

St. James' Episcopal Church



Annual Parish Meeting
January 26, 2019

Annual Meeting Agenda

Opening Prayer	The Rev. Jim Harrington
Senior Warden's Report	Riley Carruthers
Junior Warden's Report	Sharon Bennett
Financial Report	Will Clark and VFC members
Proyecto Santiago Report	The Rev. Jim Harrington
Rector's Remarks	The Rev. Eileen O'Brien
Recognition of Retiring Vestry	Riley Carruthers
Commissioning of New Vestry Members & Closing Prayer	The Rev. Eileen O'Brien
Meeting Adjourned	

Senior Warden's Report

- Welcomed the Reverend Eileen O'Brien
- Coordinated Welcome Dinners
- Worked with VFC
- Worked with VAC
- Discernment Training
- Reviewed Church Emergency Plan
- JAZZ@ St James
- Watched in Awe at Stewardship Campaign
- Celebrated the New Budget
- We welcome the following new members to the Vestry:
Rudy Green
Craig Watkins
Theresa Chang
Alondra Johnson

We give thanks for untold hours and dedication of departing Vestry Members: Sharon Bennett, Casey Seeboth, Mary Katherine Matalon, and Lisa McPherson.

Farewell thoughts as Senior Warden

Riley Carruthers,
Senior Warden

Junior Warden's Report

Good morning. As Junior Warden and Chair of the Vestry Administration Committee, I can tell you that we have had a busy year, and we have moved some projects forward that had stalled out. I would like to thank our hard-working, small-but-mighty VAC (and the columbarium committee and the audio committee) for getting things done this year!

In 2019, we completed a full Emergency Plan tailored to St. James', and we devised a 20 minute short-form training in the Emergency Plan. We have already run this training for the Vestry and for one of our liturgical ministries trainings. In 2020, we intend to train adults and parents who work with children's and youth ministries, to do an usher intensive training, and to continue to train other liturgical ministers.

In consultation with the columbarium committee, we developed a basic columbarium proposal, which will now head to the Vestry Finance Committee so that they can figure out how it might be financed. Once the VFC has done their work, we will, at long last, have a complete proposal for this project that first came up in 1998.

In 2018 and 2019, the Vestry set aside funds from our now healthy savings in order to accomplish some of the deferred maintenance from our leaner years. You've probably noticed some of these things; others are more subtle. We accomplished: sidewalk repair work, parking lot resurfacing and restriping, painting the interior of Founders Hall, repair of the gate to the back driveway, rebuilding outdoor enclosures for garbage and AC units, and exterior painting of the church and the school buildings. A private donor also paid for some work on the piano.

This deferred maintenance work continues with the following items on our list: interior painting of the sanctuary building, an audio upgrade, site work for the columbarium, and water heater replacement.

In 2020, the VAC will continue to work on deferred maintenance projects, implement the Emergency Plan, reconvene the audio committee with our new sound technician, complete a new inventory, work with Brushbusters to develop a plan for green-screening the side of our campus that will soon see development beginning, and begin a conversation with campus partners like the Center for Health Empowerment and Child, Inc. about campus signage.

If you are interested in the work of the VAC, talk to me or to your new Junior Warden John Butler! Blessings, John! Or, join us this coming Saturday, February 1, from 9:30-11 am for our first annual VAC Campus Walkthrough. Wear good shoes because we will be walking the grounds of St. James' to check on and identify short-term and long-term tasks.

Sharon Bennett, Junior Warden

Proyecto Santiago

Proyecto Santiago's mission is to take the church to the East Austin Latino community and help provide Christian-based outreach, community building, leadership development, and sacramental ministry in that community.

During this year, our work will focus on four areas, as we continue to grow.

