

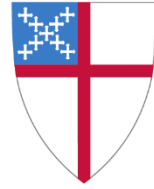


St. James' Episcopal Church

knowing and serving God by serving others

3768 Germantown Pike, Collegeville, PA 19426

610-489-7564 www.stjames-episcopal.org



The 2019 Annual Report

For
the Annual Meeting
of the Congregation

Originally scheduled for March 22, 2020

Conducted virtually June 28, 2020

Due to COVID-19 Pandemic

Table of Contents

• Annual Meeting Agenda	pg. 3
• Rector's Annual Report 2019	pgs. 4-6
• Deacon's Annual Report 2019	pg. 7
• Rector's Warden's Annual Report 2019	pg. 8
• 2018 Annual Congregational Meeting Minutes	pg. 9-12
• Balance Sheet 2019	pg. 13
• Statement of Financial Operations 2019	pgs. 14-18
• Buildings & Grounds Committee Annual Report 2019	pgs. 19-20
• Communications Committee Annual Report 2019	pgs. 21-22
• Education Annual Report 2019	pgs. 23-25
• St. James' Community History Center Annual Report 2019	pg. 26
• Member Ministry Commission Annual Report 2018	pgs. 27
• Music Programs Annual Report 2019	pgs. 28-29
• The Outreach Commission Annual Report 2019	pg. 30
○ Patty Pack Programs Annual Report 2019	pgs. 30-31
• Parish Life - 2019 Annual Report	pgs. 32-34
• Worship Committee Reports 2019	pgs. 35-37
○ Acolytes Commission Annual report 2019	pg. 35
○ Altar Guild Annual Report 2019	pgs. 35-36
○ Usher Commission Annual Report 2019	pg. 36
○ Worship Leader Annual Report 2019	pgs. 36-37
• Youth Fellowship Annual Report 2019	pgs. 38-39
• Notes	pg. 40

ANNUAL MEETING AGENDA

22 March 2020

- I. Opening Prayer
- II. Approval of Agenda
- III. Vestry and Delegate Introductions - Thanks to Joanne Tatem for her service

Elections: Re-elect Bill Kilgour, Drew Beck and Josh Ilgen

Elect new slate: Maeve Vogan

Vestry:

<u>Class of 2020</u>	<u>Class of 2021</u>	<u>Class of 2022</u>
Bill Kilgour*	Peggy Spinozzi*	Sarah Deacle*
Joanne Tatem**	Gene Goff**	Patty Earhart*
Drew Beck*	Jon Yenney**	Marilyn Hastings*
Josh Ilgen*	Steve Jackson*	Ned Travis*

*Eligible for a 2nd Term

**Cycling Off

Deanery and Diocesan Representatives: Faith Parshall, Phil Tatem, Jon Yenney

- IV Recognition of the “Servants of St. James”; the 2020 class
- V. State of the Parish Reports
- VI. Questions/Comments
- VII. Rector’s Summary
- VII. Closing Prayer & Adjournment

RECTOR'S ANNUAL REPORT 2019

As we approach this Annual meeting, I am reminded of all that God has done for us in our 7 years together in ministry. St. James,' continues to be richly blessed by God and we continue to bless others in Christ's name! As I said last year, we are a generous people and, through our words and deeds, reflect the intent of our mission statement: to know and serve God by serving others. There are countless people who work tirelessly here at St. James' to ensure that we are a place where we meet God, through word and sacraments, and each other. I need to also thank my Vestry and the Wardens of the Vestry, Mrs. Joanne Tatem and Mr. Drew Beck for their leadership and support. Joanne, it is time for you to rest from your Vestry duties and your leadership role as People's Warden. Thank you for your wise council and your commitment to the ministry of St. James!' Your presence on the Vestry will be missed. Thank you Drew for your leadership and wisdom in your service as Rector's Warden. We are blessed at St. James' to have people with such wisdom and capabilities who are willing to share their talents with us. Again, thank you!

Many thanks to the leadership of the people at the Outreach House; to Mrs. Carole Exley our Outreach House Director and to all the volunteers that make that program work. A place where the hungry are feed, the naked clothed and those in need are cared for and ministered to by the people of St. James'. Many thanks to all those who have given of their efforts on our various committees such as Building and Grounds, Communications, New-Member Ministries and Parish Life. As I have stated in the past, all our efforts to be Christ-like to our community reflect the very best of our Christian tradition and the Episcopal Church. St. James' is truly a place where all are welcome.

In 2019, St. James' continued the pattern of significant growth, a pattern that we have been experiencing since 2013. During this past year, we had 41 new people who became members of our congregation with 2 people being removed from the roles due to death. There has been, and continues to be, significant growth in the parish. Our total membership increased from 558 members reported in 2018 to 597 members reported in the 2019 parochial report. We also had 7 baptisms in 2019. We saw our average Sunday attendance increase from 175 in 2018 to 178 in 2019. We continue to see significant growth in our 5:00 pm Saturday service. The average attendance at the

5:00 pm service is now around 40 and we have had many services over 50 this last year. St. James' continues to be one of the congregations in the Diocese of Pennsylvania experiencing growth and not contraction. This growth is also seen in our pledge and plate receipts which help to ensure that we make our financial commitments and keep the ministry operating. You have my heart-felt thanks for your commitment to worship and to your financial support of St. James'.

St. James' is solidly a "program" Church engaged in our community in the ministry of the Gospel of Christ. Our music programs at St. James' are superb and we have been blessed by the Choir in their singing of anthems during worship. Ms. Lauren Exley, our Music Director and Organist, continues to do an extraordinary job with the music services at our 8:00 am Sunday service and we have been blessed with the singing of our Youth Choir at the 5:30 pm Christmas Eve service. As our Christian Education Director, Lauren maintains the high quality of our Church School and I want to thank her for her leadership and to thank the efforts and commitment of all the Church School teachers. The Adult Christian Education classes, both the Wednesday night offerings classes as well as on Thursday morning Christ and Coffee class continue to be well attended. Thank you to Deacon Lou and to Ms. Lauren Exley on their leadership on Wednesday nights.

We continue to be financially sound and I must thank our Treasurer, Mr. Dale Pennapacker for his leadership and dedication to the financial health of St. James'. Thanks to his efforts and the efforts of those serving on the Vestry in finance, Mrs. Marilyn Hastings and Mr. Josh Ilgen, our financial reports are accurate and on time and all our bills are paid in a timely manner. This has been and continues to be accomplished by a phenomenal effort on their part. Thank you to all involved!

Our Director of Parish Operations and Communications, Mrs. Lisa Reinhardt, continues to do an amazing job in coordinating all the different ministries and functions that keep St. James' operational. Her untiring devotion to the ministries at St. James' and her devotion to me are to be commended. She is a remarkable organizer and her gift of understanding processes has helped St. James' to handle the growth we have experienced in a professional way.

Her streamline process for tracking new members has enabled us to report accurate numbers on our parochial report and to the Diocese. In her capacity as

Director of Communications, she continues to do an outstanding job with our bulletins, the weekly “Happening” emails, and our Facebook page. St. James’ is a busy place and her efforts ensure that information on events and activities are disseminated in a timely manner is to be commended. Thank you, Lisa!

I know that I am missing many of you who help to make St. James’ the wonderful place that it is. Thanks to my Vestry for their leadership and support. It is my honor to serve as your Rector and I am looking forward to continuing the ministry of Christ in this place, by bringing “release to the captives” and taking care of the “poor, the helpless and the needy.” I can’t imagine what God has instore for us in 2020 and beyond!

