

St. Paul's Episcopal Church



2024 Annual Meeting
January 26, 2025

Prayers for the Parish

Almighty and everliving God, ruler of all things in heaven and earth, hear our prayers for this parish family. Strengthen the faithful, arouse the careless, and restore the penitent.

Grant us all things necessary for our common life, and bring us all to be of one heart and mind within your holy Church; through Jesus Christ our Lord. *Amen.*



ANNUAL PARISH MEETING AGENDA

January 26, 2025

Call to Order and Opening Prayer – Bob North, Senior Warden

Determination of a Quorum (at least 35 members) – Elsie Ozinga, Registrar

Minutes of 2023 Annual Meeting – Bob North, Senior Warden

Recognition of Outgoing Vestry Members – Bob North, Senior Warden
(Laura Bittinger, Julia Eaton, and Kim Hazuda)

Report of Nominating Committee– Bob North, Senior Warden

Candidates for 3-year terms: Debra Donnelly-Barton, David Larrabee, and Tad Stewart

Candidates for Diocesan Convention: Bob Ozinga, Coleman Sellers.
Alternate: Elsie Ozinga

Call for Election— Bob North, Senior Warden

Senior Warden's Report – Bob North, Senior Warden

Junior Warden's Report — See page 10

Treasurer's Report – Diane Freestate, Treasurer

Transition Committee Report – Bob Ozinga, Chair of the Transition Committee

Other Business

Adjournment

Minutes of 2024 Annual Meeting

January 28, 2024

Rev Mary called the meeting to order at 11:00 am. Opening prayer for the parish followed. Senior Warden Bob North declared a quorum. The 2023 Annual Meeting minutes were approved by consensus.

The outgoing Vestry members, Carol Lorditch and Sharon Burak were not present and will be recognized at the next Sunday service they are here for. Elsie Ozinga has agreed to serve a one year term as Registrar.

Bob North presented the nominating committee report. Vestry candidates were Sherri Ward, Peggy Andrews and Pat Jamison. Bob North moved that they be elected by acclamation. John Friel seconded. Candidates were approved.

Bob North reported that the candidates for convention delegates were himself, Bob Ozinga and Coleman Sellers, Sharon North, alternate. Bob moved they be elected by acclamation. John Friel seconded. Candidates were approved.

Rector's Annual report is attached.

Senior Warden Bob North thanked Mary Friel, Michele Miller, Junior Warden, Charlie Ackerman, Stef Scaggiari, Nancy Cook and Julia Morris Myers for their dedication and hard work.

Bob North read Charlie Ackerman's report. It is attached.

Treasurer's Report was given by Diane Freestate. She expressed appreciation for the generosity of St. Paul's Parishioners and stated the 2023 Operating Fund met all necessary expenditures. Investment funds increased by 12.5%. She thanked those who contribute to the Building Fund.

Balance Sheet and Analysis of Revenues and Expenses is attached.

Diane also reported that the 2023 Stewardship Campaign was very successful with an increase in money pledge as well as an increase in pledging units.

Respectfully submitted,

The Rev. Mary P. Friel, Rector

Attachment #1 Rector's Report – 2023 in Review

Rectory Basement Water Remediation- Grease Trap!

Recognized Hallie Rugg's Altar Guild Service and welcomed Sharon North

Continued our outreach relationship with Haven Ministries, MCFV, Feed a Family and Backpacks for Kids

Celebrated Harriet Tubman Sunday, welcomed the Covenant Choir, Tidewater Singers and Allegra Chorus

Brought Back the Famous Shrove Tuesday Pancake Supper

Partnered with Plastic Free Queen Anne's County on bag ban

Celebrated Juneteenth with Thomas Beard

Began first Saturday Yard Sales

Initiated Bring a Friend to Church Day

Continued our Sunday Crossroads Community Dinner Church, HC at Queenstown Landing, Bayleigh Chase and Londonderry

Michele's medical leave of absence

Julia retired as choir director. Welcomed Nancy Cook as choir director. Celebrated Julia's retirement. Welcomed Stef Scaggiari as music director

Green Team participated in DOE Ministry Fair

Parish Picnic in Church yard

Fine Arts-Madonna Icon and prints in Harper Room

Numerous repair and maintenance projects under guidance of our Junior Warden

Welcomed back 4 returning members and 8 new members

2 weddings 6 funerals

Attachment #2 – Junior Warden Report 2023

This year really flew by. Seems like yesterday Lester just started the weekly grass cutting and now his crew is collecting all the fallen leaves.

As I walk around St. Paul's I always see someone doing something; for example, you can see people tending gardens, changing light ballast, painting, hauling stuff to the dump, making various repairs. etc. etc. We're a very active church community

Here are some highlights of projects from this past year:

Back in April the elevator was shut down for over a week due to a what seemed like a mysterious problem the techs individually couldn't solve but as a team they came up with the solution. A power supply unit failed.

We complied with county regulations and installed a grease trap in Donaldson Hall Kitchen.

We're now in the middle of our brick walkway repair project. The area near the prayer garden is completed so now we're focusing on the walkways at the Liberty street Church entrance. This area is scheduled for a spring completion.

I'm sorry to say our three, now minor, rain leaks could not be totally solved this year so they will be added to next year's 2024 agenda.

The Rectory had some plumbing and electrical repairs, plus we upgraded a long section of gutter. The size was increased to handle the amount of water flow.

There were two minor fender bender accidents in the parking lot. The people are fine but the maple tree and the light pole did not survive.

