



*Draw your church together, O God, into one great company of disciples, together following our teacher Jesus Christ into every walk of life, together serving in Christ's mission to the world, and together witnessing to your love wherever you will send us; for the sake of Jesus Christ our Lord. Amen. -- From Evangelical Lutheran Worship, Prayer for The Mission of the Church, p. 75.*

# ANNUAL REPORT

Holy Faith Church  
January 29, 2023

11:00 **Call to Order - Pastor Andrea Martin**

- Opening Prayer
- Declaration of a Quorum & Appointments of a Secretary & Counter

11:05 **Vote to Approve Minutes from 2022 Annual Meeting - Pastor Andrea Martin**

11:10 **Appreciating the Past & Looking Ahead - Holy Faith Church in 2022-23**

- Andrea Martin, Pastor [10 minutes]
- Noelle Milkey, PLT President [10 minutes]
- Andy Amstutz, Treasurer [15 minutes]
- Vote to Pass PLT-Recommended Budget for 2023 [5 minutes]

11:50 **Presentation of Congregational Gift Policy- Andy Amstutz** [5 minutes]

11:55 **Nominations & Elections** (3-year terms end at the annual meeting, January of the final year)

- **Recognition of those completing terms on the PLT** [5 minutes]:

Members whose terms end today:

Teri Kollath (Class of '23)

Jim Mangi (Class of '23)

Resignations:

Jane Darling (Class of '24)

Members Who Continue:

Noelle Milkey (Class of '24)

Charlie Jacobs (Class of '25)

Christen Mitchell (Class of '25)

- **Introduction of the PLT Nominees** [2 minutes]:

Parish Leadership Team Election Slate:

Teri Kollath (Class of '26)

Jim Mangi (Class of '26)

John Hassett (Class of '24) - will fill vacancy created by Jane Darling

- **Vote on election to PLT** [3 minutes]

- **Introduction of Nominees for Representatives to Synod Assembly and Delegates to Episcopal Diocesan Convention & Call for Nominations from the Floor** [3 minutes]

- **Vote on election of Representatives to Synod Assembly & Delegates to Diocesan Convention** [2 min]

Assembly Representatives

Andy Amstutz

Wendy Amstutz

Assembly Alternate(s)

Katie Garvey

Diocesan Delegates

Molly Hilton

Diane Jacobs

Lisa Reifert

Diocesan Alternates

Tracy Gilmore

Teri Kollath

- **Introduction of the Nominating Committee for PLT Class of 2027** [3 minutes]

- **Vote on election of the Nominating Committee for PLT Class of 2027** [2 minutes]

Nominating Committee for PLT Class of 2027

John Hassett

Noelle Milkey

Pastor Andrea Martin

12:15 **Motion for Adjournment - Andrea Martin**

12:20 **The Dismissal**

HOLY FAITH CHURCH ANNUAL MEETING 1-30-2022  
(Year in Review – 2021) Zoom

Call to Order – Andrea Martin

\*Opening Prayer/Hymn – Pastor Andrea”Like the Murmur of the Dove's Song”

\*Declaration of a Quorum and Appointment of recording secretary – 10:43 am

-Minutes taken by PLT secretary -Mary Fatchett

-President of PLT – Noelle Milkey

-Financial Advisors – Wendy and Andy Amstutz, Mike Centlivre

-Vote Counter – John Haslett

2021 Annual Meeting Minutes

Moved-Carolyn Schneider , 2nd- Sam Proud, APPROVED

Pastor's Report – Andrea

- Thanks to Holy Faith staff:
  - Deacon Don – lay eucharistic ministry, beginning 3 month sabbatical
  - Laurie T – prepared slide show, office manager & communications
  - Jessie – adapted to Zoom to continue to provide service music & singing
    - works full time at Mott's as Music Therapist
  - Jennifer – custodian-extra safety cleaning
  - Andy and Jim – tech support and creativity
- \* January 23, 2005 – Anniversary of congregations combining into a Federation
- \*CAT is out of the bag! - Jan. 30 – Feb. 20 – assessment tool -survey-takes 30 minutes to complete on line-email link sent -can also request paper copy to be sent- results to be shared in a congregational town hall meeting

President's Report – Noelle Milkey

\*Highlights of 2021-

- \* congregants have grown both upward and outward
  - grow in faith hearing Andrea's homilies – centering prayer
  - campfire where we developed a new degree of trust in each other
  - sing-a-longs and story telling helped integrate our lives within the church and outside
  - enriching music
  - have a new skylight and a new basement floor
  - narthex Joshua tree for the seasons
  - added 15 more people for Sunday worship
  - hybrid services including outdoor services, helping us to appreciate our outdoor spaces
  - Listening Team provided empathy, time, and solidarity
  - Study Group – Embracing Evangelism
  - continuing activities include:bake sale for Storypoint, prayer shawl ministry , paper pantry, SASS stuff the bus, Memory Cafes, Creche exhibit, luminaries
  - Hopes for 2022: continue to build on 2021 and makes ourselves easier to find, invite friends and neighbors, continue to connect with others, pooling our efforts cheering them and ourselves

Financial/Treasurer's Report- Andy Amstutz

\*- Year: income; \$185,979.71, Expenses- \$ 175,086,20, • Positive - \$10,893.51

- Assets -Total -\$211,344.54, Liability - \$1,503.03, Dedicated Accounts - \$48,479.98, Total Equity - \$56,815.89
- Projects completed – Basement floor for Coop Preschool • Equipment to improve Hybrid/Zoom Worship • Accumulated \$2809.58 towards long term capital investment fund
- Attendance average was 69 up from 52 last year. 53 Pledges, 29 increases, 2 decreases, 4 new pledges – totaling \$177,288.

Annual Meeting -Budget

-based on actual pledges -staff and salary – 5.9% increase -Pastor -3/4 time supported Pastor, continue to aspire for full-time -bottom line - deficit budget of \$6,877- have a history of meeting our deficits by end of year, showing a positive balance

Congregational Gift Policy Review

-adopted November, 2020 - \$49,500.00

-Gift of \$1,000 – 10% tithe to larger church or another charity, 50% to HF investment fund  
-rest in escrow until \$2,000 reached, which is minimum deposit

Nominations/Elections

-Thank you's: Dan McGraw -resigned-gift of hospitality  
-Katie Garvey – moved to N. Carolina-Memorial Garden, Memory Cafe  
-Gail Graham – use of lawn for celebrations, community partnerships  
-Mary Fatchett – 8 years PLT -3 years Secretary

\*PLT nominees for 2022 -2025

Charlie Jacobs -2025, Christen Mitchell -2025, Jane Darling-2024, Teri Kollath -2023  
-call for nominations from the floor – none spoken

\*Representatives to Synod Assembly:

Wendy and Andy Amstutz, Alternates : Elaine Osterbur & Vicki English

\*Representatives to Episcopal Diocese Convention:

Tish Dersnah, Molly Hilton, Teri Kollath, Alternates: Diane Jacobs and Tracy Gilmore

Moved -Neil Savage      2nd- Dan McGraw      APPROVED all Representatives & Alternates

\*Nominating Committee from PLT for 2023 – Teri Kollath, Jim Mangi, & Andrea Martin

Moved-Lori Venable      , 2nd- Dan McGraw      APPROVED

- 2021 Membership Report
  - Baptism – Alice Schultz, Deaths- Phil Berry, Talle Joliffe,
  - New Members – Donna Bloomquist, Rev. Richard Boulter, Laura, Curtis, Elia, & William O'Malley, Lori & Tom Venable

CAT – Jim Mangi reviewed – a different way to listen

Motion to Adjourn – 11:36 am

Moved – Andy      2<sup>nd</sup> – Harold      APPROVED

Sending Song – “Lord, You Give the Great Commission”

Dismissal

Other Holy Faith Committee Reports in Appendix – pp. 31-42

Respectfully Submitted-  
Mary Fatchett



## President's Report

Last year I know that I began my remarks to you with an admission that it had been a very difficult year. There was no getting around it. Great things happened, we could be proud of all we'd accomplished in the midst of the pandemic, but it was a tough one.

2022, despite inundating us with unwelcome water, gave us back a lot of joy. We suffered painful losses of beloved community members, and many of us have experienced sickness, but we regained our in-person meetings even as we strengthened our Zoom offering, with new features and more people empowered to shepherd Zoom services.

Some of the highlights of 2022 include

- Officially calling Pastor Andrea as Rector
- Outdoor worship
- Monday prayer group
- Thursday lunch hour Bible study
- Welcoming Joy Morin as our new Music Director
- Refurbishing the basement
- Installing the new handrail leading to the front door
- Pride Month prayers, flags, and dedicated Sunday
- The rapid growth of Memory Café
- The new wall hanging in the nave
- Hearing beautiful choral music again on Christmas Eve
- Welcoming new faces in person and via Zoom

The most extraordinary happening of the year may have been the arrival of the results of the Congregational Assessment Tool. Little Holy Faith turns out to be a unicorn. Remember the CAT? That survey you all gamely plowed through in January and February? You heard all of this before, but it bears repeating.

The congregation reports unusually high levels both of energy and satisfaction. Those don't necessarily turn up together very often. Satisfaction can be associated with lethargy. Energy can produce conflict. But together, energy and satisfaction indicate that we are ready to step forward with even more courage and vision and risk-taking, and that's why the survey was so important.

We need to keep in mind how ready we are to stretch and grow.

In 2022, there were:

- New children's workshops
- The celebrations of Pride Month
- A new website, still being expanded
- Sacred Ground, an ongoing anti-racism reading and discussion program

- A Ukrainian Egg workshop
- A Cinco de Mayo celebration with SASS and their clients and lots of food from the FedUp food ministry
- Andrea and Christen headed to the College for Congregational Development in Detroit over the summer
- The PLT tackled thorny policy updates relating to gifts and Memorial funds, because the energy and zeal of this church require us to think harder, now, about stewarding the money we receive toward ACTION. I leave it to Andy to explain how blessed and affirmed Holy Faith was in 2022 in the matter of money. We had exactly what we needed to meet the challenges and ambitions of the year, neither more nor less. Your pledges tell me that we can go forward with courage and faith in 2023.

We're still a bit of a light under a bushel, though the presence of new worshipers tells me that we're not altogether hidden. I asked you last year to invite your friends. Either you invited your friends or God invited His friends, because here we are—we decided we wanted to grow a little, and we did. The PLT will continue to focus on this important goal of growth, which springs from the vitality of this whole amazing congregation.

Meanwhile, all of us are exemplifying the other basic Holy Faith mission goals of service and the spiritual journey, whether we are attending Tuesday Bible study, or passing out paper goods and cozy shawls, or organizing comforting memorial luncheons, or growing vegetables and a riot of joyful flowers every summer.

I'll ask you again this year: invite your friends, invite your acquaintances. We need them, it's true. But we have so much to offer, as well. The whole world needs a community like Holy Faith Church.