First, as to our liturgical and sacramental work, in addition to the regular 1:00pm service, we celebrate the Eucharist at the Casa Marianella refugee house on the last Sunday of each month. We will also do our annual Good Friday Via Crucis in the neighborhood around Casa. We hope to bring the larger St. James' into a relationship with Casa. We also have begun liturgical ministry training (acolytes, for example), and hopefully will build youth ministry connections with the larger congregation.

Second, thanks to funding from the diocesan Commission of Hispanic Ministry, we will continue our legal workshops of immigrants, preparing Powers of Attorney for parents. In 2019, we collaborated with local Latino Episcopal congregations and other volunteers to do a total of six workshops that served 46 families.

Third, with Emily Donahue's leadership, we will continue to help with the Reading Buddies program, together with St. James Baptist, at Norman/Sims and Pecan Springs elementary schools and provide other support for teachers (such as after-school meals and First Friday donuts). We are currently reading with 130 students in English and Spanish.

Fourth, we will initiate home visits to local colonias (neighborhoods), such as Las Cimas, with the goal of beginning house church meetings. Families from Proyecto Santiago will provide the in-community space of connection by opening their yard or their doors to their neighbors where we discuss biblical themes in terms of people's lives and include prayer, with the goal of developing leaders and organizing around issues facing the community.

The Rev. Jim Harrington, Missioner for Proyecto Santiago

Rector's Remarks

It is hard to believe that I have been here at St. James' for nearly a year. I am incredibly grateful for this call to walk with you as we journey together.

I will be honest, that I did not imagine that we would be announcing that, for the first time in 11 years, St. James' will have not one, but two full time lay professional staff, Aimee Estep, our Parish Administrator, and Simone Barnes our Director of Family Ministries. This leap is due to your generous and enthusiastic response to a vision for the growth of St. James' that digs its roots deep into this east Austin soil and reaches its branches out wide to provide sanctuary for the poor and the marginalized, those displaced and left behind by development.

We are building a team, strengthened by our deacon and assisting clergy, joined by the newly ordained Jim Harrington, and supported by our lay professional staff, Vestry, and

other committees and volunteers. We will be joining more closely in this work with Proyecto Santiago, because we are one church together. There was a time when the understanding of a separate Proyecto Santiago missional community was in our best interest, because it allowed us to retain Jim as he grew in his ministry and went through the Iona school training. At that time, there was no diocesan precedent for a bivocational clergyperson serving alongside a not bivocational clergyperson on a church staff. That time has passed, and so we are rebuilding the ties that bind, and this will take work and attention.

We are growing as a body. In 2018, our average Sunday attendance was 206. In 2019, it was 243. This includes Proyecto Santiago, but it also notes growth in dedication to the 10:15 am service and a greater constancy at 5:30 pm. Average Sunday Attendance is a difficult number to move, but we do it by being ourselves - by inviting others to come and see, by welcoming them warmly and helping them find belonging and friendship among us. Who do you know who needs St. James' to be here for them?

As I mentioned in my sermon, we are committed to growth that does not forsake one identity for another, but embraces the beauty of many identities, all treasured, intersecting at the altar, offering themselves for each other, forming a web of belonging that is as wide and loving as God's embrace.

The Rev. Eileen O'Brien

2020 St. James' Budget



Mary Katherine Matalon, Outgoing VFC Chair

Micah Barber, Incoming VFC Chair

Linda Fields

Jim Burgess

De Sellers

Judith Rhedin

Keith Braithwaite

Aimee Estep

Eric Kennedy

Matt Harriger

Lisa Braithwaite

Riley Carruthers

Will Clark, Treasurer

Yay!

