Saint James Episcopal Church
Wheat Ridge, Colorado

Annual Report for 2016

64th Annual Parish Meeting
January 29, 2017
AGENDA

ANNUAL MEETING

I. Opening Prayer, followed by breakfast
II. Appointment of Clerk
III. Approval of Minutes from 2016 Annual Meeting
IV. Reports
   a. Interim Senior Warden
   b. Acting Junior Warden
   c. Financial and Budget/Treasurer
   d. Priest-in-Charge
   e. Other reports
V. Elections
   a. Nominees for Warden/Vestry
      i. Senior Warden: Nancy Herrera (Priest-in-charge appointment)
      ii. Junior Warden: Carol Johnson
      iii. Vestry (3-year terms)
         1. Helen Masterson
         2. Nancy Shepard
         3. JoAnn Hamm
      iv. Vestry (2-year terms)
         1. Stephen Anthony
         2. Pearl Oppliger
      v. Vestry (1-year term)
         1. Rose Applegate
   vi. Other nominations from the floor
   b. Convention delegates (nominated from the floor)
      i. 3 delegates
      ii. 1 alternate
VI. Recognitions
   a. Ray Lehr Award
   b. St. James Ministry leaders
VII. Open Forum
VIII. Memorial remembrances for those who died in 2016
Minutes of 63rd Annual Parish Meeting

January 17, 2016

Opening Prayer: The 63rd Annual Parish Meeting was called to order by Fr. Bruce Swinehart, Rector, at 10:35 am. Rev. Bruce Swinehart gave the opening prayer. There were approximately 30 people in attendance.

Appointment of Secretary Pro-Tem: Judi Carey was appointed secretary pro-tem.

Minutes: Sally Hopper made a motion for the approval of the Minutes of the 62nd Annual Meeting. The motion was seconded by Bob Nyland and the minutes were approved as presented.

Senior Warden’s Report:

- Charlie Stainsby, Senior Warden, stated that his report was included in the booklet. He thanked everyone for their support and stated it had been an honor to serve.

Junior Warden’s Report:

Dean Jones, Junior Warden, was absent due to an illness. His report included (as presented by Fr. Bruce):

- The building is 50+ years old and needs repairs.
- The major accomplishments for the prior year are in the booklet.
- The final drawing for the handicap bathroom is complete and work will begin soon.
- A camera security system has been installed.
- More people are using the building which means more money but also more risk.
- The boiler was replaced at a cost of $35,000 that was paid out of the reserve account. Fr. Bruce had applied for a no interest loan to cover the cost. Martin Mooney, Treasurer, stated that $6,000 had been received to help pay for the boiler with no official money raising campaign. Additional ideas will be explored to cover the cost.
- Charlie Stainsby suggested the capitol improvement fund be put on a regular schedule and be funded from the church’s investments.

Treasurer’s Report:

Roberta Millard will be stepping down as church treasurer and Martin Mooney will take her place. Roberta and Martin provided the treasurer’s report which included:

- There have been 39 total pledges, which in one less than in 2015.
- There are seven new pledgers.
- Expenses were budgeted by averaging them over the last five years. Adjustments were made where necessary in order to get closer to a true figure.
• $34,000 was liquidated from the limited maturity fund to replace $17,500 from each bond and equity fund. Funds in the limited maturity fund can only be accessed at the end of the quarter.
• A total of $6,000 had been donated for the boiler.
• Martin stated that funds from savings in 2016 had been reduced by $6,000.
• Actual revenues were 6% higher than the budgeted amount.
• Actual expenses were 8% over the budgeted amount.