Respectfully submitted,

Noelle Amerman Milkey

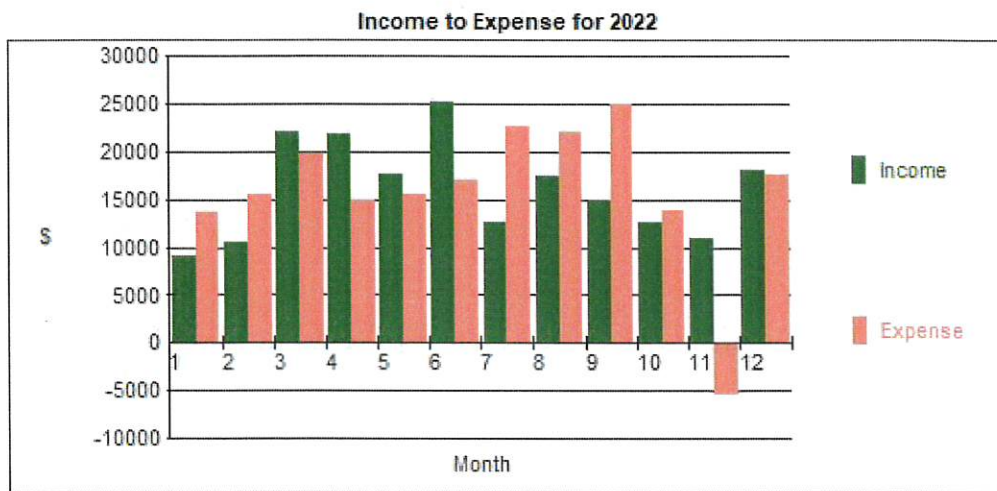


1/15/2021

For December 2022 income was **\$18,103.00** and expenses were **\$17,749.67**. For the month of **December** income less expenses is **positive** at **\$353.33**. For the year Total Income was **\$193,340.65** and Total Expense was **\$192,786.94** and Total Income less Expense is **positive** at **\$553.71**.

The Balance Sheet shows total Assets at **\$187,235.48** less Liability of **\$1,503.03** and Dedicated Accounts of **\$43,716.70** which gives a total Equity of **\$142,015.75**. The Balance sheet Assets shows the primary Checking Account (Checking Account-HNT-6849) with a total balance of **\$56,203.13** and the primary Savings account (Reserves-HNT-8348) with balance of **\$62,822.01**.

Below graph shows Income vs. Expense for the 2022 year:



### Capital Funding and Maintenance/Repairs

- In May 2022 we installed a new roof on the fellowship hall
- In June 2022 as a result of heavy rains we had water damage in the basement preschool area. Further investigation found mold behind the walls of the basement and an unexpected mold remediation project was done. The total cost was \$27,790.87.
- In November 2022 we received \$10,000 Episcopal Diocese grant, \$15,000 gift from Saline Coop, \$1000 gift for Mold Remediation, and \$1000 from the St. Thomas Lutheran gift together resulting in a \$27,000 offset of Maintenance/Repairs expense account bringing the account almost to budget.
- Additionally, gifts given to Capital Funds including gifts from Dementia Friendly Saline were used to install the new railing for our front walk.



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**Dedicated Accounts and Memorial Funds**

- Holy Faith received \$1,375 and dispersed \$2,274 as part of the Paper Pantry ministry leaving a balance for Paper Pantry for the start of 2023 at \$5425.20
- Holy Faith received \$2,009 and dispersed \$1,598 collectively to SASS, Hope Clinic, Episcopal Relief and Development, Lutheran World Relief, Samaritas, Domestic and Foreign Missionary Society.
- We received \$1,365 in Memorial Funds in Memory of :

Ian Brown

David Dubay

Marjorie Frank

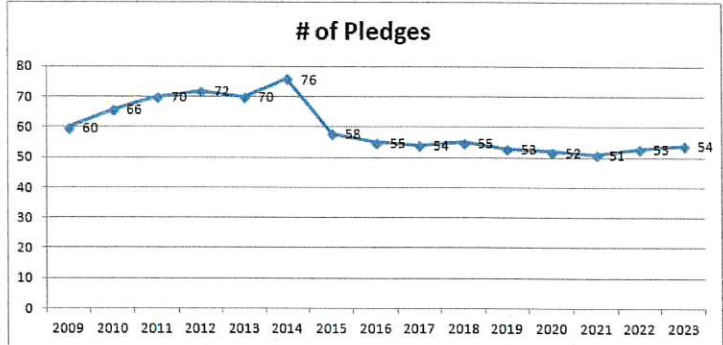
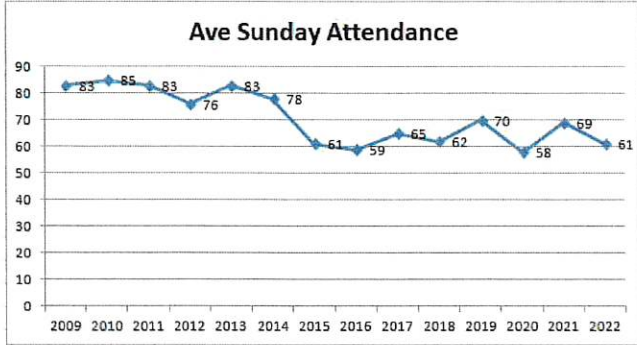
Doris Goble

Kim Braun

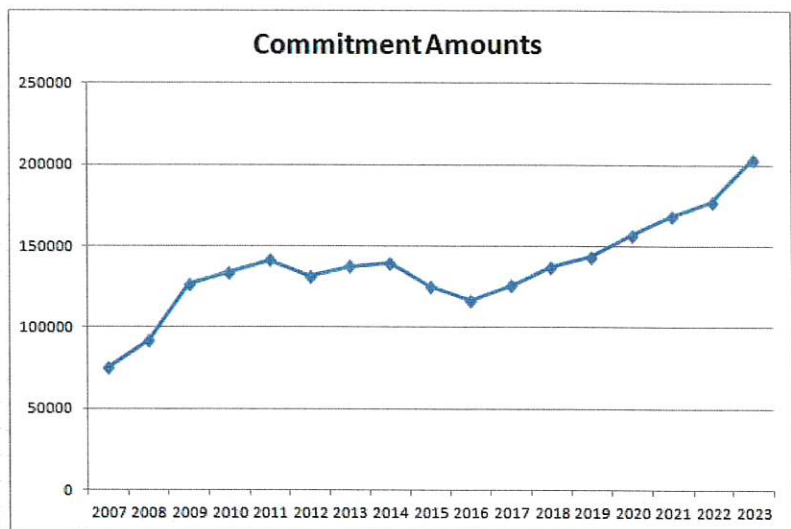
- Memorial Funds were used
  - To update our Memorial Plaque
  - For maintenance of the Memorial Garden
  - For new Website Development
  - For costs associated with the Wall Hanging in remembrance of Talle Jolliffe

**History and Trends**

Our average Sunday attendance with Hybrid worship was **61**. As of December 27, 2022 we have received 54 pledges for 2023 including 37 increases and 2 new pledges totaling **\$203,399**



Year	Ave. Sunday Attendance	# of Pledges	Commitment Amounts	Redevelopment Support
2023	TBD	54	\$203,399	\$0
2022	61	53	\$177,288	\$0
2021	69	51	\$168,824	\$0
2020	58	52	\$157,248	\$0
2019	70	53	\$143,380	\$0
2018	62	55	\$136,974	\$0
2017	66	54	\$125,750	\$0
2016	59	55	\$116,516	\$0
2015	61	58	\$125,706	\$0
2014	78	76	\$139,864	\$0
2013	83	70	\$137,660	\$0
2012	76	72	\$131,442	\$0
2011	83	70	\$141,505	\$0
2010	85	66	\$134,028	\$6,000
2009	83	60	\$126,660	\$19,000
2008	71	46	\$92,521	\$84,125
2007	55	37	\$75,892	\$75,250



As Treasurer, I submit this report to the PLT and recommend a motion be made to accept the treasurer report pending audit.

Respectfully Submitted,

Andrew E. Amstutz

Following Reports: Treasurer's Report (Statement of Income and Expense) by Major Group and by Account, Balance Sheet by Account, Dedicated Accounts

**Treasurer's Report by Major Group**

December of Fiscal Year 2022

Responsibility: All

Fund: 01 - Holy Faith Church-General

	December Actual	Year-to-date Actual	Year-to-date Budget	Percent of Budget
<b>Income</b>				
Pledges	16,035.50	185,249.53	180,588.00	102.58%
Rental	238.00	3,529.98	2,744.00	128.64%
Loose Offering	745.00	1,058.11	600.00	176.35%
Miscellaneous	0.00	832.83	400.00	208.21%
Interest	1,084.50	2,670.20	2,640.00	101.14%
<b>Total Income</b>	<b>18,103.00</b>	<b>193,340.65</b>	<b>186,972.00</b>	<b>103.41%</b>
<b>Expense</b>				
Staff/Salary	9,800.50	120,906.56	122,348.00	98.82%
Professional Services	740.04	8,859.67	9,900.00	89.49%
Building & Grounds	3,783.14	23,753.34	21,416.00	110.91%
Programs	597.91	8,461.66	7,725.00	109.54%
Apportionment/Benevolence	1,430.01	17,160.12	17,160.00	100.00%
Community Publicity	14.99	271.98	300.00	90.66%
Office Operations	1,383.08	13,373.61	11,700.00	114.30%
<b>Total Expense</b>	<b>17,749.67</b>	<b>192,786.94</b>	<b>190,549.00</b>	<b>101.17%</b>
<b>Income Less Expense</b>	<b>353.33</b>	<b>553.71</b>	<b>-3,577.00</b>	

