



# ST. JAMES' EPISCOPAL CHURCH 206<sup>TH</sup> ANNUAL MEETING

**FEBRUARY 6, 2022**

**12:00pm**

Igniting Passion for Jesus Christ to Change Lives

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## AGENDA

Call to Order The Rev. Dr. Becky Coerper

Prayer for the Parish

Almighty and everliving God,  
source of all wisdom and understanding,  
be present with us here  
as we take counsel at St. James'  
for the renewal and mission of your Church.  
Teach us in all things to seek first your honor and glory.  
Guide us to perceive what is right,  
and grant us both the courage to pursue it  
and the grace to accomplish it;  
through Jesus Christ our Lord. Amen.

Opening Remarks

Secretary Election

Secretary Marie Hughes

Appointment of Head Teller

Head Teller Melissa Thompson

Naming of Tellers Cathy Buck, Cathy Valentine (Retiring Vestry Members)

Nominating Committee Report Bill Spalding

Vestry Elections

*~ The Polls are open for one hour ~*

Approval of the 2021 Annual Meeting Minutes

State of the Parish The Rev. Dr. Becky Coerper

Stewardship of Finances Report John Gilly and Jim Iles

12<sup>th</sup> Annual "Body Builders" Recognition Becky Coerper

The Report of the Elections Bill Spalding

Outgoing Vestry Recognition

Adjournment

## RECTOR

*The Rev. Dr. Becky Coerper*

### Year TWO of the story of St. James' in a pandemic

*This was a MOMENTOUS year in many and various ways. I am genuinely awed by what we have accomplished and the challenges St. James' has navigated even during a pandemic!!*

Who would have guessed that for a second year in a row I would be writing about St. James' in a pandemic...but here we are! My report last year, ended with the description of 2020 Advent and Christmas celebrations that were totally remote.

Epiphany 2021 fell on a Wednesday – a day when we typically have evening worship – so the staff volunteered that we offer a full Eucharistic service *with* music, livestreamed. The remainder of January and February we continued with the livestreamed worship schedule that had carried us through much of 2020: “low tech” Morning Prayer from the Rectory on the first Sunday of the month; ante-Communion at 9 AM alternating contemporary and traditional music on the remaining Sundays; and Wednesday Evening Prayer livestreamed from the Rectory.

St. James' Annual Meeting took place on Sunday, February 7 on Zoom, with Melissa Thompson and Laura Posecznick providing tech support. There was strong congregational participation, voting went off without a hitch, and St. James' “snowbirds” were able to attend because we were virtual.

Having gotten such positive feedback from a Christmas mailing to the Parish that included handmade ornaments for every household, we prepared an Ash Wednesday mailing providing a small packet of ashes to every household for “at home” imposition of ashes for use at either of the livestreamed Ash Wednesday services (7 AM or 7 PM). The Lenten offering was a weekday evening prayer service, Monday through Friday at 5:30 PM which was entirely led by a large list of lay volunteers and well supported by participants.

We again offered the full schedule of virtual Holy Week and Easter services with two livestreamed services on Easter, and the staff giving attention to enriching the weekday services. Spiritual Communion had become a regular offering on Feast and Fast days (All Saints', Christmas, Epiphany, Ash Wednesday, etc.).

On Sunday, April 11, in addition to the 9 AM livestream - and with diocesan permission and careful planning on the part of the staff and Re-opening Task Force - St. James' was able to begin offering weekly in-person *Eucharist* indoors in the Parish Hall at 10:30 AM, with limited seating, social distancing between households, and pre-registration and check-in required. Also note that hand sanitizer was required before and during worship, I wore latex gloves for the celebration of Eucharist, people came forward by household to “self-administer” Communion wafers, and all chairs were wiped down at the close with anti-bacterial spray. It's amazing to look back and remember the

planning and procedures that all this required. Even with these constraints, sharing Eucharist in person proved to be holy and meaningful time for those who attended. Our comfort level improved quickly, expanding the number of people who could attend, but rarely did we reach full capacity.

On May 23<sup>rd</sup>, in-person worshippers began attending the 9 AM livestream with no change to that worship format until July. Beginning June 13, the 10:30 service moved outdoors (and to 10:45), and, with permission from the village we offered Eucharist *in the park!* This was a blessed break from all the constraints COVID had placed on us. The first Sunday in July was the *last* Morning Prayer from the Rectory. And on July 11 we restored weekly celebration of Eucharist at 9 AM. We also began live-streaming TWO Sunday services which meant that we were able to again offer traditional music at 9 and contemporary at 10:45 for the first time since mid 2020. We enjoyed this schedule through the end of September when the outdoor service moved indoors. And on September 12 we restored the 7:30 AM Eucharist to the weekly schedule.

In 2021, we were able to offer six Eucharistic services in three days over Christmas weekend, all in person, and four of them livestreamed with the most amazing pre-recorded children's pageant.

As the realities of COVID have continued to evolve, St. James' has continued to adapt with grace and (mostly) humor. We are indebted to St. James' dedicated staff, a wide group of generous and willing volunteers, more folks stepping up to be trained and assist, and grateful for a steady stream of new members to the St. James' family.

**Other significant events in an already momentous year:**

**Retirement of The Rev. Toppie Bates:** On Sunday, June 27 we announced the retirement of St. James' priest associate, Toppie Bates, after 17 years of continuous and faithful ministry. On August 15 we celebrated "An Evening with Toppie" with stories and tears and an outpouring of affection for this beloved servant of God. St. James' has dedicated the Lakeside Room in thanksgiving for Toppie's ministry among us.

**Two visits from Bishop DeDe Duncan-Probe:** On April 25<sup>th</sup> Bishop DeDe made her official visit with St. James' virtually, celebrating Earth Day. AND on July 7<sup>th</sup>, she was present with her staff *in-person*, to celebrate regional confirmation in the back yard of the rectory! It was a glorious evening with live music and livestreaming!

**Work of St. James' Racial Justice and Reconciliation Commission:** members participated in the study/video series "Sacred Ground" that was eye-opening and life-changing and offered a series of monthly discussions. This dozen people is deeply thoughtful, committed, creative and passionate about growing St. James' opportunities for learning and engagement regarding racism and social justice.

**Sermon Dialogues:** during the fall we witnessed a series of dialogue sermons that represent the strength and expansion of ministry in our midst. These featured 1) St. James' partnership with the Auburn Rescue Mission at Merriman Circle, 2) FIVE trained spiritual directors in our midst,

supporting deepening relationships with God, and 3) John Buterbaugh, who will be going to Sri Lanka on mission with the Young Adult Service Corp.

**Wedding ministry:** EVEN in the pandemic, St. James' hosted 7 weddings in the church and 5 off-site, making this the busiest year in recent history for weddings! To support this ministry, we now have a volunteer wedding hospitality team and a paid wedding assistant who provide invaluable assistance at both the rehearsal and the wedding.

**Consolidation of Women of St. James' and St. James' Thrift Shop Boards:** prompted by St. James' annual audit and questions raised by members of St. James' Thrift Shop Board about process and structure, I facilitated a series of meetings with representatives of the boards of the Women of St. James' and the St. James' Thrift Shop looking back at the rich history and contributions of these two organizations and then focusing on the future and where they go from here. As a result, the two organizations agreed to consolidate, to form one new board, restructuring under new by-laws. The newly formed organization elected officers in December and has jumped deeply into the work of providing the infrastructure that will enable the shop to thrive and continue its history of providing for the needs of the surrounding community.

**Donation of Florida property to Habitat for Humanity:** in 1987 Hazel Smith donated two undeveloped lots in Florida to St. James'. One was sold almost immediately, and we have continued to pay taxes on the other, until 2018 when Warden Colleen Gannon suggested that we donate it to Habitat for Humanity. After two and a half years of research, filing paperwork, and waiting on legal documentation, St. James' received the closing documents for donating the property to Habitat for Humanity of Lee and Hendry Counties in Florida.

**Finally, as we look to the future, the Vestry discerned the following priorities for 2022:**

- Creative outreach – expanding what we already do
- Worship (commitment to a rich variety)
- Connecting pastorally
- Livestreaming worship
- Technology (including personnel to run it)
- Connecting with one another and God's love

We are very blessed. I am deeply grateful for St. James' staff who are innovative, adaptive, and committed to the well-being of this parish. We still have mission and ministry for the sake of God's Kingdom. It continues to be our calling as people of faith and followers of Jesus Christ, to share and witness to the Good News of God in Christ in every way that we can.

With my love, gratitude, and prayers, Becky Coerper+



## DEACON

*The Rev. Dr. Charles N. Stewart*

I am in my sixth year of serving at St. James', Skaneateles, as an ordained deacon. When I was ordained in 2016 Bishop Adams assigned me here, and Bishop DeeDee Duncan-Probe has allowed me to continue here. Deacons work for their Diocesan Bishop in every diocese. Although they work for the bishop they also work in conjunction with the rector of the parish where they are assigned.

2021 was a busy, and – as we all know – a very different kind of year. Nevertheless, there were a lot of good things started and many continued.

Although it's a lot of work for me, perhaps because I don't have years of experience, I like the process of sermon preparation and preaching. I hope the congregation appreciates the variety of preaching styles among the several preachers. I'll be continuing in 2022 – perhaps a bit more since Toppie has retired.

In the sacramental rite of ordination of deacons, one finds the following words addressed to the ordinand by the bishop: "You are to interpret to the Church the needs, concerns, and hopes of the world." I try to do fulfill that requirement in several ways.

In October of 2020 I began leading a Tuesday morning discussion on Zoom on the scripture readings for the upcoming Sunday. It is open to all on a regular or irregular basis. The group has grown – including several from St. Mark's in Chenango Bridge. More than twenty folks from St. James' have participated.

Beyond the parish, I've continued to serve on the Diocesan Commission on Ministry. I have added a deacon's voice to this work. The Commission works to strengthen ministry, both lay and ordained, with emphasis on supporting individuals in an ordination process and on continuing education for clergy and laity (from Diocesan website).

Since about 2004 I've been a key contact with our Companion Diocese of El Salvador. Since the global pandemic began no one has travelled either way but we and they have been able to connect via Zoom, Facebook Live, email and other means. We, unfortunately, had no Mission of Miracles in 2021 and none planned for 2022. Plans, however, continue to be made to reconnect on the ground.

I've continued to chair the diocesan investment committee that manages about forty million in diocesan and parish funds. We use Alesco Advisors from Rochester and recently completed a five-year evaluation of their performance and have decided to continue with them for the next five years.

On Mondays and Fridays, I am at the downtown campus of SUNY Upstate Hospital working as an assistant chaplain: I am in my eighth year. I spend most of my time in the Medical ICU on the sixth floor. People sometimes ask, "What do you do there." My short answer is that "I meet people on the worst day of their lives." In our area of New York State about forty percent of people are Catholic. I meet a lot of Catholics, many other Christians, Hindus, Buddhists, Muslims, Longhouse (Haudenosaunee) and many Nones (no faith tradition). It's interesting to me that many or most Nones have a rich prayer life.

## WARDEN'S REPORT

*Susanne Rynkiewicz & Bill Spalding*

How do we describe 2021? Incredibly blessed.

This Year was marked by transition from reacting to the pandemic crisis, to adapting and learning to live with the change the pandemic has brought to our lives perhaps forever. We are so grateful for the hard work and dedication of Becky and the incredible staff Thank you! Thank you also to those involved in one of the many ministries here at St. James'. You keep us decorated, connected, musically fulfilled, financially aware and stable and **safely** able to worship both in person and online.