Rector’s Report:

Fr. Bruce stated that like the parable of the ten talents, St. James Church is being prepared for something big and being asked to be more. In the past year, we have:
• Received a $5,000 grant from the Front Range Region for the handicap bathroom.
• Raised over $3,000 from the Annual Tea and the first-ever Shred-a-Thon.
• Increased the donations to the Arvada Food Bank and St. Francis Center.
• Called and installed Fr. Bruce as the 13th rector of St. James Church.
• Continued to participate in many ongoing ministries.
• Hosted musical performances for the community at large.
• Hired two parish administrators.
• Hosted events in partnership with Senior Inc.
• Hosted a Neighborhood Watch meeting sponsored by Wheat Ridge Police.
• Five Eucharistic visitors and one rector to make more than 120 visits to homebound and sick church members.
• Continued to grow the Wednesday Healing Service and Scrunch.
• And the worship experience is great and getting better.

A couple of things to focus on in 2016:
• Make the worship experience more intentional and welcoming.
• Begin a greeter and usher program that include trainings and schedules.
• Ensure consistency in how we conduct our services to make it easier for visitors.
• Fr. Bruce responded to a question by Bob Nyland that the status of the Hmong Christians is still in process.
• Becky Buckley stated that the garden does not belong to her, it is God’s garden planted to the glory of God. She asked that parishioners help with the upkeep of the garden. Sally Hopper suggested this could be included as reminders in the e-mails.

Vestry Elections:
• Senior Warden: Judi Carey
• Junior Warden: Dean Jones
• Vestry: Charlie Stainsby and Carol Johnson.
The question was called and the nominees were approved unanimously.

**Convention Delegate Elections:** The convention will be held in the Denver area in 2016. The following are the Convention Delegates:

- Judi Carey; Bob Nyland; Phyllis Sharla; and Sally Hopper (alternate)
- A motion was made and seconded to accept the Convention Delegates and Alternate. The motion was approved unanimously.

**Recognitions:**

- Ray Lehr Award was presented to Martin Mooney.
- Pat Glascock for her service to the church.
- Louie Henderson for her service on the vestry.
- Stephen Anthony for his service on the vestry.
- Martin Mooney for his service on the vestry and his new role of Treasurer.
- Charlie Stainsby for his service as Senior Warden and his new role on the Vestry.
- Roberta Millard for her years of service as Treasurer.
- Judi Carey for her service as Altar Guild Coordinator and Senior Warden.

**Open Forum:**

- The state of the church is strong with an increase in Christmas and Easter attendees.
- Total income is up and the total average pledge amount is up.
- A reminder that pledging is the bread and butter of the church.
- Jeramy Hauck had a special prayer request.

**Memorial Remembrances:**

- Fred Turner
- Fritz Carroll
- Ben Loye
- Don Cowan
- Dorothy Kinsley

**Primates of the Anglican Community Discussion:**

- The US will not be allowed to be included in decision-making for three years.
- The worldwide church is not being driven by the decision of the Church in the US.

**Adjournment:**

- A motion was made by Bob Nyland to adjourn the meeting. The motion was seconded by Phyllis Sharla and approved unanimously.
- The meeting was adjourned at 11:40 am.
Treasurer's Report

By Martin Mooney

Review of 2016:

• Total Receipts for the year of $133,536 came in at a respectable 97%, or $4,240, under the budgeted total of $137,776. This is good considering Pledges Income for the year, $95,951, was down $7,025, or 93%, from the budgeted total of $102,976, due primarily to the departure of several members, as well as the passing of another, during the year.
• Facility Usage, our second largest income source, came in at $21,262, or 97% of our budgeted total of $22,000, which is good. We're looking to expand in this area in the coming year.
• Total Other Income, $10,888, came in 194% above our projected budget of $5,600. This is due primarily to Fund Raising, including both the Garden Tea and Shred-A-Thon, which grossed $2,495, or 125% above budget of $2,000; and to Other Income, which totaled $3,886, or 486% above budget of $800, due primarily to both Choir Music, a new revenue source this year used to support our newly established church choir, which received donations totaling $900, and to donations totaling $2,255 received for the Haiti Project.
• Total Expenses for the year, $165,962, came in 85% lower than our projected budget of $194,123, which is significant, saving us $28,161. This is the result of several factors:
  ▶ Total Clergy Expense came in under budget at $83,247, or 80% of our budgeted total of $104,204, due to experiencing one month with virtually no clergy expense, which occurred during the transition period between our current rector and the prior rector, and obtaining a more favorable rector compensation package with our current rector that is itself applied at a 75% rate because of a sharing arrangement between us, our current rector, and the diocese.
  ▶ Total Building Expense , $36,568, came in under budget at 82% of our projected budget of $44,425, due primarily to savings achieved in Repairs and Maintenance – General, where the yearly total, $7,430, came in 74% below budget of $10,000; and in Utilities – Gas/Electricity, where total expense, $8,481, came in under budget at 68% of our projected budget of $12,500. This results mostly from the new boiler that had to be replaced at the end of last year. Funds were withdrawn from invested reserves at the end of last year, with the actual payment made the first of this year.
• Total Other Personnel and Total Operating Expense were fairly consistent with projected totals.
• The net result for 2016 is a net operating loss of $32,426, reflected on the 2017 Budget statement as Funds From Savings To Balance. This represents a $23,921, or 42% drop in our operating deficit from our originally projected operating loss of $56,347. This is significant. The bad news is our 2017 Budget reflects a projected operating loss of $32,091, so there is still work to be done.
• CEF invested reserves at December 31, 2016 totaled $268,442, a drop of $17,188, or 6%, from the previous year's balance of $285,630.

2017 Stewardship/Budget:

• Pledge Income for 2017 dropped from $102,976 in 2016 to $86,806, a decline of $16,170, or 16%. The number of pledges went from 39 in 2016 to 38 in 2017, consisting of 8 pledges not renewed, and 7 new pledges. Comprising the 38 pledges are 10 increases, 6 decreases, 15 no change, and 7 new. Average pledge for 2016 was $2,640; average pledge for 2017 is $2,284, a drop of $356 per pledge, or 14%. The drop in pledge income is due to the loss due to the 8 non-renewing members. However, it is encouraging that of the 38 remaining pledges, 10, or 26%, are increases, and 7, or 18%, are new.
• Also encouraging is the knowledge that our legacy giving appeal is now showing activity as 3 pledging members marked their pledge cards to reflect that they have remembered St. James in their estate planning. This is significant and much appreciated, and hopefully just the beginning of more activity to come.
• 2017 Budget totals are based on contracts in place for 2017, or estimates based primarily on 2016 results. Grant from Region for $2,700 and its related expense, Seminarian, $2,700, is projected grant income to cover the anticipated acquisition and cost of a Seminarian to assist our rector for a period during 2017.
• As was mentioned earlier, the 2017 Budget reflects a projected operating loss for the year of $32,091, referred to as Funds From Savings To Balance, meaning these funds will need to be withdrawn from our invested reserves - see above - to cover the shortfall.
• The 2017 Budget was approved by the Vestry.
Priest-in-Charge report

By the Rev. Becky Jones

This year’s annual report to the congregation of St James will, by necessity, be more abbreviated than in years past. The reason: Many of the folks who were in leadership positions during the first half of the year are no longer here, and our new leaders simply aren’t in a position to comment on what happened during much of the year.

That fact, by itself, suggests that the overarching theme of 2016 at St. James was change. Sometimes that change was pleasant, sometimes it was difficult, but through it all, we trust that St. Paul was absolutely correct in his belief that “all things work together for good for those who love God, who are called according to his purpose.” (Romans 8:28)

On that note, let us take stock of some changes we’ve experienced as a parish this year:

• The Rev. Bruce Swinehart announced in August he would be leaving St. James. A month later, on Oct. 1, I arrived as the new priest-in-charge, bringing with me lots of enthusiasm but only limited experience.
• Also in August, the senior warden and a longtime member of the vestry, fearful of changes in the Episcopal Church, announced they were leaving St. James. By year’s end, the junior warden and two more vestry members would do the same, as would a handful of other parishioners. Their decision to leave has negatively impacted our finances, our attendance and our continuity.
• On the other hand, those departures opened up space for new leaders with new ideas and fresh perspectives to step forward. Stephen Anthony agreed to step in as interim senior warden through our Annual Meeting, and Nancy Herrera has agreed to take over as the new senior warden; Carol Johnson has been serving as the acting junior warden for the past month, and is ready to continue if elected today; and five other parishioners who bring much-needed abilities and critical thinking skills have agreed to come onto the vestry, with the congregation’s approval. This is truly an example of life handing you lemons, then making lemonade.
• Early in October, Cliff McPhaden, a retired choir director, appeared as a visitor in our pews. Within a month he’d started bringing in guest musicians to improve the sound of our worship service. By the end of November, we had a choir for the first time in at least 16 years. Our choir has continued to improve with each passing week, astounding and delighting our congregation.
• Gleanings from the Wheat Field, our monthly parish newsletter, hadn’t been published since November, 2015. On Oct. 5, 2016, a new issue was published electronically and emailed to most parishioners. Those without email received a hard copy by mail. Gleanings has been published every week since then, with the exception of the week between Christmas and New Year’s. Initially sent to 54 people, Gleanings now goes out to 87 people each week, and its subscription list continues to grow steadily.
• Our old website had not been updated in a long time, and contained much information that was embarrassingly out of date. It did not do a good job of projecting an image of a church intent on growth. Our new website debuted on Oct. 25, and since then has been visited by more than 500 unique individuals, some of whom have visited the site multiple times. We have also obtained the free services of a professional photographer, who will visit our parish periodically to provide us with current, top-quality photos, to better display the beauty and joy of life at St. James.
• In November, we abandoned our old service bulletins – mostly because the priest found them so confusing she couldn't follow them, and figured newcomers might be having the same problems. We've gone to a new, all-inclusive format that eliminates the need to juggle books, inserts, etc., and makes it easier for those unfamiliar with Episcopal worship to know what to do.

And some other highlights of the past few months:
• We raised more than $1,900 to give to the Colorado Haiti Project to help rebuild following a devastating hurricane this fall.
• We hosted our first Advent Quiet Day, featuring Denver spiritual director Margaret Johnson, who invited participants to explore centering prayer.
• We have fielded a four-person team to take part in the two-year Church Development Institute. This is a huge commitment on the part of team members, but one I believe that will ultimately yield a bounty of good things, as we learn more about best practices, congregational culture, and how to tap new resources.
• We honored our veterans at a special Veterans Day service of recognition that included a procession of vets with trumpet fanfare.
• We hosted a Thanksgiving Day worship service, followed by our first-ever Thanksgiving Feast in the parish hall. The meal drew more than two dozen people, including some folks in the neighborhood.
• We've begun a system of soliciting parishioners to sponsor our altar flowers as a way to mark special events or honor special persons in their lives.

Wow! That's a lot for a small congregation in just four months, isn't it? Yet we have so much more to do. In the next few months, we hope to finally complete construction of a wheelchair-accessible bathroom outside the parish hall; to launch an alternative Sunday evening service to attract folks uninterested in traditional Sunday morning worship; to bring a seminarian on board to serve an internship at our parish; to host the Wheat Ridge Farmers' Market, and to find other ways to engage more substantively in the life of our community; to provide more opportunities for a rich parish life together; to steadily grow our membership; and to be recognized throughout the diocese as a gem of a parish, moving confidently into the future, embodying the prophet's call to do justice, to love kindness and to walk humbly with God.
Interim Senior Warden's Report

By Stephen Anthony

We exist in a world that changes. We ourselves change. We grow up and grow older as our lives change, physically, mentally and spiritually. Organizations to which we belong change. That includes the Body of Christ, the Church of which we are all needed members.

St. James has changed in the nearly seven years I have been a member. Fr. Scott has moved on to South Carolina. Fr. Bruce, after a whirlwind of changes, is now in Boulder. Mother Becky is now here with us as our spiritual leader and a guiding force in a world that is rapidly changing around us. The worldly change is radical in the original sense of the word, ‘deeply rooted’ in the changes occurring all around us.

