ANNUAL REPORT

SAINT ALBAN'S EPISCOPAL CHURCH
CAPE ELIZABETH, MAINE
JANUARY 31, 2021
When in our Music God is Glorified

1 When in our music God is glorified,
2 How often, making music, we have found;
3 So has the Church, in liturgy and song,
4 And did not Jesus sing a psalm that night?
5 Let every instrument be tuned for praise!

1 and adoration leaves no room for pride,
2 a new dimension in the world of sound,
3 in faith and love, through centuries of wrong,
4 when utmost evil strove against the Light?
5 Let all rejoice who have a voice to raise!

1 it is as though the whole creation cried
2 as worship moved us to a more profound
3 borne witness to the truth in every tongue,
4 Then let us sing, for whom he won the fight,
5 And may God give us faith to sing always

Al-le-lu-ia! Al-le-lu-ia! Amen.

ANNUAL MEETING AGENDA

ST. ALBAN’S PARISH JANUARY 31, 2021

- Call to Order
- Opening Prayer
- Opening hymn
- Parish Life video by Jen Tarling
- Report of the Nominating Committee
- Election of Officers, Vestry and Delegates
- Treasurer’s Report
- New Parish Website
- A Word from the Transition Priest-in-Charge
- Questions and Comments/Other Business
- Recognition of Outgoing Vestry Members
- A word from the Incoming Senior Warden
- Announcements
- Closing Prayer
- Adjournment

Chris Pezzullo, Senior Warden
The Rev. Lynn Carter-Edmands
Joel Pierce, Music Director
Chris Pezzullo
Chris Pezzullo
Doug Jones, Treasurer, and Randi Hogan
The Rev. Lynn Carter-Edmands
Chris Pezzullo
Chris Pezzullo
Maryann Sedlack
Maryann Sedlack and Mary Beth Nolt
The Rev. Lynn Carter-Edmands
Chris Pezzullo
“Be with God with the people on your heart . . . be with God for them, and with them for God.”

These words are taken from the book, *The Christian Priest Today*, written by sometime Archbishop of Canterbury, Michael Ramsey. They inspire me in my vocation as pastor, priest, and teacher. They inspire me in my vocation as your pastor, priest, and teacher – and Transition Priest-in-Charge here at St. Alban’s. These words help me to keep my focus where it needs to be - on that reciprocal relationship with God and the people of God with whom I serve. It is a prayer I share with you because it can be your prayer as well and help us all keep our focus where it needs to be.

The story of the common life and common prayer, the mission and ministry, of St. Alban’s over the past year of 2020 will be found in the pages that follow. These stories are told by many of you who have chosen to make St. Alban’s your spiritual home and that community out of which you love and serve God and neighbor. They are written by leaders of this parish, and I encourage you to thank them in some way. I am grateful for their commitment and their leadership during very difficult circumstances brought on by the current pandemic that has been with us since early March.

I want to offer my personal thanks to the leaders who have prepared the reports and acknowledge, with gratitude, all those who have participated in the life of this congregation during the year 2020. I am thankful for each one of you who serve tirelessly here at St. Alban’s and who carry the love of God to places outside our doors.

Bill Bell, Sarah Choi, and Sheila Zimmerman will receive their “get out of Vestry free” card (good for one year and non-transferable) as they retire from the Vestry this year. Vestry leadership takes a great deal of commitment and a willingness to work together for the good of the congregation; these leaders help move us forward into future opportunities for mission and ministry. Doug Jones steps down as our treasurer this year, having served faithfully and thoughtfully in this capacity for the past several years. Our wardens, Chris Pezzullo and Maryann Sedlack, have done extraordinary work this past year, navigating this congregation through 2020 with a clergy leadership change, a pandemic, the planning of a capital project to enhance our worship, staff changes, and the calling and arrival of a transition priest-in-charge. We owe all of them a tremendous amount of thanks for not only their commitment to this ministry of leadership but for their tenacity as well. They have served us well.

We had some changes in staffing this year. Karen Tucker’s time with us ended in November after four years as the parish administrator, and we welcomed Wendy Kopera as our interim parish administrator. Debbie Fisher, Joel Pierce, and Linda Howard continue to share their gifts and experience with us, filling out a creative and committed team. The Rev. Holly Hoffmann received a new call to serve three of the churches of Mount Desert Island with her departure in early January of 2021. Our staff, in many and various ways, have been helpful to me, and I am grateful. Many others deserve the thanks of the rest of the congregation, and I encourage you to thank them directly; their names are noted elsewhere in this annual report.

In 2020, we buried Nina Ring Rider Bentley Anderson, Elizabeth Sibley Saltonstall, William Northgraves, John "Jack" Paul Kennealy, Lisa McInnis, Gary Kimball, and Sarah Louise “Sally” Sawyer with the prayer that they may rest in peace and rise in glory. Hannah Cressey Rockefeller and Alison Sybil Dienstag were baptized at St. Alban’s in 2020. Anne Carpenter White and Raymond T. Kelley were married here this past summer. Our average Sunday attendance for the first eight weeks of 2020 (a figure being used this year by The Episcopal Church) was 197 for all three services. Other data will be available once our parochial report is completed.

During this time of transition brought on by a clergy leadership change followed by a pandemic of frustrating longevity and challenge, my hope is that we will continue to focus on what is most important to our life together - an engaging commitment to God and one another, a prayerful attention to what is truly needful and not just desired, and a willingness to continue to step up during this time of change and not wait for it all to find resolution in time. The reality for us - and the world around us - is that the nation and the world need our voice and our presence and our stands for justice and our works of mercy - all of which reflect the good news that is ours in Jesus Christ. They need our prayer. They need us to be faithful.
As I close out my time serving as your senior warden, I want to say what an honor it’s been to shepherd us through one of St. Alban’s most challenging years.

When I stepped into office in early 2020, I knew it was going to be a different sort of year. Father Tim officially notified the Vestry of his retirement plans at our Vestry Retreat in February. From that moment on, Maryann Sedlack, the junior warden, and I dutifully began meeting regularly with the Canon to the Ordinary, Michael Ambler, and intermittently with the Bishop, as we learned about our significant responsibilities during a rector transition. Though weighty, I knew that the Vestry was behind us, and we planned to have the official announcement at the worship services on March 15th.

But, as you might remember, something happened on the way to that event…. The COVID-19 pandemic came crashing down upon us that very week. From that point on the transition became so much more…. a transition inside of a pandemic. In a matter of days, we went from three in-person worship services every Sunday to two weekly Zoom services.

We activated St. Alban’s Cares, offering food and comfort, creating a phone tree, and reaching out to parishioners during this strangest of times. All our committee meetings moved to Zoom, with the exception of some smaller groups meeting outside on the parish grounds.

We strove, and I daresay succeeded, in pulling off the most amazing good-bye to a beloved priest, despite the pandemic; there was a tree planted and a memorial stone placed, a Zoom night of roasting by the parishioners, led by the inimitable Peg Keyser, a beautiful day of farewell services and even a community fire-truck parade on Tim’s birthday.

From late spring through early summer, Maryann and I worked behind the scenes to call a cohesive Discernment Committee from a host of nominees - a very difficult task, as everyone nominated deserved a place at the table. Tim called us on the day of the announcement to the membership to say, “I think you and Maryann have done an amazing job - what a really rich and wonderful group you’ve chosen.” And listening to the committee speak on Sunday, January 10th was heartwarming proof of this group’s cohesiveness and amazing gifts.

Summer set in. The country was rocked by BLM protests, and we welcomed Matt, our summer intern, who proved to be a balm to our weary souls for three months. Maryann and I worked with Holly to set things in order and try our best to be the “gang in charge.” Holly helped us work to create a series of meaningful services given by her,
Matt, the Bishop and several visitors. Moreover, Holly quietly set the grace-filled tone that allowed us to move, almost effortlessly, into our next transition.

In July, Maryann and I, and Sara and Tom from Vestry, interviewed and selected our Transition Priest-In-Charge, Lynn Carter-Edmans. For the Vestry, Mother Lynn has been an amazing servant leader, quietly instructing us on best practices as we move to solidify our foundation so as to be ready to welcome our next rector. I feel sadness, however, that the pandemic has not allowed Mother Lynn to get to know all your wonderful faces and stories the way in-person worship might have allowed.

Several experiments have occurred throughout the year, some harking back to EOW (Enriching our Worship), some brought to us by Mother Lynn, some necessitated by the pandemic asking us to do things differently.

Most Sundays Deb Fisher leads us in a “Holy Experiment.” Our COVID-19 reopening committee, led by Marybeth Nolt, has trialed outdoor Eucharist, drive-through Eucharist, silent worship in the nave, and now, intimate in-person worship in Bonoff Hall starting this month. This last item is only possible because the Buildings and Grounds Committee has deftly dealt with our broken air handler - we now have an HVAC system which recirculates the air in Bonoff Hall every 15 minutes!

With a pandemic comes hardship, illness, and job loss. Yet it also brings a renewed sense of community - our Zoom services continue to have attendance rates higher than in-person worship last year! Our capital campaign, begun in 2019, has been astoundingly successful. And despite hardships, deaths, and departures of key parishioners, our pledges have remained stable and will allow us to continue with all our regular programming and outreach.

What a long, strange trip it has been. Only two weeks ago we said goodbye to our beloved associate rector. If nothing else, this last 12 months has taught us about the need to accept transitions with both grace and hope.

Today you will welcome a new group of Vestry members, a new treasurer, and a new senior warden (I have asked Maryann to swap roles with me so that I can return to my graduate school program in public health).

I truly believe that this year will be a year filled with good things for St. Alban’s. The Spirit is moving us, and I thank you for all your patience and love as we continue on this journey together.