Without you, none of the wonderful programming & events at St. James' Church would be possible:

- We expanded to hosting 3 services each Sunday, two on live Stream Plus 2 separate Sunday Music programs!! Plus Wednesday service! Plus Thursday Centering Prayer, Plus weekday Music! Plus Christmas eve services offered live and online! Plus the fabulous prerecorded children's Christmas pageant! Just to name a few...
- Saints in Training Hybrid Sunday school is thriving



- 4WEST Middle & High School youth group is meeting
- The Racial Justice & Reconciliation Commission continues their important work and planned programming
- New offering: Dive Deeper discussion group
- 2 Successful Community Service Months with online registrations
- Reinvigorated Creation Care program guides us
- Auburn Rescue Mission live events exceed expectations
- The Martha's team and St. James' Meals on Wheels rolls on!
- We celebrated Toppie's full retirement.
- Weddings, Weddings, Weddings!
- And so much more

While we are not returned to "Normal" we certainly have a full program of diverse offerings.

With God and you, everything is truly possible!

We also thank our fellow vestry members for their prayerful leadership and dedication over this past year and especially thank our outgoing vestry members Cathy Buck and Cathy Valentine for their generous contributions of time, talent, and Spirit filled insights. We are confident the remaining vestry members and the new ones coming on will equally surpass expectations and continue to guide the church while following our mission, vision, and values.

I, Susanne, feel as if we grew as Spiritual leaders this year. Taking on the tough conversations with thoughtfulness, decisiveness, and grace. I am especially grateful to Becky for her well-grounded guidance, Bill for his partnership as Warden, to the Finance Committee for their meticulous analysis of numbers and process, and to the Foundation Board for stepping into new roles as former members move on to pursue other projects. Many thanks to Meg O'Connell former Foundation Chair and Jim Isles transitioning St. James' Treasurer for sharing their knowledge and skills with this parish. Your work will stand the test of time and help to guide many volunteers in the future.

I, Bill, was a bit overwhelmed at first. With a single year of Vestry service, the move to Warden was a big step up. I am grateful for the support and the answers to all my questions along the way from Becky, Susanne, the Finance Committee, the Foundation Board, and the Vestry. Following the lead of my predecessors Colleen and Susanne, I approach this position of leadership without an agenda, but rather with open eyes, ears, and heart plus a good dose of prayer. In the coming year, I hope each of us can expand our relationship with God both inside and outside the parish. His influence will make this a better place for all of us.

## VESTRY NOMINATING COMMITTEE

*Bill Spalding*

The 2021 Nominating Committee was comprised of William Spalding (non-outgoing Warden), outgoing vestry members Cathy Buck and Cathy Valentine; and members-at-large Colleen Gannon and Christina Stavenhagen-Helgren.

The open positions to be filled at the 2022 annual meeting were one warden, three 3-year positions, and one 1-year position.

The committee considered the positions that the outgoing vestry members filled in the various subcommittees when deciding who to select to join the vestry. Creating a well-balanced vestry, filled with spiritual, energetic, thoughtful, and wise people was the goal of the nominating committee. After much thought and prayer, the committee presented the following slate to vestry for approval: Susanne Rynkiewicz, Warden; Margie Amberge, Michael Brown, & Dianne Steckel to fill the 3-year terms; and Megan Glass to fill the 1-year term. The slate was unanimously approved by the vestry and the names were published via email and in the Spirit for the congregation.

The Nominating Committee did not receive any petitions by the Sunday, January 16, 2022 deadline to add candidates to the slate.

The Vestry Slate being presented is:

- Susanne Rynkiewicz, Warden 2022-2024
- Margie Amberge – 3 year term 2022-2025
- Michael Brown – 3 year term 2022-2025
- Diane Steckel – 3 year term 2022-2025
- Megan Glass – 1 year term 2022-2023

### **BIOS FOR WARDEN AND VESTRY CANDIDATES:**

#### **Susanne Rynkiewicz, Warden**



I am both honored and grateful for the opportunity to continue serving on the Vestry as Jr. Warden. I have been absolutely amazed at the faithful leadership and incredible generous works that are born of this ministry and all the team members' efforts over the years. This has been especially wondrous in today's unpredictable climate. For those who may not know me yet, I have been a member of St. James' for over 12 years, and a member of the Chancel Choir and Finance Committee for around 8 years. Being a part of the St. James' family and having the ability to sing and share any talents when called has been a

frequent highlight of my life. Another highlight was the zoom wedding in 2020 to my wonderful husband David. I think we may have been the first of many to come. Thank you, Becky! As for professional qualifications, I have held many work titles which continued to expand over the last 17 years at the Ivystone Group in Exton PA (Remotely). I am now the Manager of Data Content & Systems Integrity. The many roles held have taught me humility, patience, empathy, honesty, tact, organization, logic, creativity and strength. Combined with an open heart and ears turned towards the Lord, these are the skills and experiences I will continue to draw on as Jr. Warden and a member of St. James' leadership team. Finally, what do I envision for St. James' future? Through careful leadership and receptiveness to flexibility and creative handling of everything life and this pandemic present to us, I foresee continued growth and expansive missionary efforts that will witness the Spirit moving among us and well beyond the walls of this church.

### **Margie Amberge**

When I first moved to Skaneateles 16 years ago, the first thing I asked God when I got the key to my house was...“Where is Your house?” He led me to St. James'. I loved the mantra of, “Whoever you are, wherever you are at, you are welcomed here”. I was a part of the worship team for many years, and currently volunteer at the St James' thrift store, and making soup with the Marthas. I currently work at the Vermont Green Mountain coffee shop downtown, and absolutely love being a part of this community. I have one son who was a Sgt. in the Army, served 2 tours of Afghanistan, and is now a police officer in Washington. We all need each other, and I love being a part of this wonderful St. James' family!



### **Michael Brown**

I am a cradle Episcopalian who took several detours into various other denominations over the years. I am grateful to have learned many things throughout this journey, and most importantly that Christ is the head of the Church. I am a retired school librarian from the Marcellus School District. I have degrees in Music, Librarianship, Educational Leadership, and a 2-year seminary degree in Theology and Social Justice. Like my experience with various denominations, I am grateful for my assorted studies, and what they each contributed to my life. I have been married to Janet Brown for



42 years. Janet teaches voice at Syracuse University Setnor School of Music. We have two grown children who live in the greater Syracuse area. Janet attends Marcellus United Methodist Church where she is involved with music and various committees. We visit each other's churches from time to time. Janet has sung at St. James, and I have preached at Marcellus United Methodist. I have been a member of St. James' for 6 or 7 years, since just before the most recent renovation project began. I have volunteered with refugees for 8 years through a local agency called Hopeprint. At St. James' I serve as a Spiritual Director, a Stephen Minister, and as the team leader of our in-person prayer team. This will be the first time I have served on a vestry.

**Diane Steckel**



What a wonderful way to start the New Year being asked to serve on Vestry! My name is Diane, and I am a long-time parishioner of St. James'. In my 30+ years at St James', I have volunteered for many ministries at church. Each ministry, including Sunday School teaching, Outreach efforts, Altar Guild and Stephen Ministry has enriched my life and allowed me to meet great people. I live in Skaneateles and am married to Chad Steckel. We have 2 grown children Peter and Allison. A retired nurse, I currently work per diem at the VA Clinic in Auburn and volunteer at Matthew House. I love to keep busy so in my free time I am a member of the Junior League of Syracuse and the Skaneateles Garden Club. It would be an honor to serve on the St. James' Vestry.

**Megan Glass**



Megan Glass has been a member of St. James' Episcopal since 2008, joining the church shortly after her family relocated to Central New York. In addition to being married to Jon and mom to two teenagers, Kate and Ben, Megan works in communications and fundraising for a nonprofit that helps at-risk youth in South Florida. Megan's love of animals, reading and the beach are three of her defining characteristics. In serving on the vestry, Megan hopes to give back to St. James' in appreciation for the love, support, and community she says she and her family received through the years.

## PASTORAL CARE

*Nancy Graham*

Pastoral Ministry continues to be active at St. James' and in many cases the ministries are growing. In 2021 Toppie retired and with her retirement a new way of organizing our pastoral presence was created. Each ministry now has a coordinator with Nancy Graham overseeing the pastoral care umbrella. Each coordinator is expanding their ministry and new opportunities are available for people to become involved.

Paul writes these words of wisdom to inspire our varied ministries at St. James:

Be kind to one another, tender hearted .... Ephesians 4:32

- **Cards** (thinking of you or get well) are mailed regularly to people in our parish. Please ask for addresses if you'd like to participate in this ministry. *Coordinators: Nancy Graham and Emma Cowley*
- **Calling** people is another way to extend love. Checking in, asking if there is a need, and sharing St. James' loving care are always so appreciated. We are hopeful St. James' parishioners are checking on people they have not seen, or know they are going through a difficult time. Some people have asked for names to keep in touch with and we are grateful. *Coordinator: Nancy Graham*
- **Christmas card baskets** have been made by Lois Laxton for years and filled by the Women of St. James. This year 70 baskets were delivered to people experiencing difficulties at some time throughout the year. *Coordinator: Lois Laxton*
- **Christmas Giving** is also a significant St. James' ministry extending love and care to our community. Christmas 2021 was exceptional in generous contributions; over 30- \$5 gift cards for children in the elementary schools in Auburn along with additional gifts, 30 toys were requested for children at Meachem Elementary School in Syracuse, 45 sets of pajamas were collected for children at Merriman Circle, 7 Christmas food baskets were filled for our New American families along with gifts for the children, 35 gas gift cards for Skaneateles Outreach, 70 Christmas Card Baskets were delivered, and many offered donations to help support families from Skaneateles Outreach and Merriman Circle. *Coordinators: Auburn Elementary Schools - Michele Keller, Christmas Baskets - Lois Laxton, Meachem Elementary School - Connie Tuttle, Merriman Circle - Carol Stott, New American Food Baskets, and children's gifts - Laura Bigness and Carolyn Legg, Skaneateles Outreach - Nancy Graham*
- **Community Service continues to be the Months of October and May.** We collected many items for Interfaith Works, Samaritan Center, Vera House, Meachem Elementary School, Ronald McDonald House (Syracuse), Chapel House and Rescue Mission (Auburn), along with gardening at Matthew House, shampooing the rugs at Skaneateles Food Pantry.... the list goes

on. Many other tasks were undertaken in Skaneateles and nearby communities by St. James' volunteers extending care and love during a time when people were continuing to feel isolated and experiencing a specific need. *Coordinators: Chris Davis and Beth Quattrociocchi*

- **Flowers** are delivered from the Altar to people in our congregation and are a beautiful way to share our care for others. *Coordinator of arranging flowers and deliveries: Margie Amberge*
- **Martha's** have started preparing monthly entrees again. The meals are frozen at church and then delivered to people who are in need. *Coordinator: Chris Delmonico*
- **Meals on Wheels** are a supplement to the Martha Meals. If you are going through a difficult time, we have a team of people from St. James' preparing home cooked meals and delivering them to you. *Coordinator: Dot Pitman*
- **Merriman Circle** Is one of St. James' Mission Ministries. Since the beginning of the pandemic, we have offered a variety of ways to help the 28 families living at Merriman Circle, from taking ingredients for a meal and including a craft for children, to being a part of planning their outdoor Christmas Party. This is constantly changing but a team of volunteers continue the monthly craft and a food item. *Coordinator: Cathy Buck*
- **Parish Nurses** are willing to support you if you are struggling with health issues. Both *Nancy Corl and Jean Gannon* will listen and guide you as you may consider health options.
- **Prayer on Zoom** is a team of pray-ers open for private and confidential prayer each Wednesday following the Evening Prayer service. You may bring a prayer request for yourself or for others. The Zoom connection is sent by an e-blast each Wednesday. *Coordinator: Michael Brown*
- **Prayer chain** requests are sent out by email to our list of pray-ers. This ministry is confidential and may be anonymous. A prayer list is also included in St. James' Weekly for all to include in prayer. These ministries provide comfort and hope. *Coordinator: Corinne Buterbaugh*
- **Prayer shawls** are knitted or crocheted by our parishioners. The shawls are placed on the altar, blessed and given to those in need. You are welcome to have a prayer shawl to give someone. Just call the church office and we will make arrangements for you to pick one up or we will deliver it to you. *Coordinator: Mary Bradly*
- A **'new' ministry for newborns**, knitting baby hats, including a baby book, and sending to a newborn child, grandchild, etc. and newborns at Merriman Circle. Let the parish office know of an expecting family to add to our prayer list. *Coordinator: Barbara Baker*
- **Receptions** are offered to families after a funeral of their loved one. Receptions have been offered to people in their home or the parish hall when conditions are safe. *Coordinator: Connie Tuttle*