We now have two detailed proposals for the Rectory's exterior renovation project.

Both of our geothermal pumps are leaking and we're in the process of having them repaired.

In November we hired Schuman Janitorial. They will be providing and managing the new house-keeping crew. Welcome Aboard!

I would like to thank the Vestry, property committee, and the leadership team, for their support and help. And a special "Thank You" to Michele for her 20 years of dedication.

Yours in Christ,
Charlie Ackermann, Junior Warden

Ministries of St Paul's Episcopal Church

Acolytes

Dan Rugg 410-758-1395

Acolytes serve as the Crucifer, Torch Bearers and Servers. The Crucifer is charged with carrying the Cross. The Torch Bearer is charged with the lighting and extinguishing of the Altar candles. The Server assists the Rector with preparing the table for Holy Eucharist.

Altar Guild

Sharon North 443-262-8792

Jessica Sellers 410-725-8288

The Altar Guild is responsible for setting up and caring for the furnishings in the nave, sanctuary, and sacristy, as well as any other area of the church where special worship will take place. The Altar Guild is a ministry of "quiet service". It's behind the scenes, but a most critical act of service to the church.

Back Packs

Sharon North 443-262-8792

Back packs are filled and delivered for distribution to children of need through Social Services.

Choir

Stef Scaggiari 443-988--8704

The primary role of the choir is to lead and support the congregation's worship through singing. Choirs may also sing anthems or make other special musical offerings to beautify and enhance the experience of worship.

Coffee Hour

Kathy Anderson 410-253-3000

Gail Brown 443-618-0609

The Coffee Hour is held every Sunday after the service. It is a time of fellowship, which gives members of the congregation the opportunity to meet other members while enjoying coffee and a small snack. Members of the congregation sign up for a particular date to supply the snack.

Contemplative Prayer

A form of mental prayer in which meditation and petition give way to quiet adoration of the mysteries of God. Contemplation is the fruit of divine grace. It comes after a period of reconciliation and self-abandonment.

Counters

Michele Miller 410-758-1553

The Counters are responsible for accurately registering monetary contributions from the church service.

Episcopal Church Women

Lizzy Stanton 410-590-1251

All women are members of the ECW. The ECW sponsor fund raisers for local charities and sponsor women's social events.

Hand Bells

Nancy Cook 410-758-2502

Music created with Hand Bells to enhance the experience of worship.

Haven Ministries (Homeless Shelter at Kent Island Methodist Church)

Barbara Ackermann 443-797-4569

On a scheduled basis, St Paul's provide food and fellowship to homeless individuals and families.

Healing Prayer Team

Eleanor Strietman 301-642-5950

Knitting Ministry

Jean Hilleary 410-758-1858

The Knitting Ministry supplies the handmade Prayer Shawls, which are given to individuals upon request. Prior to giving the Prayer Shawl to the individual, it is blessed during a worship service by the Rector and the congregation.

Lay Eucharistic Ministers

Chris Pupke 410-924-8279

Lay Eucharistic Ministers are persons licensed by the bishop to administer the consecrated elements of the eucharist. They may administer the consecrated bread and wine at any celebration of the eucharist in the absence of a sufficient number of priest or deacons to assist the celebrant.

Lectors

Chris Pupke 410-924-8279

Lay persons trained in reading scripture who are appointed by the clergy person in charge of the congregation to read lessons or lead the prayers of the people.

Pastoral Care Team

Linda Carroll 410-490-6299

The Pastoral Care Team provides visits, meals and rides to parishioners who need a little tender, loving care and assistance.

Planned Giving

Bob North 443-454-6923

Ushers

Dan Rugg 410-758-1395

Ushers welcome parishioners into the church. They create a welcoming environment and set the tone for every parishioner's personal experience with the church. Ushers collect the offering at the appointed time during the service. Ushers are responsible for securing the offering until it can be counted and deposited. Ushers organize the procession to the Holy Eucharistic and assist individuals with mobility issues.

Vestry

Bob North 443-454-6923

The Vestry is the legal representative of the parish with regard to all matters pertaining to its corporate property. The basic responsibilities of the Vestry are to help define and articulate the mission of the congregation, to support the church's mission by word and deed, to ensure effective organization and planning and to manage resources and finances. At St. Paul's, Vestry members are expected to be faithful in worship and stewardship and well informed about the activities of the parish.

Sr. Warden Report 2025 Annual Meeting

First: Thanks to the Vestry Nominating Committee which consisted of: myself, Laura Bittinger, Julia Eaton and Kim Hazuda, for nominating Deborah Donnelly-Barton, David Larrabee and Tad Stewart to fill three openings for a three-year term on the Vestry.

I move that these three candidates be voted by acclamation. Do I have a second?

The following Parishioners have been nominated to be Delegates to the 157th Annual Convention of the Diocese of Easton to be held beginning on 6 March 2025: Bob Ozinga and Coleman Sellers and Elsie Ozinga as an Alternate. I move that they be approved by acclamation. Do I have a second?

I want to thank the current, outgoing and new Vestry members for their time and dedication to St. Paul's. I also want to thank Diane Freestate for her time and dedication as St. Paul's Treasurer. Special thanks to Rev. Mary Friel for her spiritual leadership, friendship, mentorship and motivating and inspiring sermons. Rev. Mary retired in October and we wish her an enjoyable and productive future.

Thanks also to the Transition Committee led by Bob Ozinga as they work toward finding a new Rector.