Faithfully,

The Rev. Dr. Mike Sowards+
Rector
St. James’ Episcopal Church
Collegeville, PA

DEACON'S ANNUAL REPORT 2019

Submitted by Rev. Deacon Louis Steffenhagen

Some of the key accomplishments include:

- Assisted Father Mike in teaching the 33 week course on Discipleship. Average attendance was 8.
- Eucharistic Visits to parishioners total approx.. 34
- Assisted in 2 funerals
- Performed 2 funerals
- Preached 14 times
- Developing the Praise and worship service at Bryn Mawr Rehab hospital.
- Volunteer Chaplain at Bryn Mawr Rehab and Phoenixville Hospital
- Staff Chaplain at Good Samaritan Shelter in Phoenixville
- Attended The Diocese of Pennsylvania Diocesan Convention in Philadelphia

Other Activities

- Working with 2 current Parishioners to assist at Praise and Worship Service.
- Small Christmas service of song at Greenfield Nursing Home with Father Mike and Ron.
- Volunteer at the Outreach Center on Tuesday evenings meeting with clients and assisting them in their shopping.
- Healing prayers with parishioners during worship service

Upcoming Initiative: Begin classes to license Eucharistic Ministers to assist in taking Communion to fellow Parishioners.

RECTOR'S WARDEN'S ANNUAL REPORT 2019

Submitted by Drew Beck, Rector's Warden

Grateful. Growth. Blessed.

These were the three words I used to kick off our 2018 Annual Meeting as I felt it was a true reflection of what had transpired across our St. James' community over that prior year. Grateful for the new levels of involvement across our congregation as you all continued to act out our church's mission of knowing and serving God by serving others. We had the opportunity to celebrate the tremendous amount of growth that our church had experienced over the past twelve months inclusive of both welcoming 40 new members to our St. James' family and your continued generosity in donations of your time, talent, and treasure. And there is no doubt we were blessed by the phenomenal success of our Capital Campaign which facilitated the long-awaited ground breaking ceremony for our new Outreach House building and the planning for two additional capital-need related projects.

As I reflect on 2019 while writing this report, I find myself in absolute awe of God's work. What had been laid in 2018 as the foundation for our goals, 2019 proved to be the year in which those aspirations were largely realized by the collective efforts of this parish. My gratitude for all of you continued to expand over the course of the year as our congregation continued to actively live our mission through the various worship services, parish activities, and community events held throughout the year - successful due to your continued generous donation of your time, talents, treasure and selfless commitment to St. James'. 2019 proved to be another year of continued growth for our parish, as we had 39 new additions to our congregation and realized yet another year of increased pledging units and overall increase of 22% in pledge amount versus 2018 during our "My Church is..." Stewardship Campaign. Finally, as one of the most visible accomplishments of 2019 and only two years into our 3-year Capital Campaign effort, we celebrated the official opening of our new Outreach House building with our fellow Lower Providence community brethren not only on-time but also under-budget. St. James' truly had a blessed year!

We will certainly reflect on 2019 as a momentous year for St. James'. Looking forward, I find myself more excited than ever of the opportunities to expand and magnify the impact our parish will have across our community in the year to come.

St. James Episcopal Church
2018 ANNUAL CONGREGATIONAL MEETING
MINUTES
5/5/2019

- I. The meeting was opened with a prayer at 9:15 am by Fr. Mike Sowards
- II. Drew Beck introduced the Agenda and said the theme of the agenda was “Grateful, Growth and Blessed “which permeates our life at St. James. The Agenda was approved by all
- III. Introductions and Thank you ‘s
 - A. Fr. Mike thanked Jackie Dahlen for her 3 years of service on the Vestry
 - B. He thanked Dale Pennapacker for his years of hard work and service as Treasurer of the Vestry
 - C. A certificate and roses were presented to Barbara Bateman for her 6 years of faithful guidance as Rector’s Warden
 - D. Dale presented Bob Brown with a certificate of Thanks for his stalwart service performing audits and financial guidance to the church. He also thanked the Audit Committee.
- IV. Vestry Nominations:
 - A. Marilyn Hastings, Ned Travis, Sarah Deacle and Patty Earhart were nominated and approved by acclamation as new Vestry members
 - B. A motion was approved for Jon Yenney, Phil Tatem and Faith Parshall to continue as delegates to Convention and the Deanery
- V. State of the Parish
 - A. Fr. Mike noted that membership has enjoyed steady growth in the past 5 years from 458 to 558. Average Sunday Attendance increased from 145 to 175.
 - B. Individual giving has increased since 2013 from 85 pledges to 129 amounting to a change from \$199,746 to \$270,725
 - C. Dale discussed our spending and noted that 12.1% of our income goes to giving to Outreach, the Diocese and the Rector’s discretionary fund (\$56K)
 - D. Our total receipts were \$693K and we only needed to transfer \$20K from reserves

- E. Our annual audit was the 6th clean audit in a row, we are fiscally sound and in adherence with diocesan mandates and the principles of the Episcopal Church
- F. Endowments- We have been blessed that endowments have increased from \$615 in 2015 to \$1,453K in 2018. This has enabled us to replace the church roof and build the new Outreach House.
- G. Serving the Parish- with many activities, fellowship, community events, education, and communication. Deacon Lou will also be extending his ministry by starting services at a long-term care facility which has none at this time.
- H. Committee Reports
 - 1. Outreach - currently has 196 clients, 77 average clients/month, increased number of volunteers, increased donations from the community
 - a. Also we help St. Mary's Bainbridge Soup Kitchen, Salvation Army with rental assistance and with the James Earhart Memorial Job Club
 - 2. Education- Lauren Exley has done a wonderful job with Church School which has over 60 children registered who learn lessons created in-house assisted by a large number of volunteer teachers. There are also have been many events and activities for the children
 - a. Adult Education- there is an active and well attended Bible study on Wednesday and Christ and Coffee on Thursday
 - 3. Parish Life- Many events during the year including Ham and Oyster dinner, Coffee Hours, ECW, Christmas Eve Dinner, Book Club, Foyer Gatherings and Christian Ed Celebration
 - 4. Communication- The website continues to be updated to be more user-friendly,
VANCO is on website for online offering, Social Media- You Tube has recorded Sermons updated regularly, Happenings is the weekly informational email,

The Epistle is available online or hard copy at church. On the website under Forms there is a Community Request Form which can be filled out in order to publicize any event that needs to be advertised.

5. Member Ministry- has the function of welcoming new members and supporting those in stressful situations with the Casserole Brigade. They also organize the new members breakfast, Spring Women's Retreat, photo directory and children's sanctuary bags
6. Buildings and Grounds- recent projects include the new railings and concrete at the front of the church and structural support for all 3 buildings. Future projects anticipated are the parking lot and painting

VII. Master Plan Update

- A. Our Outreach House contract was \$954K but we are trying to get the cost down to \$850K
- B. Steve Folk was thanked for his hard work for saving us thousands of dollars on the project
- C. Estimated completion date is the end of July 2019 or earlier
- D. Address is 146 Evansburg Rd, Collegeville, PA 19426
- E. Fr. Mike also thanked Bob Brown for his building experience and assistance with this project
- F. Capital Campaign- Growing to Serve, a 3 year journey- Projects include:
 1. New construction of Outreach House
 2. HVAC in Sanctuary Building which will reduce energy costs
 3. Upgraded electrical system in Sanctuary Building
 4. Participation rate is 54% so far (69/128 families)
 5. On June 22nd we will have a Creative Giving event with an appraiser from 9am-3pm
Items such as coin collections or other possibly valuable items (no furniture) that may be donated will be appraised. We will use Alderfer Auctions for donated items to be sold.

VIII. There were no questions at the Q and A

IX. Rector's Summary- Fr Mike reported that at the Clergy Conference in Cape May NJ, there was great interest in St. James' work and Outreach.