Chris Pezzullo,
Senior Warden
SAINT ALBAN'S EPISCOPAL CHURCH
ANNUAL MEETING, JANUARY 31, 2021
ANNUAL REPORT FOR 2020

The 2020 Vestry
Senior Warden, Christopher Pezzullo
Junior Warden, Maryann Sedlack
Treasurer, Doug Jones
Bill Bell
Sarah Choi
Tom Cooper
Sara Lennon
Maura McDonald
Mary Beth Nolt
Tom Sides
Sheila Zimmerman

DELEGATES TO THE 2020 CONVENTION
Ruth Dodge
Randi Hogan
Ed Rea
Judy Sides
Robert Stoddard

2020 LAY MINISTRY COORDINATORS
Altar Guild - Candy Anderson & Robin Legere
Book Group - Sheila Zimmerman
Buildings & Grounds - Jeff Sedlack
Celebrate St. Alban’s Anew - Erin O’Connor Jones, Philip Hamilton
Celtic Eventide - Peggy Williams
Centering Prayer - Jill Hooper, Phoebe Fairburn
Clerk of the Works - Robert Stoddard
Collection Counting Committee - Connie Babcock
Communion Bread Bakers - Rose Kennealy
Discernment Committee - Lisa Leighton, Phil Walsh
Flower Guild - Priscilla Harrison
Greater Portland Family Promise - Adrienne Groh, David Klimkowski
Grown-Up Youth Group - Aaron Hoffman, David Stankiewicz
Home Communion - Grace Kimball, Audrey Delafield
Intercessors - Connie Babcock
Lectors & Eucharistic Ministers - David and Virginia Wakelin
Memorial Garden - Lisa Newbold
Organ Committee - Robert Stoddard
Parish Milestone Cards - Margaret Wise
Preble Street Soup Kitchen - Louise Sullivan
St. Alban’s Cares - Ogden and Peggy Williams
St. Elizabeth’s Jubilee Center and Essentials Pantry - Liz Cutler

St. Luc’s School and Church,
Trou du Nord, Haiti - Chip Leighton
Stewardship - Philip Hamilton, Joan Hankinson
Zergers/Mergers/Ushers - Jeff Zedlack, Tim Queeney, Ed Rea

PARISH STAFF
The Rev. Lynn Carter-Edmands, Transition Priest-in-Charge
The Rev. Holly Hoffmann, Associate Rector
Debbie Fisher, Director of Children’s and Family Formation
Linda Howard, Assistant Treasurer
Wendy Kopera, Interim Parish Administrator
Joel Pierce, Organist and Director of Music

REPORT OF THE NOMINATING COMMITTEE
This slate will be presented at the Annual Meeting on January 31, 2021

Officers for 2021
Maryann Sedlack, Senior Warden
Christopher Pezzullo, Junior Warden
Randi Hogan, Treasurer

Vestry Members
Amber Burks
Jeff Cain
Nancy Shablom
John Wolfgam

Continuing Vestry members will be: Tom Cooper, Sara Lennon, Maura McDonald, MaryBeth Nolt, and Tom Sides.

Diocese of Maine Convention Delegates for 2021
Ruth Dodge
Randi Hogan
Ed Rea
Judy Sides
Robert Stoddard
The St. Elizabeth’s Altar Guild at Saint Alban’s devotedly prepares the altar each week for worship. In normal times, our dedicated members meet in teams, weekly, to set up the altar using appropriate colors to reflect the season; clean and set up anew between services, and care for the altar linens. We also prepare for any special services such as weddings, baptisms, and funerals. The Altar Guild attempts to assist the clergy by keeping the sacristy well stocked with supplies necessary for our worship.

Since COVID-19 hit, the Altar Guild has had to adjust the way(s) we set about sanitizing candles for general use. Working closely with Holly and Mother Lynn throughout the fall, we assigned members to months instead of weeks, and we modified the “duties” so individual members worked independently to prepare for Sunday’s services as Holly and/or Mother Lynn directed. Weekly, a member goes in and changes the sacristy candle, cleans and changes the intercessory candles at the feet of Blessed Mary, and also changes out the candles in the Celtic service stand, currently located in front of the altar. At each candle stand, you will notice a container of clean vigil candles with which St. Alban’s parishioners are being asked to light one of the Celtic candles or one at Mother Mary. Beside those, there is a “take up” container filled with sand to extinguish the candle and to allow “to rest” for a week. It is our (COVID-19 response) assignment to wipe down the used candles with disinfectant cloths and replace votive candles as necessary.

St. Elizabeth Altar Guild Members:
Co-Directors: Candy Anderson-Ek and Robin Legere.
Secretary: Louise Valati
Member-at-Large: Mary Lancey

We are a faithful, dedicated, and welcoming group. The Altar Guild meets twice a year. We meet in the early spring to plan for the Easter season services and again in the fall to prepare for the Christmas season. We also plan several gatherings throughout the year in an effort to enjoy the fellowship of our members. Many thanks to all our members for faithfully preparing the Lord's table each week. Their time and efforts help to make the church beautiful and help our worship services run smoothly.

A special thank you goes to Barbara Hall for laundering and ironing the fair linen.

The Altar Guild is a deeply meaningful and rewarding ministry. We welcome anyone interested in joining this important ministry.

Celtic Eventide
Peggy Williams, Coordinator

2020 was the sixth full year of our Celtic Eventide service. We continue to grow and evolve in this community-based worship service. There is a dedicated group of worship and fellowship leaders who serve in reader, greeter, candle-lighter, chalice bearer, reflector, healing prayer, altar guild, and set up/clean up roles. All are invited to participate. The numbers are growing both in participation and attendances as well as in formal pledging for the support of the parish. Word of mouth is a big factor. Also, thanks to our five musicians: violist Mike Albert (also known to play violin, penny whistle, low whistle, alto, tenor recorder, mandolin, and sing!), flutist Nicole Ribata, pianist Tom Kovacevic, cellist Shannon Allen, and violinist Meagan McIntyre, whose inviting Celtic music and traditional hymns continue to inspire and delight us. It is a pleasure to coordinate this growing community of worshipers who take ownership of much of the service.

Since March 2020, Celtic Eventide shifted to a Zoom format due to the pandemic, temporarily altering the format of the service. With a steady core of volunteers, our Zoom platform has evolved from a simple online presence to a well developed platform. A loyal, dedicated crew has stepped up into the new role of Zerger. In addition to our talented musicians, Joel has been a tremendous help with carrying forth Celtic Eventide’s strong musical presence.

Clerk of the Works Committee
Robert Stoddard

The Vestry commissioned the Clerk of the Works Committee in October with the charge “to effect a cost-effective and efficient installation of the organ and worship space remodeling.” The committee is
implementing the decisions already reached by the Vestry on the recommendations of the Organ Committee and the Worship Space Planning Committee. To the extent that there are budget constraints or substantive design decisions, our job will be to identify trade-offs and present these to the Vestry for consideration.

The committee is composed of the Clerk of the Works, Robert Stoddard; the chair of the Buildings & Grounds Committee, Jeff Sedlack; and Joe Delafield, Lew Philips, Duane Kline, and Sheila Zimmerman.

Working with our church architect, Josef Chalat, we conducted a search for a well-qualified company to serve as a general contractor for this work. In December, we recommended to the Vestry, and the Vestry approved, that we proceed with a pre-construction phase of work with Wright-Ryan of Portland. Wright-Ryan came highly recommended and, as the general contractor for the construction of the new parish building, including Bonoff Hall, are uniquely familiar with the church property. This phase of work consists of developing construction drawings and detailed cost estimates. We had our first pre-construction meeting on January 18. These meetings will continue weekly throughout this phase, which should be complete in February.

The pandemic has unexpectedly increased the scope of construction work to include improved air-handling in the building.

• Phase I of this work was completed in November when we replaced the (broken) air handler that serviced Bonoff Hall and adjoining areas. This area now exceeds CDC guidance, with 4.3 complete exchanges of fresh air per hour. (The air exchanger uses the exhaust air to pre-heat the intake air for improved energy efficiency.)

• For Phase II, we are working with our HVAC engineers to match that standard in the sanctuary as part of the chancel reconfiguration work, as doing so will markedly reduce the health risk of reopening. Wright-Ryan’s finalized drawings and budget estimates will include several options for this new system for consideration by the Vestry.

• We will take up the question of improved ventilation in the area of the parish hall with the offices as a Phase III at some time in the future.

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**Communion Bread Bakers**

*Rose Kennealy*

In 2020, a group of parishioners made about 200 loaves of honey whole wheat bread for our communion services in January and February. We were gearing up for Holy Week when COVID-19 ended our in-person meetings.

We are looking forward to resuming baking someday. When we do, each week, at least one baker will spend an hour or two in their kitchen preparing the delicious and wholesome food of our communal table. Their time and skill are greatly appreciated by everyone who shares the bread and wine. Our current group of bakers includes Sarah Choi, Daphne James, Peg Keyser, Sara Merrill, Barbara Hall, Louise Sullivan, David Klimkowski, Julie Merriam, Amber Burks, Susan Hamilton, Jill Hooper, and Rose Kennealy.

**Flower Guild**

*Priscilla Harrison*

Greetings to all! I can honestly say we’ve had a strange year and I’m not referring to floral arrangements! Basically, we are shut down until St. Alban’s services resume. We have had a small, online presence for the Zoom meetings and have helped with a baptism or funeral when asked by the clergy. Elise Seavey and Priscilla Harrison have handled things during this COVID-19 period. Once we are spun up, we will welcome back the full committee.

We thank those who donated dollars to the Flower Fund. Lately we consistently rank well, as our expenses do not exceed our donations. We are grateful to Trader Joe’s for the flowers they donate from time to time.

Ours is a joyful ministry and we look forward to more activity in future. Join us!

**Home Communion**

*Grace Kimball and The Rev. Audrey Delafield*

It is sad to report that our small committee has been totally out of commission during 2020 due to the pandemic. It has been prohibited to visit homes and care facilities and definitely forbidden to share the sacraments with the parishioners who might have been grateful for these gifts.

We have tried to keep in touch, by phone or notes, with anyone who might have requested these visits.
under different circumstances and to make sure their names are offered at the appropriate time during the Prayers of the People on Sundays. As always, if you or someone you know is having a difficult time, please feel free to contact one of us or the church office, so we can make sure you are remembered with our prayers, until we can offer more.

**Intercessors**

*Connie Babcock*

For many years now, laypersons have been invited to lead the Prayers of the People each Sunday during the 9:30 service. The prayers include those appointed in the liturgy for the day, as well as intentions requested for the special cares and concerns of parish members, prayers of thanksgiving, and prayers for those who have died.