- **Stephen Ministers** are available to provide one-on-one caregiving, at this time primarily by phone. They continue to work with Becky, Chuck and Nancy to reach more people with care than they can reach by themselves. We have 9 active Stephen Ministers and look forward to offering you this caring ministry. A **mini pastoral training** will be offered in the spring of 2022 for anyone interested in learning pastoral skills. *Coordinator: Nancy Graham* is the Stephen Leader
- **Grieving booklets from Stephen Ministry** are sent to people who have experienced a death in their family. *Emma Cowley schedules the mailings.*
- **Sunday bulletins and sermons** are sent out weekly to those who are not able to connect to a computer and/or listen to the service. We are willing to send sermons to anyone, just leave a message on the office answering machine.

These examples of pastoral care do not include all the people who have baked and called and sent cards and kept in touch in some way on their own. Thank you for all the ways of showing love and care to our St. James' family and beyond.

## OUTREACH

*Laura Bigness*

Struggling through another difficult year with limited personal contact, we continue our goals of assisting in our neighbor's needs.

The Esther Project is an educational program, in Democratic Republic of Congo that provides women with life skills that can equip them to escape poverty, as well as oppressive situations. At the conclusion of the program, we were able to supply 10 graduates with sewing machines. This presents an alternative way to earn money for their families.

There is an expectation of numerous Afghanistan families settling in our local areas. We contributed to the Episcopal Diocese, who in turn matched those funds. Winter clothing was collected and household items, donated by the Thrift Shop, continue our efforts in support of our new neighbors.

With a historic relationship in El Salvador, we have continued our financial assistance with high school scholarships, food, and human rights support.

We have a long-standing partnership in providing student scholarships at Grupo Cajola, a Guatemalan pre-school.

Natural disasters have plagued our country this year as we have witnessed daily on TV and added to our daily prayers. Outreach has forwarded aid to victims in Kentucky for tornado relief.

We continue to cultivate our relationships with our refuge families thru visits, donations, and friendships. This Christmas we created food baskets suppling 49 people with turkeys, hams, fruit, vegetables, rice, cookies, and gifts.

We will continue our Outreach projects and pray for guidance in our mission of helping one another. Please consider joining us.

## CONGREGATIONAL LIFE

*Laura Posecznick*

The year of 2021 was an incredible year. There were challenges, changes, more changes, and many blessings. The pandemic ebbed and flowed for the entire creating a culture of pivoting for the St. James' staff. We are getting quite good at it. This is my sixth year with St. James' and as always, this church community amazes me. As in last year's report, below is a recap within the areas of my attention and focus. I also took this opportunity to educate and "go deeper" on some communication strategies to give you all a peek behind the scenes.

### **Volunteer Services/Worship Support**

Early in the year, there were few congregational participants within worship. As the year progressed and Covid restrictions eased, St. James' was able to invite more parishioners to deepen worship. I work closely with Melissa Thompson to create a schedule for Sunday worship. This is no easy task. Like baking the perfect soufflé, Melissa and I must determine out who is available, who is comfortable serving, each person's preferred timing, and attempt to balance allowing as many people to serve throughout the month as possible. Additionally, each "job" such as ushering, reading, etc. had to be adapted to meet safety requirements. Melissa does a tremendous job. I further go on to re-teach responsibilities to those volunteers serving as things keep changing. One blessing I found last year is the true willingness of many to serve in new and "out of their comfort zone" ways. Each person who served showed a willingness to listen and respect others to make worship extraordinary. St. James' is a unique church offering three unique worship services each Sunday along with a children's program. When describing what happens on a Sunday to those not familiar, it can be equated to performing Hamlet, Phantom of the Opera, and Mama Mia each Sunday. Each has its own preparation, script, "actors", music, and audience. In 2021, many churches in the Central New York Community struggle to even offer one service a week. St. James' continues to be vibrant with the strong spirit of "finding a way" no matter what restrictions or adaptations are required. My priority each Sunday was and is to serve as a trouble shooter and support worship by taking care of the details and filling the gaps. This encompasses audio visual technology support, ushering, to small details like adding masks to the welcome tables.



## **Communications**

This area exploded during the year of 2021. Prior to the pandemic, communications could be organized, planned and executed relatively comfortably. The focus of communication was in the traditional mediums and website. 2021 had vital communications changing minute by minute. This naturally makes for lots of extra work to keep everyone aware. What encompasses St. James' Communications? That is an excellent question. St. James' has several ways to communicate worship details, programs, outreach efforts, stewardship, covid safety protocols, etc.

### Traditional

- **Weekly newsletter:** flexes between 2-4 pages as news and programs dictates
- **Seasonal Spirit newsletter:** highlights major themes and important liturgical seasons
- **Getting Involved Guide:** revamped the ministry guide to reflect the available areas looking for volunteers.
- **Newspaper Advertising:** St. James' places print ads for Easter, Christmas, and lakeside service promotion.
- **Outdoor Signage:** the outdoor sandwich signs rotate with the liturgical scheduling

### Virtual

- **StJamesSkan.org:** this is the hub of all things St. James' and is the first taste of St. James' people experience. I make a determined effort for this website to be as current as possible. Every day worship is archived for viewing later, schedules are updated, new banners created to link to key messaging, links to audio copies of sermons, specific pages that contain everything anyone requires to watch & participate in worship, and so much more.
- **E-blasts from Constant Contact:** Each week, those who provided their email to St. James' receive emails with all the important scheduling items for the week. Some emails are consistent such as Wednesday Worship, Sunday Worship bulletins, Weekly Newsletter and Taking Faith Home. Other emails are topic based to get your attention for involvement such as donations, outreach opportunities, safety protocols and programming details. All e-blasts have to be created even if it looks similar and the timing required is calculated for optimal opening results.
- **YouTube:** All worship and midday music videos including the children's pageant are uploaded and stored on St. James' YouTube channel for easy watching and storing.

### Social Media

- **Facebook.com/StJamesSkaneateles:** Sunday 9am & 10:45am worship are livestreamed on Facebook so that anyone who would like to participate from home can

watch. **Fun fact-you do not need a Facebook account to watch any live-stream worship!** You do however need an account to comment. I also post scheduling, pictures, videos, inspirational quotes, and share links/messages from the Diocese & National Church. This platform has its faults, but I have made a priority in keeping all messaging positive, supportive and in the spirit of Jesus.

- **Facebook Ads & Post Boosts:** Advertising in print and even on online news-hubs such as Syracuse.com are very expensive. For a fraction of the cost, I have strategically chosen key worship services and posts to boost into a targeted audience. These posts through Facebook get placed into the Facebook feeds of thousands of people located in the CNY area.
- **Instagram: @StJamesSkaneateles:** This is a pictorial based version of Facebook. Many of the same items above are saved and posted on this platform.

Do you know what you get when you combine the tremendous worship & programming of St. James' with effective communication efforts? The Holy Spirit being spread far and wide. St. James' has increased in people following on Facebook, website traffic, new parishioners, and increased pledge commitments. There is actually so much more that could be done in the area of communications for St. James'. As a member of the national association of Episcopal Communicators, I see all the potential and successful ideas of larger churches. These initiatives would take time and more manpower to execute. It only makes sense that with growth comes the need for more hands to maintain and push higher. In 2022, St. James' staff will continue to pivot and look for innovative new ways to connect more people with Jesus. Thank you for your continued support of St. James' and know that it is an honor for me to get to be a part of this inspirational staff.

## ORGANIST/CHOIRMASTER

*Kip Coerper*

A COVID year - AGAIN!!!

Thanks to our wonderful technology team, St. James' continued with virtual worship until October 2021. We typically had 1 singer singing the hymns. Many thanks to Susanne Rynkiewicz and Carrie Chantler for fulfilling that role. Once a month some members of the choir were able to provide a virtual choir recording and for Easter we added the joy of Dave Peebles on the trumpet, pre-recorded for our Easter service online. One Sunday during the summer, Diane Kalweit (soprano) and Bob Kalweit (clarinet) shared their gifts with us. Finally in October the choir resumed rehearsals, socially distanced in the Parish Hall, with masks on and the air purifier going. Covid statistics were diminishing, and we all felt pretty comfortable being together. In fact we had as many as 19 singers one Sunday! On All Saints' Day we had the blessing of Alison Feretti on Violin accompanying the choir

on the Sanctus from the Faure Requiem. On the First Sunday of Advent, Judy Holmes and Diane Boden accompanied the choir on handbells. For Christmas Eve, violin and cello, and handbells added to the joy of the celebration as the choir sang beautiful arrangements of Lo, how a Rose, and Silent Night after singing several movements of Handel's "Messiah" as the prelude.

Singing with masks on is a challenge for breath support. But the choir is rising to the challenge and the sound is surprisingly effective. So, indeed, we still "sing to the Lord a joyful song!" And we look forward to the day (which will come!), when we can meet and sing unencumbered without a mask!

## CONTEMPORARY MUSIC AND TECHNOLOGY

*Michael Larkin*

Despite a collective anticipation that 2020 would be more of what we had come to expect over the past few years, in January, the CDC reported a new pneumonia-like virus had been discovered, and by the end of March, we were all living a strange semi-quarantined lifestyle amidst a world-wide pandemic. The building was closed to the public, and St. James' began live streaming for the first time. In order to achieve a robust and engaging online experience, I was suddenly operating multiple camera angles using several linked iPhones and an app called Switcher. I supplied the livestream with a direct feed from the church sound system for better audio quality. I produced distanced collaborative videos and inserted them into our online services so that Worship could still feature readers and singers regardless of their inability to be physically present in the building. And by the time the pandemic rolled over into 2021, what it meant to manage music and technology at St. James' had changed yet again.

Due to measures intended to drive back the pandemic like gathering in large groups only outside, quarantining when possibly exposed to infection, masking in public, and receiving a series of vaccinations, life reverted to something more normal in the Summer of 2021, and we slowly began inviting parishioners to attend in-person Worship again. Live music, in the form of the Worship Band, was reintroduced to the service in the park, and in September the choir was reconvened. In her promotion from Slideshow Advancer to A/V Technician, Danielle Larkin's presence gave me the ability to step back from directly producing the livestream broadcast and focus more on leading the band. In September, Danielle handed her duties off to our first Media Engineer, Dr. Nicholas Kilkenny. In October, given the specific challenges inherent in broadcasting a live event at our level of sophistication (especially with a band), Danae Hidy was hired as our second Media Engineer. All responsibilities of in-person and online sound and video were distributed between the two technicians working simultaneously and cooperatively for both the 9am and 10:45am services each Sunday.