**Treasurer's Report by Account**

December of Fiscal Year 2022

Responsibility: All

Fund: 01 - Holy Faith Church-General

	December Actual	Year-to-date Actual	Year-to-date Budget	Percent of Budget
<b>Income</b>				
<b>41-Pledges // 00-Pledges</b>				
015-41-00-00, Pledges	16,035.50	185,249.53	180,588.00	102.58%
	16,035.50	185,249.53	180,588.00	102.58%
<b>43-Rental // 01-Building</b>				
015-43-01-00, Rental/Bldg.	0.00	1,497.98	800.00	187.25%
	0.00	1,497.98	800.00	187.25%
<b>43-Rental // 02-Co-op</b>				
015-43-02-00, Rental/Co-op	238.00	2,032.00	1,944.00	104.53%
	238.00	2,032.00	1,944.00	104.53%
<b>44-Loose Offering // 00-Loose Offering</b>				
015-44-00-00, Plate (Loose Offering)	745.00	1,058.11	600.00	176.35%
	745.00	1,058.11	600.00	176.35%
<b>47-Miscellaneous // 00-Miscellaneous</b>				
015-47-00-00, Miscellaneous	0.00	832.83	400.00	208.21%
	0.00	832.83	400.00	208.21%
<b>47-Miscellaneous // 02-Other</b>				
015-47-02-01, Debt Forgiveness	0.00	0.00	0.00	0.00%
	0.00	0.00	0.00	0.00%
<b>48-Interest // 00-Interest</b>				
015-48-00-00, Interest	237.42	951.38	1,000.00	95.14%
	237.42	951.38	1,000.00	95.14%
<b>48-Interest // 02-ELCA Investment Fund Div</b>				
015-48-02-00, ELCA Investment Fund Div	847.08	1,718.82	1,640.00	104.81%
	847.08	1,718.82	1,640.00	104.81%
<b>Total Income</b>	<b>18,103.00</b>	<b>193,340.65</b>	<b>186,972.00</b>	<b>103.41%</b>
<b>Expense</b>				
<b>52-Staff/Salary // 01-Administrative Assistant</b>				
016-52-01-00, Office Manager	949.00	17,696.75	17,537.00	100.91%
	949.00	17,696.75	17,537.00	100.91%
<b>52-Staff/Salary // 02-Other Staff</b>				
016-52-02-01, Outreach Coordinator	0.00	0.00	0.00	0.00%
	0.00	0.00	0.00	0.00%
<b>52-Staff/Salary // 03-Music</b>				
016-52-03-00, Music Director	1,325.00	13,297.00	11,284.00	117.84%
016-52-03-01, Choir Director	0.00	0.00	3,450.00	0.00%
	1,325.00	13,297.00	14,734.00	90.25%
<b>52-Staff/Salary // 04-Custodian</b>				
016-52-04-00, Custodian	175.00	1,871.18	1,750.00	106.92%
	175.00	1,871.18	1,750.00	106.92%
<b>52-Staff/Salary // 05-Pastor</b>				
016-52-05-00, Pastor-Salary	5,207.34	62,488.08	62,488.00	100.00%
016-52-05-01, Medical Insurance/Annuity	943.00	11,316.00	11,316.00	100.00%

**Treasurer's Report by Account**

December of Fiscal Year 2022

Responsibility: All

Fund: 01 - Holy Faith Church-General

	December Actual	Year-to-date Actual	Year-to-date Budget	Percent of Budget
016-52-05-03, Life Insurance	45.89	550.68	575.00	95.77%
016-52-05-05, Pension	937.32	11,248.01	11,248.00	100.00%
	<u>7,133.55</u>	<u>85,602.77</u>	<u>85,627.00</u>	<u>99.97%</u>
<b>52-Staff/Salary // 06-Other</b>				
016-52-06-00, FICA	217.95	2,169.86	2,500.00	86.79%
016-52-06-01, Workers Compensation	0.00	269.00	200.00	134.50%
	<u>217.95</u>	<u>2,438.86</u>	<u>2,700.00</u>	<u>90.33%</u>
<b>56-Professional Services // 01-Pastor Professional</b>				
016-56-01-00, Pastor-Professional	217.27	2,270.50	2,000.00	113.53%
016-56-01-01, Pastor Cont. Ed.	0.00	967.50	1,000.00	96.75%
	<u>217.27</u>	<u>3,238.00</u>	<u>3,000.00</u>	<u>107.93%</u>
<b>56-Professional Services // 02-Supply Musicians</b>				
016-56-02-00, Supply Musicians	0.00	1,130.00	1,500.00	75.33%
	<u>0.00</u>	<u>1,130.00</u>	<u>1,500.00</u>	<u>75.33%</u>
<b>56-Professional Services // 03-Deacon</b>				
016-56-03-00, Deacon	287.77	904.27	1,000.00	90.43%
	<u>287.77</u>	<u>904.27</u>	<u>1,000.00</u>	<u>90.43%</u>
<b>56-Professional Services // 05-Supply Pastors</b>				
016-56-05-00, Supply Pastors	235.00	3,042.40	4,000.00	76.06%
	<u>235.00</u>	<u>3,042.40</u>	<u>4,000.00</u>	<u>76.06%</u>
<b>56-Professional Services // 06-Financial Review</b>				
016-56-06-00, Financial Review	0.00	50.00	50.00	100.00%
	<u>0.00</u>	<u>50.00</u>	<u>50.00</u>	<u>100.00%</u>
<b>56-Professional Services // 08-Piano Tuning</b>				
016-56-08-00, Piano Tuning	0.00	495.00	350.00	141.43%
	<u>0.00</u>	<u>495.00</u>	<u>350.00</u>	<u>141.43%</u>
<b>61-Building &amp; Grounds // 01-Maintenance/Repairs</b>				
016-61-01-00, Maintenance/Repairs	27,976.73	30,040.08	2,000.00	1,502.00%
016-61-01-01, Maintenance/Repair Offset	-27,000.00	-27,000.00	0.00	0.00%
	<u>976.73</u>	<u>3,040.08</u>	<u>2,000.00</u>	<u>152.00%</u>
<b>61-Building &amp; Grounds // 02-Snow Removal/Lawn Care</b>				
016-61-02-00, Snow Removal/Lawn Care	470.50	6,092.92	5,750.00	105.96%
	<u>470.50</u>	<u>6,092.92</u>	<u>5,750.00</u>	<u>105.96%</u>
<b>61-Building &amp; Grounds // 03-Fees</b>				
016-61-03-00, Water Test/Regulatory Fee	1,910.00	3,663.86	1,500.00	244.26%
	<u>1,910.00</u>	<u>3,663.86</u>	<u>1,500.00</u>	<u>244.26%</u>
<b>61-Building &amp; Grounds // 04-Agreements</b>				
016-61-04-00, Maintenance Agreements	0.00	825.00	1,000.00	82.50%
	<u>0.00</u>	<u>825.00</u>	<u>1,000.00</u>	<u>82.50%</u>
<b>61-Building &amp; Grounds // 05-Utilities</b>				
016-61-05-00, Utilities	376.23	4,778.83	4,000.00	119.47%
	<u>376.23</u>	<u>4,778.83</u>	<u>4,000.00</u>	<u>119.47%</u>
<b>61-Building &amp; Grounds // 06-Building Supplies</b>				
016-61-06-00, Build/Cleaning Supplies	49.68	1,041.65	1,000.00	104.17%
	<u>49.68</u>	<u>1,041.65</u>	<u>1,000.00</u>	<u>104.17%</u>

## Treasurer's Report by Account

December of Fiscal Year 2022

Responsibility: All

Fund: 01 - Holy Faith Church-General

	December Actual	Year-to-date Actual	Year-to-date Budget	Percent of Budget
<b>61-Building &amp; Grounds // 07-Building Insurance</b>				
016-61-07-00, Building Insurance	0.00	4,311.00	4,166.00	103.48%
	0.00	4,311.00	4,166.00	103.48%
<b>61-Building &amp; Grounds // 09-Capital Budget Funding</b>				
016-61-09-00, Capital Budget Funding	0.00	0.00	2,000.00	0.00%
	0.00	0.00	2,000.00	0.00%
<b>62-Programs // 01-Christian Education</b>				
016-62-01-01, Christian Education	-35.00	744.84	700.00	106.41%
016-62-01-04, Christian Ed. - T	0.00	559.93	700.00	79.99%
016-62-01-05, New Programs	0.00	1,000.22	1,000.00	100.02%
	-35.00	2,304.99	2,400.00	96.04%
<b>62-Programs // 02-Altar Guild</b>				
016-62-02-00, Altar Guild	411.21	1,201.12	400.00	300.28%
	411.21	1,201.12	400.00	300.28%
<b>62-Programs // 03-Outreach</b>				
016-62-03-01, Paper Pantry Expense	0.00	1,375.00	1,375.00	100.00%
016-62-03-02, Food Garden Expense	0.00	300.00	300.00	100.00%
	0.00	1,675.00	1,675.00	100.00%
<b>62-Programs // 04-Stewardship</b>				
016-62-04-00, Stewardship	0.00	281.06	200.00	140.53%
	0.00	281.06	200.00	140.53%
<b>62-Programs // 05-Hospitality</b>				
016-62-05-00, Hospitality	164.01	712.51	700.00	101.79%
	164.01	712.51	700.00	101.79%
<b>62-Programs // 07-Assembly/Convention</b>				
016-62-07-00, Assembly/Convention	0.00	532.21	750.00	70.96%
	0.00	532.21	750.00	70.96%
<b>62-Programs // 25-Music</b>				
016-62-25-00, Music	50.00	299.80	600.00	49.97%
	50.00	299.80	600.00	49.97%
<b>62-Programs // 30-Worship</b>				
016-62-30-00, Worship	7.69	1,454.97	1,000.00	145.50%
	7.69	1,454.97	1,000.00	145.50%
<b>63-Apportionment/Benevolence // 01-Episcopal Apportionment</b>				
016-63-01-00, Episcopal	715.00	8,580.00	8,580.00	100.00%
	715.00	8,580.00	8,580.00	100.00%
<b>63-Apportionment/Benevolence // 02-Lutheran</b>				
016-63-02-00, Lutheran/Benevolence	572.05	6,864.60	6,864.00	100.01%
016-63-02-02, Samaritas (LSSM)	71.48	857.76	858.00	99.97%
016-63-02-03, Lutheran World Hunger	71.48	857.76	858.00	99.97%
	715.01	8,580.12	8,580.00	100.00%
<b>64-Community Publicity // 00-Community Publicity</b>				
016-64-00-00, Community Publicity	14.99	271.98	300.00	90.66%
	14.99	271.98	300.00	90.66%
<b>66-Office Operations // 02-Comcast/Software</b>				



## Holy Faith Church

**Treasurer's Report by Account**

December of Fiscal Year 2022

Responsibility: All

Fund: 01 - Holy Faith Church-General

	December Actual	Year-to-date Actual	Year-to-date Budget	Percent of Budget
016-66-02-00, Comcast/Software	362.26	4,193.09	5,000.00	83.86%
	362.26	4,193.09	5,000.00	83.86%
<b>66-Office Operations // 03-Copier</b>				
016-66-03-00, Copier	410.13	3,550.92	3,500.00	101.45%
	410.13	3,550.92	3,500.00	101.45%
<b>66-Office Operations // 04-Payroll Fees</b>				
016-66-04-00, Payroll Fees	24.00	243.00	400.00	60.75%
	24.00	243.00	400.00	60.75%
<b>66-Office Operations // 05-E-Giving</b>				
016-66-05-00, E Giving Fees	188.01	2,037.05	800.00	254.63%
	188.01	2,037.05	800.00	254.63%
<b>66-Office Operations // 06-Office Supplies</b>				
016-66-06-00, Office Supplies	398.68	3,349.55	2,000.00	167.48%
	398.68	3,349.55	2,000.00	167.48%
<b>Total Expense</b>	<b>17,749.67</b>	<b>192,786.94</b>	<b>190,549.00</b>	<b>101.17%</b>
<b>Income Less Expense</b>	<b>353.33</b>	<b>553.71</b>	<b>-3,577.00</b>	