Members of the parish who were serving on this committee at the time the pandemic led to the suspension of in-person services were Bruce Babcock, Connie Babcock, Audrey Delafield, Barbara Hall, Jay Houghton, Peg Keyser, Lisa Leighton, Lois Morrill, Joan Phillips. Since the beginning of the pandemic, Sara Merrill and Meredith Tipton have joined the committee. We continue to offer these prayers during our current Sunday services offered via Zoom.

**Lectors and Eucharistic Ministers**

*David and Virginia Wakelin*

Currently we have 19 lectors and 20 eucharistic ministers who serve this parish at the 8:00 and 9:30 worship services. The lectors read the first lesson and the eucharistic ministers read the second lesson and administer the chalice at the communion. We have a few people who just administer the chalice and do not read. There is something for everyone.

Since March, the ministry of this group has changed drastically due to COVID-19 and the shuttering of the church. We read at the 9:30 service using the Zoom format, but are no longer administering the chalice. Currently a group of readers, who are comfortable with the simple computer technology required to access and use Zoom, are reading the first and second lessons and leading the psalm. There is much support from the clergy and the Zoom Zerger of the day as well as the other participants in the service so that this is not a difficult challenge.

**Organ Committee**

*Robert Stoddard*

As we reported at last year’s annual meeting, the parish has contracted with the Ortloff Organ Company of Needham, Massachusetts, to construct a two-manual, 19-stop, 25-rank pipe organ, to be placed along the east wall of the chancel. The image below is an artist’s rendering of the new organ in the reconfigured chancel space. (Please note that the free-hanging crucifix design is not what will be installed.)
**WORSHIP**

Ortloff Organ has made excellent progress to date. The detailed engineering drawings were completed last May, and construction began in earnest in the late summer, after Ortloff had completed and shipped the prior instrument to Washington State. Construction is approximately 30% complete.

In December, the Organ Clearinghouse removed the former pipe organ. They delivered four ranks of these pipes to Ortloff, one of which (the Pedal Bourdon) will be incorporated in our new organ; the other ranks will find their way into new instruments over time. Also, the Zimbelstern (a set of bells activated from the organ console), a gift in memory of Dr. Strand’s wife, Carlyn, was delivered to Ortloff for inclusion in the new pipe organ. The Organ Clearinghouse completed their work professionally and under budget, including safe disposal of all hazardous wastes (e.g. lead pipes and electronics).

Looking forward, the case of the new organ is slated to be installed in late spring this year, in order to free up space in Ortloff’s workshop. The balance of the instrument, including the pipes, wind chests, and console, will be delivered in late spring 2022.

We are beginning to plan a series of celebratory commissioning concerts for the new pipe organ. We hope to include past music directors of the parish as well as one or more organists with international reputations.

**Music**

*Joel Pierce, Music Director*

In the year 2020, a year we will certainly all remember, music at St. Alban's took on new and very different forms. At the beginning of the year, the Shore Ringers (our handbell choir), the newly formed Treble Choir, the Celtic musicians, and the Chancel Choir were in full swing preparing for the season of Lent and Easter. After the church closed due to COVID-19, the music at St. Alban's took a pause as we evaluated the best way forward amid a global pandemic.

Shortly after halting in-person rehearsals and services, the Chancel Choir began meeting on Zoom, something we still do today. To keep singing voices up, the chancel choir meets to sing warmups together. Over time, we expanded our Zoom meetings into times of socializing and hymn singing. Although not ideal, the choir has enjoyed the opportunity to meet over Zoom and even contributes recorded anthems and hymns to our online Zoom services.

As for the Shore Ringers, when the weather was nice, they met outside in the amphitheater to rehearse. We made recordings for the diocesan-wide online worship service, and rehearsed other music as well. Unfortunately, when the weather turned cooler, we halted rehearsals once again. As of this writing, the bell choir is set to begin rehearsing in Bonoff hall again, thanks to the addition of the new air filtration system.

The Treble Choir and Christmas pageant kids participated in the making of our first ever virtual Christmas pageant. At the end of the pageant, the kids could be seen and heard singing "Joy to the World!" in "Hollywood Squares fashion" as we called it. Some children from the Treble Choir also participated in leading music during our virtual services throughout the year.

Our wonderful Celtic musicians also began contributing weekly, virtual musical offerings throughout the pandemic. In addition, they met together to record an outstanding musical concert for the St. Alban's community.

Our Berkshire organ was removed from its place in the chancel area, and the new construction of the Ortloff Opus 3 began. The new organ is scheduled to be completed and installed in the spring/summer of 2022. Regular updates, including photos, are provided to the church by the Ortloff firm, and visitations to the organ building shop are made as time and safety allow.

We continue to look forward to a time when we can make music together in the same room, but we are also cautious in moving forward to get to that place. We are keeping up with recommendations from the state of Maine, the diocese, and various singing communities, and we will make appropriate decisions to move forward with a thriving music program as we know more.

**Zergers**

*Jeff Sedlack, Zerger (a title I will always proudly bear)*

Zergers: Tim Queeney, Jason Burke, Robert Stoddard, Chris Pezzullo, Ed Rea, David Klimkowski, Duane Kline, Ogden Williams, Jeff Sedlack, and Joel Pierce.

Leaders: Mother Holly Hoffman and Mother Lynn Carter-Edmands.
WORSHIP

Special thanks to Wendy Kopera, without whom many things would not happen.

The onset of the pandemic, and the subsequent closure of the church to services, drove a rather remarkable and rapid development of significant video streaming capability at St. Alban’s using the Zoom video meeting platform.

We have continued without a single Sunday interruption since the pandemic began, two Sunday services (9:30 and Eventide) as well as Sunday school, graduation ceremonies, several funerals, and ongoing meetings and prayer and teaching sessions. These services have been remarkably well attended (~100-150 per Sunday). We were also, with Joel’s leadership, able to have a socially distant concert in the fall of our musicians playing Celtic spiritual music (it was beautiful!)

During the summer of 2020, Mother Holly led the development of a group of parishioners to expand and build on these early efforts. A core team of volunteer Zoom vergers/ushers (“Zergers”) was developed, and in the fall, for the Celtic Eventide service, a music Zerger position was developed (a “Merger”).

We are all very proud of our very significant capabilities and skills with providing our community effective, streamed, socially-distant services.

Our work going forward will include expanding our capability with hybrid services and supporting reopening when appropriate. These efforts include evaluating A/V and Wi-Fi capabilities in the church, and developing better quality video and interactive services.

MISSION & OUTREACH

Greater Portland Family Promise (GPFP)

Adrienne McAuley-Groh, David Klimkowski, and the Rev. Holly Hoffmann

Thank you for making a difference!

Our host week in January 2020 was our eleventh time hosting Family Promise guests since GPFP launched in July 2017. Along with St. Bartholomew’s Catholic Church and Cape Elizabeth United Methodist Church (our cluster’s host location), we welcomed the three guest families, serving up our renowned meals and hospitality. Most notable this time were the new faces that were volunteering along with our tried-and-true friends. Many of you have worked so diligently spreading word of our mission. It’s so encouraging to see our numbers expanding. That week we had volunteers from eight different congregations along with non-affiliated participants...such a blessing.

Who knew then that it would be the only week we would live with the guests for the rest of the year! To say 2020 was difficult for most is an understatement; the challenges the families served through GPFP only became more stressful. GPFP, like many organizations, had to change how we could meet the needs of guest families within the constraints of the COVID-19 pandemic.

In January, Debbie Phelan stepped down from St. Alban’s GPFP leadership team having given years of generous service, and we welcomed Adrienne McAuley-Groh to our St. Alban’s leadership team. PFP Executive Director, Sara Ewing-Merrill, stepped down in June having served as the founding director since January 2016 and, in October, we welcomed Michelle Lamm as the new Executive Director.

In spite of the challenges that began in earnest in February and March, there was cause for celebration. By mid-March, GPFP was able to move one of the families into an apartment with the help of some wonderful and committed volunteers. They were the sixth family we had moved into housing within the first three months of 2020, and, at that time, the 36th family we had housed since opening. Together, our community has served 183 people within 44 families.

Before our next host week in April, how we would be able to assist our guests was completely different. The two remaining guest families, instead of living a week at a time rotating through the 13 host sites and spending the days at the Day Center, were moved to two shelter-in-place locations at two different congregations. Volunteer activities, save for a core group who were regularly checking in with the guests, all but ceased in an effort to minimize the health and safety risks. While their living arrangement was more stable, their need for food, case management and financial assistance continued. Through fundraisers and generous support, volunteers were able to purchase needed food and supplies and provide transportation and other needed services.
### MISSION & OUTREACH

Since we weren’t able to accept new guests, the Housing Stabilization program was built during the summer to provide support to our graduate families. As part of this program, 12 families were coupled with congregation volunteer teams. Thanks to the support of these volunteers, these families have been connected with groceries, laundry and personal care supplies, clothing, bus passes, school supplies, and more. To those of you who have been a part of this venture, thank you!!

Our Cape Elizabeth cluster adopted a beautiful family of three from Angola in August. The family, Anette (mom), Kevin (11 y.o.) and Fabiola (2.5 y.o.), currently lives in Portland. Anette is beginning the process of applying for a work permit and Kevin is attending in-person 5th grade four days per week with one day remote. Fabiola is a curious and active toddler whose kindness and determination are apparent in her every action, even though the only words I can understand are "a-boo" for our weekly game of peek-a-boo (masked and outside on Sunday afternoons). Your immense generosity has provided diapers, food, clothing, winter gear, toys, and books as well as a lovely Christmas tree. Your contributions toward making life a bit easier for the family, and for the staff at GPFP, are greatly appreciated, especially during these challenging times when many community services are unable to serve those in need due to being overwhelmed or unable to comply with COVID-19-safe protocols with the limited resources they have.

To the more than 50 individuals associated with GPFP within our Realm database, and all others who have provided hospitality and support for this ministry, thank you. If you would like to help the homeless families during this time, GPFP gratefully accepts electronic Hannaford gift cards that can be used by our volunteers to purchase needed food and supplies. If you would like to purchase a gift card online you can send it to contact@greaterportlandfamilypromise.org. The password is preblestreet. There are three meal preparations each day, one drive-around meal delivery, and assembly and distribution of food boxes through the Preble Street Food Pantry. All shifts, except meal delivery, are three hours long and require two to four volunteers.