I want also to recognize our Musical Director, Stefan Scaggiari for his expertise and wonderful musical programs. Along with Stef, I want to recognize our Bell Choir Director Nancy Cook for her dedication and expertise.

Our Parish Administrator, Michele Miller also deserves recognition for her dedication and outstanding performance in managing a multitude of daily issues.

Our Jr. Warden, Charlie Ackermann has done a fantastic job addressing a multitude of ongoing projects to maintain our Church building and Rectory and I will be providing a list of those shortly.

Finally, my thanks to all Parishioners, especially those who lead St. Paul's numerous ministries, for their commitment and support of St. Paul's and dedication to our ministries and especially to those who reach out to our community.



Jr. Warden's 2024 Annual Report

Completed projects

There were several phases in the project that changed the appearance of our Church's liberty St. entrance this year. First, we removed the two diseased trees. Second, the main entry walkway needed to be replaced. In keeping the same design, they installed an all-new brick and blue stone walkway. Then to complete the job we added new shrubs and flower beds.

Our two geothermal pumps were in need of repair and replacement. In order to keep our HVAC system running they could only work on one pump at a time. At the end of the two-month project they rebuilt two pumps and replaced one electric motor.

Due to the inadequate services from our HVAC service company, we solicited bids from several companies. During the process we discovered the need to expand the search to include an HVAC computer control company as well. As a result, we hired Modern Controls Company who provides both services.

Schuman Janitorial service notified us that they will be raising their service fees in January 2025 so we are in the process of soliciting bids to see what the current market value dictates. We may need to change companies.

Numerous smaller projects that were completed this past year including **1**, The Installation of a new garbage disposal, **2**, Replaced the Liberty St. "St. Paul's" sign and restored the Commerce St. "St. Paul's" sign, **3**, Replaced all the light bulbs in the church and installed new LED lights in the Richardson room, **4**, Re-secured and checked all pews in the church. **5**, Completed all required annual inspections.

Projects that have been started this year but will not be completed until 2025.

1. To complete upgrades to our security alarm and entry system.
2. Surveying the conditions of the plumbing pipes in the crawl spaces under the church, and replacing as needed.
3. Due to a reoccurring leak Stabil Solutions is scheduled to return for warranty work to reseal the basement hallway wall.
4. The Rectory includes repairing the exterior main water line, various interior repairs, and painting.
5. HVAC - Catching up on needed repairs to items that were missed from our previous contractor.





St. Pauls Episcopal Church, Centreville
Annual Report of the Treasurer
2024

OPERATING FUND

The Operating Fund has ended 2024 in a positive position. Certain budgeted expenses that were not realized after Reverend Friel's retirement offset a shortfall in revenue from budget predictions. The year ended with a \$10,695 surplus which will be carried forward.

Pledges to the Operating Fund dropped 9% for 2025 to \$268,085 from 56 households. It is our hope that there will be an increase in unpledged gifts to make up that difference. Expenses incurred in the search for a new rector until it is completed will be coming from the Operating Fund. That is in addition to the salaries of our organist and parish administrator who is also our assistant treasurer. It also covers the expenses associated with the daily operations of the Parish such as utilities, administrative costs, live streaming of services, cleaning and security, insurance and payroll taxes. When parishioners make a pledge to St. Paul's during the annual stewardship campaign, the fulfillment of that pledge covers its operating costs. As its title describes, without the Operating Fund, the Parish could not operate.

BUILDING FUND

This year's Building Fund ended the year in a positive position, as well. Due to the generous contributions from the parish earmarked for the Building Fund, we will have \$9,261 to carry forward for next year's projects.

The Building Fund, or Capital Fund as it can be called, is used to cover all maintenance expenses for the church, rectory and all our grounds. Those expenses are everything from lawn mowing to maintenance contracts to repairs on our elevator. It is also used to make any improvements to our buildings and grounds of a capital nature.

Revenues that go into the Building Fund come from the rental of our parking lot to Wye River Upper School and the many generous gifts from our parishioners. When parishioners make a gift earmarked for the Building Fund, those gifts are used to pay buildings and grounds expenses only. Our buildings have a long, valued history and our Parish is committed to keeping them in the best condition possible. Our grounds are part of the beauty of our property, and used every day. They, too, are kept in the best condition possible, thanks to the many designated gifts to the Building Fund.

INVESTMENT FUNDS

The endowment funds of St. Paul's ended the year on a positive swing, as well. They increased an average of 8.7%. The vestry has set a withdrawal of 5% for 2025 to use as each fund is directed.