The Meeting was adjourned at 10:15 for Holy Eucharist

St. James' Episcopal Church
Balance Sheet
As of December 31, 2019

	<u>Dec 31, 19</u>
ASSETS	
Current Assets	
Checking/Savings	
1000000 · PARISH OPERATING CASH - Phoenix	
1000100 · General Cash	42,330.34
1000200 · Designated Cash	
1000207 · Capital Campaign Fund	92,735.87
1000200 · Designated Cash - Other	39,459.15
Total 1000200 · Designated Cash	<u>132,195.02</u>
Total 1000000 · PARISH OPERATING CASH - Phoenix	<u>174,525.36</u>
1002400 · Rector's Discretionary Fund	746.80
1002500 · Deacon's Discretionary Fund	405.30
Total Checking/Savings	<u>175,677.46</u>
Other Current Assets	
1300000 · Prepaid Expenses	20,685.10
Total Other Current Assets	<u>20,685.10</u>
Total Current Assets	<u>196,362.56</u>
Other Assets	
1030000 · INVESTMENTS - Vanguard	268,844.75
1040000 · Investments - Church Foundation	202,522.23
Total Other Assets	<u>471,366.98</u>
TOTAL ASSETS	<u>667,729.54</u>
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
24000 · Payroll Liabilities	642.98
Total Other Current Liabilities	<u>642.98</u>
Total Current Liabilities	<u>642.98</u>
Total Liabilities	<u>642.98</u>
Equity	
30000 · Opening Balance Equity	1,031.09
3020300 · Unrealized Inc/Dec Investments	185,780.25
32000 · *Unrestricted Net Assets	354,465.77
Net Income	125,809.45
Total Equity	<u>667,086.56</u>
TOTAL LIABILITIES & EQUITY	<u>667,729.54</u>

Submitted By: Dale Pennapacker - Treasurer

St. James' Episcopal Church
STATEMENT OF OPERATIONS
 January through December 2019

01/30/2020

	Jan - Dec 19	Budget	\$ Over Budget	Jan - Dec 19	YTD Budget	\$ Over Budget	Annual Budget
Ordinary Income/Expense							
Income							
4010000 · SERVICE COLLECTIONS							
4010100 · Collections-Cash	7,037.00	8,000.00	-963.00	7,037.00	8,000.00	-963.00	8,000.00
4010200 · Collections-Pledges/Donations	288,543.60	265,000.00	23,543.60	288,543.60	265,000.00	23,543.60	265,000.00
4010400 · Collections-Holy Days	10,212.00	3,000.00	7,212.00	10,212.00	3,000.00	7,212.00	3,000.00
4010600 · Capital Program Pledges	102,721.12	115,000.00	-12,278.88	102,721.12	115,000.00	-12,278.88	115,000.00
Total 4010000 · SERVICE COLLECTIONS	408,513.72	391,000.00	17,513.72	408,513.72	391,000.00	17,513.72	391,000.00
4030000 · FUND-RAISING Receipts	6,717.50	6,000.00	717.50	6,717.50	6,000.00	717.50	6,000.00
4040000 · MISCELLANEOUS RECEIPTS							
4040600 · Interest-Non Investment	326.08			326.08			
4040800 · Flower Donations	4,758.00			4,758.00			
4041000 · Building Usage	16,908.00	17,000.00	-92.00	16,908.00	17,000.00	-92.00	17,000.00
4041100 · Hofvas Trust	53,315.43	48,000.00	5,315.43	53,315.43	48,000.00	5,315.43	48,000.00
4041200 · Investment Income	13,113.59			13,113.59			
4041300 · Outreach Food Donations	7,421.01	5,000.00	2,421.01	7,421.01	5,000.00	2,421.01	5,000.00
4041400 · Estate Income	7,781.06	0.00	7,781.06	7,781.06	0.00	7,781.06	0.00
4040000 · MISCELLANEOUS RECEIPTS - Other	13,608.39	2,000.00	11,608.39	13,608.39	2,000.00	11,608.39	2,000.00
Total 4040000 · MISCELLANEOUS RECEIPTS	117,231.56	72,000.00	45,231.56	117,231.56	72,000.00	45,231.56	72,000.00
Total Income	532,462.78	469,000.00	63,462.78	532,462.78	469,000.00	63,462.78	469,000.00
Gross Profit	532,462.78	469,000.00	63,462.78	532,462.78	469,000.00	63,462.78	469,000.00
Expense							
5010000 · MANDATORY ASSESSMENTS							
5010100 · Diocesan Clergy Assessment	835.00	835.00	0.00	835.00	835.00	0.00	835.00
5010200 · Diocesan Episcopate Assessment	11,665.00	11,665.00	0.00	11,665.00	11,665.00	0.00	11,665.00
5010300 · Diocesan Medical Assessment	2,526.00	2,526.00	0.00	2,526.00	2,526.00	0.00	2,526.00
Total 5010000 · MANDATORY ASSESSMENTS	15,026.00	15,026.00	0.00	15,026.00	15,026.00	0.00	15,026.00
5020000 · VOLUNTARY ASSESSMENTS							
5020200 · Diocesan Program Pledge	5,500.00	5,500.00	0.00	5,500.00	5,500.00	0.00	5,500.00
5020203 · Diocesan Convention	150.00	400.00	-250.00	150.00	400.00	-250.00	400.00
Total 5020000 · VOLUNTARY ASSESSMENTS	5,650.00	5,900.00	-250.00	5,650.00	5,900.00	-250.00	5,900.00
5030000 · BUILDINGS & GROUNDS							
5030100 · General Maintenance & Supplies	7,171.81	7,200.00	-28.19	7,171.81	7,200.00	-28.19	7,200.00
5030200 · Fire Company Donation	0.00	100.00	-100.00	0.00	100.00	-100.00	100.00
5030300 · Utilities							
5030301 · Gas & Electric	8,319.71	9,000.00	-680.29	8,319.71	9,000.00	-680.29	9,000.00
5030302 · Heating Oil & Service	0.00	2,100.00	-2,100.00	0.00	2,100.00	-2,100.00	2,100.00
5030303 · Sewer/Water	1,540.11	1,700.00	-159.89	1,540.11	1,700.00	-159.89	1,700.00

St. James' Episcopal Church
STATEMENT OF OPERATIONS
 January through December 2019

01/30/2020

	Jan - Dec 19	Budget	\$ Over Budget	Jan - Dec 19	YTD Budget	\$ Over Budget	Annual Budget
Total 5030300 - Utilities	9,859.82	12,800.00	-2,940.18	9,859.82	12,800.00	-2,940.18	12,800.00
5030400 - Ground Care							
5030401 - Snow Removal	4,108.96	6,000.00	-1,891.04	4,108.96	6,000.00	-1,891.04	6,000.00
5030402 - Landscaping	6,330.00	8,000.00	-1,670.00	6,330.00	8,000.00	-1,670.00	8,000.00
Total 5030400 - Ground Care	10,438.96	14,000.00	-3,561.04	10,438.96	14,000.00	-3,561.04	14,000.00
5030600 - Trash Collection	2,264.00	1,800.00	484.00	2,264.00	1,800.00	484.00	1,800.00
5030700 - Pest Control	3,150.50	1,700.00	1,450.50	3,150.50	1,700.00	1,450.50	1,700.00
5030800 - Repairs, Maintenance & Improv.	1,815.26	8,000.00	-6,184.74	1,815.26	8,000.00	-6,184.74	8,000.00
5031000 - Special Projects							
5031001 - Strategic Planning Fees	10,294.46	40,000.00	-29,705.54	10,294.46	40,000.00	-29,705.54	40,000.00
5031002 - Capital Improvements	24,787.50	11,000.00	13,787.50	24,787.50	11,000.00	13,787.50	11,000.00
5031004 - Outreach Bldg Construction	914,141.94	850,000.00	64,141.94	914,141.94	850,000.00	64,141.94	850,000.00
5031005 - Capital Comm/Campaign/Ads	5,858.05		5,858.05	5,858.05		5,858.05	
5031006 - Special Projects - Miscellaneous	1,889.83		1,889.83	1,889.83		1,889.83	
5031000 - Special Projects - Other	1,305.00		1,305.00	1,305.00		1,305.00	
Total 5031000 - Special Projects	958,276.78	901,000.00	57,276.78	958,276.78	901,000.00	57,276.78	901,000.00
5031100 - Fire Company/Extinguishers							
5031300 - Cemetery	437.00		437.00	437.00		437.00	
5031301 - Gas/Electric	1,255.48	2,200.00	-944.52	1,255.48	2,200.00	-944.52	2,200.00
5031302 - Grounds	7,960.00	7,500.00	460.00	7,960.00	7,500.00	460.00	7,500.00
5031303 - Maintenance	0.00	1,000.00	-1,000.00	0.00	1,000.00	-1,000.00	1,000.00
5031304 - Pest Control	0.00	500.00	-500.00	0.00	500.00	-500.00	500.00
Total 5031300 - Cemetery	9,215.48	11,200.00	-1,984.52	9,215.48	11,200.00	-1,984.52	11,200.00
Total 5030000 - BUILDINGS & GROUNDS	1,002,649.61	957,800.00	44,849.61	1,002,649.61	957,800.00	44,849.61	957,800.00
5040000 - COMMUNICATIONS							
5040100 - Web Site							
5040200 - Advertis ing/Newcomers	313.20	500.00	-186.80	313.20	500.00	-186.80	500.00
5040401 - Canva/Facebook/Custom Snapchat	0.00	800.00	-800.00	0.00	800.00	-800.00	800.00
Total 5040000 - COMMUNICATIONS	313.20	1,500.00	-1,186.80	313.20	1,500.00	-1,186.80	1,500.00
5041000 - MEMBER MINISTRIES							
5041010 - Member Ministries							
5041000 - MEMBER MINISTRIES - Other	325.00	1,000.00	-675.00	325.00	1,000.00	-675.00	1,000.00
Total 5041000 - MEMBER MINISTRIES	61.23		61.23	61.23		61.23	
5050000 - EPISCOPAL CHURCH WOMEN							
5050300 - ECW Misc. Expenditures	366.23	1,000.00	-613.77	366.23	1,000.00	-613.77	1,000.00
Total 5050000 - EPISCOPAL CHURCH WOMEN	366.56		366.56	366.56		366.56	
5060000 - EDUCATION							
5060501 - Pilgrimage	2,786.44		2,786.44	2,786.44		2,786.44	