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### MISSION & OUTREACH

Soup Kitchen. That was also the day Governor Mills asked us all to stay home to avoid close contact and to wash our hands to help contain the Coronavirus pandemic. Since that time, Preble Street has undergone great changes. Clients no longer come to the dining room for three hearty meals each day. Instead, the Preble Street staff prepare and deliver around 900 meals each day to several sites around the city including the Milestone Shelter, three motels, the Oxford Street Shelter, the YMCA, and mobile units around Portland.

Although our church no longer has an organized volunteer presence in the kitchen or dining room, several parishioners regularly sign up for shifts. The staff at the kitchen are always glad to see us and look forward to the day when we can again help out as a church community. Anyone interested in helping at Preble Street (and they DO need our help) should visit preblestreet.volunteerhub.com. If you were a Saint Alban’s volunteer previously, you can sign into your account with your email address. The password is preblestreet. There are three meal preparations each day, one drive-around meal delivery, and assembly and distribution of food boxes through the Preble Street Food Pantry. All shifts, except meal delivery, are three hours long and require two to four volunteers.

### St. Elizabeth’s Jubilee Center

and Essentials Pantry

Liz Cutler

St. Elizabeth’s Jubilee Center is a low-barrier pantry serving non-food essentials to all those in need, including new Mainers and Mainers whose families have been here for generations. The pantry is located in the lower hall of St. Luke’s Cathedral in Portland.

Every Tuesday, at no charge, we provide basic, daily essentials to those living in need that cannot be purchased with SNAP funds. We connect people with other resources in the community for needs such as housing, furniture, language acquisition, job search assistance, and other social needs.

Our average since we reopened after the stay-at-home order was lifted (June 1) is about 140. Lately, we’ve been serving 160. We were open 140 days in 2020.

Volunteers from seven participating parishes staff the pantry each week. In addition to collecting donations for the pantry at the church, St. Alban’s serves on the
MISSION & OUTREACH

first Tuesday morning of each month. There are also other volunteer opportunities such as driving donations to the cathedral, assisting with sorting, set up, shopping, and other special projects that need support at other times.

This has been a challenging year because of the pandemic, but thanks to the tireless efforts and leadership of our Executive Director, the Rev. Holly Hofmann, the pantry re-organized to safely continue serving our neighbors outside in the portico. The lower hall was closed along with the church, but thanks to many hours of meetings the pantry developed a “grab and go” system of weekly bags of TP, soap, laundry detergent, and personal care products, in addition to weekly “specials,” such as cleaning supplies, kitchen goods, dental products, soft housewares, and diapers. Masks and hand sanitizer were also offered. Rev. Holly continued her amazing work of managing the many moving parts behind the scenes to continue the outreach, management and development of St. Elizabeth’s to assure its continued health and success in its mission. The search is underway for a new Executive Director as Rev. Holly leaves this month for her new calling as Priest-in-Charge on MDI and we wish her all the best. The pantry will continue to operate outside until further notice, utilizing limited volunteers due to the CDC guidelines.

St. Albans continues its dedication to this crucial ministry in many ways. This year, St. Elizabeth’s received an annual donation of $3,000 from St. Alban’s operating budget and an additional contribution of $2,000 from the Outreach Committee due to the impact of the pandemic. These additional funds were used to purchase additional boots and warm socks which were gratefully received by our neighbors in November when we distributed 156 pairs of boots. Along with weekly donations of needed essentials that we collect in bins outside the church, we have a dedicated group of volunteers who continue to serve each week either on the front line or behind the scenes helping stock, sort, and organize the donations. Additional support from our wonderful church community included a special collection of winter coats for our annual coat distribution organized by Parker Merriam, a member of our Youth Group. Parker also signed up to volunteer at the pantry the day of our distribution of over 400 coats! Audrey and Baxter Nolt raised funds through their own BIKE-A-THON! With a goal of biking 50 miles, they collected pledges to support their effort and did indeed complete their goal. Thanks to their dedication and hard work, St. Elizabeth’s Pantry received a donation of over $1,200! We have also received generous donations from our parishioners directed to the pantry totaling $870. More of you have given directly to St. Elizabeth’s by check or by online donation through the diocesan website. Thank you for this continued financial support! It truly makes a big difference to those living in need within the community.

St. Albans’s consistent and generous support of St. Elizabeth’s Essentials Pantry and Jubilee Center, especially during this very difficult year, has made a significant and positive difference in the daily lives of those in need. The generosity and response is heartwarming. As we head into the coming year, we look forward to opening our doors once again and reconnecting with our neighbors and volunteers!

St. Luc’s School and Church,
Trou du Nord, Haiti

Chip Leighton

2020 marked our 13th year of partnership with St. Luc’s school. The work we did, and the support we provided, this year proved as vital as ever. Due to COVID-19 and continuing instability in Haiti, we were unable to travel to St. Luc’s. However, we have continued to provide financial support and to build our relationship with St. Luc’s via email, phone, and now Zoom. Given the challenges in Haiti, our financial contributions and prayers are critical and have helped the school continue operating (the school closed in March due to COVID-19, but was able to restart in early August). Enrollment is more than 250. Exams were completed by the older students in December, with 20 out of 22 passing them.

Pere Jean Nesly Ais, who was named the school’s new leader in late 2019, has been a very good partner. He provided a wonderful video message which we played during a service this fall. We’ve had several Zoom meetings, which has been a very valuable and rewarding way of maintaining and developing our connection during these challenging times. We are planning a Zoom meeting with more of the St. Luc’s staff soon.

Thanks to your generous contributions, we were able to provide $16,000 in critical financial support to St.
Mission & Outreach

Luc’s in the 2019-2020 school year and hope to provide at least this much through the 2020-2021 school year. A generous, $5,000 matching donation from the Celebrate St. Alban’s Anew Capital Campaign approved by the Vestry has been a wonderful help so far. We will remain actively engaged with St. Luc’s this year supporting the hardworking staff, teachers, and children, contributing to new projects as we are able, and look forward to being able to plan a future trip. If you would like to be part of this very rewarding ministry, please contact Chip Leighton at leighton44@yahoo.com. And if you’d like to make a contribution, please send a check to St. Alban’s with Haiti in the memo line, or use Realm and select the Haiti Fund.

Children’s and Family Formation

Children’s and Family Formation

Debbie Fisher

Before COVID-19 literally closed the doors on March 15th, the year began with ten weeks of on-site, in-person children’s programs as normal. Toddlers filled the nursery, and the Godly Play, Our PLACE, and Connect classrooms had teachers teaching and children ages 4th - 6th grade learning the stories that matter. Thanks to nursery supervisors Kate Ginder, Clara Jones, Margie Jones, and Charlie Whitney, and to volunteer teachers Susan Brown, Beth Callaway, Aaron Hoffmann, Jess Morse, Joan Phillips, and Louise Sullivan.

Once the doors shut, we knew right away it was of utmost importance that our children and families feel connected to their church community in ways that would work best for them. Within two weeks, we launched a holy experiment of an at-home, online faith formation program, a proven experiment that continues to this day.

Available via Zoom, Holy Experiment has been well received and well attended by St. Alban’s parishioners, including a family in Waterville and even one in Vermont. Lectionary-based, popular lessons included “Do You Need to See to Believe” science experiments for the walk to Emmaus, creating an “Edible Centerpiece” for Thanksgiving, and a “Dipping into Scripture” cooking workshop during Advent. Many thanks to Steve & Mary Beth Nolt for serving as “Zergers” for this 10:30 am service.

Did the pandemic throw us some hurdles? Yes, a few. Palm Sunday’s procession was canceled, June’s Teacher Appreciation Day was virtual, and July’s Camp St. Alban’s was postponed until summer 2021. In addition to Holy Experiment, families were encouraged to attend a monthly Family Service offered by the diocese. Outdoor offerings over the summer and autumn included Music Director Joel Pierce’s rousing Rodeo-Round-Up, a very popular St. Francis and the Wolf puppet show, an afternoon of pumpkin carving, attending the lovely and meaningful opening of the Amanda Lamb Labyrinth in the Memorial Garden, attending a service of Holy Baptism in the Crispin Amphitheater, and the opportunity to create an Advent wreath at home.

Without a doubt, the highlight of 2020 was the Christmas Pageant. Thanks to the ingenuity of the children and their parents, Director Jen Tarling’s editing skills, and Joel’s musical expertise, the story of the nativity came to life over the screen, and all agree that it truly was the best pageant ever.

We learned in 2020 that closed doors cannot shut out our faith and love for our St. Alban’s community. We will continue to offer creative and accessible at home/online faith formation programs as long as necessary. That said – we sure look forward to having children and teachers in the classrooms again!

Youth Ministries

The Rev. Holly Hoffmann

Rite 13 (Grades 7 & 8)

In January and February, Rite 13 continued to meet on Sunday mornings during the first and third Sundays of the month. The group engaged in discussions of faith in our daily lives, prayer, and service within the community, most notably helping with parish breakfast. We did not meet, online or in person, for the first six months of the pandemic. In September, we started meeting online with the diocesan youth events for grades 6-12. We had opportunities to gather in a
Although the book group has not met since last April, we certainly will happily resume our meetings as soon as the church is open again.

The book group gatherings are held at the church on the third Tuesday of each month at 7 p.m. It is a really casual, very convivial group and all are welcome. We read and discuss a variety of books each year, including classics, current fiction, nonfiction, biography, memoirs, and history. Future titles are considered and chosen at each meeting by consensus of all the members.

Centering Prayer at St. Albans

Centering Prayer continues at St. Alban’s. Presently, because of the pandemic, a small group (three to six people) meet in a private home where we can safely

Just Graduated Young Adults

Starting this fall, Sheila Zimmerman and Daphne James prepared care packages for our youth who had just graduated from high school. Whether they were at college, studying and working from home, or taking a “gap year,” our young adult youth felt the love and support of the parish during these unprecedented times.