With so many moving parts and my constant desire to continue to improve, our technology is always a work in progress. Our first attempt at live streaming was limited to simply attaching a cellphone to

a microphone stand and hoping for the best. From there, our ability to meet the needs of the congregation (and how we define that community) have expanded exponentially. The Advent and Christmas season of 2021 could not have been made possible, in the way we experienced it, without our two dedicated and skillful Media Engineers and the 8 Apple devices (and one PC laptop) that they collaboratively operate, the continued production and use of occasional pre-recorded videos, the contributions of the talented jazz ensemble that supplemented our Worship Band on Christmas Eve, and of course Laura Posecznick, whose innate ability to transcend what is strictly expected soars in the moments when she is needed most.

If we have found success in this most challenging of times, it is likely a result of not allowing ourselves to be weighed down by concerns about what might happen in the future. If we have gained something, I suspect it is a confidence that the same everlasting God who cares for us today, will also do so tomorrow, because during this unprecedented time, He has shielded us from suffering and given us the strength to weather the storms we could not avoid. As we move boldly into this brave new year, a stronger community than were just two years ago, I believe we will find the courage to put aside our anxieties and stride forward in the peace and love of Christ. The music and technology that contribute to our Worship services can certainly benefit from that!

## CHILDREN'S MINISTRY

*Laura Posecznick*

The year of 2021 began with much of the local communities all virtual however as the fall approached, restrictions eased. St. James' has been successful in engaging many families and children this past fall creating a new "normal" that parallels St. James' Worship with the use of technology. This hybrid approach makes Sunday School available to more families. 2021 started out slow but ended with a bang with the Christmas Pageant! The future looks bright, and more growth is anticipated. Below are snapshots from each age group over this past year.

### **Nursery**

The nursery has remained cleaned yet unstaffed on Sundays due to the vulnerability of the age group it serves. Families are welcome to use the nursery on Sundays being considerate of others and spacing within the room.

### **Saints in Training**

As the staff did with worship, the St. James' Children's Ministry looked for ways to meet families where they were comfortable. To allow as many children to experience Saints in Training as possible, I looked for a way to create hybrid learning. Over the summer, St. James' Vestry approved the purchase of a large screen TV that is WIFI capable allowing for the children who are on zoom to be on the screen for the in-person students to see. This new hybrid-model began in September in

conjunction with the Foundations of Faith curriculum. The themes surround characteristics of God supported by Bible stories that are shared with videos, experiments, crafts, games, and thoughtful discussions. Teaching in-person Sunday school has unique challenges. Teaching all virtual too has its own hurdles. Teaching a hybrid format creates a far greater set of details and logistics each week. The biggest effort is to ensure all the children are heard and have a chance to interact. The benefits of this model, however, have been incredible. St. James' Children's Ministry has grown by several new families and some children who had not joined in within the past years. We even needed to add another table- (special thank you to the Bova Family for the donation)! Families now have the choice of having children attend in-person or virtual with relative flexibility. Should anyone in a family be ill or even away, can log in to zoom on Sunday at 9am and be part of Saints in Training. I provide families with a weekly email that outlines the lesson of the week, craft and activity sheets for printing, and concept Take Home sheets for follow through with themes at home. This same content is also loaded each week on the St. James' Saints In Training webpage. One of the big highlights in 2021 was the Christmas Pageant! We had 20 children take part in this creative video (stored on [StJamesSkan.org/worship-videos](http://StJamesSkan.org/worship-videos)). I wrote a script that incorporated the "realness" of today with the story of the birth of Jesus. Scenes were filmed in segments against a green screen and the narrators were recorded. St. James' Director of Contemporary Music and Technology, Michael Larkin weaved together the segments, placing chosen backgrounds, and including the musical talent of Kip Coerper. It was exciting to have so much enthusiasm and support from so many families. Though many students have been vaccinated, Covid still seems to be surging in our local area making it even more important to maintain the virtual component of Saints in Training. St. James' will continue its commitment to hybrid learning as it allows even students from out of state like our student Adrian Coker from North Carolina. Lily Sveen and Lily Winkelman have been super helpful assisting the class. We will be looking to add some parental support to be sure the room remains safe and the extra hands for craft time!



## **4WEST**

This group for older middle & high school youth has been focusing on service projects as well as practical prayer methods to grow in their faith. St. James' hosted a dinner, inside labyrinth walk and worship time this past fall. As Covid restrictions increase, some service projects will need to be adapted but the youth in this age range seem to like to serve the community. For more information, please contact Rev. Becky Coerper ([becky@stjameskan.org](mailto:becky@stjameskan.org)).



## **ALTAR GUILD**

*Bill & Corinne Buterbaugh*

After almost 18 months of an Altar Guild “pause,” 29 dedicated Altar Guild members resumed work in September, supporting three distinct, in-person services every week, plus weddings, funerals, and special services. Although Holy Eucharist is, in many ways, a mystery, it is not magic... and it wouldn't happen every week without Altar Guild members who wash and iron linens, fill the candles, and set-up for Communion.

Special thanks to Altar Guild members (and Kip Coerper) who participated in the major cleaning of the chancel and sacristy in the fall and those who polished brass and silver to prepare for Holy Week and Christmas services.

*St. James' Episcopal Church Annual Report 2022*

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Our services also wouldn't be as beautiful and inspiring without the creativity and dedication of our Flower Guild. Thank you!

We are so grateful for all Altar and Flower Guild members who give of their time and talent to make worship at St. James' so special. Last but not least, special thanks to the parishioners who generously donated for Easter and Christmas flowers.

If you would like to remember a loved one or celebrate a special occasion (examples: a milestone birthday or anniversary or the birth of a grandchild), please consider donating for flowers on a particular Sunday during the year. Your name and the occasion will be noted in the Weekly. Suggested donation is \$55. (You will also have the satisfaction of knowing that, after church, the flowers are taken to parishioners who are sick or recently experienced a loss.) To donate flowers, contact Dot Pitman or the church office.



## ST. JAMES' PRAYER CHAIN

*Corinne Buterbaugh*

The St. James' Prayer Chain prays for parishioners and their loved ones experiencing illness, loss, or other challenges and in thanksgiving for births, new jobs, and other happy occasions. Members pray on their own after receiving an email, making the prayer chain perfect for parishioners who work or travel frequently.

Prayer requests and updates are emailed to members as we learn of prayer needs from clergy, staff, or parishioners.

In 2021, more than 207 distinct prayer requests were received and sent to prayer chain members. Currently, the email prayer chain has 24 members. We welcome new members! All it takes is an email address and the willingness to pray.

**How it works:** To request prayer for an individual, get his or her permission, and then ask me (corinnebuterbaugh@gmail.com) to add that person to the email prayer chain. If the situation is a sensitive one, ask for prayers without mentioning names (ask for prayers for a friend, for example) or using only the individual's first name. God knows the details!

## ST. JAMES' THRIFT SHOP

*Susan Gibides*

2021 was certainly a year of changes for the St. James' Thrift Shop in its seventy-first year of operation. We began the year battling the challenges of COVID-19 and ultimately not reopening until mid-March. We went through an intensive cleaning and shop reorganization through the many gifts of time, energy, and new goods so that our volunteers could feel reassured of their safety as we strived to serve our community.

As vaccines became more available to volunteers and customers there was much hope for a return to a new normal. As Covid numbers declined some more volunteers and board members were comfortable in working in the shop. As numbers fluctuate, we have always followed protocols in a manner to attempt to keep everyone safe from exposure.

As of the beginning of June, the Thrift Shop began to accept credit cards in addition to cash for purchases. This seemed to have a significant positive effect, especially during our tourist and holiday seasons, with greatly increased sales! The profits from the shop are used for various outreach and missionary projects in Skaneateles and surrounding communities as well as around the world. We also contribute to certain needs of St. James' Church as well as the Diocese of CNY.



As the year progressed the Boards of the Thrift Shop and the Women of St. James' began a series of meetings, which resulted in the proposed melding of these two groups. Several additional meetings produced new by-laws for the newly expanded Thrift Shop Board and organization which were adopted. As we approached the end of the year, we began our election process.

We wish to thank our 2020-2021 officers for their dedicated service during their term: Dick Bailer, Treasurer; Barbara Burton, Secretary; Betty Parker, Co-Chair; and Susan Gibides, Chair. We also want to thank the additional board members and volunteers who so freely donated their time and energy to all the processes involved in the shop. "It takes a village..." as they say, to make an organization run well!

We are pleased to announce our new officers for 2022-2023: Linda Lavery, Chair; Barbara Burton, Co-chair; Abby Carroll, Secretary; and Laura Bigness, Treasurer. Congratulations and best wishes as we begin this new chapter. We warmly welcome members of St. James' to join the Thrift Shop on our newly organized venture in 2022.

## MISSION TEAM

*Nancy Graham*

As St. James' continues its partnership with the Auburn Rescue mission at Merriman Circle, this partnership continues to look different as COVID-19 protocols are still in place. In response to the Coronavirus, St. James' creative and dedicated volunteers have been preparing and delivering craft and snack kits for Merriman residents on "Thirds-days" each month throughout 2021. By doing this, St. James' was able to support our Rescue Mission ministry without interruption, while observing safe distancing.

Throughout the year, several drives were set up by St. James' mission team and volunteers. These drives resulted in tremendous outpourings of food items as well as health care products by St. James' families each time. Once again, this fall, St. James' supported the Christmas "PJ" purchase and delivery for all the children at Merriman Circle (45 in all).

We are especially thankful to Gary Mann, the director of the Rescue Mission at Merriman Circle, who came this fall to speak to the congregation and shed light on what the Rescue Mission at Merriman Circle looks like, what its purpose is, who resides at Merriman and how many residents they can accommodate. Gary gave us insights on how we can continue to collaborate with the Rescue Mission and with the leadership at Merriman to share God's love and let the residents know that others truly care about them and their needs.

Some of the highlights from this year included:

- A shoe box float parade in July
- A fairy garden kit for each home
- Circle of Love - included singing and Advent chain delivery
- Outdoor Christmas celebration at Merriman Circle - included gingerbread house kit delivery to each home, Dickens Carolers, Santa, Father Christmas, horse-drawn wagon, pizza, cookies, and hot chocolate.

These are just a few examples of how St James' has adapted its mission ministry to the demands of social distancing, Covid 19 restrictions and safety concerns. These ideas have mainly come from Zoom meetings with the Mission planning team and Merriman staff. The Christmas party was jointly funded by the Rescue Mission and St. James'. What a joy it was to bring Christmas to the Merriman residents in such a special way! Those of us who attended could see and feel the Spirit of Christmas in both young and old that evening.

Along with our very dedicated and devoted team of volunteers, each member of St James' deserves our sincere thanks for the continued show of zeal, commitment, and support of our Rescue Mission ministry. In fact, the caring, love, and involvement that you have all so selflessly given to date will be needed even stronger going forward as we seek to bolster and renew the strength of each and every volunteer and Mission Planning Team member. Many hands truly do make light work.

As we move forward for another year, bonding together in our support of the Auburn Rescue Mission, we recall these encouraging words from Galatians: "Carry each other's burdens, and in this way, you will fulfill the law of Christ." (Galatians 6:2) Despite the fact that our natural human impulse is to prioritize our own needs above others', we honor Jesus when we alleviate the burdens others are carrying by sharing them (FaithCounts). We ask you to continue to support our efforts at Merriman Circle by volunteering to deliver items monthly, help create a craft or donate food items when asked.