Holy Faith Church  
**Balance Sheet by Account**  
Jan 1, 2022 through Dec 31, 2022

Account	Balance As Of Jan 1, 2022	Balance As Of Dec 31, 2022	Current Year Change	Percent Change
<b>Fund 01 - Holy Faith Church-General</b>				
<b>Assets</b>				
<b>Major 10, Current Assets</b>				
<b>Minor 10, Checking</b>				
011-10-10-00, Checking Account-TCF-4214	4,303.52	0.00	-4,303.52	-100.00%
011-10-10-10, Checking Account-HNT-6849	63,604.70	56,203.13	-7,401.57	-11.64%
<b>Minor 10, Checking</b>	<b>67,908.22</b>	<b>56,203.13</b>	<b>-11,705.09</b>	<b>-17.24%</b>
<b>Major 10, Current Assets</b>				
<b>Minor 25, Reserve Account</b>				
011-10-25-00, Reserves-HNT-8348	56,815.89	62,822.01	6,006.12	10.57%
<b>Minor 25, Reserve Account</b>	<b>56,815.89</b>	<b>62,822.01</b>	<b>6,006.12</b>	<b>10.57%</b>
<b>Major 10, Current Assets</b>				
<b>Minor 30, Reserves2</b>				
011-10-30-00, Reserves2-HNT-8335	8,113.96	0.00	-8,113.96	-100.00%
011-10-30-01, Level One Bank for PPP	0.00	0.00	0.00	0.00%
<b>Minor 30, Reserves2</b>	<b>8,113.96</b>	<b>0.00</b>	<b>-8,113.96</b>	<b>-100.00%</b>
<b>Major 10, Current Assets</b>				
<b>Minor 70, Preschool Damage Deposit</b>				
011-10-70-01, Preschool-HNT-8322	1,504.54	1,504.69	0.15	0.01%
<b>Minor 70, Preschool Damage Deposit</b>	<b>1,504.54</b>	<b>1,504.69</b>	<b>0.15</b>	<b>0.01%</b>
<b>Major 10, Current Assets</b>				
<b>Minor 80, Petty Cash</b>				
011-10-80-00, Petty Cash	10.00	100.00	90.00	900.00%
<b>Minor 80, Petty Cash</b>	<b>10.00</b>	<b>100.00</b>	<b>90.00</b>	<b>900.00%</b>
<b>Major 10, Current Assets</b>				
<b>Minor 90, Pastor's Discretionary</b>				
011-10-90-00, Pastor's Discr-HNT-8921	83.55	8.55	-75.00	-89.77%
<b>Minor 90, Pastor's Discretionary</b>	<b>83.55</b>	<b>8.55</b>	<b>-75.00</b>	<b>-89.77%</b>
<b>Major 20, Long Term Asset</b>				
<b>Minor 40, Long Term Asset</b>				
011-20-40-00, ELCA HF Investment Fund	48,535.96	42,643.26	-5,892.70	-12.14%
<b>Minor 40, Long Term Asset</b>	<b>48,535.96</b>	<b>42,643.26</b>	<b>-5,892.70</b>	<b>-12.14%</b>
<b>Major 20, Long Term Asset</b>				
<b>Minor 50, Growth &amp; Income Fund</b>				
011-20-50-00, Growth and Income Fund	28,372.42	23,953.84	-4,418.58	-15.57%
<b>Minor 50, Growth &amp; Income Fund</b>	<b>28,372.42</b>	<b>23,953.84</b>	<b>-4,418.58</b>	<b>-15.57%</b>
<b>Major 99, Ded. Receivable</b>				
<b>Minor 99, Ded. Receivable</b>				
017-xx-xx-xx, Dedicated Funds Receivable	0.00	0.00	0.00	0.00%
<b>Dedicated Funds Receivable</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00%</b>
<b>Total Assets</b>	<b>211,344.54</b>	<b>187,235.48</b>	<b>-24,109.06</b>	<b>-11.41%</b>
<b>Liabilities</b>				
<b>Major 00, Group 00</b>				
<b>Minor 00, Group 00</b>				
012-00-00-00, Coop Nurs Escr Acct	1,503.03	1,503.03	0.00	0.00%
012-00-00-01, PPP Loan	0.00	0.00	0.00	0.00%
<b>Minor 00, Group 00</b>	<b>1,503.03</b>	<b>1,503.03</b>	<b>0.00</b>	<b>0.00%</b>
<b>Major 99, Ded. Payable</b>				
<b>Minor 99, Ded. Payable</b>				
017-xx-xx-xx, Dedicated Funds Payable	48,896.64	43,716.70	-5,179.94	-10.59%
<b>Dedicated Funds Payable</b>	<b>48,896.64</b>	<b>43,716.70</b>	<b>-5,179.94</b>	<b>-10.59%</b>

Holy Faith Church  
**Balance Sheet by Account**  
Jan 1, 2022 through Dec 31, 2022

Account	Balance As Of Jan 1, 2022	Balance As Of Dec 31, 2022	Current Year Change	Percent Change
<b>Total Liabilities</b>	<b>50,399.67</b>	<b>45,219.73</b>	<b>-5,179.94</b>	<b>-10.28%</b>
<b>Equity</b>				
Major 00, Group 00				
Minor 00, Group 00				
013-00-00-00, Restricted Bldg	0.00	6,000.00	6,000.00	0.00%
013-00-00-01, Restricted Equip	1,440.81	3,000.00	1,559.19	108.22%
013-00-00-03, Restricted Sabbatical	8,400.00	8,400.00	0.00	0.00%
013-00-00-04, Restricted Endowment	7,051.00	0.00	-7,051.00	-100.00%
013-00-00-06, Unrestricted(Savings)	95,985.84	75,994.82	-19,991.02	-20.83%
<b>Minor 00, Group 00</b>	<b>112,877.65</b>	<b>93,394.82</b>	<b>-19,482.83</b>	<b>0.00%</b>
<b>Subtotal Equity</b>	<b>112,877.65</b>	<b>93,394.82</b>	<b>-19,482.83</b>	<b>0.00%</b>
<b><u>Fund Balance</u></b>				
Totals for Fund Balance	48,067.22	48,620.93	553.71	1.15%
<b>Total Fund Balance/Equity</b>	<b>160,944.87</b>	<b>142,015.75</b>	<b>-18,929.12</b>	<b>-11.76%</b>
Total Liability and Fund Balance	211,344.54	187,235.48	-24,109.06	-11.41%

Holy Faith Church  
**Dedicated Accounts**  
**December, Fiscal Year 2022**  
Fund 01 - Holy Faith Church-General

Account	Beginning Balance	Current Month		Year-To-Date		Current Balance
		Receipts	Expenses	Receipts	Expenses	
<b>Major 01 - Pass Thru</b>						
<b>Minor 01 - Monthly Special Appeals</b>						
017-01-01-01 SASS	138.28	200.00	0.00	220.00	0.00	358.28
017-01-01-03 TRI	0.00	0.00	0.00	0.00	0.00	0.00
017-01-01-04 Ele's Place	0.00	0.00	0.00	0.00	0.00	0.00
017-01-01-05 Mission Fund	0.00	0.00	0.00	0.00	0.00	0.00
017-01-01-06 Habitat	0.00	0.00	0.00	0.00	0.00	0.00
017-01-01-08 FID/Nov	0.00	0.00	0.00	0.00	0.00	0.00
017-01-01-15 Hope Clinic	0.00	0.00	0.00	514.75	514.75	0.00
017-01-01-16 Crop Hunger Walk	0.00	0.00	0.00	0.00	0.00	0.00
017-01-01-18 Rise-Up Campaign	0.00	0.00	0.00	0.00	0.00	0.00
017-01-01-22 Heifer International	0.00	0.00	0.00	0.00	0.00	0.00
017-01-01-25 Holy Week Offering	0.00	0.00	0.00	581.00	581.00	0.00
017-01-01-26 ELCA Diversity Task Force	0.00	0.00	0.00	0.00	0.00	0.00
017-01-01-27 ARK Ministry	62.00	0.00	0.00	0.00	0.00	62.00
017-01-01-36 SafeHouse	0.00	0.00	0.00	0.00	0.00	0.00
017-01-01-37 ERD/LWR	200.00	513.81	0.00	621.81	308.00	513.81
017-01-01-39 Campus Ministries	0.00	0.00	0.00	0.00	0.00	0.00
017-01-01-40 Bread for the World	0.00	0.00	0.00	0.00	0.00	0.00
017-01-01-41 Samaritas	123.25	0.00	123.25	71.48	194.73	0.00
Totals	<b>\$523.53</b>	<b>\$713.81</b>	<b>\$123.25</b>	<b>\$2,009.04</b>	<b>\$1,598.48</b>	<b>\$934.09</b>
<b>Major 01 - Pass Thru</b>						
<b>Minor 02 - Staff Gifts</b>						
017-01-02-00 Staff Gifts	650.55	2,565.00	2,500.00	3,625.00	4,190.00	85.55
Totals	<b>\$650.55</b>	<b>\$2,565.00</b>	<b>\$2,500.00</b>	<b>\$3,625.00</b>	<b>\$4,190.00</b>	<b>\$85.55</b>
<b>Major 01 - Pass Thru</b>						
<b>Minor 03 - Paper Pantry</b>						
017-01-03-00 Paper Pantry	6,324.96	0.00	478.30	1,375.00	2,274.76	5,425.20
Totals	<b>\$6,324.96</b>	<b>\$0.00</b>	<b>\$478.30</b>	<b>\$1,375.00</b>	<b>\$2,274.76</b>	<b>\$5,425.20</b>
<b>Major 01 - Pass Thru</b>						
<b>Minor 05 - Altar Flowers</b>						
017-01-05-00 Altar Flowers	145.73	265.01	387.50	1,602.72	1,748.45	0.00
Totals	<b>\$145.73</b>	<b>\$265.01</b>	<b>\$387.50</b>	<b>\$1,602.72</b>	<b>\$1,748.45</b>	<b>\$0.00</b>
<b>Major 01 - Pass Thru</b>						
<b>Minor 07 - Pastor's Discretionary</b>						
017-01-07-00 Pastor's Discretionary	3,366.92	100.00	0.00	2,436.99	5,615.70	188.21
Totals	<b>\$3,366.92</b>	<b>\$100.00</b>	<b>\$0.00</b>	<b>\$2,436.99</b>	<b>\$5,615.70</b>	<b>\$188.21</b>
<b>Major 01 - Pass Thru</b>						
<b>Minor 10 - Food Garden</b>						
017-01-10-00 Food Garden	230.53	0.00	0.00	300.00	275.52	255.01
Totals	<b>\$230.53</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$300.00</b>	<b>\$275.52</b>	<b>\$255.01</b>
<b>Major 01 - Pass Thru</b>						
<b>Minor 11 - Programs</b>						
017-01-11-01 Childrens Ministry	0.00	0.00	0.00	1,000.00	0.00	1,000.00
Totals	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,000.00</b>	<b>\$0.00</b>	<b>\$1,000.00</b>
<b>Major 01 - Pass Thru</b>						
<b>Minor 12 - Memorial Garden</b>						
017-01-12-00 Mem. Garden	61.58	0.00	0.00	150.00	0.00	211.58
Totals	<b>\$61.58</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$150.00</b>	<b>\$0.00</b>	<b>\$211.58</b>