Also, Mother Lynn and I hosted a pizza lunch for five young men of college age to help them connect and forge new friendships during this challenging time of socially distancing and embarking on a new chapter of their lives. Each of them was living in the area due to the pandemic and deeply appreciated the opportunity to connect and meet new people their age.
socially distance. While a few us are from St. Alban’s parish, some are from further away. Ministers and friends of St. Alban’s and of other churches - all are welcome.

We begin the hour with 20 minutes of silence which is often preceded with a Taizé chant. The next third of our meeting follows a Lectio Divina pattern with one person reading a passage from the Bible followed by two-three minutes of silence or meditation; this pattern of reading and silence is repeated three to four times. The last portion of the meeting is open for sharing or discussion. Centering Prayer now takes place each Monday, late afternoon, from 5:00-6:00.

If you wish to know more we encourage you to come. For now, please contact Jill Hooper or Phoebe Fairburn to find out our next meeting location.

Jill Hooper: Tel. 799-8778 or email: jihooper@hotmail.com
Phoebe Fairburn: Tel. 885-1098 or email: phoebepfair@gmail.com

Grown Up Youth Group (20’s & 30’s)

Aaron Hoffman and David Stankiewicz

At a basic level, the vision for this group is “to connect with one another and build community.” Before the pandemic we were meeting to share a meal, and each family or individual was invited to bring a reflection and share our stories with one another. Going forward, we envision meeting on Zoom in the short-term, and then transitioning to more in-person social gatherings. The vision for “20s, 30s, and Beyond” is to be a meeting place where younger folks and younger families can come together to make connections, support each other, grow together, and have fun. We may read a book together at some point, and meet for fun activities like picnics at Fort Williams, evening soup and salad meals, and who knows! If you would like to know more about this group, please contact Aaron at aarondunnhoffman@gmail.com.

Parish Milestone Cards

Margaret Wise

This ministry has been in place for as long as I can remember, and I have been active in it for about ten years. I have two partners, Pat Becker and Sandy Lewicki. To start, we divided the year into four quarters: I have the first month of each quarter, Pat the second, and Sandy the last, and we are each responsible for that one month of each quarter for sending cards celebrating birthdays and wedding anniversaries, as appropriate. These cards are available as needed from All Saints Convent in Catonsville, MD, and are ordered about twice a year.

I am responsible for choosing and ordering the cards, paying for the cards and postage stamps, housing the cards, and providing the return address labels, which I reproduce on my printer using a sheet of labels from the church. At the beginning of each quarter I procure from St. Alban’s office copies of the lists of church members receiving the cards, their addresses, and the month and day born. They are included with a packet of cards and envelopes for each of us three to send via U.S. mail with a short hand-written greeting to each person.

It is a simple ministry, but one that seems to please many parishioners.

St. Alban’s Cares

Ogden and Peggy Williams

St. Alban’s Cares is made up of parishioners and clergy working together to provide meals, rides, and home or hospital visits (with the option of celebrating Holy Communion) to members of the St. Alban’s community in times of transition or difficulty. St. Alban’s Cares also offers a much-appreciated, monthly caregiver support group.

Coordinators for each St. Alban’s Cares ministry are listed below:

Home/Communion Visits:
Grace Kimball and Audrey Delafield (see their report below)

Meals:
Lynne Lovett and Linda Card

Caregiver Support Group:
Liz Davy

Overall:
Peggy and Ogden Williams

Since March 2020, St. Alban’s Cares presence was revamped to accommodate needs that arose due to the pandemic. Many parishioners at large responded.
Operations

Buildings and Grounds Committee

Jeff Sedlack, Chair

Members: Jeff Sedlack, chairman, Mother Lynn, Julian Coles, Doug Jones, Duane Kline, Peter Merrill, Lisa Newbold, Stacy Obenhaus, Chris Pezzullo, Lew Phillips, and Sheila Zimmerman.

With the pandemic, and the transition from Father Tim to Mother Lynn, 2020 was a very busy year for the B&G Committee.

In February, one of the two air handlers for Bonoff Hall had burned out with an associated fire call. Also around then, the sexton left, Father Tim announced his June departure, and the pandemic hit, shutting down the church.

Prior to the pandemic, B&G had inventoried projects that we felt were necessary and that list was attached to last year’s report. The updated version follows.

Several highlights from the past year include:

Conversion from the sexton to a dedicated indoor cleaning service for both church and rectory (Peter Pierre-Louis), and utilization of “Interim Sextons” (Zach Merrill, the Fisher boys) for outdoor maintenance in conjunction with the “green thumbs” garden group. Lew Phillips. Lew and Lisa also led parish spring and fall clean-ups.

The 100 year-old oak tree behind the rectory died and was cut down for firewood (seasoning behind shed). Pandemic prevented donation in 2020 to fuel donation program for those in need. Mr. Marc Berube, owner of “Stump and Grind” stump removal service, very graciously donated his services to St. Alban’s and removed the, well, enormous stump, generating enough wood chips for Zach Merrill to cover all beds in the front of the church.

The departure of Rev. Boggs, and the arrival of Mother Lynn, were handled with exit and entry inspections from B&G members. This process also allowed for an inspection of the rectory in terms of ongoing needs. These maintenance and upgrade needs are significant and have been reported to the Vestry with a recommendation that St. Alban’s develop a longer term rectory use plan, particularly in light of the Discernment Committee’s work in finding a new rector.

The committee is reviewing the garden and columbarium policies.

The committee has been working on evaluating and managing utility utilization rates, and has identified significant issues of both water and electricity wastage that have been addressed. We are currently discussing an energy audit and will be communicating with the Green Committee our concerns based upon three years utilization data review.

The committee has also taken the opportunity to review outside working contractors and simplify and consolidate services.

We are also currently reviewing the telephone/Wi-Fi, A/V, and sound systems for adequacy and appropriateness.

The burned-out air handler has been replaced, and the Bonoff Hall section currently has 4.3 fresh air exchanges without recirculation per hour, above the recommended reopening minimum.

The committee will continue to work very closely with the COTW committee and the reopening committees to have a safe reopening of the church.

St Alban’s Building and Grounds - Capital Projects

Rectory Building
Handicap lift and back porch renovation

Rectory Renovation and Maintenance Fund

Church Building
• HVAC System Phase 1 (Bonoff Hall air handlers)
• HVAC System Phase 2 (back of buildings and offices)
<table>
<thead>
<tr>
<th>OPERATIONS</th>
</tr>
</thead>
<tbody>
<tr>
<td>• HVAC System Phase 3 (church hall)</td>
</tr>
<tr>
<td>• Renewal of lighting throughout</td>
</tr>
<tr>
<td>• New stained glass window project</td>
</tr>
<tr>
<td>• Stained glass window preservation</td>
</tr>
<tr>
<td>• Worship space planning renewal</td>
</tr>
<tr>
<td>• Worship space furnishings</td>
</tr>
<tr>
<td>• New organ installation (+? annual maintenance)</td>
</tr>
<tr>
<td>Grounds</td>
</tr>
<tr>
<td>• Heated walkways for safety and appearance</td>
</tr>
<tr>
<td>• Generator for church and rectory</td>
</tr>
<tr>
<td>• Parking lot lighting, sealing, and marking</td>
</tr>
<tr>
<td>• Tent (40x60) for front lawn</td>
</tr>
<tr>
<td>• 40x60 outdoor covered structure (gazebo)</td>
</tr>
<tr>
<td>• Meditation maze and construction</td>
</tr>
<tr>
<td>St Alban’s Additional Maintenance Projects</td>
</tr>
<tr>
<td>Rectory building</td>
</tr>
<tr>
<td>• Rectory gutters need cleaning and maintenance - deferred maintenance.</td>
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<tr>
<td></td>
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<tr>
<td>• Replacement of rectory front walkway lamps</td>
</tr>
<tr>
<td>• Repair of rectory lower front stone stairs</td>
</tr>
<tr>
<td>• Rectory heating control improvement - currently one zone for entire</td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td>• Repair skylight in rectory attic</td>
</tr>
<tr>
<td>• Replace rectory heater/boiler - 60 year old oil fired boiler, still</td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td>• Rectory fireplace and chimneys, need lining and new dampersx3</td>
</tr>
<tr>
<td>• Screen replacement rectory</td>
</tr>
<tr>
<td>Church Building</td>
</tr>
<tr>
<td>• Area of roof replacement out to amphitheater</td>
</tr>
<tr>
<td>• Paint ceiling of Bonoff Hall - done</td>
</tr>
<tr>
<td>• Hire house cleaners for the church to “sparkle” - improved cleaning</td>
</tr>
<tr>
<td></td>
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<tr>
<td>• Add shower to bathroom off upper room - committee deferred to later,</td>
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<tr>
<td></td>
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<tr>
<td>• Fix drains of basement former bathrooms - poor drainage</td>
</tr>
<tr>
<td>• Improved basement summer dehumidification - currently poorly working</td>
</tr>
<tr>
<td></td>
</tr>
<tr>
<td>• Lighting replacement Bonoff Hall kitchen - completed, thank you Sheila</td>
</tr>
<tr>
<td>• Audio/Visual (cameras and sound) for streaming in church</td>
</tr>
<tr>
<td>• Cell phone repeater and expansion of Wi-Fi services on grounds</td>
</tr>
</tbody>
</table>

**“Celebrate St. Alban’s Anew”**

*Erin O’Connor Jones and Philip Hamilton, Co-Chairs*

In the spring of 2019, the Vestry commissioned a study committee to access the feasibility of a campaign to raise funds to implement the recommendations of the Enriching our Worship planning groups. The hope was to raise funds for the following needs: acquire and install a new pipe organ; renovate the spaces in the church to facilitate the installation of the new pipe organ; raise a special fund for outreach activities; and finally, raise funds to facilitate anticipated staff changes and other physical plant projects. The rector and wardens recruited Erin O’Connor Jones and Philip Hamilton to co-chair the campaign. The following parishioners were asked to form the campaign committee: Peg Keyser, Lisa Leighton, Maryann Sedlack, Richard Sullivan, Jane Wheeler, and Sheila Zimmerman. Rector Tim Boggs and Warden Sara Merrill were also active participants in the group.

In the Summer of 2019, the group convened to create the theme and message of the campaign and, subsequently, to access and quantify the potential opportunity to raise funds. The theme of “Celebrate Saint Alban’s Anew” was determined and the case statement (see the Saint Alban’s website) was created.