Respectfully submitted,

Diane Freestate, Treasurer
Michele Miller, Assistant Treasurer

Accounts

Assets		
Checking Account		
1-1001 - Checking Acct- Operating Fund Shore	\$190,265.55	
3-1001 - ECW Cash in Shore	\$6,973.46	
Total Checking Account		\$197,239.01
Investment Accounts		
10-110 - Kirchner Fund	\$91,297.82	
2-1100 - Raymond James BF	\$63,653.96	
4-1100 - Easton Episcopal Funds - Collins	\$14,267.57	
5-1100 - Easton Episcopal Funds - Holliday	\$18,531.48	
6-1100 - Easton Episcopal Funds - Davis	\$51,740.42	
7-1100 - Raymond James Gale-Whitelaw	\$329,970.70	
8-1100 - Raymond James Mission Advance	\$526,675.68	
9-1100 - Easton Episcopal Funds - Selby	\$212,673.61	
Total Investment Accounts		\$1,308,811.24
Total Assets		\$1,506,050.25
Liabilities, Fund Principal, & Restricted Funds		
Liabilities		
Fund Principal		
10-300 - Kirchner Fund Principal	\$83,229.01	
1-3000 - Operating Fund Principal	\$162.26	
2-3000 - Building Fund Principal	\$54,392.98	
3-3000 - ECW Fund Principal	\$3,067.41	
4-3000 - Collins Fund Principal	\$8,098.26	
5-3000 - Holliday Fund Principal	\$14,447.31	
6-3000 - Davis Fund Principal	\$37,317.86	
7-3000 - Gale-Whitelaw Fund Principal	\$108,538.13	
8-3000 - Mission Advance Fund Principal	\$494,878.64	
9-3000 - Selby Fund	\$28,496.11	
Excess Cash Received	\$115,513.39	
Total Fund Principal and Excess Cash Received		\$948,141.36
Restricted Funds		
Total Temporary Restricted	\$179,408.55	
Total Permanent Restricted	\$378,500.34	
Total Restricted Funds		\$557,908.89
Total Liabilities, Fund Principal, & Restricted Funds		\$1,506,050.25

St. Paul's Parish
Analysis of Revenues & Expenses
Operating
January to December 2024

Accounts	MTD Actual	MTD Budget	YTD Actual	YTD Budget	Annual Budget Remaining
Revenues					
Offerings					
004001 - Plate Offering	\$867	\$438	\$4,766	\$5,250	\$484
004002 - Pledge Gifts	\$17,892	\$13,136	\$279,529	\$275,360	(\$4,169)
004003 - Non-Pledged Gifts	\$6,895	\$11,393	\$36,268	\$45,000	\$8,732
Total Offerings	<u>\$25,654</u>	<u>\$24,966</u>	<u>\$320,563</u>	<u>\$325,610</u>	<u>\$5,047</u>
Miscellaneous Income					
004010 - Property Use	\$0	\$0	\$950	\$900	(\$50)
004020 - Other Income	\$0	\$0	\$77	\$800	\$723
004025 - Checking Acct Interest	\$0	\$5	\$23	\$70	\$47
1-4062 - Transfer from Restricted C	\$250	\$755	\$3,473	\$9,063	\$5,590
Total Miscellaneous Income	<u>\$250</u>	<u>\$760</u>	<u>\$4,523</u>	<u>\$10,833</u>	<u>\$6,310</u>
Investments					
004012 - Davis	\$0	\$0	\$2,396	\$2,396	\$0
004019 - Mission Advance	\$0	\$0	\$25,330	\$25,330	\$0
004024 - Kirchner	\$0	\$0	\$3,952	\$3,952	\$0
Total Investments	<u>\$0</u>	<u>\$0</u>	<u>\$31,678</u>	<u>\$31,678</u>	<u>\$0</u>
Total Revenues	<u><u>\$25,904</u></u>	<u><u>\$25,726</u></u>	<u><u>\$356,764</u></u>	<u><u>\$368,121</u></u>	<u><u>\$11,357</u></u>
Expenses					
Personnel					
Rector					
005100 - Compensation	\$0	\$5,800	\$58,000	\$69,600	\$11,600
005101 - Pension	\$0	\$1,505	\$15,054	\$18,065	\$3,011
005102 - Health/Dental Insurance	(\$1,269)	\$1,333	\$11,382	\$16,092	\$4,710
005103 - Life Insurance	(\$32)	\$33	\$260	\$400	\$140
005104 - Mileage Reimbursement	\$0	\$1,000	\$484	\$1,000	\$516
005105 - Expense Allow/Travel/Loc	\$0	\$145	\$797	\$1,100	\$303
005106 - Education/Seminars/Con	\$0	\$23	\$0	\$275	\$275
005108 - Cell phone	\$96	\$0	\$525	\$500	(\$25)
Total Rector	<u>(\$1,206)</u>	<u>\$9,840</u>	<u>\$86,502</u>	<u>\$107,032</u>	<u>\$20,530</u>
Other Personnel Compensation					
005020 - Parish Administrator	\$4,041	\$4,041	\$49,677	\$49,437	(\$240)
005021 - Organist	\$1,833	\$1,833	\$22,000	\$22,000	\$0
005023 - Deacon	\$0	\$150	\$1,230	\$1,560	\$330
005026 - Assistant Treasurer	\$449	\$458	\$5,520	\$5,493	(\$27)
005027 - Sexton	\$250	\$250	\$3,000	\$3,000	\$0
005029 - Choral Scholars	\$0	\$0	\$0	\$500	\$500
005032 - Live Streaming	\$450	\$500	\$5,400	\$6,000	\$600
005038 - Guest Musicians	\$0	\$50	\$0	\$600	\$600
Total Other Personnel Compensation	<u>\$7,023</u>	<u>\$7,282</u>	<u>\$86,827</u>	<u>\$88,590</u>	<u>\$1,763</u>
Other Personnel Expenses					
005030 - Payroll Tax Expense	\$524	\$551	\$6,473	\$6,700	\$227
005031 - Workman's Comp Ins Exp	\$0	\$0	\$466	\$500	\$34
005033 - Deacon Pension	\$0	\$27	\$257	\$325	\$68
005034 - Parish Administrators Per	\$404	\$404	\$4,968	\$4,944	(\$24)
005037 - Health Care Insurance	\$432	\$468	\$5,185	\$5,616	\$431
Total Other Personnel Expenses	<u>\$1,360</u>	<u>\$1,451</u>	<u>\$17,349</u>	<u>\$18,085</u>	<u>\$736</u>
Total Personnel	<u><u>\$7,177</u></u>	<u><u>\$18,572</u></u>	<u><u>\$190,677</u></u>	<u><u>\$213,707</u></u>	<u><u>\$23,030</u></u>
Rectory					
Utilities					
005040 - Electricity Rectory	\$124	\$217	\$2,667	\$2,600	(\$67)
005041 - Fuel Oil Rectory	\$873	\$0	\$1,782	\$2,600	\$818
005042 - Propane Rectory	\$0	\$0	\$1,322	\$1,000	(\$322)
005043 - Water Rectory	\$277	\$0	\$2,059	\$1,600	(\$459)
Total Utilities	<u>\$1,273</u>	<u>\$217</u>	<u>\$7,829</u>	<u>\$7,800</u>	<u>(\$29)</u>
Total Rectory	<u><u>\$1,273</u></u>	<u><u>\$217</u></u>	<u><u>\$7,829</u></u>	<u><u>\$7,800</u></u>	<u><u>(\$29)</u></u>