Holy Faith Church  
**Dedicated Accounts**  
**December, Fiscal Year 2022**  
Fund 01 - Holy Faith Church-General

Account	Beginning	Current Month		Year-To-Date		Current Balance
	Balance	Receipts	Expenses	Receipts	Expenses	
<b>Major 01 - Pass Thru</b>						
<b>Minor 13 - Building and Grounds</b>						
017-01-13-00 Bldg/Grounds	0.00	136.19	0.00	136.19	136.19	0.00
017-01-13-01 Capital Projects	2,809.58	0.00	0.00	10,114.22	10,588.49	2,335.31
017-01-13-02 Hybrid Worship	500.00	0.00	0.00	1,072.33	1,572.33	0.00
Totals	<b>\$3,309.58</b>	<b>\$136.19</b>	<b>\$0.00</b>	<b>\$11,322.74</b>	<b>\$12,297.01</b>	<b>\$2,335.31</b>
<b>Major 01 - Pass Thru</b>						
<b>Minor 20 - Bank Transfers</b>						
017-01-20-00 Bank Transfers	0.00	0.00	0.00	14,114.22	14,114.22	0.00
017-01-20-01 DCFSA	1,666.64	0.00	0.00	5,000.00	5,944.34	722.30
Totals	<b>\$1,666.64</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$19,114.22</b>	<b>\$20,058.56</b>	<b>\$722.30</b>
<b>Major 01 - Pass Thru</b>						
<b>Minor 21 - Bishop Special Offering</b>						
017-01-21-00 Bishop Special Offering	0.00	0.00	0.00	656.83	656.83	0.00
Totals	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$656.83</b>	<b>\$656.83</b>	<b>\$0.00</b>
<b>Major 01 - Pass Thru</b>						
<b>Minor 40 - Prayer Shawl</b>						
017-01-40-00 Prayer Shawl	0.00	0.00	0.00	0.00	0.00	0.00
Totals	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Major 01 - Pass Thru</b>						
<b>Minor 43 - Congregational Meals</b>						
017-01-43-00 Congregational Meals	0.00	191.00	148.32	191.00	148.32	42.68
017-01-43-01 Congregational Retreat	0.00	0.00	0.00	0.00	0.00	0.00
Totals	<b>\$0.00</b>	<b>\$191.00</b>	<b>\$148.32</b>	<b>\$191.00</b>	<b>\$148.32</b>	<b>\$42.68</b>
<b>Major 01 - Pass Thru</b>						
<b>Minor 47 - Corner Health Center</b>						
017-01-47-00 Corner Health Center	0.00	0.00	0.00	0.00	0.00	0.00
Totals	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Major 02 - Memorial Funds</b>						
<b>Minor 03 - Memorial Funds</b>						
017-02-03-01 Memorial Funds	20,350.82	300.00	400.00	1,365.00	1,232.85	20,482.97
017-02-03-02 Music Memorial Funds	2,129.91	0.00	0.00	0.00	0.00	2,129.91
017-02-03-03 Honorary Funds	135.89	0.00	0.00	0.00	0.00	135.89
Totals	<b>\$22,616.62</b>	<b>\$300.00</b>	<b>\$400.00</b>	<b>\$1,365.00</b>	<b>\$1,232.85</b>	<b>\$22,748.77</b>
<b>Major 03 - Grant Funds</b>						
<b>Minor 20 - Grant Funds</b>						
017-03-20-01 AA Area Com. Found. Grant	10,000.00	0.00	0.00	0.00	232.00	9,768.00
Totals	<b>\$10,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$232.00</b>	<b>\$9,768.00</b>
<b>Fund 01 - Holy Faith Church-General</b>	<b>\$48,896.64</b>	<b>\$4,271.01</b>	<b>\$4,037.37</b>	<b>\$45,148.54</b>	<b>\$50,328.48</b>	<b>\$43,716.70</b>

The 2023 Operating Budget was developed by the Finance Committee (Andrew Amstutz, Wendy Amstutz, Mike Centlivre, Betsey Hubbard, Lisa Reifert) based on the 2022 budget and actual income and expenditures. The **2023 Proposed Budget by Account** shows the proposed budget in addition to the 2022 Budget and Actuals. The 2023 Proposed Budget has the following notable changes:

1. **Pledges** – Pledged income was developed based on actual pledges received although historical income is typically higher than pledged amounts.
2. **Staff/Salary** – The budget includes an increase for all staff which provides a 4% increase to the entire staff. We are able to do this because of the generosity of the members of the congregation.
3. **Staff/Salary, Outreach Coordinator** – We aspire to add an Outreach Coordinator to our staff in 2023 and the congregation has responded. We will be offsetting some of the expected cost of this position in its first year with grant funding but fully expect to be able to support this position going forward.
4. **Staff/Salary, Music Director** – We are excited to have combined our Music Director and Choir Director position with the addition of Joy Morin and thank the music search team for finding such a great music leader right in our own back yard.
5. **Other Increases** – The generosity of our pledges have also allowed us the ability to extend our budget for Pastor Professions expenses, Maintenance/Repairs expenses, Snow Removal/Lawn Care, Utilities, Capital Budget Funding, New Programs, E-giving and Office Supplies.

The proposed 2023 Operating Budget includes expected Income of \$210,441, expected Expenses of \$212,525, leaving a budgeted Income less expense of \$-2,084

It is our firm belief that as we continue to stay focused on God's work with our hands and share the love of Christ, our community will continue to be strong.

The 2023 budget has been faithfully prepared by the Finance Committee and was reviewed and recommended by the PLT for the congregation's approval.

Respectfully submitted,



Andrew E. Amstutz, Treasurer



2023 Proposed Budget by Account

Row	Minor Name	Account Name	2023 Budget	2022 Budget	2022 Actual
1	Pledges	Pledges	203399	180588	183275
2	Building	Rental/Bldg.	1400	800	1498
3	Co-op	Rental/Co-op	2142	1944	2032
4	Loose Offering	Plate (Loose Offering)	300	600	373
5	Miscellaneous	Miscellaneous	500	400	833
6	Other	Debt Forgiveness	0	0	0
7	Interest	Interest	1000	1000	714
8	ELCA Investment Fund Div	ELCA Investment Fund Div	1700	1640	872
9	<b>Income Total</b>		<b>210441</b>	<b>186972</b>	<b>189597</b>
10					
11	Administrative Assistant	Office Manager	18238	17537	16748
12	Other Staff	Outreach Coordinator	6000	0	0
13	Music	Music Director	15600	11284	11972
14	Music	Choir Director	0	3450	0
15	Custodian	Custodian	1820	1750	1696
16	Pastor	Pastor-Salary	64988	62488	57281
17	Pastor	Medical Insurance/Annuity	11784	11316	11316
18	Pastor	Life Insurance	575	575	551
19	Pastor	Pension	11698	11248	11248
20	Other	FICA	2500	2500	1952
21	Other	Workers Compensation	275	200	269
22	Pastor Professional	Pastor-Professional	3000	2000	2271
23	Pastor Professional	Pastor Cont. Ed.	1000	1000	968
24	Supply Musicians	Supply Musicians	1500	1500	1130
25	Deacon	Deacon	1000	1000	904
26	Supply Pastors	Supply Pastors	4000	4000	3042
27	Financial Review	Financial Review	50	50	50
28	Piano Tuning	Piano Tuning	350	350	495
29	Maintenance/Repairs	Maintenance/Repairs	4000	2000	2904
30	Snow Removal/Lawn Care	Snow Removal/Lawn Care	7500	5750	6093
31	Fees	Water Test/Regulatory Fee	1500	1500	3664
32	Agreements	Maintenance Agreements	1000	1000	825
33	Utilities	Utilities	4900	4000	4779
34	Building Supplies	Build/Cleaning Supplies	1000	1000	1042
35	Building Insurance	Building Insurance	4166	4166	4311
36	Capital Budget Funding	Capital Budget Funding	3000	2000	0
37	Christian Education	Christian Education	700	700	755
38	Christian Education	Christian Ed. - T	700	700	560
39	Christian Education	New Programs	2000	1000	1000
40	Altar Guild	Altar Guild	400	400	790
41	Outreach	Paper Pantry Expense	1375	1375	1375
42	Outreach	Food Garden Expense	300	300	300
43	Stewardship	Stewardship	200	200	281
44	Hospitality	Hospitality	700	700	549
45	Assembly/Convention	Assembly/Convention	750	750	532
46	Music	Music	600	600	300
47	Worship	Worship	1000	1000	1455
48	Episcopal Apportionment	Episcopal	9178	8580	8580
49	Lutheran	Lutheran/Benevolence	7342	6864	6865
50	Lutheran	Samaritas (LSSM)	918	858	858
51	Lutheran	Lutheran World Hunger	918	858	858
52	Community Publicity	Community Publicity	300	300	272
53	Comcast/Software	Comcast/Software	5000	5000	4193
54	Copier	Copier	3500	3500	3551
55	Payroll Fees	Payroll Fees	400	400	219
56	E-Giving	E Giving Fees	1800	800	2037
57	Office Supplies	Office Supplies	3000	2000	3087
58	<b>Expense Total</b>		<b>212525</b>	<b>190549</b>	<b>183928</b>
59	<b>Income less Expense</b>		<b>-2084</b>	<b>-3577</b>	<b>5669</b>

# CONGREGATIONAL GIFT POLICY

## HOLY FAITH CHURCH

6299 Ann Arbor-Saline Rd. – Saline, MI 48176

Tax ID #38-2224909 Faith Lutheran Church dba Holy Faith Church

### PURPOSE

To give a written process to all constituents of our congregation that outlines what types of property are acceptable as gifts above and beyond pledges or plate offerings, and how decisions are made for its use.

This policy will answer 2 core questions:

1. How can I provide a gift to the congregation?
2. How will the congregation use my gift?

### INITIAL APPROVAL

Motion to move forward with adoption of this policy and creation of the fund passed unanimously at the Parish Leadership Team (PLT) Meeting 11/17/2020. In the December 2019 PLT meeting the PLT passed a motion to create a "long term investment fund for capital replacement and to seed this fund with \$30,000 from our Savings Account." The PLT also passed a motion to utilize \$12,500 from the Ann Arbor Community Grant received in 2019 to be added to this long term investment fund. Additionally \$2000 was included in the 2020 Operating Budget to be added to the fund. This makes a total initial investment of \$44,500.