At the September 2019 meeting of the Saint Alban’s Vestry, the recommendation to launch the Celebrate Saint Alban’s Anew campaign was adopted. The goals of the campaign were two-fold, both to raise $1,200,000 to $1,400,000 and to encourage every
household of the parish to participate in a meaningful way.

During the autumn and early winter of 2019-2020 the quiet phase of the campaign was completed. The campaign committee hosted five events to inform parishioners of the needs and goals of the campaign and to encourage early participation. A sub-committee of solicitors was created to make calls and visits to encourage early commitments to the campaign. The following parishioners ably assisted in the effort: Connie Babcock, Bill Bell, Chris Callaway, Lisa Leighton, Lisa Newbold, Robert Stoddard, and Richard Sullivan joined the campaign co-chairs. This group conducted over 40 in-person visits and calls.

In early February 2020, all members of the parish were encouraged to attend the “Launch Brunch” for the campaign. At that meeting, we were able to announce that over fifty households had pledged or given just over $1,000,000. The campaign moved apace until the onset of the COVID-19 pandemic. Some momentum was sustained into the lock-down period when a few Zoom solicitations were held. In June 2020, the decision was taken to suspend the campaign until health and safety conditions improved.

In December 2020, upon recommendation of the Capital Campaign co-chairs, the wardens accepted the recommendation to complete the work of the campaign. As of this writing, two primary tasks need to be completed. First, a very few solicitations need to be revisited and completed, and second, the entire parish family needs to be encouraged to participate in the campaign one additional time. We plan to have this work completed by the end of March and mark the end of the campaign on Easter Sunday April 4.

Every gift is important. We look forward to the day in 2022 where the fruit of our labor is realized. We will see the rearranged choir stalls, a renewed altar and the new pipe organ. The financial planning will help our yet-to-be-seen new rector succeed. And we will know that our gifts are shared with children in Haiti and adults in Portland. These special offerings will help fulfill the call from our common belief to do good by all of God’s children.

Collection Counting Committee

Connie Babcock

The weekly collection plate includes contributions directed to many of St. Alban’s ministries and other needs. The committee’s responsibility is to count and properly allocate these contributions. Two members of the team work together each Sunday after the 9:30 service to keep accurate track of parishioners’ contributions and pledges.

Prior to the suspension of in-person Sunday services because of the pandemic, members served on a rotating basis, averaging one Sunday per month.

The members of the parish who have served on the Collection Counting Committee are Connie Babcock, Grace Kimball, Robin Loughman, Lois Morrill, Lisa Newbold, Elise Seavey, Marialice Wallace, and Sheila Zimmerman.

Discernment Committee

Lisa Leighton & Phil Walsh, Co-Chairs

On Behalf of the Members of the Discernment Committee: Jason Burks, Tim Hartsfield, Judith Kline, Lynne Lovett, Harold Pachios, Anne Sedlack, David Stankiewicz, and Peggy Williams.

We are very pleased to provide this update of the work of the Discernment Committee. Our committee was commissioned in June, and since July we have been meeting every two weeks via Zoom to design and carry out our discernment mission.

One of the top priorities of this first phase of our work has been building our relationships as a committee: strengthening the bonds of faith and trust within, and among, the committee members to ground our work together. This has been greatly rewarding, given that - as a group - we represent the diversity of identities and perspectives that exist within our parish. One of the key parts of this process has been creating our Discernment Committee Prayer: an original prayer that we recite together at the beginning of each of our meetings and that reflects our shared commitment to, and hope for, our work together.
OPERATIONS

The substantive work of this first phase has been dedicated to preparing the invitation to potential rector applicants; a process that involves drafting the Office of Transition Ministries (OTM) portfolio documents; and updating the transition section of the website with further details about the transition process.

In our drafting of the OTM portfolio documents, we have prioritized outreach to the broader congregation to ensure our work captures the vision, perspectives, and aspirations of the full parish. Our outreach efforts have included a written letter to the full congregation in October, an email and a parish survey in November, Coffee Hours with the Discernment Committee in both December and January, and on-going outreach to specific ministry groups. Through these efforts we have received wonderful input from more than 115 individual members of the congregation, all of which has informed our conversations and the drafting of our documents.

This month, we are working to finalize the OTM narrative documents and publish the updated website, which will include detailed information about the transition process. We hope to publicly disseminate the invitation to potential rector applicants by mid-February, at which point we will enter the second phase of our process – candidate review, interview, and selection. This second phase will require significant confidentiality, as we will not be able to publicly communicate any details about the candidates under consideration, or the decision-making process. Nevertheless, we will continue to request and need the ongoing support and prayers of the congregation for the successful fulfillment of our sacred charge.

We are deeply appreciative of this opportunity to be a part of this process and for your continued prayers and support in our work.

Memorial Garden Committee

Lisa Newbold

The hard working "Green Thumbs" are Lynne Lovett, Dan & Meredith Tipton, Ginny Blackwood, and Joanne Chappell. Pam Fox, Susan Hamilton, and Elise Seavey have worked throughout the growing season to maintain the existing plantings and to keep the Memorial Hillside Garden trimmed and weeded, all in an effort to enhance the beauty and serenity of the garden. The Labyrinth, dedicated to Amanda Lamb, was completed last year and we encourage anyone wanting to walk the contemplative walk to do so.

Gary Kimball’s ashes were interred last summer under the Seven Sun Tree in the Memorial Hillside Garden.

Of the 62 niches in the Columbarium Wall, there are 43 that are available. The Memorial Plaque outside the Annex has room for 55 more names.

Once again we give special recognition and appreciation to Lew Phillips for his daily attention to the demands of maintaining our campus grounds.

Stewardship

Joan Hankinson and Philip Hamilton, Co-Chairs

The Saint Alban’s Stewardship Committee began work on the 2021 pledge campaign in July organizing the committee. At the request of the wardens, Joan Hankinson and Philip Hamilton took the roles of co-chairs. Randi Hogan and Tom Sides joined existing members, Connie Babcock, Peg Keyser, Michael Moore, Lisa Newbold, and Nancy Pezzullo. The committee created the theme of “Hope Flourishes at Saint Alban’s” to remind parishioners that despite the COVID-19 restrictions on gathering, much good work was still being done by the parish and it’s ministries.

The active work of the committee was undertaken in September through December. Together, we created the appeal letter and theme and organized a series of messages for our active communication time in October. Peg Keyser led the effort to create a Zoom video to introduce the campaign and theme to the parish. All Saint’s Sunday was the day we asked all members to present their 2021 pledges. We received approximately 70 pledges on or before All Saints Day.

Members of the committee then used November and December to make individual appeals to parishioners to join us in making their pledges. The group completed over 120 calls and emails.

Today, we can report that 140 households have pledged just over $298,500 for 2021. This compares to 194 pledges and $420,750 for 2020. At least 15 pledges were lost due to relocations and death. We heard from a few parishioners that they could not make a pledge at this time due to circumstances around the pandemic. However, we have had no response from approximately 30 households who had pledged in prior years. We hope that when we gather in person, and we
welcome our new rector, those households will find a home at Saint Alban’s again.

Treasurer’s Report

Doug Jones

2020 financial results were stunning given the challenges that we have faced, and continue to face, both in our expense structure and the changes in income sources. To say the results missed the budget for 2020 by $85,658, which had assumed a net operating loss of $14,871, misses that the actual loss was only $5,592 when the PPP forgiveness timing is factored in. The loss of $85,658 was covered by a planned draw from the Operating Reserve of only $5,658, which was $9,213 lower than budget. We had hoped to be able to avoid this loss with higher income and good expense controls, but COVID-19 changed all that.

The income in 2020 arrived with generous gifts but much lower plate collection and without our concerts. Our expenses in 2020 were well controlled, but with the unbudgeted departures of our Father Tim Boggs, Parish Administrator Karen, Sexton Jay and the arrival of our exciting new rector, we had an increase in expenses for compensation and benefits. In 2020, compensation and benefits included $31,000 in one-time compensation.

In 2020 we had more challenges than I would hope to see again, but also wonderful celebrations and hope. As we discussed at the beginning of 2020, we have engaged Purdy Powers to review our practices and audit our financials for 2020, since we knew it would be the perfect time to give our incoming rector a solid footing. This year has been particularly hard for us all. Each member of the parish has been impacted differently, but as I end my time in leadership, first as a Vestry member and then as the treasurer, I am very proud of being associated with this wonderful parish.

Starting off 2020, we expected it to be a challenging year financially. To meet our operating expenses, our budget included $16,000 in income from parish ministry, including concerts. We also budgeted for a draw of $14,871 from our operating reserves. We were celebrating the success of our Capital Campaign kickoff and the retirement of Father Tim, and then COVID-19 happened, proving it to be an even more challenging year for many reasons, including financial. In early April, the wardens sent out a message to the parish reminding everyone of the importance of continuing your pledges. And the parish responded very positively. For this, we are so grateful. Even though we weren’t able to gather in our traditional indoor ways, we were still continuing to serve the people of St. Alban’s and our community, and to do that, we needed your pledge gifts. We also had expenses that we could have never anticipated…the need for a thorough cleaning and to purchase PPE supplies like hand sanitizer and sanitizing wipes. There was support available to us at the federal and diocesan levels. FEMA offered free face masks to nonprofits. We were fortunate to be able to participate in this program and received two cases totaling 1000 masks. We also had to purchase new equipment and online services such as cameras and Zoom that allowed us to deliver worship services and continue to serve God and his people in the best ways possible in our new digital world. The diocese has supported us throughout COVID-19, recognizing the financial challenges facing churches. They offered cash flow loans if needed to meet our payroll responsibilities, and recently are offered a “digital onboarding grant” that we are in the process of applying for and will aid us in 2021.

Highlights of 2020 Results

2020 Income turned out lower than projected when we exclude the unforgiven PPP loan of $80,066 taken because of COVID-19’s impact. Since 2013, we’ve received gifts totaling $123,000 from Randy Henry’s Estate. Beginning in 2013, $5,000 has been set aside annually in the Fund for Major Repairs to support future needs. Similarly, in 2020, we received the final gift from Anita Samuelsen’s estate. The legacy left by these beloved parishioners has been an example and inspiration to all of us. We are blessed by the generosity of our parish family, present, and past.