St. Paul's Parish
Analysis of Revenues & Expenses
Operating
January to December 2024

Accounts	MTD Actual	MTD Budget	YTD Actual	YTD Budget	Annual Budget Remaining
Church					
005060 - Insurance Church & Rect	\$0	\$0	\$22,262	\$22,087	(\$174)
005063 - Security Church & Rector	\$0	\$0	\$885	\$1,700	\$815
005064 - Custodian	\$2,663	\$1,333	\$15,976	\$16,000	\$24
Utilities					
005050 - Electricity Church	\$1,191	\$273	\$19,961	\$16,200	(\$3,761)
005052 - Propane Church	\$0	\$0	\$0	\$100	\$100
005053 - Water Church	\$277	\$0	\$1,147	\$2,000	\$853
Total Utilities	<u>\$1,468</u>	<u>\$273</u>	<u>\$21,108</u>	<u>\$18,300</u>	<u>(\$2,808)</u>
Total Church	<u>\$4,131</u>	<u>\$1,607</u>	<u>\$60,231</u>	<u>\$58,087</u>	<u>(\$2,144)</u>
Programs & Services					
005024 - Supply Priest	\$2,145	\$0	\$4,530	\$1,800	(\$2,730)
005025 - Supply Organist	\$0	\$0	\$675	\$1,000	\$325
005068 - Mileage reimbursement	\$52	\$0	\$52	\$0	(\$52)
005069 - Diocesan Unified Reques	\$3,608	\$3,609	\$43,296	\$43,307	\$11
005070 - Music-Budgeted	\$0	\$0	\$1,358	\$2,800	\$1,442
005071 - Music-Restricted Gifts	\$250	\$0	\$3,050	\$0	(\$3,050)
005072 - Organ/Piano Repair & Ma	\$0	\$336	\$155	\$800	\$645
005073 - Promotion and Advertisin	\$260	\$0	\$1,498	\$1,700	\$202
005075 - Altar Guild	\$0	\$0	\$1,224	\$2,250	\$1,026
005076 - Acolytes	\$0	\$17	\$0	\$200	\$200
005079 - Worship/Church Supplies	\$66	\$254	\$871	\$800	(\$71)
005080 - Food and Kitchen Supplie	\$0	\$0	\$0	\$75	\$75
005087 - Live Streaming	\$0	\$417	\$0	\$5,000	\$5,000
005088 - Coffee Hour	\$0	\$12	\$0	\$150	\$150
005089 - Vestry Expenses	\$0	\$0	\$597	\$0	(\$597)
Total Programs & Services	<u>\$6,380</u>	<u>\$4,645</u>	<u>\$57,305</u>	<u>\$59,882</u>	<u>\$2,577</u>
Administrative Expenses					
005082 - Misc. Unbudgeted Expen:	\$15	\$183	\$854	\$2,200	\$1,346
005090 - Office Phone & internet p	\$558	\$547	\$6,738	\$6,500	(\$238)
005091 - Office Supplies	\$443	\$399	\$7,396	\$6,100	(\$1,296)
005092 - Copier Lease/Billable cop	\$845	\$783	\$10,834	\$10,000	(\$834)
005093 - Postage	\$0	\$0	\$1,508	\$2,225	\$717
005095 - Search Committee	\$0	\$0	\$900	\$0	(\$900)
005096 - Bank fees	\$125	\$56	\$753	\$625	(\$128)
005097 - Convention Expense-Dioc	\$0	\$0	\$170	\$320	\$150
005098 - Stewardship	\$176	\$0	\$875	\$675	(\$200)
Total Administrative Expenses	<u>\$2,162</u>	<u>\$1,968</u>	<u>\$30,027</u>	<u>\$28,645</u>	<u>(\$1,382)</u>
Total Expenses	<u>\$21,123</u>	<u>\$27,009</u>	<u>\$346,070</u>	<u>\$368,121</u>	<u>\$22,052</u>
Net Total	<u>\$4,781</u>	<u>(\$1,283)</u>	<u>\$10,695</u>	<u>\$0</u>	<u>(\$10,695)</u>