### ELEMENTS OF THE GIFT POLICY

- I. Gift Acceptance
  - a. Defines *who* will decide if gift is *accepted*
  - b. Defines *what* gifts will be *considered*
- II. Gift Use
  - a. Defines *who* will decide how gifts are used
  - b. Outlines process and guidelines to determine *how* gifts are used
- III. Policy Distribution and Changes
- IV. Ways to Make a Gift
  - a. Giving vehicles and methods

#### I. Gift Acceptance

- A. Members are encouraged to consider blessing the congregation with gifts free of designations.
- B. When an asset is **offered** to our congregation through an estate, from a living individual, family, or other legal entity that is above and beyond a regular pledge/plate offering, the Parish Leadership Team will determine whether the gift will be **accepted**.
- C. All gifts will be considered on a case by case basis taking into consideration the type of asset, gift transfer costs, designations, potential liabilities, the congregation's mission, current congregational needs, and other factors.
- D. Gifts may be offered in a variety of ways. Our congregation is willing to **consider** the following types of assets:
  1. Cash
  2. Securities
    - a. Publicly traded securities
      - i. Stocks
      - ii. Bonds
      - iii. Mutual funds

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- iv. Options/warrants
    - v. REITs (Real Estate Interest Trusts)
    - vi. Other marketable securities traded on public exchanges
  - b. Non-publicly traded securities
    - i. MLPs (Master Limited Partnerships)
    - ii. Closely held business interests
    - iii. Partnerships
    - iv. Limited liability corporations
    - v. S-Corp shares/C-Corp shares
    - vi. Options/Warrants
3. Life insurance (assignment of ownership) – permanent type with cash value
4. Real property
  - a. Residential
  - b. Commercial
  - c. Life Estate
5. Tangible personal property
  - a. Vehicles
  - b. Jewelry
  - c. Books
  - d. Art
  - e. Collections
6. Other property
  - a. Mineral rights/oil and gas interests
  - b. Royalties
  - c. Notes/mortgages
  - d. Copyrights/Patents/Trademarks
  - e. Bargain sales: congregation purchases an asset for less than fair market value

*Members and Donors should understand that in most cases the congregation will look to liquidate gifts and utilize the cash value of the gift.*

*Gifts of Real Property will require a vote of the congregation since according to the By-Laws the power of “acquiring real property through any means, disposing of real property through any means” is not vested in the PLT but reserved for the congregation. (see By-Laws Section 4 Governance)*

- E. If a determination is made to decline a gift, the donor or representative of the donor’s estate shall be contacted by verbal notice followed by written notice on official letterhead sent by U.S. Mail or email. Contact will be made by the Parish Leadership Team or Clergy, at the discretion of the Parish Leadership Team.

## II. Gift Use

- A. If our congregation accepts an unrestricted gift, *which is defined as an asset that a donor has given to our congregation without any limitation of its use*, the Parish Leadership Team shall determine how the gift shall be used following the guidelines provided in this section.
- B. For Unrestricted gifts of **\$1,000 or greater**, as a model of good stewardship and gratefulness to God and God’s blessings, the Parish Leadership Team shall tithe at least

# CONGREGATIONAL GIFT POLICY

## HOLY FAITH CHURCH

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(10%) from the initial gift before any other allocations are made. The contribution may be distributed to one of more of the following:

- i. 50% to ELCA Churchwide ministries and related organizations AND 50% to Episcopal Church USA churchwide ministries and related organizations
- ii. Any charitable organization.

**C. If the gift is unrestricted, 50% or more of the gift [from the net proceeds after the tithe], may be deposited into the congregation's investment fund.** Funds intended for the congregation's investment fund may be collected in a dedicated account and deposited into the investment fund when the dedicated account is above \$2000.

**D. If the gift is unrestricted, the overall use [of the net proceeds after the tithe and investment deposit] may be directed to the Memorial Funds.**

E. Members are encouraged to give gifts free of restrictions. Gifts may be accepted with specific designations at the discretion of the PLT and the congregation will work to honor those designations as described in this section. The congregation's investment fund may be a designation. Gifts with specific designations/restrictions are accepted with the understanding that the funds are to be used for the benefit of the congregation in support of its mission and current ministries. Donors should be aware that programs offered by the congregation may be discontinued, renamed or incorporated into other programs. The congregation may accept a gift subject to the restrictions but reserves the right to use the gift in a manner consistent with the general intent of the restrictions. Donors may not restrict the manner in which a gift, bequest, or investment fund is invested by the congregation.

- a. Restricted gifts added into named funds will be reviewed periodically (at least annually) by the Pastor and the Parish Leadership Team.
- b. If restricted funds are unable to be used due to a lack of program or need, the Parish Leadership Team may choose to initiate a good faith effort to contact the donor, estate, or family to discuss removing the designation or redirecting the gift to meet a current need or project within the congregation.
- c. After the good faith effort is completed or exhausted, every effort will be made to redirect the gift to a related fund or ministry. If that is not possible the gift may become unrestricted.
- d. Gifts that become unrestricted will then begin the unrestricted gifts process, as outlined in this document, to determine the use.

F. Memorial Fund Purpose and Disbursements

- a. The Holy Faith Memorial Fund exists to accept gifts **in memory of those who have died or in honor of those who are living** from members and friends of the church. Gifts will be celebrated and used in support of ministry, worship, and life of the church.
- b. Memorial funds should not be used for general funds. Instead, they should be used to enhance Holy Faith's physical, spiritual, safety aspects, or aesthetics.
- c. A list should be maintained of suitable projects that memorial funds can fulfill. There shall always be Memorial Gift suggestions available in different price ranges.
- d. Memorial funds should be spent or allocated on an annual basis, or the balance should be allocated down to an amount designated annually by PLT.



# CONGREGATIONAL GIFT POLICY

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- e. Gifts to the memorial fund should be acknowledged as they come in. This may be done with personal thank you notes, a logbook of gifts or other means.
  - f. Holy Faith's Annual report should include a budgetary statement of memorial gifts received including the people in whose memory they were given. The Annual report should also include how memorial fund disbursements were used in the year.
  - g. Disbursements of the Memorial Funds shall be made with the approval of the PLT.
- G. Congregation's investment fund will be used as follows:
- a. The "Congregation's investment fund" referred to in this policy will show on the Balance Sheet of the congregation as the "ELCA HF Investment Fund"
  - b. Dividends from the investment fund will be recorded as Interest Income from the ELCA Capital Investment Fund. These funds will be received into general funds but are intended to offset the cost of capital projects needed on a regular basis.
  - c. Withdrawals from the congregation's investment fund may be made with a motion passed by the Parish Leadership Team for a designated purpose.

### III. Policy Distribution and Changes

- A. This Congregational Gift Policy shall be presented to the congregation at least once per year at the annual congregational meeting through the packet of reports.
- B. The Parish Leadership Team shall review this Congregational Gift Policy at least once per year for updates and revisions.

### IV. Ways to Make a Gift

- A. Cash, check, or money order
- B. Beneficiary designations – primary or secondary/contingent
  - Retirement accounts
    - i. IRA, 401(k), 403(b), Annuity
    - ii. Qualified Charitable Distributions (QCD)
  - Individual or joint bank/brokerage accounts
    - iii. Transfer on death
    - iv. Payable on death
  - Life insurance
  - Distribution from donor advised fund or named endowment
  - Living trust, Will
  - Real estate - Transfer of deed on death
- C. Asset transfer
  - Transfer securities from your brokerage account directly to our congregation's brokerage account, or use the ELCA Foundation to facilitate the transfer.
  - Transfer a title or deed to our congregation.
  - Assign ownership of life insurance to our congregation, or ELCA Foundation, FBO (for benefit of) our congregation.

# CONGREGATIONAL GIFT POLICY

## HOLY FAITH CHURCH

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- D. Deferred gifts can be provided by the **ELCA Foundation** or other institution
- Charitable gift annuity
  - Charitable remainder trust
  - Donor advised fund
  - Named endowment
  - Life estate

- E. Bargain sale - Sell an asset to our congregation below fair market value

### **RESOURCE**

ELCA Foundation: 800-638-3522 [elca.org/foundation](http://elca.org/foundation)

We have resources available through the services of the ELCA Foundation. These gift planning services are available at no charge to you as a member of our congregation. The Charitable Gift Planner assists with establishing a comprehensive gift plan that provides for your family and the ministries you care about. In addition, the Gift Planner assists with current gifts to our congregation as described in this policy.

### **Policy Revision History**

- |            |  |
|------------|--|
| 11/17/2020 | Parish Leadership Team (PLT) originally approved                                 |
| 03/07/2022 | Edits adopted by PLT following annual review of suggested edits                  |
| 10/17/2022 | Edits proposed for section II.F. Memorial Fund Purpose and Disbursements         |
| 11/15/2022 | Revision adopted by PLT of section II.F. Memorial Fund Purpose and Disbursements |



## Holy Faith Wish List

### January 2023

*This Wish List was created in order to provide guidance to the Parish Leadership Team for the disbursement of Memorial Funds. Memorial Funds are donations Holy Faith receives in memory of someone who has died. The PLT approves disbursements. Holy Faith's Gift Policy states that Memorial Funds should be "used in support of ministry, worship, and life of the church." Ideas for Wish List items below have been generated by committee chairs, staff, and PLT members.*

- Ceiling fans in social hall
- New window shades in the parish hall without cords
- Permanent, curbside signs advertising Memory Cafés.
- Wall-Mounted screen for Zoom worship
- Dedicated IT Desk
- New chairs for our worship space
- Doorbell
- New piano
- Handbell Tree or Tower
- Heavy duty (plastic), rolling cart to move heavy items from kitchen to parish hall and/or from inside to outside
- Higher toilet in handicapped stall of Women's Room (ADA compliant)
- Men's Room Improvements
- Twin vases made of pottery that could go on altar at Lent
- Repaired storage drawers in office
- Better storage for copier paper other than current metal storage cabinet with doors that do not close
- Better/newer/more comfortable chair in office at Financial Volunteers' desk
- Improved Outdoor Sign

- Artwork and framing for the parish hall and/or Nave
- Some shallow-depth floating shelves or ledges for the member memorial plaques, to keep them level and nicely grouped somewhere (perhaps stacked somewhat, rather than all in a line, maybe mix in some icons or other pieces).
- A new kitchen faucet with a single handle.
- A nice look wheeled cart with a shelf and a butcher block top - for another prep surface in the kitchen and to wheel supplies in and out for Coffee Hour and receptions.
- A large coffee urn so that we don't run out on Sunday mornings.
- A large lighted Christmas wreath to hang on the building to be seen from the street.
- A large, heavy but easily movable outdoor umbrella with weighted stand to be placed over the welcome/refreshment tables for outdoor services and events.
- A pretty cabinet (a welcoming cabinet) at the entrance of the church for masks, etc. with drawers to hold whatever we might want to put on the cabinet, including an easel with a kind of clip board that could hold a page updated weekly that says, "upcoming events, all are welcome."
- A bench near the place where the front sidewalk to the door joins the parking lot -for people waiting to be picked up. Or, to stop and have a chat with a friend.

