with insight into being both a police officer and a priest. It was wonderful to see her. Sheryl Sabo-Grieve from the Interfaith Shelter presented in November with an overview of the services offered there and information on their recent innovations. We returned for our annual Christmas luncheon to the Country Club of Jackson in December with 30 people attending including four members from the ECW at St. James, Albion

Board members are Sandra Kilian, President, Valerie Rowley, Vice-President, Cheryl Gumper, Treasurer, Christie Swanson and Romelle Frey, Members-at-Large, and Peggy Wilds, Diocesan Liaison. Dana Burkey joined in September as Secretary.

We made donations to St. Demetrius, Rev. Sarah Hurlbert's goodbye purse, and to the discretionary fund for Fr. Jadon Hartsuff here at St. Paul's and plan to donate to the Interfaith Shelter. We provided some new linen for the altar. We sponsored a collection of hats and mittens, toys and personal supplies for Priceless Gifts from the congregation with an overwhelming response. Donations for the Baby Pantry were also collected in March. The nut sale was held again this year and although we generated less money this year, the women voted to continue this fundraiser. On December 4, our children were treated to a St Nicholas Party and treat bags. We also recognized our church staff members and our Technology team with a monetary Christmas gift for all of their hard work for the parish.

We continue to sponsor the Aumbry candle in memory of women who pass away during the year, the altar flowers in June in memory of women who have gone before us, and also contribute to the poinsettia purchase at Christmas time.

Respectfully submitted,
Sandra Kilian, President

Mission and Outreach

Our St Paul's congregation was blessed with many opportunities to show tangible support and love to our neighbors in 2022. As the pandemic restrictions waned in early 2022, Mission and Outreach looked into the programs and needs in our community – and our church responded with warmth and generosity.

It has been wonderful to continue hosting the summer Get Real youth program in our building. This was St Paul's **eighth year** with Get Real! We capped their weeks of activities, personal growth, and relationships by providing the much-loved day at Lake Michigan via chartered bus. This year we also included lunch for the whole gang at Silver Beach Pizza, a special treat.

In August our church partnered with Mama Tutu, whose downtown home serves as a neighborhood resource and ministry to anyone in need. We helped stock Mama Tutu's back-to-school supplies, collecting notebook paper, spiral notebooks, hand sanitizer and face masks, children's socks and underwear, and feminine hygiene items.

During September, St Paul's connected with Jackson Interfaith Shelter and toured their renovated facility. We saw firsthand the critical services they provide to individuals and families who are homeless. And the Shelter feeds anyone who shows up at mealtime! Our church collected breakfast items including ground coffee, quick-cooking oats, cold breakfast cereals, and white sugar.

In October our congregation supported the ministry of the Jackson High School Community Closet, which provides basic food items, toiletries, and gently used clothing to high school students in need. It was inspiring to meet with a couple of the school moms who organize and stock the closet and make time to connect with the students who stop in for food or a hoodie – or a hug.

November was a time to anticipate the holidays. St Paul's congregation joined with ECW to gather gently-used (and new) toys and books, winter hats and gloves for the Priceless Gifts Toy Store. This wonderful ministry, part of Together We Can Make A Difference, organizes a "store" at Tomlinson School, allowing low-income parents and guardians to select Christmas gifts for their children.

And we finished 2022 with an Angel Tree. Our church adopted a family of 5 through Salvation Army as well as 6 students identified through Jackson High's Community Closet. Members of our congregation lovingly shopped for the clothing and gift requests, and all packages were delivered in time for Christmas.

Thank you so much for supporting St Paul's Mission and Outreach this past year! Please continue to pray for these important needs and ministries in our community. And please pray as we consider those areas where our church can make a difference in the year to come.

With gratitude,
Dana Burkey and Heidi Lathrop

The Music Director's Annual Report for 2022

This year marked both a return to “normal” and some very positive growth. It has been a blessing to have the congregation singing wholeheartedly without masks. We would be remiss in not thanking those vocalists who so faithfully served to enhance our livestream worship during COVID. Wayne Frey, Christy Randall, and John Alipit graced our online services by leading the hymns for those worshipping at home. The incredible tech team allowed our worship services to be broadcast during COVID times and continues even now to livestream our worship to those who cannot join us in person. The tech team works with me and our other musicians to provide appropriate microphones and other needed equipment.

Our musical instruments continue to be tended to and kept in good repair. The pianos are tuned once or twice a year as needed and the sanctuary piano humidifier is filled when required. The organ is also tuned and checked twice a year. Some of the “electronic innards” of the console have begun to fail due to age and repairs are difficult due to the antiquated parts that are no longer available. We will continue to monitor that, work with our organ builder/tuner to find temporary solutions, and pursue a quote on the eventual replacement of the electronics. The pipes and wind system are all in great shape and produce a glorious sound.

In August of this year, I was able to attend a Summer Music Conference as part of my Continuing Education. Growing in my knowledge of Episcopalian music, liturgy, and traditions continues to be a goal. Pr. Sarah was a great mentor for me and I look forward to continuing to work with Fr. Jadon who has great musical experiences to share. I have also found myself able to serve as an occasional resource for Pr. Melissa in her new role in Williamston. I also applied for, and was accepted into membership of the Association of Anglican Musicians.

This fall, after Pr. Sarah's move, we began a program of “Familiar Hymns During Changing Times” at St. Paul's. I appreciated the willingness of so many to list their favorite hymns on the bulletin board for inclusion in our services. We had a very wide variety of hymns.

At the end of this year, we also hired a new choir director. A great team worked with me to evaluate and interview candidates. Of the five candidates, we conducted phone interviews with two, found that one did not have the basic job qualifications, and interviewed two candidates in person as well as having them conduct a mini choir rehearsal. We offered the job to Jeff Wilkinson. He accepted and has become an important part of our music ministry. He organized our wonderful service of Lessons and Carols during Advent. His tenor voice has been heard in solos and chanting our Psalms on Sunday morning. We have a great group of twelve choir members who are working hard on Thursday nights after a long period of not having a choir at St. Paul's. We are grateful for the gifts that they share and how they enhance our worship services. I am grateful to serve the congregation of St. Paul's and work to enrich our worship services and our praise of God.

Julie J. Baglien
Director of Music/Organist

In Memoriam



Lawrence Bullen
Robert Kobs
Robert Reynolds
Herman Scheele Jr.
Ralph Speer
Claudia Trolz