Date : 01/09/2025
Time : 11:45:34 AM

**St. Paul's Parish
Revenues & Expenses
Building Fund
January to December 2024**

Accounts	MTD Actual	MTD Budget (This Year)	YTD Actual (This Year)	YTD Budget (This Year)
Revenues				
Offerings				
2-4003 - Non-Pledged Gifts BF	\$14,222	\$11,049	\$53,082	\$40,000
Total Offerings	\$14,222	\$11,049	\$53,082	\$40,000
Miscellaneous Income				
2-4051 - Parking lot	\$1,180	\$540	\$6,900	\$6,260
Total Miscellaneous Income	\$1,180	\$540	\$6,900	\$6,260
Investments				
2-4017 - Selby Distribution	\$0	\$0	\$9,850	\$9,850
2-4018 - Gale Whitelaw Distributions	\$0	\$0	\$15,551	\$15,551
Total Investments	\$0	\$0	\$25,401	\$25,401
Investment Accounts				
2-4901 - Interest & Dividends	\$11	\$8	\$141	\$95
Total Investment Accounts	\$11	\$8	\$141	\$95
Total Revenues	\$15,413	\$11,597	\$85,524	\$71,756
Expenses				
Investment Accounts				
2-5046 - Rectory Grounds	\$1,018	\$124	\$5,887	\$5,000
2-5047 - Rectory Maintenance	\$159	\$184	\$2,308	\$4,000
2-5059 - Parking Lot Expense	\$0	\$0	\$1,027	\$2,500
2-5061 - Church Maintenance	\$2,115	\$5,238	\$45,732	\$45,000
2-5062 - Church Grounds	\$1,241	\$237	\$11,865	\$9,000
2-5920 - Church Capital Upgrades	\$0	\$2,000	\$9,444	\$30,000
Total Investment Accounts	\$4,533	\$7,782	\$76,263	\$95,500
Total Expenses	\$4,533	\$7,782	\$76,263	\$95,500
Net Total	\$10,880	\$3,815	\$9,261	(\$23,744)

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St. Paul's Parish
Summary of Restricted Accounts
January to December 2024

Accounts	Beginning Balance	Restricted Revenue	Restricted Expenses	Ending Balance
Temporary Restricted				
Church Operations				
Altar Guild				
1-8000 - Altar Guild - General Use	\$225	\$520	\$0	\$745
1-8010 - Flowers - Christmas	\$2,010	\$1,140	\$730	\$2,420
1-8012 - Flowers - Easter	\$895	\$1,035	\$658	\$1,272
1-8014 - Flowers - Memorial	\$25	\$50	\$0	\$75
Total Altar Guild	<u>\$3,155</u>	<u>\$2,745</u>	<u>\$1,388</u>	<u>\$4,512</u>
Special Offerings				
1-8100 - Ash Wednesday	\$204	\$195	\$0	\$399
1-8110 - Christmas	\$45	\$900	\$900	\$45
1-8140 - Good Friday	\$0	\$477	\$477	\$0
1-8150 - Maunday Thursday	\$0	\$193	\$0	\$193
1-8160 - Shrove Tuesday	\$115	\$262	\$147	\$230
Total Special Offerings	<u>\$364</u>	<u>\$2,027</u>	<u>\$1,524</u>	<u>\$867</u>
Custodial Gifts				
1-8200 - Custodial Services	\$0	\$50	\$50	\$0
1-8210 - Coffee Hour Supplies	\$4,171	\$61	\$1,075	\$3,157
1-8270 - Music	\$7,007	\$585	\$3,050	\$4,542
1-8275 - Office	\$1,196	\$95	\$423	\$868
1-8295 - Worship	\$500	\$0	\$0	\$500
Total Custodial Gifts	<u>\$12,874</u>	<u>\$791</u>	<u>\$4,598</u>	<u>\$9,067</u>
Total Church Operations	<u>\$16,393</u>	<u>\$5,563</u>	<u>\$7,511</u>	<u>\$14,445</u>
Non-Operational				
Outreach - Local				
1-8302 - Gold Award Whitemarsh	\$357	\$0	\$0	\$357
1-8311 - Caring Gifts	\$0	\$692	\$1,059	(\$367)
1-8312 - Micah Ministries	\$1,429	\$560	\$0	\$1,989
1-8330 - Rector's Discretionary Fund	\$4,933	\$16,842	\$15,630	\$6,146
1-8340 - Susan Whitaker Prayer Shawl Ministr	\$254	\$0	\$0	\$254
1-8360 - Mission/Outreach	\$211	\$0	\$0	\$211
1-8365 - Backpacks	\$9,830	\$1,370	\$5,767	\$5,432
Total Outreach - Local	<u>\$17,014</u>	<u>\$19,464</u>	<u>\$22,457</u>	<u>\$14,021</u>
Outreach - Worldwide				
1-8400 - Bishop's Discretionary Fund	\$440	\$0	\$0	\$440
1-8440 - Episcopal Relief and Development	\$120	\$0	\$0	\$120
1-8450 - Harmony Ministries - Haiti	\$2,092	\$0	\$0	\$2,092
Total Outreach - Worldwide	<u>\$2,652</u>	<u>\$0</u>	<u>\$0</u>	<u>\$2,652</u>
Funds - Grants - Memorials				
1-8501 - Bequest - Unrestricted	\$9,540	\$2,500	\$1,090	\$10,950
1-8510 - Distribution - Collins Fund	\$508	\$713	\$0	\$1,221
1-8511 - Distribution - Kirchner	\$0	\$3,952	\$3,952	\$0
1-8518 - Distribution - Mission Advance	(\$5,000)	\$5,000	\$0	\$0
1-8540 - Memorial Gifts	\$5,415	\$10,755	\$0	\$16,170
1-8541 - Acolyte Fund	\$455	\$0	\$440	\$15
Total Funds - Grants - Memorials	<u>\$10,918</u>	<u>\$22,920</u>	<u>\$5,482</u>	<u>\$28,356</u>
Miscellaneous Non-Operating				
1-8820 - Pre Paid Stewardship Pledges	\$20,000	\$43,345	\$20,000	\$43,345
Total Miscellaneous Non-Operating	<u>\$20,000</u>	<u>\$43,345</u>	<u>\$20,000</u>	<u>\$43,345</u>
Cash Reserves				
1-8840 - Operating Reserves	\$79,971	\$0	\$16,715	\$63,256
1-8850 - Maintenance Reserve	\$5,333	\$0	\$0	\$5,333
1-8860 - Sabbatical Reserve	\$8,000	\$0	\$0	\$8,000
Total Cash Reserves	<u>\$93,304</u>	<u>\$0</u>	<u>\$16,715</u>	<u>\$76,589</u>
Total Non-Operational	<u>\$143,887</u>	<u>\$85,729</u>	<u>\$64,653</u>	<u>\$164,963</u>
Total Temporary Restricted	<u>\$160,280</u>	<u>\$91,293</u>	<u>\$72,164</u>	<u>\$179,409</u>
Permanent Restricted				
4-9000 - Fund Corpus Collins	\$5,000	\$0	\$0	\$5,000
5-9000 - Fund Corpus Holliday	\$2,500	\$0	\$0	\$2,500
6-9000 - Fund Corpus Davis	\$10,000	\$0	\$0	\$10,000
7-9000 - Fund Corpus Gale-Whitelaw	\$195,000	\$0	\$0	\$195,000
9-9000 - Fund Corpus Selby	\$166,000	\$0	\$0	\$166,000
Total Permanent Restricted	<u>\$378,500</u>	<u>\$0</u>	<u>\$0</u>	<u>\$378,500</u>