## Meet the Nominees for Holy Faith's Parish Leadership Team: Teri Kollath, Jim Mangi, and John Hassett

Introducing the slate of members offering themselves to serve on the Parish Leadership Team:



### **Teri Kollath – Class of 2026**

#### **I've been coming to Holy Faith since:**

2020, and what attracted me to the congregation was: a combination of the two faith traditions of my life.

#### **On a Wednesday afternoon, you will find me:**

Taking a long yoga class after a morning of teaching

#### **My favorite food is:**

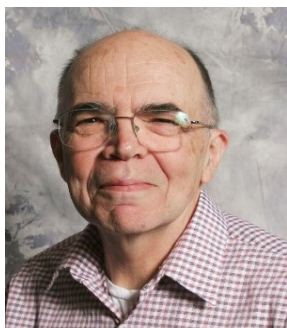
Love them all!

#### **One day I hope to:**

Sleep in (but don't tell my dog Nyla Bella!).

#### **I'd like to serve on the Parish Leadership Team because:**

It would be hard to find a leadership team that is so much fun while getting so much done



### **Jim Mangi – Class of 2026**

#### **I've been coming to Holy Faith since:**

2018

#### **On a Wednesday afternoon, you will find me:**

Listening to Motown, next to my wife at the Memory Center.

#### **My favorite food is:**

Lasagna, especially using the recipe of my aunt Francesca Mangiaracina.

#### **One day I hope to:**

See a cure for Alzheimer's/

#### **I'd like to serve on the Parish Leadership Team because:**

Holy Faith is such a distinctive example of the Lord's love at work in the world.



### **John Hassett – Class of 2024 (Will fill vacancy created by Jane Darling)**

#### **I've been coming to Holy Faith since:**

2006, and what attracted me to the congregation was the people of Holy Faith. I grew up attending very large and somewhat impersonal churches, and never really experienced a feeling of "Welcome" (with a capital W) at church until Kelsey and I somewhat serendipitously got drawn into the Holy Faith fold. Once we started meeting people here, staying was a no-brainer.

#### **On a Wednesday afternoon, you will find me:**

Revising the vision of my plans that I had as of Wednesday morning.

#### **My favorite food is:**

A good hearty bowl of chicken soup, preferably with enough noodles and veggies as to allow it to easily be mistaken for Pasta Primavera.

#### **One day I hope to:**

Be able to complete personal profile statements of this sort without fretting over them for much too long trying to "make it perfect."

#### **I'd like to serve on the Parish Leadership Team because:**

Holy Faith has been a wonderfully supportive community to me and Kelsey over the years, and I'd like to do what I can to return the favor.

**Meet the Nominees to Serve as Representatives to ELCA Synod Assembly and Delegates to Episcopal Diocesan Convention**

**ELCA Synod Assembly Representatives**



Andy Amstutz



Wendy Amstutz

**Alternate**



Katie Garvey

**Episcopal Diocesan Convention Delegates**



Molly Hilton

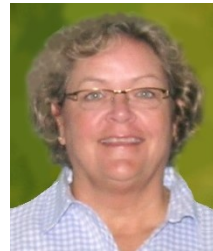


Diane Jacobs

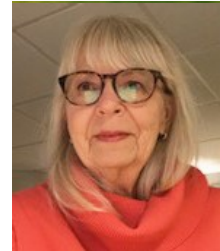


Lisa Reifert

**Alternates**



Tracy Gilmore



Teri Kollath

**Meet the Nominating Committee Class of 2027**



John Hassett



Noelle Milkey



Pastor Andrea

**Appendix**  
**Other HFC Reports**

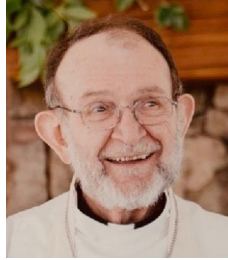
# 2022 Membership Report

## Birth:



Brenna Morin

## Deaths:



Ian Brown



David Dubay



Marjorie Frank

## New Members:



Cory Belote



Alex Clark & James St. Clair



Peg & Jim Hassett



Roxanne Franckowski



Theresa & Kevin Redfern



Holly Seelig

## Not Pictured:

Christine & Bob Robison  
Samantha Weston



## Pastor's Discretionary Fund Report

**The Pastor's Discretionary Fund** is intended to serve the poor and the needs of the community. The use of such funds is therefore restricted to address needs among the congregation, community members, and Church ministries. The discretionary fund is subject to audit.

The Pastor's Discretionary Fund is funded by donations that people may make at any time. Also, all gifts made in thanksgiving for weddings, baptisms, and funerals are directed to the discretionary fund.

2022 disbursements totaled approximately \$5600. The December 31st balance is \$188.

2022 disbursements were made toward:

- FedUp Food Ministries (a ministry of the SEMI Synod)
- 3+ weeks' stay for a homeless family at Emrich Retreat Center, Brighton, MI
- Grocery/Gas cards for people in need
- Be3 Recycling Initiative in Conference 10, SEMI Synod
- The Episcopal Diocese of Michigan, Ukraine Relief
- Episcopal Relief & Development, Ukraine Relief
- Healthy Congregations, Inc.
- Lutheran Campus Ministry at U of M
- Canterbury House Episcopal Campus Ministry at U of M
- All Together (Lutheran-Episcopal) Ministries at: Wayne State; UM-Dearborn; and Henry Ford College.

Each year, the needs of Holy Faith members are prioritized. Holy Faith parishioners who are in need of assistance for food, rent, utilities, and the like, should make their need known to the Clergy who will keep such needs in confidence. Also, if Holy Faith members know of community needs that could be helped by a small donation, please notify the Clergy. Priority is given to faith-based ministries.

Faithfully submitted,  
Andrea+

## Making a Lasting Impact through Legacy Planning



*We drink from wells we did not dig. We are warmed by fires we did not build.* -paraphrase of Deuteronomy 6:11

Holy Faith is thankful to Gillian Donovan who informed us that she has provided for Holy Faith in her will. By doing so, she helps ensure Holy Faith's continued ministry for years to come.

Holy Faith Church's missions and ministries benefit greatly from bequests. If you have provided for Holy Faith in your will, or if you wish to know more about how you can leave a lasting gift, please contact Office Manager Laurie Tikkanen at: [office@holy-faith-church.org](mailto:office@holy-faith-church.org).

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### **You are Invited to a Winter Tea on Wednesday, March 8, 2-4pm**

Learn how you can join Gillian in funding future church ministry. Keynote speaker at the tea is Sonja Markwart, Esq., from the ELCA Foundation who will walk us through practical steps on how to create a customized gift plan to help you joyfully answer the call to love and serve our neighbors.

In addition to refreshments, live music will be provided by a string ensemble.

RSVP to Pastor Andrea at [andrea@holy-faith-church.org](mailto:andrea@holy-faith-church.org)

## Thrivent Action Team Grants



Thrivent is an insurance and financial services company that is also a non-for-profit membership services organization for Christians.

**Every Thrivent member is eligible to apply for two Thrivent Action Team Grants per calendar year (each worth \$250.00) toward projects in the member's congregation or community.**

**If you are a Thrivent Member and wish to seek grant funding for a Holy Faith Church ministry, please contact Pastor Andrea at: [andrea@holy-faith-church.org](mailto:andrea@holy-faith-church.org)**

Projects may be service or educational, and preference is given to projects that involve two communities of people working together (or projects that somehow touch the wider community beyond the walls of the congregation).

Mary Fatchett and Gillian Donovan applied for, and received, three Thrivent Action Team Grants:

1. The first was for supplies for HFC's vegetable garden.
2. The second was for the Memorial Garden spruce up.
3. The third was for the monthly Memory Cafés.

Thanks, Mary and Gillian!

## Ministry Reports

### **Deacon Don Dersnah - Lay Eucharistic Visitors**

Holy Faith has a team of Eucharistic Visitors who take Holy Communion to members who are shut-in, homebound, or prefer not to attend in-person church. Those visitors, that include both lay people and ordained people, are Deacon Richard Boulter, Carol Church, Mary Fullerton, Diane Jacobs, Teri Kollath, Ann Mayers, Georgine Steude, and me.

### **Rosemary Brodie - Prayer Shawl Ministry**

The Holy Faith Prayer Shawl Group donated 39 knitted shawls to the church. These shawls will be blessed and distributed to those people in need of comfort.

### **Mary Jean Fatchett - Altar Guild**

Altar Guild – Yearly report for 2022

There were no major purchases/projects this year. We did train and initiate four new members this year and we have one new trainee. For next year our projects are to design and create a way to hang the wall banners without having to climb ladders. Also, I would like to invest in the oil burning candles for the candelabras. This ministry is spiritually rewarding because we are preparing the altar for our eucharistic celebration and readying the altar area to create a pleasing and reverent mood for the congregation.

The Altar Guild members are a dedicated and diligent group, adjusting to every change with a positive attitude and willingness to help out wherever needed. They have always made sure that the altar, altar hangings, banners, and worship area are ready for all occasions. I would like to thank each and every member for their faithfulness and dedication. You are definitely God's Silent Angels and are truly appreciated by everyone!

Thank you to Mike Centlivre for his dexterity on the high ladders and Deacon Don for his unending support and silently correcting our boo boos.

We have lost some of our members due to health issues, so there is a plea going out to all. If you are the least bit interested in doing altar work, PLEASE talk to one of our members or our Officiates. We are very helpful and will show you everything you need to know. If you are uneasy about doing linens, we have others who will do them.

### **Christen Mitchell - Memorial Garden**

The Holy Faith Memorial Garden enjoyed a busy and productive year. We hosted several interments. After conferring with founding planners of the garden, a number of foundational plantings were replaced with more drought tolerant ones, and progress was made towards our long-term goal of creating a low-maintenance garden. We hosted two fellowship gatherings during the growing season, and the area has become an outdoor meeting space for small groups six months out of the year. We've written a how-to guide to file with the office so a succession plan is in place. Members may support the Memorial garden with gifts of mulch or a contribution towards future plants.

This coming year we will discuss the overgrown arborvitae trees just outside the garden with Buildings and Grounds and create a long term plan for plantings that are more proportional to the space.

How to become involved: No gardening experience necessary! The memorial garden is a great ministry because the service is entirely flexible around your schedule. Contact Christen Mitchell to get involved.

### **Dan McGraw - Hospitality Ministry**

The Ministry of Hospitality is a true Blessing to me. It provides me a way of serving the Lord by welcoming fellow parishioners and visitors to Holy Faith Church. It begins with a weekly coffee hour in the social hall. During this hour we have the time to socialize with one another while enjoying coffee, tea, and some goodies. It is also a perfect time to get to know visitors and newcomers. There is a sign-up sheet and I invite you to participate by signing up. Other times the Hospitality Ministry provide Memorial Receptions for loved parishioners. Also, we provide our services at the Christmas Creche Display and other special events that Pastor Andrea determines. It is a great Ministry and I ask you to think about joining this Ministry.