## YOUNG ADULT SERVICE CORPS

*John Buterbaugh*

John Buterbaugh is heading to Sri Lanka through the Young Adult Service Corps (YASC), a foreign mission program for service-minded Episcopalians aged 18 to 30. The prospective start date has been delayed until March 2022 as YASC monitors the Omicron variant. John will provide St. James' with updates through his blog at [YASCinSriLanka.wordpress.com](http://YASCinSriLanka.wordpress.com).

John initially applied for YASC in January 2020 and attended a YASC discernment retreat the next month. However, the onset of COVID-related lockdowns put new missions on hold. This October, YASC invited John to be the first YASCer in Sri Lanka, an island nation just south of India. Select parishioners sharing their fond memories of Sri Lanka has made John more excited about the mission. He has also learned of opportunities for teaching in local schools and/or providing mental health support.

John and his family have been attending St. James' for at least 15 years. John participated in retreats with other youths in the diocese and also played bass guitar in our parish's contemporary service. After teaching for five years at a Binghamton middle school, John sought a fresh start with YASC. With YASC activities postponed, John took time off to explore America (He's now visited 49 of 50 states and 48 of 63 national parks.) He looks forward to his first adventure outside North America since studying abroad in Italy in 2009.



## JAIL MINISTRY

*Cindy Bright and Ellen Kulik*

The CCJ Jail Ministry is a group of people from Skaneateles and Auburn who visits inmates at the Cayuga County Jail in Auburn, NY. Though we are affiliated with several different churches (St. James Episcopal Church, St. Mary's of the Lake, and Christian Life Assembly in Auburn), we share a common purpose, which is to offer prayer, support, and study of the Bible to incarcerated men and women. We give each person that comes to our meetings a Recovery Bible, a 12-step Recovery Workbook and a Jesus Calling daily devotional. We assure them that no matter what difficulties brought them to the

jail, that they are beloved children of God, and in that there is comfort and hope. Each of the CCJ ministers have witnessed how faith can provide purpose and transformation to the lives of our brothers and sisters at the jail.

Our ministry relies heavily on the financial support of our home churches to provide Bibles and devotional materials to inmates at CCJ. St. James Church underwrites the cost of the Jesus Calling books. The last two years of COVID have been particularly difficult for the CCJ ministry due to restrictions on outside volunteers and family visits. We are eager to return to God's call to "*proclaim release from darkness for the prisoners,*" Hebrews 13:3.

## RACIAL JUSTICE AND RECONCILIATION COMMISSION

*Judy Holmes and The Rev. Dr. Becky Coerper*

"Open and curious." The words filtered into our psyche during Rev. Becky Coerper's sermon on Sept. 19, 2021. She was talking about expanding our notion of hospitality by being "open and curious" about those who are not like ourselves—the other.

One might say that St. James' Racial Justice and Reconciliation Commission has spent the past year being "open and curious" about the histories and experiences of Black people, native peoples, Asian immigrants, Mexican people living in the south-west territories before the land became part of the United States, the slave trade, migration, red lining, education, poverty, and a host of other topics. Our learning was based in Sacred Ground, a film-based dialogue series on race and faith created by the Episcopal Church. Through Sacred Ground, we took "deep dives" into scripture, readings and films that illuminated histories and experiences many of us had never before encountered.

For many of us, the celebration of Epiphany, Jan. 6, 2021, was marred by the violent and racist assault on the U.S. Capitol building. We were reeling when we met on Jan. 8. The words of Bishop DeDe Duncan moved Commission members to write a letter in support of her words. Rev. Coerper read the letter at worship a week later—a very poignant moment for each of us. Though we were worshipping on Zoom—separated by space—one could feel the Spirit moving amongst us, and we were united in agape love. The letter was also published in two local newspapers

Perhaps the events of that day moved Commission members to begin a monthly discussion series for the congregation as we embarked on our study of Sacred Ground. The series began in February 2021 via Zoom. The topics were as follows:

- February 2021: "Letter from Birmingham Jail," the words of Dr. Martin Luther King Jr.
- March 2021: "The Hate You Give," by Angie Thomas, a book discussion.
- April 2021: "Small Great Things," by Jodi Picoult, a book discussion.

- May 2021: A panel discussion presented by representatives from the Eastern Farm Workers' Association, Syracuse, NY.
- June 2021: "Microaggression" with guest presenter Dr. Rhoda Overstreet-Wilson, Board President of the Booker. T. Washington Community Center, and Vice President of the Auburn Cayuga Branch of the NAACP.
- October 2021: Discussion of two videos – "How the racial wealth gap was created", and "The war over teaching America's racist history in schools."

In 2022 the Commission is offering:

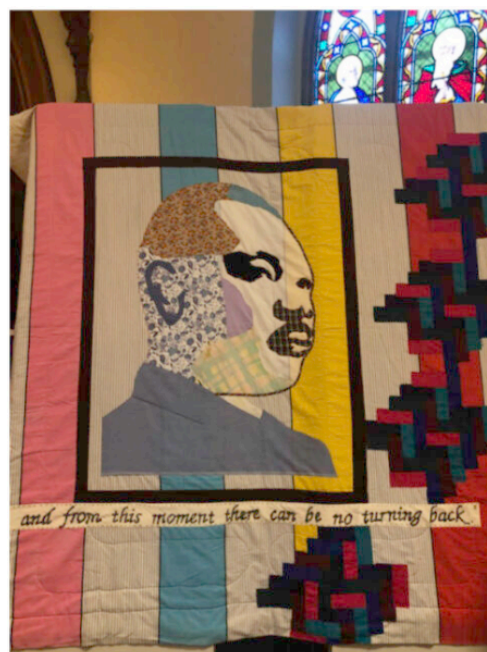
- A months-long series with the theme "Open and Curious" beginning in January, with an arts-based focus
- Sacred Ground: the video-and-readings based dialogue series
- A monthly discussion series on the 4<sup>th</sup> Wednesday of each month

We invite you to join the Commission to help plan upcoming activities or to spend time being "open and curious."

"For there is always light,  
If only we're brave enough to see it.  
If only we're brave enough to be it."

From "The Hill We Climb" by Amanda Gorman, National Youth Poet Laureate, Jan. 6, 2021.

Respectfully submitted by Commission members Judy Holmes and Becky Coerper



## BUILDING & GROUNDS

*Anne Sveen*

**Committee members: Chair, Anne Sveen, Co-Chair, Cathy Valentine, Jim Iles, Becky Coerper, Kip Coerper, Fred Speno**

The Buildings and Grounds committee continues to meet on the first Wednesday of the month at 7:30 pm. There is a comprehensive “to do list” and vendors compiled by Jim Iles. The following are jobs completed for 2021:

- Tower lights changed
- Repointing of the church stone was completed
- Slate roof repairs
- Painting of dormers
- Air conditioning survey done, and responses reviewed. The majority of responders were in favor of installing air conditioning in the Nave, as long as it does not affect the aesthetics of the church. Discussion ongoing and possible proposals for moving forward with this project.
- Cleaning service: increased responsibilities as the church opened back up again to in-person worship.
- A successful cleaning/re-organization of certain areas in the church in September/October, the month of community service. Done completely by volunteers. Thanks to Nancy Graham and Laura Posecznick for organizing this.
- Updating of the WiFi system
- Resolution of the elevator emergency call out system (many thanks to Jim Iles for his diligence with this)
- Drain in driveway cleaned out
- New mailbox installed at the new entrance to church
- Touchless hand sanitizer units installed throughout the church
- Annual inspections: Elevator, Fire alarms (call list updated), Fire Marshall, Fire extinguishers, Boilers

There are some projects that will carry over into the new year, including: Repair/replacement of some rectory windows and windows in Lakeside Room that were rotting, Air conditioning unit proposals and discussions on moving forward, fix and extend the lightning mitigation system on the

roof, continue to work on a fix for the elevator alarm, obtaining new chairs for outdoor services, and possibly developing a long-term plan for the outdoor picnic area. We will also continue to build on our list of annual inspections and recurring jobs, as needed. We are proud to report that our budget is operating below the projected amount.

Many thanks to the team for their hard work and dedication, especially Jim, Kip and Fred. We look forward to another successful year in 2022!



## CREATIONCARE

*Kip Coerper*

EarthWorks, St. James' ecoministry for over 12 years, has changed its name to CreationCARE, due to a request from another National organization with the same name. CreationCARE members pray that paying attention to our environmental footprint will become second nature to individuals and institutions. Towards that end we feel a responsibility to teach environmental awareness and stewardship of the earth's resources. CreationCARE members receive calls to action via email to be involved in local and National global warming issues. We also help put together the annual Earth Day Church Services, in April, by including readings, prayers, and music on environmental stewardship.

In 2020, Kip Coerper, St. James' coordinator for our CreationCare ecoministry, was accepted into the International GreenFaith Fellowship Program. Kip joined a class of 60 Fellows from diverse religious backgrounds around the world. "This program offers these leaders the opportunity to become well-trained leaders in climate and environmental justice issues. They help to create communities of care

and resilience that will heal people and the planet.” Kip completed the program in 2020 and is now forming a small group at ST. James’ to carry on the work of environmental ministry.

GreenFaith is building a global, multi-faith climate and environmental movement. The members intend to create communities to transform ourselves, our spiritual institutions, and society to protect the planet and create a compassionate, loving and just world. Founded in 1992, GreenFaith is a leader in the fast-growing climate and environmental justice movement and has won national and international recognition for its work. For more information, see [www.greenfaith.org](http://www.greenfaith.org).

If you are interested in being a member of the CreationCARE team, please contact Kip at [kip@stjameskan.org](mailto:kip@stjameskan.org)

“Almighty God, in giving us dominion over things on earth, you made us fellow workers in your creation: Give us wisdom and reverence so to use the resources of nature, that no one may suffer from our abuse of them, and that generations yet to come may continue to praise you for your bounty. Amen.” BCP p. 827



## THE WOMEN OF ST. JAMES’

*Susan Gibides*

The Women of St. James’ has been a long-standing organization represented recently by its council. The Council met regularly to disburse a percentage of funds, generated by the St. James’ Thrift Shop, to a large variety of needs, as illustrated in the 2021 budget. The Council consisted of Betty Knickerbocker, President; Connie Tuttle, Secretary; Susan Gibides, Treasurer; Jean Bailer, Thrift Shop Representative; and Lois Laxton, Sunshine.

Due to the covid restrictions the Women were unable to collect scarves this year during October, Breast Cancer Awareness Month. For many years we collected your generous donations and then gave them to Hospice for distribution as needed. During the first week of December, we met to assemble our Christmas baskets. A special thanks goes to Lois Laxton, who made over seventy-five themed baskets from your old donated Christmas cards, for us to fill with cookies, breakfast bars, fruit, and candy. Thanks also to Christine Burgher, who always gives us a special package decoration to include. We also want to thank our drivers who so kindly delivered these baskets to our “Friends at Home” in Skaneateles and several surrounding communities.



We were deeply saddened in early December to receive the news of the passing of our long-serving president, Betty Knickerbocker. Her dedication and loyalty to the organization and those we served will be sorely missed.

The Women of St. James' Council has now merged into the operations of the newly reorganized St. James' Thrift Shop. A new committee will be established in 2022 to recommend how and to where funds will be disseminated once they are approved by the Thrift Shop Board. And thus we move on...