- We raised over \$53,000 for the Pauli Murray Scholarship
- Jazz was bigger than ever with two headliners
- Operating Contributions came in near budget
- Pledges exceeded budget
- We ended the year with a very healthy savings account

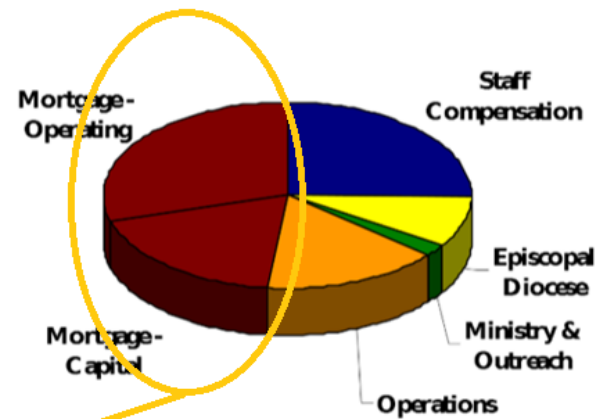


Where Our Money Went in the Past

FY2012



FY2014

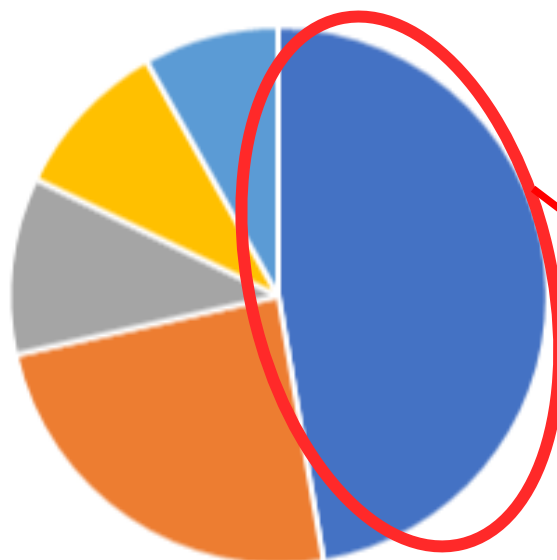


Half of budget went to mortgage



Where Our Money Goes Now

FY 2020



Half of our budget is
invested in growing St.
James'!

■ staff

■ operations

■ mortgage

■ ministry and outreach

■ diocese



2020 Budget

Pledges	\$ 490,110
Contributions	\$ 130,000
Loose Plate	\$ 19,100
Other Income	\$ 155,950
Total Income	\$795,160.00
Operations	\$ 192,192
Staff	\$ 376,106
Mortgage	\$ 84,600
Diocese	\$ 64,809
Worship, Ministry, Outreach	\$ 77,150
Total Expenses	\$794,856.93
Net Income	\$ 303.07



There is a LOT in here

Director of Family Ministries goes full-time...

More funding for **Newcomers!** **Pastoral Care!**

More funding for **Youth** and **Children's Ministries!**

More funding for **Welcome Table** and **Homeless Ministries!**

Funding for the **Special Services** and our **Musicians!**

Diversified income - Strategic Mission Grant and over \$100,000 in lease

....all with a **BALANCED BUDGET !!!!**



Thank You! Thank You!

We ended 2019 with **95%** of pledges received and
we begin 2020 with a record stewardship
campaign with **33%** more pledgers than last year