SUMMARY REPORT of The Transition and Search Committee 26 January 2025

This is a summary report to the St. Paul's Annual Parish Meeting of the Transition and Search Committee ("the Committee") during 2024. Upon the date of this report, the Committee's work is ongoing into 2025.

At the St. Paul's Vestry meeting of April 23, 2024 our rector of over ten years, the Rev. Mary P. Friel, announced her departure, effective October 20 of last year. Her announcement surprised the Vestry and, subsequently, the whole congregation.

The Vestry met again on May 28 and, after discussion, commissioned the St. Paul's "Transition and Search Committee", with Bob Ozinga as its chair, to help guide the parish through a prayerful reflection on the parish's mission and its hopes for the next stage in its life. The Committee also must compose a compelling and clear Parish Profile, which will precede the search for a new St. Paul's rector.

The rector search process, while carefully organized and attentive to many organizational details, differs from a corporate search process in that it is conducted at all times in a spirit of prayer and in the perspective of the question "What is God's call to us as a parish, at this time, in this place?" It is also meant to be a time of spiritual and communal growth for us as a congregation, and opportunity for us to strengthen the laity of the parish.

By June, the Committee had been formed and 17 dedicated parishioners had been enlisted as members of three work "teams":

- A Transition Team to oversee the many administrative changes and challenges the parish will face during this period. Co-Chair Tom Andrews heads this team.
- A Communications Team to develop crucial documents, surveys and profiles of our parish. Co-Chair Chris Pupke heads this team.
- A Search Team to conduct the actual search process, interview interested candidates, and provide for supply or interim clergy during the search. Co-Chair Mark Freestate heads this team.

The Committee, through its Chair and Co-Chairs, provides monthly updates and reports to the Vestry. On December 17, they joined the Vestry in meeting with Bishop of the Diocese of Easton Santosh Marray to develop two-way communications between the diocese and St. Paul's during this period of change.

A summary of each team's activities is below:

THE TRANSITION TEAM

The Transition Team has assumed certain duties to support the Senior Warden, the Parish Administrator, and the Treasurer in implementing day-to-day administrative tasks previously performed by the rector. Tasks include items such as proof-reading bulletins and other parish publications, check-signing, timesheet approval, calendar planning, and many other tasks to help the parish function efficiently going forward.

The Transition Team's Co-Chair completed the rector's portion of the 2024 Parochial Report.

The Transition Team prepared and is presenting a report and recommendation to the Vestry regarding St. Paul's implementation of the Safe Church/Safe Communities Program adopted by the National Church and the Diocese of Easton.

Transition Team members include Co-Chair Tom Andrews; Dot Abbott; Barb Ackermann; Gail Brown and Sharon Burak.

THE COMMUNICATIONS TEAM

The Communications Team is charged, among other things, with conducting the Parish Survey, developing the Parish Profile, refreshing the parish website and coordinating the weekly transition prayers.

The Parish Survey was completed in September 2024 by the Holy Cow Consulting organization. St. Paul's congregation responded in great numbers to this Survey. In October the whole Committee and the Vestry participated in a review of the Survey results with Holy Cow staff. The results of the Survey were shared with the congregation at a meeting following Sunday worship on December 8th.

The Survey helped inform the Parish Profile. The narrative for the Profile is completed, with assistance from a professional editor. The draft narrative has been reviewed by the entire Committee. In the near future, a professional graphic designer will make it visually appealing. Completion is slated for early in 2025.

Communications Team members include Co-Chair Chris Pupke; Carolyn Carney; Patricia Jamison; and Jack Shaum.

THE SEARCH TEAM

The Search Team has been busy engaging supply priests for our Sunday and Wednesday services since Rev. Friel's departure in October. Our Team is delighted to have the Rev. Mark Delcuze serving as our long-term Supply Priest.