St. James' Episcopal Church
STATEMENT OF OPERATIONS
 January through December 2019

01/30/2020

	Jan - Dec 19	Budget	± Over Budget	Jan - Dec 19	YTD Budget	± Over Budget	Annual Budget
5060100 · Adult Music Program	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5060400 · Education - Adult	0.00	500.00	-500.00	0.00	500.00	-500.00	500.00
5060410 · Education - Youth	1,306.34	1,100.00	206.34	1,306.34	1,100.00	206.34	1,100.00
5060704 · Youth Evts & Fellowship & Music	222.00	1,050.00	-828.00	222.00	1,050.00	-828.00	1,050.00
5060000 · EDUCATION - Other	75.00		75.00				
Total 5060000 · EDUCATION	4,389.78	2,650.00	1,739.78	4,389.78	2,650.00	1,739.78	2,650.00
5070000 · FINANCE AND ADMINISTRATION							
5070100 · Casualty Insurance	6,066.00	8,000.00	-1,934.00	6,066.00	8,000.00	-1,934.00	8,000.00
5070200 · Computer SW/HW Maintenance	1,331.16	1,500.00	-168.84	1,331.16	1,500.00	-168.84	1,500.00
5070300 · Copy Machine	7,458.11	7,200.00	258.11	7,458.11	7,200.00	258.11	7,200.00
5070400 · Network Services/Telephone	3,642.05	5,000.00	-1,357.95	3,642.05	5,000.00	-1,357.95	5,000.00
5070500 · Office Supplies	4,275.01	6,000.00	-1,724.99	4,275.01	6,000.00	-1,724.99	6,000.00
5070700 · Postage	630.00	800.00	-170.00	630.00	800.00	-170.00	800.00
5070800 · Rector's Discretionary Fund							
5070810 · Deacon's Discretionary Fund	100.00	1,200.00	-1,100.00	100.00	1,200.00	-1,100.00	1,200.00
5070800 · Rector's Discretionary Fund - Other	4,673.51	3,600.00	1,073.51	4,673.51	3,600.00	1,073.51	3,600.00
Total 5070800 · Rector's Discretionary Fund	4,773.51	4,800.00	-26.49	4,773.51	4,800.00	-26.49	4,800.00
5071000 · Vestry Discretionary	165.27	3,000.00	-2,834.73	165.27	3,000.00	-2,834.73	3,000.00
5071100 · Miscellaneous	25.00	1,000.00	-975.00	25.00	1,000.00	-975.00	1,000.00
5071300 · Accountant/Softwares/Consulting	6,891.00	5,000.00	1,891.00	6,891.00	5,000.00	1,891.00	5,000.00
5071500 · Vanco Expenses	277.25		277.25				
Total 5070000 · FINANCE AND ADMINISTRATION	35,534.36	42,300.00	-6,765.64	35,534.36	42,300.00	-6,765.64	42,300.00
5090000 · OUTREACH							
5090100 · Food and Clothing							
5090101 · From Budget	10,983.62	15,000.00	-4,016.38	10,983.62	15,000.00	-4,016.38	15,000.00
5090110 · From Donations	5,211.92		5,211.92				
5090100 · Food and Clothing - Other	2,047.77	0.00	2,047.77	2,047.77	0.00	2,047.77	0.00
5090100 · Food and Clothing - Other	1,981.27	0.00	1,981.27	1,981.27	0.00	1,981.27	0.00
Total 5090100 · Food and Clothing	20,224.58	15,000.00	5,224.58	20,224.58	15,000.00	5,224.58	15,000.00
5090400 · Other Outreach Programs							
5090404 · Seminary Support-Chris Exley	1,000.00	1,200.00	-200.00	1,000.00	1,200.00	-200.00	1,200.00
5090400 · Other Outreach Programs - Other	1,070.00		1,070.00				
Total 5090400 · Other Outreach Programs	2,070.00	1,200.00	870.00	2,070.00	1,200.00	870.00	1,200.00
5090500 · Operating Expenses							
5090501 · Gas, Electric, Net, Phone-Glebe	1,980.11	3,000.00	-1,019.89	1,980.11	3,000.00	-1,019.89	3,000.00
5090502 · Heating Oil/S service-Glebe	2,932.13	2,000.00	932.13	2,932.13	2,000.00	932.13	2,000.00
5090503 · Sewer/Water-Glebe	180.06	500.00	-319.94	180.06	500.00	-319.94	500.00
5090504 · Snow Removal	127.50	2,000.00	-1,872.50	127.50	2,000.00	-1,872.50	2,000.00

St. James' Episcopal Church
STATEMENT OF OPERATIONS
 January through December 2019