THANK YOU



AQAE By AS

	2019	2020
	Jan - Dec 19	Jan - Dec 20
Ordinary Income/Expense		
Income		
40000 · Contributions		
41110 · Operating Pledges	382,720.00	490,110.00
41200 · Operating Contributions	154,000.00	130,000.00
41300 · Loose Plate Contributions	19,100.00	19,100.00
Total 40000 · Contributions	555,820.00	639,210.00
42000 · Lease Income (Child Inc)		
42500 · Common Area Maintenance	10,200.00	11,400.00
42000 · Lease Income (Child Inc) - Other	48,000.00	52,800.00
Total 42000 · Lease Income (Child Inc)	58,200.00	64,200.00
47000 · Designated Income		
41050 · Fundraising		
41055 · Jazz	20,000.00	20,000.00
Total 41050 · Fundraising	20,000.00	20,000.00
41030 · Building Use	25,500.00	37,000.00
47080 · Flowers contributions	750.00	750.00
47100 · Missionary Community 1.00	500.00	500.00
41400 · Grants/Foundations		25,000.00
47130 · Other Designated Income	8,500.00	8,500.00
Total 47000 · Designated Income	55,250.00	91,750.00
Total Income	669,270.00	795,160.00
Expense		
50000 · Rector's Compensation		
51000 · Rector Salary	61,625.04	61,625.00
51100 · Rector Social Security	14,134.00	14,089.00
51200 · Rector Housing allowance	24,000.00	24,000.00
51250 · Rector Mileage Expense	1,500.00	1,500.00
51400 · Rector Pension	18,006.00	17,949.00
51500 · Rector Continuing Education	1,500.00	1,500.00
51600 · Rector Business Expenses	1,500.00	1,500.00
51800 · Rector's Discretionary Stipend	1,800.00	1,800.00
51700 · Rector's Dental		648.00
51901 · Rector Moving Expense	3,000.00	0.00
Total 50000 · Rector's Compensation	127,065.04	124,611.00
52000 · Staff Compensation		
52100 · Family Minister (Simone)	7,500.00	45,760.00
52150 · Family Minister Continuing ed		1,200.00
52155 · Family Minister mileage		1,500.00
52160 · Family Minister business expenses		1,200.00
52165 · Parish Admin benefits		10,516.00
52170 · Deacon discretionary fund (Jim)		500.00

AQAE By AS

	2019	2020
	Jan - Dec 19	Jan - Dec 20
52175 - Assisting clergy discretionary fund (Robby)		
52500 · 5.30 Pianist (Shawn)	6,694.48	6,895.31
52505 · Choir Director (Helen)	17,680.68	18,211.10
52510 · Sound Technician (John)	7,000.00	8,840.00
52515 · Musicians (Staff)		
52520 - 0100 · 100 Service (Francisco)	5,572.26	5,739.43
52525 - 0530 · 0530 Service (Martha)	7,715.28	7,946.74
52528 - 1015 · 1015 Service (Sharon)	6,694.48	6,895.31
Total 52515 · Musicians (Staff)	19,982.02	20,581.48
52800 · Parish Admin Salary		
52825 · Administration (Aimee)	27,848.10	48,672.00
52850 · Office Assistant (Diana)	19,495.84	20,080.72
Total 52800 · Parish Admin Salary	47,343.94	68,752.72
53000 · Lay Pension		
53050 · Lay Pension - Parish Admin	2,505.25	4,380.48
53060 · Lay Pension-Family Minister		4,118.40
53075 · Lay Pension - Office Assistant	1,754.63	1,754.44
Total 53000 · Lay Pension	4,259.88	10,253.32
53100 · Workmans Comp	3,500.00	3,035.00
53200 · Payroll Taxes	9,000.00	18,650.00
54300 · Nursery Care (Valera, Inmane, Richelle, Terra)	6,800.00	9,600.00
54325 · Staff Appreciation	500.00	500.00
Total 52000 · Staff Compensation	130,261.00	225,994.93
54000 · Contract Services		
54400 · Bookkeeping	25,000.00	25,000.00
54500 · Supply Priest	500.00	500.00
Total 54000 · Contract Services	25,500.00	25,500.00
55000 · Episcopal Diocese of Texas		
55050 · Episc. Dios. Assessment	63,548.00	58,493.00
55150 · Episc. Dios. Insurance Assessme	4,555.00	4,266.00
55200 · Episc. Dios. Council	250.00	2,050.00
Total 55000 · Episcopal Diocese of Texas	68,353.00	64,809.00
56000 · Worship Resources		
56005 · Acolytes	300.00	300.00
56010 · Altar Guild	2,000.00	2,000.00
56030 · Audio Ministry	500.00	500.00
56040 · Choir & Music		
56041 - 01 · Piano Tuning/Other	750.00	1,500.00
56042 - 0530. · Musician	4,500.00	4,500.00
56043 - Children's Music		5,350.00
56044 - 10.15 · Musicians	4,500.00	18,600.00