## THE WOMEN OF ST. JAMES' 2021 FINANCIAL REPORT

*Susan Gibides*

<b>INCOME</b>	<b>ANTICIPATED</b>	<b>ACTUAL</b>
Thrift Shop	27,500.00	31,028.00
Transfer from Saving	5,600.00	197.17
<b>TOTAL</b>	<b>33,100.00</b>	<b>31,225.17</b>
<b>EXPENDITURE (INSIDE PARISH)</b>		
Diocesan Gift	3,000.00	3,000.00
Gifts, sunshine, postage	200.00	180.13
Staff Christmas gifts	850.00	750.00
Memorial Fund	250.00	250.00
Church School	300.00	300.00
Choir	300.00	300.00
Special Musicians	400.00	400.00
Marthas	400.00	171.46
Rector's Discretionary Fund	6,000.00	6,000.00
St. James' Rescue Project	200.00	150.00
<b>SUBTOTAL</b>	<b>11,900.00</b>	<b>11,501.59</b>
<b>CHRISTIAN EDUCATION</b>		
Scholarship/Staff Development	1,000.00	850.00
Youth scholarship/ S.I.T.	1,000.00	1,000.00
El Salvador Scholarship	1,200.00	1,200.00
Deacon's Allowance	1,200.00	1,200.00
<b>SUBTOTAL</b>	<b>4,400.00</b>	<b>4,250.00</b>
<b>OUTREACH</b>		
Seamen's Institute	150.00	150.00
National Cathedral	150.00	150.00
El Salvador Medical Mission	150.00	0.00
Episcopal Relief & Development	1,000.00	1,000.00
Samaritan Center	2,000.00	2,000.00
Ephphatha	200.00	200.00
Rescue Mission	200.00	200.00
St. Peter & John's Soup Kitchen	600.00	600.00
Prayer shawl ministry	200.00	135.00
Skaneateles Clergy Assoc.	300.00	0.00

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<b>SUBTOTAL</b>	<b>4,950.00</b>	<b>4,435.00</b>
<b>COMMUNITY NEEDS</b>		
Food Baskets	250.00	200.00
Skaneateles Ecu. Food Pantry	1,000.00	1,000.00
Hospice of the Finger Lakes	250.00	250.00
Francis House	250.00	250.00
Matthew House	250.00	250.00
S.A.V.E.S.	200.00	200.00
Matthew 325 Farm	150.00	300.00
Skaneateles Library	200.00	200.00
Skaneateles Firemen	200.00	200.00
Helping Hands	200.00	200.00
Laker Limo	200.00	200.00
Emergency Fund	7,200.00	7,200.00
Habitat/Onondaga Co.	200.00	200.00
Habitat/Cayuga Co.	200.00	200.00
<b>SUBTOTAL</b>	<b>10,750.00</b>	<b>10,850.00</b>
<b>OPERATING EXPENSES</b>		
Coffee Hour/ Kitchen supplies	1,000.00	188.58
Audit	100.00	0.00
<b>SUBTOTAL</b>	<b>1,100.00</b>	<b>188.58</b>
<b>TOTAL</b>	<b>33,100.00</b>	<b>31,225.17</b>

## ST. JAMES' EPISCOPAL CHURCH FOUNDATION

The St. James' Episcopal Church Foundation holds endowed and restricted funds gifted to St. James' Church. There are seven separate accounts managed within the portfolio from charitable gifts given to the Church.

- The Vera Howard Fund, established in 1992, supports Christian education projects.
- The Hazel Smith Fund, established in 1992, supports capital expenditures.
- The St. James' Fund, established in 1993, is used for general support of the church.
- The Outreach Fund, established in 1998, supports outreach activities.
- The Bishop Kellogg Fund, established in 2000, supports general operations.
- The Leadership Support Fund, established in 2020, supports leadership – specifically clergy and staff – such as but not limited to salary, sabbatical funding, postulant support and funding a search process.

*St. James' Episcopal Church Annual Report 2022*

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- In January 2021, a seventh sleeve – The Mission Reserve Fund - was established with the remainder of the funds that had been donated for mission as part of the “*Standing Tall Campaign*” and an initial deposit of \$116,133.45.

As of December 31, 2021, the seven funds comprising the St. James’ Foundation totaled \$2,173,629.82

In 2021, the St. James’ Episcopal Church Foundation provided \$4,774 for Outreach activities, \$11,000 from Mission Reserve supporting St. James’ jail ministry and partnership with the Auburn Rescue Mission at Merriman Circle, and \$24,761.50 for general operating support of the Church. No funds were distributed in 2020 from the Hazel Smith Fund.

The assets of the St. James’ Foundation are managed by Alesco Advisors as part of the Unified Investment Fund of the Episcopal Diocese of Central New York. Alesco Advisors are index-based managers and as such are actively managing passive investments. St. James’ members Hamilton Fish, Dan Fisher, and John Watt serve on the Investment Committee for the Episcopal Diocese of Central New York, and the Committee is chaired by St. James’ Deacon, the Rev. Charles N. Stewart.

St. James’ and the Foundation Board owe a particular debt of gratitude to Meg O’Connell who stepped down in 2021 after serving a *second* time as President of the Foundation Board of Directors. Meg has guided the Board as always with a wise and steady hand, serving consecutive terms, since July 2013.

Respectfully submitted by the St. James’ Episcopal Church Foundation Board of Directors: Mark Kulik (President), Jeff Davis (Vice President), Chris Smith (Secretary), John Watt (Treasurer), Terry Posecznick, Susanne Rynkiewicz (Senior Warden), Bill Spalding (Junior Warden), and the Rev. Dr. Becky Coerper.



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St. James' Finance Committee  
 Foundation Funds Status - Fourth Quarter 2021  
 Through Year End 12/31/2021

Fund	1 1/1 Opening Balance	2 Income/ (Expense)	3 Net Gain/ (Loss)	4 Additions	5 Withdrawals	ck Ending Balance	6 Permanently Restricted	8 Temporarily Restricted	ck Total Fund Market Value
Hazel Smith Intermediate	90,435.22	1,334.40	2,775.70	3,573.54	0.00	98,118.86	67,500.00	30,618.86	
Hazel Smith Long Term	927,798.66	21,196.85	128,671.48	2,382.36	0.00	1,080,049.35	607,500.00	472,549.35	1,178,168.21
Vera Howard Intermediate	8,385.61	119.06	247.86	0.00	0.00	8,752.53	7,750.00	1,002.53	
Vera Howard Long Term	172,559.38	3,803.30	23,665.06	0.00	(8,273.00)	191,754.74	69,750.00	122,004.74	200,507.27
Bishop Kellog Intermediate	20,588.00	292.32	608.50	0.00	0.00	21,488.82	19,481.40	2,007.42	
Bishop Kellog Long Term	257,696.32	5,674.43	35,331.73	0.00	(12,678.00)	286,024.48	175,332.60	110,691.88	307,513.30
Leadership Intermediate	54,944.85	1,028.79	1,910.43	18,000.00	0.00	75,884.07	0.00	75,884.07	
Leadership Long Term	65,856.77	1,749.33	10,031.89	12,000.00	0.00	89,637.99	0.00	89,637.99	165,522.06
Mission Reserve Intermediate	0.00	907.06	2,016.00	69,680.07	(11,000.00)	61,603.13	0.00	61,603.13	
Mission Reserve Long Term	0.00	934.29	6,105.80	46,453.38	(6,250.00)	47,243.47	0.00	47,243.47	108,846.60
Outreach Long Term	105,483.58	2,329.22	14,472.80	0.00	(4,774.00)	117,511.60	0.00	117,511.60	117,511.60
St. James Intermediate	5,562.97	79.00	164.41	0.00	0.00	5,806.38	0.00	5,806.38	
St. James Long Term	80,716.41	1,779.47	11,069.02	0.00	(3,810.50)	89,754.40	0.00	89,754.40	95,560.78
<b>Column Totals</b>	<b>1,790,027.77</b>	<b>41,227.52</b>	<b>237,070.68</b>	<b>152,089.35</b>	<b>(46,785.50)</b>	<b>2,173,629.82</b>	<b>947,314.00</b>	<b>1,226,315.82</b>	<b>2,173,629.82</b>
			<u>41,227.52</u>						
			<b>YTD Gains/(Losses) on Investments</b>						<b>278,298.20</b>

Monthly Additions & Withdrawals

<b>January</b>	5,955.90	Addition to Hazel Smith Fund
	116,133.45	Opening deposit to Mission Reserve Fund
<b>February</b>		None
<b>March</b>	30,000.00	Addition to Leadership Support Fund
<b>April</b>		None
<b>May</b>	(4,111.50)	Vera Howard LT
	(6,339.00)	Bishop Kellog LT
	(6,250.00)	Mission Reserve LT
	(2,387.00)	Outreach
	(1,961.00)	St James LT
<b>June</b>		None
<b>July</b>		None
<b>August</b>		None
<b>September</b>		None
<b>October</b>		None
<b>November</b>	(6,339.00)	Bishop Kellog LT
	(11,000.00)	Mission Reserve LT
	(2,387.00)	Outreach
	(1,849.50)	St James LT
	(4,161.50)	Vera Howard LT
<b>December</b>		None

## STEWARDSHIP

*Cathy Buck, Barb Burton, and The Rev. Dr. Rebecca B. Coerper*

When the Stewardship Committee met in mid-September, we had already been living with the coronavirus pandemic for 1½ years. So many people had (or were facing) life-changing challenges. And yet, during these most difficult times this church family, the faith community, an army of volunteers, and the tireless staff of St. James', came together. Through prayer, love, outreach and the sharing of gifts, this parish "family" has shown they are living examples of God's people. We have stayed connected and supported each other in facing this challenge.

The Stewardship Committee also acknowledged that the pandemic wasn't over. The world, our community, and church family would still face numerous challenges and an uncertain future. Hence, we decided on the theme, "Going on a Journey.... What's in Your Suitcase". During the month of October, we invited members of the parish to share what they would take on their "spiritual journey" as they faced these extraordinary times. We asked them what "spiritual tools" they would rely on during this adventure. And then, we asked the congregation to trust in God's power, to love and lead us, to provide for our needs and allow us to bring His love to others.

Due to the pandemic, we faced an inability to gather in person or in large groups. We were blessed with the technology, and a talented staff, to keep us connected virtually. On October 24, 2021, we asked this parish family, either in person or virtually, to bring their blank pledge cards to one of the services. We wanted to complete the pledge cards together, as a symbol that we were embarking on this journey together, trusting in God and the mission God has for us.

Stewardship packets were mailed to all parish households in October. To date we have received 123 pledges totaling \$403,010. We thank you for your commitment and your belief in our shared journey. These are very difficult times in so many ways, but we'll close with this statement from Becky: "Everything that happens at St. James'...every aspect of ministry, mission, pastoral care, education, communication, fellowship and worship...everything that happens here happens through the power of the Holy Spirit and because people are generous with the financial resources God gives them."