01/30/2020

	Jan - Dec 19	Budget	\$ Over Budget	Jan - Dec 19	YTD Budget	\$ Over Budget	Annual Budget
5090506 · Pest Control	0.00	1,000.00	-1,000.00	0.00	1,000.00	-1,000.00	1,000.00
5090507 · Maintenance	60.00	1,000.00	-940.00	60.00	1,000.00	-940.00	1,000.00
5090508 · Office Expenses	501.92	500.00	1.92	501.92	500.00	1.92	500.00
5090509 · Other Expenses/Cleaning	2,318.75	3,000.00	-681.25	2,318.75	3,000.00	-681.25	3,000.00
5090510 · Landscaping	0.00			0.00			
5090511 · Ground Care	6,475.00	3,000.00	3,475.00	6,475.00	3,000.00	3,475.00	3,000.00
5090512 · Office Supplies New Bldg	200.92	500.00	-299.08	200.92	500.00	-299.08	500.00
5090513 · Network Expense New Building	126.19	1,200.00	-1,073.81	126.19	1,200.00	-1,073.81	1,200.00
5090514 · Computer Software/Hardware New	0.00	500.00	-500.00	0.00	500.00	-500.00	500.00
5090515 · Gas, Electric, Net & Phone-New	1,299.68			1,299.68			
5090516 · Sewer/Water-New	220.30			220.30			
5090700 · Job Club	135.85	700.00	-564.15	135.85	700.00	-564.15	700.00
5090500 · Operating Expenses - Other	592.70			592.70			
Total 5090500 · Operating Expenses	17,151.11	18,600.00	-1,448.89	17,151.11	18,600.00	-1,448.89	18,600.00
Total 5090000 · OUTREACH	39,445.69	35,100.00	4,345.69	39,445.69	35,100.00	4,345.69	35,100.00
5100000 · PARISH LIFE							
5100600 · General Parish Activities	1,463.19	3,000.00	-1,536.81	1,463.19	3,000.00	-1,536.81	3,000.00
5100610 · ECW	230.61			230.61			
5100620 · Ham & Oyster Dinner	2,222.49			2,222.49			
5100000 · PARISH LIFE - Other	942.10			942.10			
Total 5100000 · PARISH LIFE	4,858.39	3,000.00	1,858.39	4,858.39	3,000.00	1,858.39	3,000.00
5110000 · COMPENSATION							
5110100 · Automobile Expense	796.12	2,400.00	-1,603.88	796.12	2,400.00	-1,603.88	2,400.00
5110101 · Deacon Automotive	592.06	2,000.00	-1,407.94	592.06	2,000.00	-1,407.94	2,000.00
5110300 · Rector's 403b Pension	493.07			493.07			
5110500 · Rector's Diocesan Pension	17,831.58	16,773.00	1,058.58	17,831.58	16,773.00	1,058.58	16,773.00
5110600 · Health-Life Insurance	19,054.30	22,536.00	-3,481.70	19,054.30	22,536.00	-3,481.70	22,536.00
5110700 · Rector's Housing	36,000.00	36,000.00	0.00	36,000.00	36,000.00	0.00	36,000.00
5110800 · ParishDirecto - Diocese Pension	3,861.24	3,455.00	406.24	3,861.24	3,455.00	406.24	3,455.00
5110900 · Parish Director - Dio Medical	17,797.60	20,148.00	-2,350.40	17,797.60	20,148.00	-2,350.40	20,148.00
5110901 · Organist/CE Dir Pension	3,731.37	3,463.00	268.37	3,731.37	3,463.00	268.37	3,463.00
5110902 · Organist/CE Dir Medical	9,983.40	11,412.00	-1,428.60	9,983.40	11,412.00	-1,428.60	11,412.00
5111200 · Payroll Taxes-Employer Paid	6,547.91	6,565.00	-17.09	6,547.91	6,565.00	-17.09	6,565.00
5111300 · Rector's Education Expense	195.00	1,500.00	-1,305.00	195.00	1,500.00	-1,305.00	1,500.00
5111400 · Rector's Professional Expenses	0.00	600.00	-600.00	0.00	600.00	-600.00	600.00
5111700 · Workers Compensation Insurance	0.00	450.00	-450.00	0.00	450.00	-450.00	450.00
5112000 · Salaries							
5112001 · Rector	57,180.96	57,181.00	-0.04	57,180.96	57,181.00	-0.04	57,181.00

St. James' Episcopal Church
STATEMENT OF OPERATIONS
 January through December 2019

01/30/2020

	Jan - Dec 19	Budget	\$ Over Budget	Jan - Dec 19	YTD Budget	\$ Over Budget	Annual Budget
5112003 · Parish Director	38,385.12	38,385.00	0.12	38,385.12	38,385.00	0.12	38,385.00
5112004 · Sexton	2,880.00	3,120.00	-240.00	2,880.00	3,120.00	-240.00	3,120.00
5112005 · Organist/CE Director	38,477.28	38,477.00	0.28	38,477.28	38,477.00	0.28	38,477.00
5112006 · Nursery Attendants'	6,199.92	5,850.00	349.92	6,199.92	5,850.00	349.92	5,850.00
5112007 · Supply Clergy/Choir Director	2,419.87	1,000.00	1,419.87	2,419.87	1,000.00	1,419.87	1,000.00
Total 5112000 · Salaries	145,543.15	144,013.00	1,530.15	145,543.15	144,013.00	1,530.15	144,013.00
5112100 · Primespay Fees	1,342.24	1,400.00	-57.76	1,342.24	1,400.00	-57.76	1,400.00
Total 5110000 · COMPENSATION	263,769.04	272,715.00	-8,945.96	263,769.04	272,715.00	-8,945.96	272,715.00
5120000 · WORSHIP							
5120100 · Acolytes	0.00	100.00	-100.00	0.00	100.00	-100.00	100.00
5120200 · Altar Guild Flowers							
5120201 · Altar Supplies	502.56	500.00	2.56	502.56	500.00	2.56	500.00
5120200 · Altar Guild Flowers - Other	3,292.65	500.00	2,792.65	3,292.65	500.00	2,792.65	500.00
Total 5120200 · Altar Guild Flowers	3,795.21	1,000.00	2,795.21	3,795.21	1,000.00	2,795.21	1,000.00
5120400 · Lay Readers	0.00	100.00	-100.00	0.00	100.00	-100.00	100.00
5120500 · Organ Maintenance	440.00	500.00	-60.00	440.00	500.00	-60.00	500.00
5120700 · Music Maintenance - Other	0.00	700.00	-700.00	0.00	700.00	-700.00	700.00
5120800 · Prayer Books/Confirmation	0.00	400.00	-400.00	0.00	400.00	-400.00	400.00
5120900 · Adult Music Program	992.08	750.00	242.08	992.08	750.00	242.08	750.00
5120910 · Youth Music Program	204.71	300.00	-95.29	204.71	300.00	-95.29	300.00
5121100 · Nursery Expenses & Supplies	0.00	100.00	-100.00	0.00	100.00	-100.00	100.00
5121200 · Stewardship	665.98			665.98			
5120000 · WORSHIP - Other	119.00			119.00			
Total 5120000 · WORSHIP	6,216.98	3,950.00	2,266.98	6,216.98	3,950.00	2,266.98	3,950.00
Total Expense	1,378,605.84	1,340,941.00	37,664.84	1,378,605.84	1,340,941.00	37,664.84	1,340,941.00
Net Ordinary Income	-846,143.06	-871,941.00	25,797.94	-846,143.06	-871,941.00	25,797.94	-871,941.00
Other Income/Expense							
Other Income							
700000 · Fund Opening Balance	970,967.98			970,967.98			
700020 · Fund Contributions	0.00			0.00			
700030 · Memorial Contributions	1,445.00			1,445.00			
Total Other Income	972,412.98			972,412.98			
Other Expense							
800010 · Fund Expense	460.47			460.47			
Total Other Expense	460.47			460.47			
Net Other Income	971,952.51			971,952.51			
Net Income	125,809.45	-871,941.00	997,750.45	125,809.45	-871,941.00	997,750.45	-871,941.00

Submitted By: Dale Pennapacker - Treasurer

BUILDINGS AND GROUNDS COMMITTEE ANNUAL REPORT 2019

Submitted by Steve Jackson and Gene Goff.

It has been a very active and accomplishing year for Buildings and Grounds especially in addition to completing the New Outreach House.

The following are just some of the completed projects undertaken to help improve the infrastructure of the Church:

- New railings were installed at the front of the church at the steps to assist navigating access to the building.
- Replacement light fixtures have been ongoing as the ballast deteriorates and need replacement. These are throughout the building in addition to the upstairs Daycare.
- The structural repairs under the church took place as it was discovered it lacked sufficient structural support for the floor and balcony. It required urgent repair so as not to interrupt ongoing services. The balcony was closed down a minimal amount of time.
- Temporary patching of the asphalt parking lot took place in needed areas. A more comprehensive parking lot replacement is in the investigative stage by B & G.
- The Playground for the Daycare underwent improvements with artificial turf and fencing upgrades. This work was completed as required by the State.
- Electrical upgrades have been completed in Platts Hall to bring the electrical system up to code.
- The Bell Tower louvers have been replaced with additional deteriorating framing repairs surrounding the louvers forthcoming.
- The driveway lights were in need of repair. Underground wiring was repaired at the entrance driveway.
- The outside lights at the History Center and Cemetery are being repaired and upgraded.
- The HVAC system was repaired in the History Center due to flooding in the basement. All is in good working order.