Pledge contributions made were slightly higher than budget, but shows slightly less than budget due to deaths, 2019 unfulfilled pledge receivables, and moves out of the parish during the course of the year. We had several moves and deaths, which will change the mix of pledges in the future significantly as 11 households will bring down our 2021 pledging by $89,900, but new members, and an increase to existing pledges, are helping to support the growth of the parish as we expand our worship. Additional pledges of $5,000 were received after last year’s annual meeting. Additionally, a few pledgers contributed $4,000 in
excess of their pledge. These positive gains were partially offset by $7,300 in forgiven pledges. At the end of 2019, we had pledge balances of $17,000. Of this, $6,700 proved to be unfulfilled. At the end of 2020, we have pledges receivable of $15,000. We are hopeful that these will be fulfilled. Reductions in pledge income resulted from moves, deaths, COVID-19, and other transitions.

Pandemic Relief: In 2020, St. Alban’s obtained pandemic federal relief funding through the CARES Act. The first form of relief was through the Paycheck Protection Program (PPP.) The second form of relief was through the SBA’s Economic Injury Disaster Loan (EIDL) program.

PPP Loan: On behalf of Maine’s Episcopal entities, the diocese applied for, and received, a PPP loan. The purpose of this loan was primarily to provide cash flow needed to continue paying payroll and related costs for eight weeks; this was later extended to 24 weeks. There were three rounds of distributions; we received a total of $80,066 in two installments, $63,300 and $16,766. We have a promissory note with the diocese. It is hoped that this loan will be converted to a grant. The diocese will apply for forgiveness in January. The 2020 bottom line reflects that we did not receive forgiveness in 2020. The 2021 budget assumes full forgiveness.

EIDL loan proceeds of $150,000 were received in July. This loan is with the SBA. It is a 30 year loan at the nonprofit interest rate of 2.75%. The first payment is due in July; the monthly payment is $641. The Vestry approved the loan to support cash flow for the organ contract and related construction costs to enrich our worship space. We have not used these funds yet and they can be repaid any time with no penalty for early repayment. Additionally, under this program we received a grant (does not have to be repaid) of $7,000.

PPP 2021: New money may be available in 2021; the Diocese and we are watching this.

Revenue line Items most affected by COVID-19:
• Non-pledge gifts of $16,776 are just below budget, but down ($17,929) compared to prior year. Plate offerings are down compared to budget and prior year by ($14,784). Text giving was offered, with minimal use.
• Niche sales were down ($7,150) to budget.

Our parish family continued to generously support those outside our immediate congregation. Contributions to St. Luc du Nord, Haiti totaled over $18,000 with another planned in 2021. Contributions to the Diocese of Maine totaled about $79,531. Mission and Outreach funds of $4,569 were given to St. Elizabeth’s and various other local charities directly from the operating budget, with another $5,000 in matching funds given from the Capital Campaign to support our Haiti efforts, and $2,000 for St. Elizabeth’s.

Expenses for the year were higher than originally planned. Most controllable expenses were right on target, but there were several areas of higher than planned spending, such as compensation and benefits, hospitality, and faith formation. One increase in staff expense was the cost associated with staff changes, as we transitioned from Father Tim to Mother Lynn. COVID-19 protocols, transition, and the challenges to holding Zoom services raised cost with the offset coming from PPP funds given with the stipulation for forgiveness that required payroll use as the primary factor.

Stewardship of Buildings & Grounds followed plans, as well as responding to unplanned needs that arose. These included significant cleaning cost, tree removal, and the replacement of the air handler unit, which was offset by an insurance claim on the failed unit.

2020 Report of the Endowment Committee
The ministry and purpose of the Endowment Investment Committee is to review the investment of the funds in the various components of the endowment at St. Alban’s, and to assist and advise the Vestry in the application of the Vestry’s Endowment Policy to these funds. To do this, they meet four times each year, and carefully consider the current investment of the endowment funds, as well as potential alternatives.

A representative of the committee meets with, and reports to, the Vestry twice each year. The committee also presents a more in-depth orientation session to new members of the Vestry each year. The members of the Endowment Investment Committee are: Gordon Gayer (chair), David Wakelin, and Michael Moore.

Endowment funds are held in the Vanguard Star Fund. The return for 2020 was 21.43% or $216,139. This is up $25,512 over 2019. The endowment is comprised
of a general endowment of unrestricted funds and three restricted funds that can only be used for one of three purposes, Ministries, Mission and Outreach, and Children and Youth Ministries. In 2020 we did not take an approved $15,000 draw to support the youth of our parish that were planning a pilgrimage to hike the Camino in Spain.

The endowment is an important source of support for our budget through an annual draw defined by the Endowment Policy, as 4% of the average market value of endowment assets as measured over the preceding 12 quarters. In 2020 this provided $37,087 of support for the budget. This same calculation produces endowment support for 2021 of $38,911. The increase is due to the fact that the measured period (12 trailing quarters) now entirely captures additions to the endowment from the One Foundation Campaign as well as returns over the past 12 quarters.

The Outlook for 2021

2021 pledges currently total $293,478, down from $415,838 in 2020. For purposes of presenting a balanced budget now, the gap will be closed assuming the use of the forgiveness of the PPP funds received in 2020, Operating Reserve, campaign transition funds, and the planned transition of our beloved Assistant Rector Holly Hoffman. The Operating Reserve balance at year-end 2020 was about $38,600 with the bulk of the funds held in a laddered bond fund with the diocesan Trustees.

On the cost side, there will be renewed efforts to carefully trim costs for contracted services, tighter control of staff hours, as well as more attention to spending across the board. There is a budget line item for ministry fundraising to account for our effort to raise funds through our Celtic concert series and for individual ministries to help change the fundraising model with small fundraising projects like our hugely popular Clynk bags. The impact of these efforts is a forecast of costs that are lower, a hope to a return to normal as families feel more comfortable, and that we resume services with the promise of a new worship space, organ and a new rector being called.

People to Thank

St. Alban’s treasury function starts with the Stewardship Committee, which works throughout the year to encourage and secure the financial support needed to pay our bills. The next step is the many counters, who devote time every Sunday to carefully sort, count, and record your generous donations. In addition, on pre-COVID-19 Monday mornings, Joan Phillips, Sheila Zimmerman and Joan Hankinson could be found in the office carefully entering these contributions into our database. Our re-constituted Finance Committee of Mother Lynn, Doug, and Linda has welcomed the incoming Treasurer, Randi Hogan, and Elizabeth Stoddard and Tom Sides. Supporting everything we do is Linda Howard our Assistant Treasurer, whose careful attention to detail insures the integrity of our financial operations. Frank stepped down from his stewardship role, was a valued resource to everyone at St. Alban’s and is missed. So, as with the many other volunteers and staff that make St. Alban’s run, we owe all of these folks our gratitude and thanks.

Please Note:

All information contained in the following pages reflects data as of mid-January, 2021 and may be revised in the coming weeks.
# 2020 Operating Results

## Income

<table>
<thead>
<tr>
<th>Item</th>
<th>Actual</th>
<th>Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pledge Contributions</td>
<td>408,423</td>
<td>415,838</td>
</tr>
<tr>
<td>Non-Pledge Contributions</td>
<td>16,776</td>
<td>17,000</td>
</tr>
<tr>
<td>Plate &amp; Other Weekly Collections</td>
<td>5,358</td>
<td>20,000</td>
</tr>
<tr>
<td>Special Gifts – Designated</td>
<td>2,136</td>
<td>2,000</td>
</tr>
<tr>
<td>Diocesan Grant</td>
<td>5,035</td>
<td>5,035</td>
</tr>
<tr>
<td>Special Gifts – Bequests</td>
<td>10,000</td>
<td>5,000</td>
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<tr>
<td>Special Gifts – Undesignated</td>
<td>6,031</td>
<td>11,000</td>
</tr>
<tr>
<td>Special Gifts - Pledge and Ministry</td>
<td>1,180</td>
<td>16,000</td>
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<tr>
<td>Pilgrimage Income</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td><strong>Total Contributions</strong></td>
<td><strong>454,939</strong></td>
<td><strong>491,873</strong></td>
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</table>

<table>
<thead>
<tr>
<th>Item</th>
<th>Actual</th>
<th>Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Support - Endowment Fund</td>
<td>37,087</td>
<td>37,087</td>
</tr>
<tr>
<td>Support - Operating Reserve</td>
<td>5,952</td>
<td>14,871</td>
</tr>
<tr>
<td>Support - Campaign Fund</td>
<td>5,000</td>
<td>0</td>
</tr>
<tr>
<td>SBA EIDL Grant</td>
<td>7,000</td>
<td>0</td>
</tr>
<tr>
<td>Rent, Interest, Other</td>
<td>3,221</td>
<td>8,920</td>
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<tr>
<td><strong>Total Income</strong></td>
<td><strong>513,200</strong></td>
<td><strong>552,751</strong></td>
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</table>

## Expenses

<table>
<thead>
<tr>
<th>Item</th>
<th>Actual</th>
<th>Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Compensation &amp; Benefits</td>
<td>365,683</td>
<td>324,290</td>
</tr>
<tr>
<td>Office &amp; Administration</td>
<td>21,149</td>
<td>19,162</td>
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<tr>
<td>Faith Formation</td>
<td>3,417</td>
<td>2,500</td>
</tr>
<tr>
<td>Worship</td>
<td>27,808</td>
<td>38,006</td>
</tr>
<tr>
<td>Hospitality &amp; Other</td>
<td>8,373</td>
<td>3,250</td>
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<tr>
<td>Buildings &amp; Grounds</td>
<td>36,296</td>
<td>29,000</td>
</tr>
<tr>
<td>Utilities</td>
<td>32,656</td>
<td>41,565</td>
</tr>
<tr>
<td>Property Tax &amp; Insurance</td>
<td>11,262</td>
<td>11,447</td>
</tr>
<tr>
<td>Diocesan Assessment</td>
<td>79,531</td>
<td>79,531</td>
</tr>
<tr>
<td>Mission &amp; Outreach</td>
<td>4,569</td>
<td>4,000</td>
</tr>
<tr>
<td>Non-Operating Expenses</td>
<td>2,523</td>
<td>0</td>
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<tr>
<td><strong>Total Expense</strong></td>
<td><strong>593,266</strong></td>
<td><strong>552,751</strong></td>
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</table>