Faithfully,

The 2022 Stewardship Team



## 2021 FINANCIAL REPORT

Jim Iles and John Gilly

### Finance Committee - 2021 Operating Financial Report

Category	2021 Actual	2021 Budget	Budget Variance	2020 Actual	Change From Prior Year
<b>Revenue</b>					
Income From Giving	\$422,691.01	\$439,862.71	(\$17,171.70)	\$420,480.20	\$2,210.81
All Other Income	<u>124,887.32</u>	<u>55,497.00</u>	69,390.32	<u>82,492.19</u>	\$42,395.13
<b>Total Revenue</b>	<b><u>\$547,578.33</u></b>	<b><u>\$495,359.71</u></b>	<b><u>\$52,218.62</u></b>	<b><u>\$502,972.39</u></b>	<b><u>\$44,605.94</u></b>
<b>Expenses</b>					
Wages	\$286,854.14	\$281,877.99	(\$4,976.15)	\$275,191.61	\$11,662.53
Administration	41,407.81	40,536.00	(871.81)	47,101.61	(\$5,693.80)
Church Property	47,520.44	52,195.00	4,674.56	42,570.72	\$4,949.72
Education	2,076.35	2,485.00	408.65	864.24	\$1,212.11
Ministry	16,151.86	24,658.08	8,506.22	16,011.39	\$140.47
Outreach	81,744.59	86,203.97	4,459.38	75,338.98	\$6,405.61
Pastoral Care	471.31	2,100.00	1,628.69	1,249.55	(\$778.24)
Visibility	2,689.11	3,360.00	670.89	1,531.66	\$1,157.45
Worship	<u>15,851.54</u>	<u>9,890.00</u>	(5,961.54)	<u>12,321.04</u>	\$3,530.50
<b>Total Expenses</b>	<b><u>\$494,767.15</u></b>	<b><u>\$503,306.04</u></b>	<b><u>\$8,538.89</u></b>	<b><u>\$472,180.80</u></b>	<b><u>\$22,586.35</u></b>
<b>Net Income</b>	<b><u>\$52,811.18</u></b>	<b><u>(\$7,946.33)</u></b>		<b><u>\$30,791.59</u></b>	<b><u>\$22,019.59</u></b>

Note: This report follows the current 2021 and prior years practice for accounting disbursed income from investments and programs. This would be true and would set the stage for the possible change to this accounting practice.

#### Recap

Income from overall Giving under budget by about 3% but showed a slight gain from the prior year.

Foundation, Weddings and the Women of St. James showed contributions well above budget.

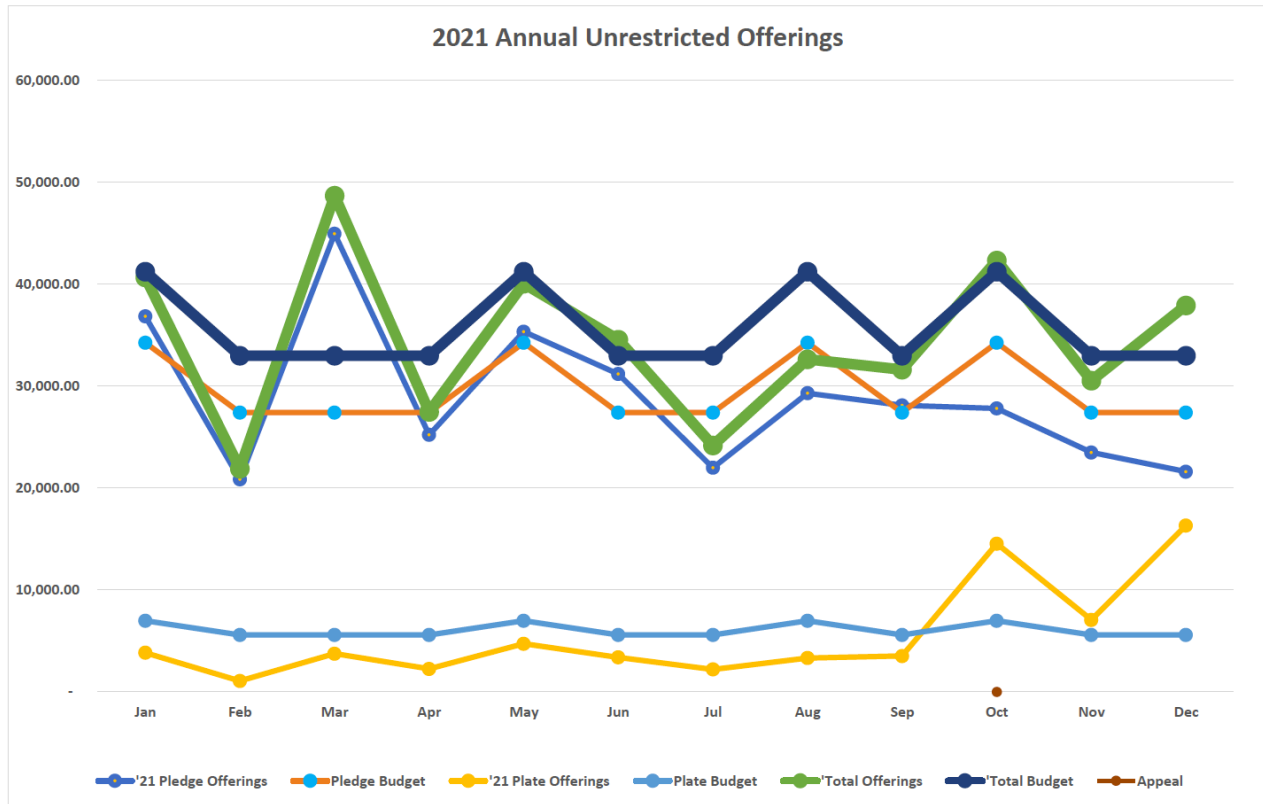
Wages and Worship Expenses were the only areas showing significant results over budget.

Wages resulted from changes to workload, involving significant time in technologies.

Worship experienced related technology investment. Both were Covid related.

We've just completed almost two full years of the impact of the pandemic. Everyone shares in the reasons for St. James' continued financial success, the church's staff in particular.

*St. James' Episcopal Church Annual Report 2022*



**Giving Financial Recap 2021**

	Budget	Actual	Variance	%
<b>Pledge Offerings</b>	\$356,354.00	\$346,772.00	(\$9,582.00)	-2.7%
<b>Plate Offerings</b>	<u>72,508.71</u>	<u>65,884.01</u>	<u>(6,624.70)</u>	-9.1%
<b>Total Offerings</b>	\$428,862.71	\$412,656.01	(\$16,206.70)	-3.8%
<b>Prepaid Offerings</b>		68,850.00		
<b>Weekly Prepaid</b>		1,324.04		

## **Highlights**

With a number of challenges throughout the year the total offerings (less the major holiday offerings) were less than 4% under budget. Towards year end, the major spike in Plate and downturn in Pledge giving is the result of accounting for donations from pledging parishioners as plate offerings once they have reached their pledge commitment.

## **2021 HIGHLIGHTS – FINANCIAL COMMITTEE**

### ***Successful Financial Audit***

As per requirements, St. James' completed an annual audit of financial practices and procedures. The audit was of the 2020 financials by an experienced auditor that was not a member of St. James' staff or finance committee. This audit resulted in no adverse findings with the following summary statement by the auditor: "The Parish leadership demonstrates excellent financial reporting to the Parish Leadership of the Vestry to inform, plan, and safeguard assets as evidenced by current policy and financial reporting."

### ***Maintenance of a Strong Balance Sheet***

In 2021, among all of the uncertainties associated with the pandemic, St. James' was able to grow the total assets of the parish by 16.5% (year over year as of 30Nov). This includes maintenance of a strong cash position as a prudent reserve and for planned, Vestry-approved investment in new human resources for St. James' in 2022.

### ***Increasing connections with St. James' Thrift Shop and the Women of St. James' Programs***

Working through the Vestry, the finance committee has continued to connect with the Women of St. James' program and the St. James' Thrift Shop program to identify areas for improvement of financial tracking and reporting. The finance committee developed an initial report format for receiving monthly financial reports from the Thrift Shop. These reports are extremely helpful in understanding the status of income and expense tracking and to help form a basis for further integrating asset and expense reporting in the future. This activity follows and is in response to recommendations from the auditor that conducted the 2019 audit of St. James' and is a guide for this effort.



**Formal Financial Procedures Binder**

A single binder was created (both hardcopy and electronically) that consolidated and updated all current parish financial procedures which includes assignment of general responsibilities, levels of required financial approval, handling of payroll, accounts receivable and accounts payable, details on St. James' programs and committees, the annual budgeting process and financial records-keeping policies.

**Development of a Consolidated Report of Foundation Assets**

In 2021, Jim Iles, the Parish Treasurer, developed a report that consolidates the multiple monthly individual foundation fund reports into a single, simple report for the Vestry to review on a quarterly basis. This made it much easier to understand the status of current assets and any additions and withdrawals made to these funds throughout the year.

**Financial Modeling to Support New Investment in Human Resources**

Early in the budgeting process and in consultation with the Wardens and Rector, the finance committee developed models for funding a new part-time assistant rector at St. James' to assist current clergy and staff and expand capacity. The models were used for committee discussion and potential future planning for targeted fund raising.

**Creation of a New Savings Account**

As part of the recommendation for de-risking cash assets, a second savings account was formed at Key Bank to assure that St. James' did not hold cash in excess of FDIC insured levels at any one institution.

**2022 BUDGET NARRATIVE**

*John Gilly*

As in previous years for annual operating budget preparation, each committee chair was asked to submit budget requests early in the fall so that the finance committee had ample time to evaluate expenses against income. All areas of income and expenses were reviewed and compared to past financials to ensure the highest level of accuracy possible. We are pleased to report that pledges for 2022 were 13% higher than those received for 2021. This confidence in continued financial support of St. James' plus the positive net income generated by the parish in

2020 and 2021 (combined over \$72,000) has allowed the finance committee and Vestry to support new investment in 2022 operations at St. James'. The new investment is in human resources as a blend of two new part-time positions and new contractor positions to support education, music ministry and livestreaming operations.

The pledges received for 2022 are \$46,656 more than 2021 which continues a trend of increasing pledges for the past two years. A significant amount (over \$68,000) of the pledges were received from new pledgers and the vast majority of pledgers either maintained their previous pledge or increased it for 2022. This demonstrates the continued generosity that St. James' receives from the congregation. We thank you for this support.

### **2022 BUDGET HIGHLIGHTS**

- The foundation again approved a 5% draw from each of the four sleeves that are included in the budget. We have decided to use the full 5% allotted in this year's budget.
- In addition, the Mission Reserve investment sleeve will provide \$12,500 to support the ongoing St. James' mission initiatives and prison ministry. These funds are expended under the guidance of the Mission team and approved by the Vestry.
- In recognition of the current economic condition the Vestry approved a Diocese-recommended 3.6% cost of living adjustment (COLA) for all staff members. A key to the 2022 budget includes the hiring of a new part-time Assistant Rector to add to the clergy for St. James'. This position is budgeted to start September 1. In addition, a part-time Web/Communications Assistant position has been approved to start early in 2022. This position would focus on making daily/weekly edits to the website such as creating and re-aligning banners on the homepage, adding bulletin links, uploading and storing worship and music videos, updating page content for programming as well as assisting in social media posting. All these activities are currently being managed through the Director of Congregational Life.
- St. James' will be paying the full Diocesan assessment. For 2022, the Vestry has approved an increase in payment of the Diocesan pledge by \$4,858; St. James' first increase in the pledge since 2018. The total budgeted commitment to the Diocese of CNY for 2022 from St. James' is \$76,380.
- A reason for increase in administrative expenses is the increase in wedding and funeral expenses due to an expected increase in weddings; most are already scheduled. Wedding expenses are defrayed through an increase in wedding income.