- The community Garden continues to be a great success with all plots use
- Lastly, the upgrading of the HVAC System in Platts Hall/Offices/Daycare procurement has taken place and awarded. Installation to commence shortly and be complete by early spring.

COMMUNICATIONS COMMITTEE ANNUAL REPORT 2019

Submitted by Lisa Reinhardt, Director of Communications

The objectives of the Communications Committee are to:

- Ensure that all St. James' related internal and external communications occur in a consistent and coordinated fashion for all the various groups within the congregation
- Raise awareness within the congregation and advertise publicly church events to encourage both parish and community participation.
- The committee will work alongside the Director of Communications, whose role is to provide communications for routine, day-to-day events and oversee all communications in regard to St. James', its' committees and events/activities. For communication needs pertaining to broader strategic initiatives and those involving financial implications for the parish, the communications committee will continue to serve in a collaborative and consultative capacity as well as to help ensure appropriate connectivity back into the Vestry, as appropriate, is maintained.

Key accomplishments in 2019 included:

- We continue to update our web site, www.stjames-episcopal.org, with general information about the parish as well as special events and celebrations. We have added videos in support of our Stewardship and Capital campaigns and look to continue posting interesting, engaging information as we are able. The calendar is updated regularly, as are dates and times for special services during Lent, Holy Week and other times during the year, so please feel free to use it as a resource. We also post downloadable .pdfs for special worship services. Please remember that you can also make pledge payments or other financial gifts via the 'Giving' link on the homepage. In the coming year, we will be providing easier access to information on upcoming 'special' events and other improvements. We are also researching the possibility of providing an app to enhance our online experience. If anyone is interested in working with any aspect of the web site, please let our Lisa know. (Submitted by Phil Tatem)

- St. James' was given the cover story for a local publication "Lower Providence Living" Magazine as well as monthly representation in the event section of the magazine.
- Our Social Media presence continues to grow. We are using Canva software to create Facebook posts. We also have begun to use our Instagram page (St.JamesCollegeville) advertise upcoming events and activities happening at St. James'.
- The Communication team worked with the Stewardship campaign to help design a campaign theme and produce materials for the church as well as the mailing and website/Facebook pages.
- Our YouTube page was very successful during the Outreach House Grand Opening and had been a useful tool. Lauren E. has stepped down from running the St. James' YouTube channel and the open position will need to be filled. If interested in helping in the important ministry, please contact Lisa.

The following Communication Committee goals have been established for 2020:

1. Convey to the congregation a Capital Campaign Wrap-up. Where we are in our last year, numbers to date and what we have accomplished conveyed to the congregation
2. Establish a measurement for what communication works via advertising and what doesn't. Try to track newcomers and how they came to find us via newcomer cards and incentives.
3. Add upcoming events automatically to our website that are reoccurring.
4. Launch the St. James' App to help facilitate communication

EDUCATION ANNUAL REPORT 2019

Submitted by Lauren Exley, Director of Education

The 2018 - 2019 Church School year ended with quite a fanfare! The official last day was Sunday, May 19th. We had a fabulous “Kids in Church Sunday”, complete with a celebration of the teachers and students at the announcements. The service was followed by an afternoon of mini-golf over at Waltz’s Golf Farm, with a free round of golf provided to the students!

The 2019 - 2020 Church School year began in September with a fabulous staff of teachers. This year we have on staff: Primary: Karen Charpentier and Cat McElroy; Elementary: Erica Ellison, Jeannine Pinaula, David Woodrow; Middle School: Bill Kilgour, Francois Springuel, Laura Wingerter; High School: Maggie Brownlee, Sarah Deacle, Iva Ferrell; Substitutes: Tammy Campli and Christina Ilgen

Thank you to all our wonderful teachers who give of their time and talent to teach the children and youth of St. James’. Sharing your light and life is so important and while you may not always realize it, you are impacting lives for years to come. Thank you. Thank you. Thank you.

This year marks the third year of our 3-year rotational curriculum. Throughout 2017 - 2018, the overall focus was Baptism. We emphasized Eucharist throughout 2018 - 2019. This year, we are paying extra attention to Worship!

Primary Class (Pre-K - 1st Grade)

The Primary Class began the year exploring the stories of Ruth and David. A highlight was drawing a life-size version of Goliath! Unit 2 began with a study of angels and how Jesus teaches us to trust God and to love others. Unit 3 turns the attention to the concept of Worship. The unit began by exploring the worship space itself. They name the pulpit, the font, and talk about why we have candles. The year ends with how the words and music of worship inspire us to love God and love others. Above all, our youngest learners focus on the sights and sounds of worship.

Elementary Class (2nd - 5th Grade)

The concepts shared in the Elementary class are about defining what it means to worship as an Episcopalian. The year began with a study of the prophets and great stories from the Old Testament - Amos, Isaiah, Daniel, Elijah, Jonah, and Esther - to

provide a foundation of our ancient worship. Unit 2 was all about the Sermon on the Mount. They explored the concepts in depth and became familiar with the concept of Jesus as teacher. During Unit 3, the focus shifts to the worship service. They talk about who participates in worship (the laity, Bishops, Priests, Deacons, etc.) and how our worship has been and is formed. They study the Nicene Creed, the history of the Book of Common Prayer, and the importance of worshipping in community. Our elementary learners focus on who worships, what we profess during worship, and the importance of participating in worship.

Middle School Class (6th - 8th Grade)

The Middle School class takes the concepts learned in their Primary and Elementary years and explores how they have been put into action in the real world. Through contemporary figures, they spend this year studying social justice, personal calls to ministry, what it means to follow Christ, and much more. The topics encourage students to consider their own relationship with Christ and with each other. In addition, each unit contains lessons specific to various sacraments and worship services. They are introduced to Confirmation, Ordination, Reconciliation, and Healing, as well as discussing the intricacies of Eucharist, a central component to our worship service.

High School Class (9th-12th Grade)

The topics presented in the High School class are chosen by the youth themselves. The teachers provide background and insight for the topics chosen by the youth. This year, they began looking at what faith means to us, how we live out our faith, and how we think about our faith as a life-long journey of our ever-evolving relationship with God. They spent time learning about the Bible and how to really use it in a personal faith journey. They refocused on prayer using the Living Well series material found on the national Episcopal Church website. They looked at different types of prayer in depth: liturgical and scriptural, intercessory, thanksgiving, and contemplative. They then began a study of Baptism, focusing on how it binds us as a community of faith, as well as continuing a study of Scripture. Recently, they turned their attention to the Old Testament. By studying the stories of Abraham, Jacob, and the Twelve Tribes of Israel, they are getting a better understanding of the stories of the Old Testament and how they play a role in Jesus' lineage.

As you can tell, our curriculum is designed to provide a strong foundation of faith. As children age and progress through the grades, they are able to experience the concepts of Baptism, Eucharist, and Worship at ever increasing levels of complexity. We are often asked, “When does the next Confirmation class start?” If we were truthful, we’d respond, “When the next wave of kids begin Pre-Kindergarten!” The preparation and commitment to be truly ready to make the promises of Confirmation begins in the youngest grades. Our dedication to learning and the style of our curriculum reflects this understanding.

We currently have 57 students registered in Pre-K - 12th grade (not including Nursery age children, who are not required to be registered) with an average weekly attendance of 45-50 (including Nursery age children, who are counted for attendance). If you have not yet registered for classes, please visit <https://www.stjames-episcopal.org/education/> Registering allows us to know who is in each class and add you to contact lists for important updates. It also allows us to accurately account for the size of our church school when reporting to the Diocese. Please help us by registering!