**NET CHANGE (Diocesan PPP Loan)**

(80,066)      (0)
ST. ALBAN’S HELPING OTHERS

<table>
<thead>
<tr>
<th>Fund Description</th>
<th>2020</th>
<th>2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>Greater Portland Family Promise</td>
<td>1,000</td>
<td>0</td>
</tr>
<tr>
<td>Haiti</td>
<td>18,150</td>
<td>11,600</td>
</tr>
<tr>
<td>Maine Farmers Exchange</td>
<td>1,500</td>
<td>0</td>
</tr>
<tr>
<td>Portland Community Free Clinic</td>
<td>0</td>
<td>5,000</td>
</tr>
<tr>
<td>Preble Street</td>
<td>110</td>
<td>1,000</td>
</tr>
<tr>
<td>St. Elizabeth's Jubilee Center</td>
<td>5,710</td>
<td>8,650</td>
</tr>
<tr>
<td>Diocesan Contributions</td>
<td>79,531</td>
<td>72,923</td>
</tr>
<tr>
<td>Other</td>
<td>1,349</td>
<td>775</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>107,350</td>
<td>99,948</td>
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</table>

ENDOWMENT FUND BALANCES

<table>
<thead>
<tr>
<th>Fund Description</th>
<th>2020</th>
<th>2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ministries</td>
<td>118,752</td>
<td>101,158</td>
</tr>
<tr>
<td>Mission &amp; Outreach</td>
<td>158,338</td>
<td>134,880</td>
</tr>
<tr>
<td>Children &amp; Youth Ministries</td>
<td>190,007</td>
<td>161,856</td>
</tr>
<tr>
<td>General Fund</td>
<td>741,447</td>
<td>631,599</td>
</tr>
<tr>
<td><strong>Total Endowment</strong></td>
<td>1,208,545</td>
<td>1,029,492</td>
</tr>
</tbody>
</table>

CELEBRATE ST. ALBAN’S ANEW

<table>
<thead>
<tr>
<th>Financial Item</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Pledges</td>
<td>1,056,802</td>
</tr>
<tr>
<td>Contributions Received - Pledges</td>
<td>620,424</td>
</tr>
<tr>
<td>Contributions Received - NonPledges</td>
<td>92,697</td>
</tr>
<tr>
<td>Disbursements</td>
<td>(339,758)</td>
</tr>
<tr>
<td>Cash Balance, net of Accounts Payable</td>
<td>373,364</td>
</tr>
<tr>
<td>Pledges Receivable, net of allowance for uncollectible</td>
<td>414,559</td>
</tr>
<tr>
<td>Fund Balance</td>
<td>787,923</td>
</tr>
</tbody>
</table>

- Dollar amounts are as of December 31, 2020
- Pledges receivable will be received over future months/years, as elected by the donor.
- Allowance for uncollectible pledges if 5% or $21,819.
- Accounts Payable at 12/31/20 was $13,000.
**Funds & Account Balances**

<table>
<thead>
<tr>
<th>Parish Operating Checking Account</th>
<th>2020</th>
<th>2019</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>180,033</td>
<td>93,251</td>
</tr>
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</table>

**Fund Balances**

<table>
<thead>
<tr>
<th>Fund Balances</th>
<th>2020</th>
<th>2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>Operating Fund</td>
<td>(80,066)</td>
<td>0</td>
</tr>
<tr>
<td>Operating Reserve</td>
<td>38,609</td>
<td>43,025</td>
</tr>
<tr>
<td>Clergy Discretionary</td>
<td>2,969</td>
<td>4,634</td>
</tr>
<tr>
<td>Flower Guild</td>
<td>4,078</td>
<td>4,236</td>
</tr>
<tr>
<td>Fund for Major Repairs &amp; Improvements</td>
<td>32,745</td>
<td>33,895</td>
</tr>
<tr>
<td>Celebrate St. Alban’s Anew</td>
<td>787,923</td>
<td>252,661</td>
</tr>
<tr>
<td>Haiti Committee</td>
<td>6,625</td>
<td>6,034</td>
</tr>
<tr>
<td>Health Ministry</td>
<td>1,890</td>
<td>1,509</td>
</tr>
<tr>
<td>Pilgrimage &amp; Youth Ministry</td>
<td>22,274</td>
<td>7,819</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>817,047</td>
<td>353,813</td>
</tr>
</tbody>
</table>

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**2020 Stewardship Report**

<table>
<thead>
<tr>
<th>Year</th>
<th>$</th>
<th>#</th>
<th>Average</th>
<th>Concentration**</th>
</tr>
</thead>
<tbody>
<tr>
<td>2021 *</td>
<td>$293,478</td>
<td>137</td>
<td>$2,142</td>
<td>39%</td>
</tr>
<tr>
<td>2020</td>
<td>$416,558</td>
<td>190</td>
<td>$2,192</td>
<td>41%</td>
</tr>
<tr>
<td>2019</td>
<td>$375,836</td>
<td>181</td>
<td>$2,076</td>
<td>41%</td>
</tr>
<tr>
<td>2018</td>
<td>$385,759</td>
<td>187</td>
<td>$2,063</td>
<td>41%</td>
</tr>
<tr>
<td>2017</td>
<td>$402,804</td>
<td>199</td>
<td>$2,024</td>
<td>40%</td>
</tr>
<tr>
<td>2016</td>
<td>$404,194</td>
<td>186</td>
<td>$2,173</td>
<td>43%</td>
</tr>
<tr>
<td>2015</td>
<td>$403,603</td>
<td>189</td>
<td>$2,135</td>
<td>45%</td>
</tr>
<tr>
<td>2014</td>
<td>$414,202</td>
<td>194</td>
<td>$2,135</td>
<td>45%</td>
</tr>
<tr>
<td>2013</td>
<td>$407,961</td>
<td>198</td>
<td>$2,060</td>
<td>44%</td>
</tr>
<tr>
<td>2012</td>
<td>$460,686</td>
<td>214</td>
<td>$2,153</td>
<td>44%</td>
</tr>
</tbody>
</table>

* 2021 pledges as of 1/08/2021; we continue to receive pledges.

** Concentration represents % of total dollars contributed by the top 15.
## 2021 Operating Budget

### Income

<table>
<thead>
<tr>
<th></th>
<th>2020 Actual</th>
<th>2021 Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Pledge Contributions</td>
<td>408,423</td>
<td>293,478</td>
</tr>
<tr>
<td>Non-Pledge Contributions</td>
<td>16,776</td>
<td>17,000</td>
</tr>
<tr>
<td>Plate &amp; Other Weekly Collections</td>
<td>5,358</td>
<td>10,000</td>
</tr>
<tr>
<td><strong>Income from weekly contributions</strong></td>
<td><strong>430,557</strong></td>
<td><strong>320,478</strong></td>
</tr>
<tr>
<td>Special Gifts - Designated</td>
<td>5,084</td>
<td>2,000</td>
</tr>
<tr>
<td>Special Gifts - Undesignated</td>
<td>16,031</td>
<td>13,500</td>
</tr>
<tr>
<td>Undesignated - Ministry Fundraising</td>
<td>1,180</td>
<td>12,000</td>
</tr>
<tr>
<td><strong>Total Contributions</strong></td>
<td><strong>452,852</strong></td>
<td><strong>347,978</strong></td>
</tr>
<tr>
<td>Rent, Interest, Other</td>
<td>3,221</td>
<td>5,100</td>
</tr>
<tr>
<td>SBA EIDL Grant, PPP Forgiveness</td>
<td>7,000</td>
<td>80,066</td>
</tr>
<tr>
<td>Support - Endowment Fund</td>
<td>37,087</td>
<td>38,911</td>
</tr>
<tr>
<td>Support - Operating Reserve</td>
<td>5,952</td>
<td>37,000</td>
</tr>
<tr>
<td>Support - Campaign Funds</td>
<td>5,000</td>
<td>74,517</td>
</tr>
<tr>
<td><strong>Total Income</strong></td>
<td><strong>511,112</strong></td>
<td><strong>583,572</strong></td>
</tr>
</tbody>
</table>

### Expenses

<table>
<thead>
<tr>
<th></th>
<th>2020 Actual</th>
<th>2021 Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Compensation &amp; Benefits</td>
<td>365,683</td>
<td>265,041</td>
</tr>
<tr>
<td>Office &amp; Administration</td>
<td>21,149</td>
<td>42,046</td>
</tr>
<tr>
<td>Faith Formation</td>
<td>3,417</td>
<td>5,000</td>
</tr>
<tr>
<td>Worship</td>
<td>27,808</td>
<td>37,780</td>
</tr>
<tr>
<td>Hospitality &amp; Other</td>
<td>8,373</td>
<td>3,800</td>
</tr>
<tr>
<td>Buildings &amp; Grounds</td>
<td>36,296</td>
<td>29,000</td>
</tr>
<tr>
<td>Utilities</td>
<td>32,656</td>
<td>36,218</td>
</tr>
<tr>
<td>Property Tax &amp; Insurance</td>
<td>11,262</td>
<td>11,605</td>
</tr>
<tr>
<td>Diocesan Assessment</td>
<td>79,531</td>
<td>80,857</td>
</tr>
<tr>
<td>Mission &amp; Outreach</td>
<td>4,569</td>
<td>18,517</td>
</tr>
<tr>
<td>Non-Operating Expenses</td>
<td>2,523</td>
<td>4,125</td>
</tr>
<tr>
<td><strong>Total Expense</strong></td>
<td><strong>593,266</strong></td>
<td><strong>533,989</strong></td>
</tr>
</tbody>
</table>

*Funded by Diocesan Loan*     | *(80,066)*  | *80,066*    |
*Unfunded expenses*            | *0*         | *(49,584)*  |

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St. Alban’s Episcopal Church
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Linda Howard, Assistant Treasurer
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Wendy Kopera, Interim Parish Administrator
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