Following the publication of the Parish Profile, the Search Team will be fielding applications and interviewing appropriate candidates for rector. They will refer a final candidate to the Vestry for consideration and approval. The Team looks forward to a robust response to our request for applicants.

Search Team members include Co-Chair Mark Freestate; Laura Bittinger; Bill Clark; Ann Grace; Caroline Hazuda; Myron Richardson and Steve Parkhurst.

VESTRY CANDIDATES



Debra Donnelly-Barton

Debra is a life-long Episcopalian starting out in the Diocese of Alaska, worshipping in a little log church. She moved to Maryland in 1978 where she joined the Diocese of Maryland. She worked for the Diocese for a while then directly for the Bishop of Maryland as chaplain to the Commission on Ministry.

Debra began worshipping at St. Paul's in June 2021. She has been teaching the Advent and Lenten programs as well as occasionally preaching.

Debra is a seminary trained Spiritual Director with 30 years of experience. She has studied at Stillpoint, Sewanee, University of the

South and General Theological Seminary in New York.

Her MA in Theology is from the EL, St. Mary's Seminary and University. She is a DM in candidate in Creative Writing and Public Theology.

'This church community has embraced me and nurtured my ministries, as well as my soul, I am so grateful to be here and honored to be asked to serve as a Vestry member.'

-Debra



David Larrabee

David is a lifelong Christian, being raised in a small Baptist Church in Penn's Neck, New Jersey. David and Carolyn came to St. Paul's from All Angels Episcopal Church in New York City. The spiritual disciplines of: prayer, bible study, meditation, and service are an integral part of his lifestyle. Currently David is a retired Physicist (PhD Cornell, 1980) who has worked at a National Laboratory, in Industry, and spent 20 years teaching physics at East Stroudsburg University in Pennsylvania. In addition he has earned a Master's in Business Administration, as well as a Masters in Systematic Theology from Union Theological Seminary in New York City.

David serves as a board member of Sustainable Jersey City and has taught in their sustainability certificate program. David is a fellow of the American Scientific affiliation, a Christian organization that brings science and religion in dialog. He also serves as the president of the Creation Care Affiliation of the American Scientific Affiliation and often presents at their annual meeting. At St. Paul's David sings in the choir, and you might have heard him preach in the pulpit. He represents St. Paul's on the Diocese of Easton Creation Care Committee.

He is married to Carolyn Carney. David and Carolyn take short hikes around the area with their two dogs and enjoy the beauty of the Eastern Shore.



Tad Stewart

I would be honored to serve as a member of the vestry and do whatever I can to help with the issues facing St. Paul's. My wife, Amy, and I recently moved to Centreville, and I feel blessed to have found St. Paul's. I have appreciated the warm welcoming we received; and I have just recently begun to serve as an usher. I am a lifelong Episcopalian, as were my parents and grandparents. I grew up on Long Island, N.Y., where my family has roots (including New York City) going back generations.

Before moving to Centreville, we lived in Washington, D.C., for 32 years. We have two boys, ages 32 and 30, both of whom live and work in Washington. I was a member of All Saints Episcopal Church in Chevy Chase, MD, and served as an usher and was involved in various volunteer projects. As a family, we would visit the Eastern Shore with the boys growing up, and I've always wanted to live here someday. It's a wonderful, interesting and historic area.

For most of my career I worked as a journalist – writer, editor and executive editor – of various publications – including Dow Jones in New York, The Washington Post, as an editor focusing on international news; and Thompson Publishing Group, which publishes legal publications. After almost 30 years as a journalist, I segued into real estate and have worked for TTR Sotheby's International Realty in residential real estate for a number of years.

I have a BA from the University of North Carolina-Chapel Hill in journalism and an MA from Columbia University in international affairs. Before UNC, I graduated from St. Paul's School in Concord, N.H., where I was head usher in the school's Episcopal chapel and an acolyte.

The vestry will be facing many challenges over the next several years, especially the search for a new rector, as well as addressing the survey results. (I know the search process well; I served on the board of trustees of a private school in Washington, D.C., and was chair of the search committee when the head of school announced her pending retirement.)

I am honored to be considered as a member of the vestry. I'm mindful of the St. Paul's School "school prayer" that has guided its students and graduates for nearly a century.

"Grant, O Lord, that in all the joys of life we may never forget to be kind. Help us to be unselfish in friendship, thoughtful of those less happy than ourselves, and eager to bear the burdens of others, through Jesus Christ our savior. Amen."

St. Paul's Episcopal Church

The Rt. Rev. Santosh Marray, *Bishop*

Bob North, *Senior Warden*

Charlie Ackermann, Jr. *Warden*

Diane Freestate, *Treasurer*

Stefan Scaggiari, *Director of Music*

Nancy Cook, *Bell Choir Director*

Michele Miller, *Parish Administrator/Assistant Treasurer*

Elsie Ozinga, *Registrar*

Laura Bittinger, *Parish Nurse*

Matt Ward, *Production Manager*

Chris Pupke, *Lay Reader Director*

Dan Rugg, *Head Usher and Acolyte Director*

Coleman Sellers, *Sexton*

The mission of St. Paul's Parish, Centreville, is to be a strong and caring community of faith, rooted in Christ, welcoming, serving, and loving all.



The Vestry

'25	Laura Bittinger Julia Eaton Kim Hazuda
'26	Wendy Emerson Judy Webster Bob Ozinga
'27	Peggy Andrews Patricia Jamison Sherri Ward

St. Paul's Episcopal Church

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