- Church property expenses are forecasted to increase by 2.4%. Most of this increase is due to a 10% increase in the liability/fire insurance premium for the parish.
- Education expense is being increased to pre-2021 levels to support the increase of in-person activities.
- Visibility expense increase is primarily due to the increase in social media use and web ads.
- Worship expense budget is almost doubling from the 2021 level and represents the new approach that St. James' Vestry feels is a value-added service to the congregation. This is the live-streaming of services to support remote participation either live or through video-taped service and music offerings. This requires the resource of contract media engineers. The budget also restores the lead musician contractor for the Worship Band. In addition, Altar Guild supplies historically had been funded outside of the operating budget through an Altar Guild/Flower fund. In order to track the full operational cost for worship services, the cost of Altar Guild supplies has been added to Worship expenses (\$2,000 for 2022). Flower offerings will remain a separate fund that will be managed by Altar Guild stakeholders.
- Overall expenses are budgeted to increase by 17% (\$84,625). 74% of this increase is to support increases in wages and worship expenses. The Vestry has approved this increase as an investment in human resources that can be supported through the recent retained earnings accrued by St. James'. The additional of a new part-time Assistant Rector will add a new dimension for clergy support and outreach.
- The bottom line is that to implement the 2022 budget, St. James' Vestry has approved the use of \$47,054 of retained earnings to fund these activities, ministries and operations. Given a very strong balance sheet, these new human resources can support continued financial strength of the parish plus growth for the future. It is acknowledged that a year over year net loss isn't sustainable but that the 2022 investment will yield the benefits in congregational connection and willingness to offer future stewardship so that future income will provide the opportunity for balanced budgets.

Thanks to everyone on the finance committee who worked hard all year to provide timely and accurate financial reporting and special thanks to Nicole Bova and Jim Iles who continue day-to-day and month-to-month financial management for St. James'. Thanks also to the finance committee, staff and Vestry for help and guidance during the budget creation process.

*St. James' Episcopal Church Annual Report 2022*

St. James' 2022 Budget		2021	change 2021 to 2022	2022	2022 notes
<b>INCOME</b>					
	Building Use	\$ 3,300.00	\$ 3,500.00	\$ 6,800.00	Increase is due to return to use of rental space
	Foundation Income	\$ 42,097.00	\$ 5,453.84	\$ 47,550.84	
	Fundraising Income	\$ 500.00	\$ (500.00)	\$ -	
	Plate Offerings	\$ 72,508.71	\$ (19,442.21)	\$ 53,066.50	2022 is based on reduced actual 2021 plate contributions
	Pledge Offerings	\$ 356,354.00	\$ 46,656.00	\$ 403,010.00	A 13% increase based on actual pledges received
	Pledges & service income (plate)	\$ 428,862.71	\$ 27,213.79	\$ 456,076.50	
	Christmas/Easter/Ash Wed	\$ 10,000.00		\$ 10,000.00	
	Funeral Income	\$ 600.00	\$ 1,400.00	\$ 2,000.00	
	Women of St. James'	\$ 5,200.00	\$ 5,200.00	\$ 10,400.00	
	Wedding Income	\$ 3,200.00	\$ 4,350.00	\$ 7,550.00	Increase due to rate increase and number of weddings
	Master Class Series	\$ 300.00	\$ (300.00)	\$ -	
	Lakeside Perf Arts Series	\$ 300.00	\$ (300.00)	\$ -	
	Altar Guild Income	\$ -	\$ 500.00	\$ 500.00	
	<b>TOTAL INCOME</b>	<b>\$ 494,359.71</b>	<b>\$ 46,517.63</b>	<b>\$ 540,877.34</b>	
<b>EXPENSE</b>					
<b>WAGES</b>					
	Subtotal - Wage Expense	\$ 281,877.99	\$ 62,978.82	\$ 344,856.81	The increase includes 3.6% COLA and two new positions
<b>EXPENSE ADMINISTRATIVE</b>					
	Subtotal - Administrative	\$ 40,536.00	\$ 1,483.00	\$ 42,019.00	
<b>EXPENSE CHURCH PROPERTY</b>					
	Subtotal - Church Property	\$ 52,195.00	\$ 1,271.13	\$ 53,466.13	
<b>EXPENSE EDUCATION</b>					
	Subtotal - Education	\$ 2,485.00	\$ 1,795.00	\$ 4,280.00	Increase to support in-person instruction activities
<b>EXPENSE MINISTRY</b>					
	Subtotal - Ministry	\$ 24,658.08	\$ (534.14)	\$ 24,123.94	
<b>EXPENSE OUTREACH</b>					
	Subtotal - Outreach	\$ 86,203.97	\$ 8,376.50	\$ 94,580.47	Increase primarily to support increased Diocesan assessment (100% of requirement) and Diocesan pledge (84% of request)
<b>EXPENSE PASTORAL CARE</b>					
	Subtotal - Pastoral Care	\$ 2,100.00	\$ (250.00)	\$ 1,850.00	
<b>EXPENSE VISIBILITY</b>					
	Subtotal - Visibility	\$ 3,360.00	\$ 420.00	\$ 3,780.00	Increase supports social media presence
<b>EXPENSE WORSHIP</b>					
	Subtotal - Worship	\$ 9,890.00	\$ 9,085.00	\$ 18,975.00	The increase is for contractors to support livestreaming and to add Altar Guild supplies to the operating budget
	<b>Total Expenses</b>	<b>\$ 503,306.04</b>	<b>\$ 84,625.32</b>	<b>\$ 587,931.36</b>	
	<b>Net operating income/(deficit)</b>	<b>\$ (8,946.33)</b>	<b>\$ (38,107.69)</b>	<b>\$ (47,054.02)</b>	
	required draw from previous years net income to cancel out deficit	\$ 8,946.33		\$ 47,054.02	The Vestry has approved the use of retained earnings to fund the net loss anticipated in 2022

## MINUTES FROM ST. JAMES' 2021 ANNUAL MEETING

*Marie Hughes*

### **February 7, 2021**

**The Rev. Dr. Becky Coerper called the meeting to order at 12:05 PM and opened it with a prayer.**

**Correction:** The Rector told the parishioners there was an error on page 39 in the Annual Report. The Commission formed should read "Racial Justice" not "Racial Injustice."

**Opening Remarks:** The Rector explained to the parishioners how the meeting was subject to the NYS laws for non-profits, Canons of the Episcopal Church, Canons of the Diocese of Central New York, St. James' By-Laws, Roberts' Rules of Order, Holy Scripture, and common sense. The voting was open at 11:00 AM to meet with the NYS law requiring that polls are open for voting for at least one hour.

**Secretary Election:** Jane Gilly made a motion to elect Marie Hughes as Secretary for the meeting; seconded by Sharon Arliss; approved by the parishioners with a show of hands.

**Appointment of Head Teller:** Melissa Thompson was appointed as Head Teller assisted by outgoing Vestry members Cindy Bright, Karen Hoyt, and Amy Tuttle, who will all certify the election results. They will be sent to Warden Susanne Rynkiewicz who will verify and announce the results of the election of the new Vestry members. The Rector read the qualifications needed to be considered as a Vestry member. She noted the potential members were chosen based on skill sets needed to balance the governing body of the church.

**Vestry Slate:** Warden Susanne Rynkiewicz announced the Vestry slate up for election as follows: Bill Spalding - Warden, Amy Allyn - 3-year term, Nancy Corl - 3-year term, Barb Burton 3-year term, Doug Smith - 2-year term. Their biographies were featured in the annual report. The Nominating Committee received thanks for the time and thought spent in choosing the slate of new members.

**Minutes of 204<sup>th</sup> Annual Meeting:** Mary Marshall made a motion to approve the minutes of the 204<sup>th</sup> Annual Meeting; seconded by Amy Allyn; approved by the parishioners with a show of hands. The motion passed.

**State of the Parish:** The Rev. Dr. Becky Coerper presented the state of the Parish and began by saying, "I usually CLOSE my remarks at the Annual Meeting with words of thanks, but this year as we come to the one-year mark of the COVID 19 pandemic, I want to begin with gratitude and thanks. We really had no idea how we would fare in this time and St. James' has thrived! The reason for that is the people who are here and their deep faith in God; a faith that only seems to have deepened. It is their dedication, their willingness to adapt and problem solve and to press into this challenge that has made the parish thrive, and even grow." The Rector continued by giving special thanks to the staff saying, "First and foremost I give thanks to the staff and for the staff. St. James' staff is the most dedicated, hard-working, creative,

adaptive, out-of-the-box thinking, problem-solving, collaborative group of people anyone could ever want to have as a staff. If it weren't for the gifts they bring and their adaptive spirit, we would not be where we are today. Michael Larkin, Laura Posecznick, Kip Coerper, Chuck Stewart, who are our worship team...THANK YOU. Toppie Bates, Nancy Graham and Chuck Stewart, who are the pastoral care team...THANK YOU. Melissa Thompson and Nicole Bova, who have gone with the flow and learned on the go and brought a whole new level of professionalism to our office...THANK YOU. I can't say enough about this staff. You have my deepest regard and gratitude. I also want to thank the Wardens, Colleen Gannon and Susanne Rynkiewicz. They have been fearless and imaginative in their leadership this year making SURE St. James' had the resources and direction it needed." The Rector continued to thank the Vestry, including the various committees, and acknowledged the hard work and dedication of Corinne and Bill Buterbaugh for the Altar Guild work and all their efforts to keep the church decorated for the various seasons and ceremonies. The Rector also cited examples of growth, using the Wednesday evening service as evidence. When the service was held in Church, the numbers were generally small; 6-10 people. But since the service is on ZOOM and Facebook, the attendance registers around 25 for the actual time; but that does not include those who tune into the service later. The same holds true for the Sunday morning service, where people tune in from all over the country, and the snowbirds can still worship with their St. James' family. The same thing is happening at Centering Prayer, which is offered three times a week. The Rector has also scheduled more weddings than usual despite the pandemic, and a commission has been formed to discuss and help address the need for racial justice and reconciliation.

Since the parish is thriving and offering so many opportunities to its parishioners, the Rector asked the members to consider the following questions:

What are you imagining it will be like when we meet together in person because we are not the same church we used to be?

How will we balance all the different expectations?

How will it feel to come to church with cameras set up?

The Rev. Dr. Becky Coerper asked the parishioners to share their questions and to let God speak through them. She stated the church will continue to change because there is no going back. Members need to be patient, curious and trusting in the journey that lies ahead.

**Recognition of Outgoing Vestry Members:** The Rector read comments from each Vestry member honoring each of the outgoing members: Cindy Bright, Karen Hoyt, Amy Tuttle, and Warden Colleen Gannon. Each will also receive the book, *Jesus: A Pilgrimage*, by the Rev. James Martin SJ, and a copy of the comments from the Vestry.

**Stewardship and Financial Report:** Jim Iles and John Gilly presented the budget for 2021 which was approved by the Vestry at its January meeting. They also gave a detailed presentation of the highlights of the budget, as well as the reason for some of the differences from year to year. The members learned that the PPP loan from the government was completely forgiven, along with the interest. Another point of discussion was the Diocesan assessment and, although the pledge will not be paid in full, the actual assessment from the Diocese will be paid 100%. This decision will allow St. James' to give the staff a much-

deserved raise in salary. The church will eventually end up paying the full amount for both the pledge and the assessment. The Finance Committee received thanks and acknowledgement of all their diligent and responsible work in managing the finances.

**Polls Closed at one hour and 30 minutes into the voting.**

**The 11<sup>th</sup> Annual Body Builders' Recognition Award:** The recipients of this year's award were Bill and Corinne Buterbaugh, and their son, John, who have spent numerous volunteer hours doing whatever needed to be done. The Rector read about them and the piece will be published in the upcoming edition of **The Spirit**.

**Election Results: The tellers certified the results of the tabulated votes and the new Vestry Slate was approved,**

**Thank you:** The Rev. Dr. Becky Coerper thanked the outgoing Vestry members: Melissa Thompson, who oversaw the office and the voting, Laura Posecznick for technical expertise, and Nancy Graham for taking attendance,

**Adjournment:** Dan Fisher made a motion to adjourn the meeting at 1:35 PM; seconded by Karen Hoyt; approved by all.

**The 206<sup>th</sup> annual meeting will take place on February 6<sup>th</sup>, 2022 at noon.**





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