### **Lori Venable and Jim Mangi - Memory Café**

2022 has been a phenomenal year for the “Come As You Are” Memory Café. We held our first Café in late 2020 with only 6 participants (3 ‘pairs’) and now our monthly events consistently have 35-40 people attending in person, not to mention the folks who participate virtually via Zoom. We have also been instrumental in collaborating with others in the area who have started new Memory Cafés in Chelsea and Ann Arbor, and more kicking off in 2023.

We have recently been working with three student volunteer groups from U of M. Having the volunteer help is fabulous, but even more exciting and rewarding is watching the amazing intergenerational interactions and relationships which are forming. We are very excited for the continuation of these partnerships in 2023 and beyond.

The variety of entertainers and guest facilitators has been remarkable, and we consistently receive overwhelmingly positive feedback. I believe we are providing a much-needed service for persons with brain changes and their care partners. It is very rewarding to see so many people arrive each month with anticipation and leave with smiles, thanks, and new friends.

We have been blessed by members of our Holy Faith family offer their help and talents for many Café events including Mary Fullerton, Katie Garvey, Christen Mitchell, Molly Hilton, Mary Fatchett, Joy Morin, Lisa Reifert, and Carolyn Schneider. For that we are truly grateful and we welcome involvement from anyone else in the parish — in any form: volunteer help at events, ideas/suggestions for entertainment or activities, or sharing talents you may have.

### **Lisa Reifert - Paper Pantry**

The Paper Pantry collects and distributes necessities that are not covered by Electronic Benefit Transfer (EBT) cards such as toilet paper, paper towel, detergent, hand soap, shampoo, tooth paste, deodorant, etc. Each month, between 50 to 100 paper grocery bags that contain needed items are distributed. Currently, we are responding to the needs of seniors at Mill Pond Manor in Saline, independent living adults at Chidester Place Apartments in Ypsilanti, and families in the Milan area at Calvary Bible Church on Carpenter Road. We alternate between these groups delivering on the 3rd and 4th Saturday of each month. This is the start of the 10th year for The Paper Pantry and we are looking forward to another successful year.

Our mission is to serve groups that include families, seniors, the homeless, and students. The Paper Pantry is a joint effort between Holy Faith and St. Paul UCC, both of Saline who support this mission with donations of money, items and volunteers.

The Paper Pantry is generously supported by these volunteers: Rick and Judie Wales along with Jenny, Lupe, Henna and Noah, Mike Centlivre, Kay Girbach, Betsy Hubbard, Mary Hogan, Jim Mangi, Harold Tinsey, Kathy London, Barbara Arnold, Carolyn Schneider, Fritz and Lisa Reifert, and others.

This ministry is one that both young and old can do together. We go out into the communities that we serve and get to meet the people we are helping. The items delivered help people stretch their food dollars. And we have fun together putting the paper bags together, and serving our neighbors. Please join us in a delivery!

If you would like more information, please contact Lisa Reifert at [lisareifert76@gmail.com](mailto:lisareifert76@gmail.com) or call 734-214-2265.

### **Steve Jolliffe - Building and Grounds**

The Building and Grounds Committee is responsible for maintenance and repair of the physical church building. Volunteers from the group often undertake smaller jobs, while larger jobs are sometimes outsourced to commercial companies.

Boswell Lawn Service did routine lawn maintenance and snow removal. Lawn fertilizing was contracted to ExperiGreen. Water sampling was outsourced to J&D Operations. Furnace and air conditioner maintenance was done under a contract with Koch and White.

A major project in 2022 was to put a much-needed new roof on the social hall. This job was awarded to Diversified Roofing. The parking lot lights were converted from sodium bulbs to more efficient LED bulbs by Gainsly Electric. Repairs to the sinks in the kitchen were completed by Hutzl Plumbing. And, during the summer, the Preschool arranged to have the air ducts cleaned. Following a storm, emergency tree trimming was awarded to McFarland's Tree Service.

Volunteers from our group cleaned out the storage room adjacent to the sanctuary. They then painted the room; added storage shelves and reorganized the contents.

Volunteers completed a spring cleanup of the grounds and bagged up sticks and leaves. Others worked in the memorial garden and maintained the plantings around the building.

When we were unable to find a suitable contractor, a small group of volunteers from the church installed a handrail along the sidewalk leading to the main entrance.

The most challenging and expensive project for 2022 resulted from minor flooding in the preschool and the subsequent discovery of black mold in the lower level. Using the services of Servpro, sections of drywall and carpeting were removed to expose the mold. Following thorough cleaning and testing, the drywall was replaced, cabinetry was replaced, and new carpeting was installed. The preschool was completely repainted. To prevent a reoccurrence of this problem, large industrial sized roof gutters were installed and custom window well covers were purchased and installed. This project was not anticipated and proved to be quite expensive. Fortunately, the Episcopal Diocese awarded a grant to offset part of the expense.

Looking ahead to 2023, we will consider other projects, including new flooring in restrooms, replacing lawn furniture, additional tree trimming, concrete sidewalk repairs, and parking lot maintenance. We are always looking for more volunteers to pitch in and help. Please consider volunteering a few hours of your time in 2023.



## Jim Mangi - Technology

“Just for a few weeks, until this COVID thing passes”. That’s how the online ministry started, with Pastor Andrea using this new thing called Zoom to lead worship from her laptop in her home office. As the weeks turned to months, and limited use was allowed in the church, Andy Amstutz drew on his expertise as both an IT professional and his experience as a theatrical video and acoustic expert, to help Andrea Zoom conduct service from the sanctuary, with a camera, tripod and a 30 inch screen.

Some time later, as limited numbers of worshippers were allowed to attend Sunday services, we all realized that COVID had brought long term changes. The Parish Leadership Team approved funds for equipment to help make worship as engaging as possible for those joining on Zoom. At the same time, the emerging Memory Café ministry obtained outside grant funding for equipment through Dementia Friendly Saline.

By coordinating purchases, i.e. using both sources of funds, the Online Ministry was able to acquire use of a large movable TV, additional cameras, microphones, computers, mixers, cables and so on—all available for joint use in the sanctuary on Sundays, and during the week in the social hall for the Memory Café, and also for other events such as Adult Ed, and PLT meetings.

Now likely a permanent part of Holy Faith, hybrid worship uses a 75 inch TV positioned in the sanctuary for all to see. Those who join us via Zoom are clearly visible to those in the sanctuary, especially when we “spotlight” (full screen) a reader or other speaker who is on Zoom.

Four video cameras around the room help those on Zoom see the service, the congregation, the musicians and choir. Six microphones help those on Zoom hear all the words and the increasingly rich music of the service. Closed captioning helps both those on Zoom and in the room, and an enlarged chat feature helps everyone share prayers and greetings. The Zoom stays open after Service for a virtual coffee hour (bring your own coffee). A control board straight out of Star Trek helps the tech team ensure high quality video and audio.

Captained and taught by Andy, the team now includes Christen Mitchell, Lori Venable and Jim Mangi, none of whom knew how to drive a Yamaha MG12 audio mixer or an ATEM Mini Pro video mixer 3 years ago. (New team members are always welcome.)

Holy Faith’s distinctive, mutually interactive, hybrid worship format enables our local members and friends to worship right along with us even when weather, health or other factors keep them home. In an unexpected blessing, we are thrilled to welcome members and friends from far away. On any given Sunday, among the 15-20 people worshipping on line are people from two or three other US States.

We have also Zoomed several Memorial Services. This has enabled us to set up a TV in the social hall so that overflow attendees can see and hear the service from the Social Hall. Zooming also enables family members and friends to attend the memorial from across the country, even other countries. These services, as well as every Sunday’s service, are recorded, and available for the asking.



## **PATHWAYS TO PARTICIPATION: MINISTRIES AT HOLY FAITH & CONTACT NAMES**

Below is a list of some of our ministries. We say “some,” because Holy Faith parishioners are always taking initiative and serving where there are needs. If you would like to learn more about one of these ministries, or if you wish to become involved, please contact the person listed. Contact information for parishioners can be found in our church directory.

### **Acolytes - Deacon Don Dersnah**

Light candles for worship, process the Gospel book, and carry the cross.

### **Tuesday Morning Adult Education (Hybrid) – Tish Dersnah**

During the academic year, Tish leads explorations of topics pertaining to faith in the parish hall, 10:30-11:30 am. Contact Tish to find out what the current topic is.

### **Altar Guild - Mary Fatchett**

Members take turns preparing the altar for worship every week.

### **Be3 (Big, Bodacious, Bold) - Vicki English**

Members collaborate with our seven sister ELCA congregations in Washtenaw County on green initiatives, such as soft plastic recycling at each of the 7 parishes, Christmas-time Styrofoam recycling, planting trees, etc.

### **Buildings & Grounds - Steve Jolliffe**

Members maintain – and arrange for maintenance – of the facilities.

### **Choir - Joy Morin, Church Musician**

Opportunities to sing and play instruments.

### **Finance Committee - Andy Amstutz**

The Finance Committee advises the treasurer and Parish Leadership Team and helps draft a budget for the year.

### **Garden Buddies - Mary Hogan**

The Garden Buddies plan, plant, tend, and harvest Holy Faith’s vegetable garden and donate the produce to Saline Area Social Service.

### **Hospitality - Dan McGraw**

Members prepare receptions for community events and funerals.

### **Lay Eucharistic Visitors - Deacon Don Dersnah**

Lay Eucharistic Visitors receive training to visit with and bring communion to parishioners who are homebound.

### **Liturgy Team - Pastor Andrea Martin**

Members help the Pastor plan worship for the liturgical seasons and for special services.

### **Memory Café - Lori Venable**

Volunteers organize monthly social events at Holy Faith for people with brain changes and their care partners.

### **Office Volunteers - Laurie Tikkanen**

Office volunteers assist with office tasks of various kinds on a weekly or monthly basis: assembling mailings, filing, and more.

**Paper Pantry - Lisa Reifert**

Volunteers organize the delivery of paper and hygiene goods to residents of 3 local sites

**Parish Leadership Team - Noelle Milkey**

The Parish Leadership Team consists of six parishioners, plus the clergy and treasurer. Together, they are the primary governing body of the parish.

**Prayer Shawl Ministry - Rosemary Brodie**

Members knit prayer shawls to be blessed at Holy Faith and then given to neighbors who need a reminder of God's love.

**Readers & Assisting Ministers - Pastor Andrea Martin**

Volunteers read the lessons and lead prayers during worship.

**Representatives at ELCA Synod Assembly and Diocesan Convention -  
Pastor Andrea Martin**

**Thursday Luncheon Bible Studies (Online) - Christen Mitchell**

Christen leads a 30-minute, online Bible Study, 12:00-12:30 pm most Thursdays. These half-hour sessions provide mid-week substance and community for busy people.

**Technology Support - Andy Amstutz & Jim Mangi**

Through Zoom, and using the church's equipment, volunteers provide opportunities for online participation in worship and parish events.