If you are a parent, thank you for entrusting your children to St. James’ Education program! If you are a teacher, thank you for sharing your time and talent in this important ministry! If you are an adult in the church, thank you for recognizing the importance of encouraging youth in worship and worship spaces! If you are a child or youth in the church, thank you for being a member of our community! We wouldn’t be St. James’ without you!

ST. JAMES' COMMUNITY HISTORY CENTER ANNUAL REPORT 2019

Submitted by Barbara Bateman, Commission Lead

Highlight of the 2019 year for the Community History Center was participation in the parish weekend celebration of the Feast of St. James in July. More than 65 parishioners, some of whom had little knowledge of parish history, visited the History Center and toured historic St. James' Cemetery. A display of significant artifacts was also made available in Platts Hall for those unable to join the full tour. Members of the History Committee and other interested members of the parish, some in colonial costume, gave commentary and answered questions. Fr. Mike welcomed those interested in learning about historic aspects of our sanctuary.

In the fall several committee members updated the cemetery survey of 2010 adding the new section to our electronic records. Information collected is being entered into a table for posting online. When complete all burials in both the old and new sections of the cemetery will be accessible from St. James' website and the USGenWeb Project genealogy website.

For a second year St. James' participated in National Wreaths Across America Day. Veterans who served our country from the Revolutionary through Vietnam Wars are buried at St. James.' A wreath was placed on each grave. St. James' Community History Center was open during the event.

At all times members of the History Committee are available, preferably by appointment, to meet with persons doing historic and/or genealogical research. On five occasions assistance was given to individuals or family groups who visited during this year. Additionally, responses were available electronically when appropriate.

The History Center Committee continues to encourage everyone to take an interest in St. James' history. Tours are available by appointment through the church office or for more information contact Barbara Bateman 610-489-9712 or bebateman@verizon.net.

MEMBER MINISTRY COMMISSION ANNUAL REPORT 2019

Submitted by Bill Kilgour and Sarah Deacle, Commission Leads

New Member Ministry Commission focuses on welcoming new members and helping them integrate into the St James church community.

- Extend personal welcome to new members at joining
- Work to connect with newcomers to the neighborhood
- Organize new member breakfasts - held in Spring - Fall 2019
- Organize photo opt for inclusion of new members in parish pictorial directory - spring fall opportunities provided
- Coordinate Casserole Brigade (provide meals for parish members - during stressful life situations)
- Help maintain children's Activity Bags (sanctuary lamb bags)

MUSIC PROGRAMS – ANNUAL REPORT 2019

Submitted by Lauren Exley, Director of Music

“Choral music is not one of life’s frills. It’s something that goes to the very heart of our humanity, our sense of community, and our souls. You express, when you sing, your soul in song. And when you get together with a group of other singers, it becomes more than the sum of the parts. All of those people are pouring out their hearts and souls in perfect harmony, which is kind of an emblem for what we need in this world, when so much of the world is at odds with itself...that just to express, in symbolic terms, what it’s like when human beings are in harmony. That’s a lesson for our times and for all time. I profoundly believe that.” – John Rutter At St. James’, we value music and the importance of choral singing. We offer three distinct choirs, for all ages and schedules, so you are sure to find a choir that will work for you!

Advanced Choir

The Advanced Choir rehearses regularly (Thursday nights, 7:30 – 9pm), preparing for Sunday anthems and other special events. They present a yearly Advent Cantata and participate in the Colledgeville-Trappe Ministerium’s Lenten Series. In 2019 we were able to purchase brand new music folders, which has made storing and organizing music much easier for choir members. We also welcomed two new singers, Val Coughlin and Betsy Springuel! If YOU are interested in joining the choir, please talk to Lauren, email music@stjames-episcopal.org, or simply stop by a rehearsal on Thursday at 7:30. We’d be happy to have you! Our current choir consists of:

Soprano: Val Coughlin, Betsy Springuel, Joanne Tatem, Janice Tabbut

Alto: Carole Exley, Nadine Folk, Janet Newman

Tenor: Bill Feist, Chuck Rogers

Bass: Ron Davis, Bob Gannon, Bob Lang

Chancel Choir

The Chancel Choir functions in a one-rehearsal/one-performance format. The choir meets an average of 1x per month and is open to any and all 6th grade and above who might be interested in singing. No advance sign-ups needed and you do not need

to attend every month to be involved...come when you can! Music is highly accessible (seriously, we learn it in 30 minutes!) and the goal is to joyfully come together in song! Thank you to everyone who has been involved in Chancel Choir throughout 2019. It has been a fabulous addition to our choir program here at St. James'!

Junior Choir

The Junior Choir is open to all Pre-K - 8th grade singers who would like an experience of singing for church. We present anthems an average of 4 times per year (including Christmas Eve and Easter Sunday) and rehearse for a set period of time before each performance. Music is always accessible to both readers and non-readers, giving all a chance to participate.

Christmas Pageant

The 2019 Christmas Pageant was titled "The First Christmas Night", based off a book of the same title. It was prepared with a minimum of rehearsal time (3 after church rehearsals + 1 Saturday rehearsal) and was a hit for all involved! We presented the pageant on December 22nd (Advent 4) at the 10am service. The style of the pageant gave a speaking part to all who desired one and every cast member was involved in the singing of classic Christmas hymns. Thank you to the parents, family, and friends for helping to put on our production. Thank you to our spectacular cast for putting on a fabulous show!

THE OUTREACH COMMISSION ANNUAL REPORT 2019

Submitted by Carole Exley, Director of the Outreach House

The most notable accomplishment for 2019 would have to be the new Outreach building, specifically the completion and Grand Opening celebration of the new St. James' Outreach House.

The Outreach House is open on Tuesdays 12-2 and 6-8pm and on Wednesdays from 9-11am. Volunteers do whatever needs to be done including sorting donations, dating food, shelving items, paperwork and helping clients. We will have monthly volunteer meetings on the 4th Tuesday of the month beginning on March 24th. If you have any questions, please ask!

Upcoming Initiatives for 2020 include:

- Backpacks and school supplies distributed in August.
- Turkeys given out in November.
- Mitten Tree matches kids and their Christmas wishes every December.

Additional Notes: Thank you to our many supporters. Schools, local businesses, organizations and individuals. We could not do all that we have without their generosity.

PATTY PACK PROGRAM – ANNUAL REPORT 2019

Submitted by Patty Earhart, Commission Lead and Vestry Liaison

PATTY PACKS is a program which has been serving children in the Lower Providence area for four years. Children in Arrowhead and Woodland Elementary schools who are on the free or reduced breakfast/lunch program can sign up for the Patty Pack Program. This year we are providing 40 children with 2 breakfasts, 2 lunches, 2 beverages, 2 snacks and 2 fruits each week. The food is delivered in bulk every two weeks and there is a person at each school that then sorts and distributes the food to each child. It is sent home in the backpacks each week.

Most of the food items for Patty Packs is donated however other food must be purchased. (breakfast food and lunch foods). There are usually plenty of snacks and

beverages and fruit cups donated but I often need to purchase cereal, or breakfast bars and lunch items such as chef boyardee meals, mac and cheese etc.

WHERE DOES THE \$\$\$ COME FROM? There are parishioners who donate to Patty Packs on a regular basis (Thank You) . I have solicited groups for donations. The Skippack Business Association has done a fund raiser for us and this year donated \$773. Morgan Stanley Financial group in Blue Bell raised \$450 last year. The Barb Kott lunch group donates money so that I can provide fresh fruit each week. A neighbor of mine heard about the program and graciously gave me a check for \$500. It never hurts to askthe least they can say is No.

I would like to thank some groups that have helped with the program. Marilyn Pennapacker's sorority meets every month and donates Patty Pack items. Dan Young's cub scout troop provided all the food and packed 40 packs for me this fall. A group from Keystone church in Skippack provided all the food and packed 20 packs right before Christmas including a handmade card for each bag.