It is unnerving and sometimes frightening to live in such a turbulent world and time. We search for stability and answers to the constant barrage of questions seemingly without suitable answers. The answers that once were solid guideposts and made life meaningful no longer fit the questions being asked on all sides of the questions that hound us in the world around us. Our perception of how to live, how to interact, how to worship are once again in a state of flux. It can be unnerving and requires us to make changes that astound others and perhaps close a door between individuals or companions. We have witnessed that in our own parish as long time members move on or return home to God.

What does not change is God. He remains the same yesterday, today and tomorrow. His love for us remains omnipotent no matter what we do, how we perceive Him or whether or not we agree with one manner of worship or another one very dissimilar. The Person of God remains and calls us to look to Him in all things through prayer and searching, study, discussion, sharing, and above all in private and common worship.

How is that possible? We have our Episcopal /Anglo-Catholic traditions that are immutable at the core, yet grow fresh and change as God calls. We as individuals need to remember that fact. We also need to recall what is at the core of our belief. That being Christ's life, His crucifixion, and His resurrection. Without our faith and belief in Christ crucified and raised from the dead to lead us, all that we say and do is folly.

How do we accomplish that and live out that faith? I like to use the old Twelve Step Serenity Prayer in this world tumbling about wrought with changes:

God, grant me the serenity To accept the things I cannot change, 
Courage to change the things I can, 
And the wisdom to know the difference.

Serenity, courage and wisdom...Those are powerful gifts from our loving God. Thank you for trusting me during this time of change. God is not done here and neither are we. God bless you all.
Acting Junior Warden's Report

By Carol Johnson

I became Acting Junior Warden at the December 15, 2016, Vestry Meeting upon the resignation of Dean Jones. On the night of December 25, one of the large trees on the south side of the church building blew over. It was removed by Steve Hale, who takes care of our grounds, at a cost of $500.

The following projects are planned for 2017:

• Installation of a handle on the inside of the handicapped door to the parish hall to facilitate closing the door from the inside.
• An energy audit by Xcel Energy to help us reduce heating costs. This would include programming our heating systems in conjunction with building usage.
• Addressing drainage issues near the entrance to the narthex to prevent ice on the sidewalk and water retention next to the building.
• Fix the lighted part of our sign on 44th Avenue.
• Fix the leaky faucet in the men's bathroom.
• Upgrade wifi throughout the building.
• Complete the handicapped bathroom/storage room renovation which is now out to bid.

Altar Guild report

By Rose Applegate

The Altar Guild has gone through a few changes this past year. Carol Johnson donated new Candelabras for the Altar that are used during Christmas and Easter. Celeste Bell made new banners which are reversible for Easter and Christmas. She also redid the crosses on our Altar Linens.

We lost Judy Carey and Bob Nyland, gained and then lost Celeste Bell. Karen McCall is our our newest member. We hope to grow our Altar Guild membership in the future.

We now have a way for parishioners to donate flowers to mark a special occasion or to remember loved ones. There is a sign up notebook in the Narthex.
Music Department report

By Cliff McPhaden

After an absence far too long there is positive active effort to restore an adult choir to the worship experience at St. James. Just three months into this endeavor we already have a solid core of five regular members and others who add their voices as busy schedules permit. All ages and levels of ability are welcome to try us out to see if you might fit in to this aspect of enhancing and supporting worship.

Rehearsals are Wednesday evening from 6:30 to 7:30 and a quick warm up at 8:30 for the 9:00 a.m. Sunday morning service. Congregational response has been warm and encouraging and we hope to continue with growth in ability and numbers.

Attendance

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Note: The difference in Other Attendance is largely attributable to the fact there were three large funerals at St. James in 2015, which drew a total of 240 people, while in 2016 there was just one, which drew 75 people.

In Memoriam

Pat Woodward
Becky Buckley