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	2019	2020
	Jan - Dec 19	Jan - Dec 20
Total 56040 · Choir & Music	9,750.00	29,950.00
56050 · Flowers		
56053 · Weekly Flowers	2,200.00	2,200.00
Total 56050 · Flowers	2,200.00	2,200.00
56070 · Other Worship Resources	1,000.00	1,000.00
Total 56000 · Worship Resources	15,750.00	35,950.00
57000 · Ministry and Outreach		
57001 · Newcomers	500.00	2,500.00
57002 - Good Friday Project		1,000.00
57003 - Pastoral Care Ministries		1,200.00
57004 - Homeless Ministries		3,000.00
57005 · Adult Formation	1,000.00	1,000.00
57040 · Children's Ministry Exp	1,500.00	2,500.00
57080 · EYC expense	1,500.00	2,700.00
57130 · Other Designated Outreach		
57133 · Community Assistance	2,500.00	2,500.00
57135 · Community Outreach	4,250.00	4,250.00
57136 · Designated Outreach (Other)	4,250.00	4,250.00
57137 · Rector's Designation	1,741.00	1,800.00
57138 · Welcome Table	2,500.00	5,000.00
Total 57130 · Other Designated Outreach	15,241.00	17,800.00
57160 · Receptions	4,400.00	7,000.00
57190 · Stewardship Committee	300.00	1,500.00
57195 · Missionary Community 1.00	1,000.00	1,000.00
Total 57000 · Ministry and Outreach	25,441.00	41,200.00
60000 · Operations and Business		
60400 · Bank Service Charges	2,800.00	2,800.00
60500 · Buildings & Ground Maintenance		
60550 · Leased Buildings Maint. Reserve	9,600.00	9,600.00
60600 · Building and Property Security	1,450.00	1,450.00
60650 · Landscaping Expenses	2,500.00	2,500.00
60700 · Repairs and Maintenance	20,000.00	25,000.00
60800 · Building Use Expense	1,800.00	1,800.00
Total 60500 · Buildings & Ground Maintenance	35,350.00	40,350.00
61700 · Computer and Internet Expenses	4,720.00	4,720.00
62100 · Copier	17,250.00	17,250.00
63300 · Insurance Expense		
63340 · Property Insurance	26,267.00	28,252.00
Total 63300 · Insurance Expense	26,267.00	28,252.00
63500 · Sexton Expense (Reggie Ray)	17,500.00	17,500.00
63600 · Waste Collection	2,700.00	5,000.00

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	2019	2020
	Jan - Dec 19	Jan - Dec 20
63700 · Building Supplies	1,800.00	1,800.00
64900 · Office Supplies	4,000.00	4,000.00
66000 · Payroll Expenses	1,600.00	1,800.00
66500 · Postage and Delivery	800.00	800.00
66700 · Professional Fees		
66705 · Attorney	1,000.00	1,000.00
66700 · Professional Fees - Other	6,000.00	6,500.00
Total 66700 · Professional Fees	7,000.00	7,500.00
68100 · Telephone Expense	5,520.00	5,520.00
68600 · Utilities		
68300 · Religious Coalition	2,400.00	2,400.00
68610 · Electricity	41,000.00	31,000.00
68620 · Gas	1,500.00	1,500.00
Total 68600 · Utilities	44,900.00	34,900.00
Total 60000 · Operations and Business	172,207.00	172,192.00
80100 · Mortgage Expense		
80110 · Mortgage - Operating	84,420.00	84,600.00
Total 80100 · Mortgage Expense	84,420.00	84,600.00
93000 · Fundraising Expenses		
93300 · Jazz Expenses	20,000.00	20,000.00
Total 93000 · Fundraising Expenses	20,000.00	20,000.00
Total Expense	668,997.04	794,856.93
Net Ordinary Income	272.96	303.07
Net Income	272.96	