Just a quick story to share. One little boy was in the nurse's office when I was delivering the food and he was going home sick. He said to the nurse "Will you please send my Patty Pack home with my sister if I am not back to school on Friday?"

March 6-12 The Hope Chest, a woman's clothing store, is doing a fund raiser and food drive for Patty Packs. The kickoff is Friday, March 6, from 6-9. Wine and cheese and some prize giveaways. Watch for upcoming announcements in the Happenings and also on FACEBOOK.

PARISH LIFE - 2019 ANNUAL REPORT

Submitted by Joanne Tatem and Ned Travis, Vestry Liaisons & Commission Leads

Parish Life is an overarching umbrella for groups and parish-wide events and activities that foster fellowship within the St James' community. The Good Book Club and Episcopal Church Women are groups that fall under Parish Life. In addition, Sunday post 10 am service coffee hour, Foyer Gatherings, the annual Chicken Barbeque in the Spring and Ham & Oyster dinner in the fall are activities and events coordinated by Parish Life. All members of St James are invited and encouraged to participate in Parish Life events!

The Good Book Club (Ginny Tinner)

Currently, the group meets five times a year on the second Monday of October, December, February, April and June. The group gathers in the church basement and discussion begins at 1:00 pm. Members are invited to bring their lunch at 12:30 for some fellowship time before discussing the book. The list of books to be read during a program year is chosen by the members at the October meeting. Members take turns facilitating the discussion. Currently, there are 15 members and Ginny Tinner is the coordinator. The books selected for the 2019-2020 program year are: The Plague of Doves, Picking Cotton, Little Fires Everywhere, Eleanor Oliphant is Completely Fine, and The Time is Now.

Episcopal Church Women (submitted by Jean Branco)

2019 was a highly successful year for St. James" ECW. Our members have participated in the Chicken Barbecue and the Ham and Oyster Dinner. At each of our meetings, our members help with decorations, refreshments, and all parts of our meetings.

- In March we had our first annual soup sale featuring chicken, minestrone, and bean. A portion of our proceeds was donated to the Capital Campaign.
- The annual women's retreat was held April 27.

- A "Blue and White" tea was held on May 4, catered by Ned Travis and Deb DiSanto. Highlighting the tea was the sale of beautiful tea cup arrangements designed by Ned.
- For Christmas our members donated \$10 Giant Market gift certificates to Outreach.
- ECW is a wonderful opportunity to be a part of the ever-growing St. James' family.

Coffee Hour - after 10 am service every Sunday

Hosts provide light refreshments for ~75 people during the church school year and ~20 people over the summer months. The church provides the ground coffee, tea bags, sugar, creamer, cups and napkins. The hosts brew the coffee, heat the water and put out the snacks and clean up when it's over. You can be reimbursed for up to \$50 if receipts are submitted to a Parish Life coordinator.

Parish Life is grateful to the 20 different families who hosted this important time of fellowship for children and adults over the past year. There are 52 Sundays in the year, so new volunteers are always welcomed!

Parish Life hosted coffee hour on special occasions such as "Sunday School Celebration" in May, "Back to Church Sunday" in September and "Christmas Pageant Sunday" in December.

Foyer Gatherings

This monthly social event is held the 3rd Saturday evening of the month (Oct to May) at the home of a parishioner. We are happy to see new faces coming out to see what it's all about! The commission leads want to extend a huge "thank you" to our hosts for 2019-2020 program year:

Deb DiSanto & Ned Travis: Sally Templeton, Mimi Jones and Patti Torrence; Val & Curt Allen; Sarah Reid; Fr. Mike & Sonya Sowards; Diane Sartori & Patty Earhart; Marilyn Hastings; Sandra & George Drexler

Chicken Barbeque Fundraiser

This all parish event was held on Saturday, June 1, 2019. The meal consisted of ½ a grilled chicken with a side of BBQ sauce, STJ famous potato salad, baked beans, applesauce, roll & butter and cookies with lemonade or iced tea.

- Price was increased to \$15/meal this year. 123 take-out and 45 eat-in dinners were sold. Compared to last year, ~ 60 fewer dinners.
- Net profit of \$1,388.00 was made from the event (~\$300 less than last year)
- Nice turn out of volunteers including several new parishioners.
- BIG thanks to Ned Travis for his leadership on this event.

Ham & Oyster Dinner

- This all parish event took place on Saturday, Nov. 2, 2019.
- The meal consisted of ham slice, or fried oysters or combination of the two with sides of STJ potato salad, pepper slaw, green beans, applesauce, roll & butter and slice of pie (pumpkin, apple or coconut custard).
- A second fryer was purchased to avoid delays experienced in the past waiting for oysters to cook using a single fryer.
- Ticket Sales were \$4,065. Each adult meal ticket cost \$15. A total of 278 dinners (182 eat-in, 87 take-out) were sold (same as last year)
- A net profit of \$3,057.00 was made and put towards the 2020 Pilgrimage Fund.
- This was a huge success and great experience for all. Several parishioners helped on Friday and Saturday (including new faces and many youth)
- We tip our hats to Ned Travis again for his leadership on this event!

Christmas Eve Dinner

The Gannon Family graciously agreed to host the Christmas Eve dinner again (they've been doing this for about 15 years!) while passing the baton to a new parishioner for future dinners. The Gannons make sure there are roast turkeys ready to carve with beverages and general supplies and the parishioners who sign-up to attend either bring a side dish to share or contribute money towards dinner supplies. Approximately 60 people attended this year's dinner.

Heartfelt gratitude goes out to the Gannon Family for hosting and coordinating this year's event. We are also happy and grateful to know this tradition will continue under the leadership of another parish member.

WORSHIP COMMITTEE REPORTS 2019

ACOLYTES COMMISSION ANNUAL REPORT 2019

Submitted by Gayle Eselby, Commission Lead

The main objective for our Acolyte Commission is to maintain a core group of young people to serve as acolytes. We strive to forge relationships, offer continual training and recruit new members.

Serving during worship is an honor. Serving alongside our Rector is one of the most important ways to be involved at church. If you are interested in learning how to serve, please let Fr. Mike know. You are even given a special reserved seat during services – so sign up today!

ALTAR GUILD ANNUAL REPORT 2019

Submitted by Marilyn Hastings, Committee Member

It is the job of the Altar Guild to prepare the altar for weekly services. In addition to the weekly preparations, there are also special preparations for baptisms, weddings, funerals and holy days. To accomplish this there are three ‘teams’ which rotate duties every three weeks throughout the year. We are always looking for new members so that we could possibly form a fourth team which would give each team one weekend per month.

Other than weekly preparations, the Altar Guild is responsible for purchasing various items that are used in worship such as wine, wafers, linens, and candles to name a few. The silver is polished monthly and, occasionally repairs are necessary. Also, we have several brass items which require refinishing from time to time.

At Christmas the sanctuary is beautified with poinsettias, wreaths and candles, while on Easter Sunday we decorate with lilies and other spring flowers. All of this is accomplished with the generosity of all those who donate in memory of loved ones. In addition, the weekly altar flowers are provided by our parishioners who wish to remember or celebrate loved ones or to celebrate various events.

St. James' Church is a beautiful and historic building. The Altar Guild takes pride in being one of the many groups in our Parish who work to maintain the gifts that we have been given.

Anyone interested in finding out more about volunteering should contact Sally Templeton at 610-489-2486. Questions about flower donations should be directed to Marilyn Hastings at 610-322-2556 or marilyn.hastings@verizon.net.

USHER COMMISSION ANNUAL REPORT 2019

Submitted by Ginny Tinner, Commission Lead

The ushers are responsible to keep the 10:00 service flowing smoothly. Duties include handing out bulletins, taking attendance, collecting offering, delivering the bread and wine, showing everyone to the altar rail for communion, and closing the church at the conclusion of the service.

We presently have eighteen people serving as ushers. This means that nobody has to serve more than six times in a year.

Anyone interested in serving in this fulfilling job should contact Ginny Tinner at vtinner@comcast.net or 215-869-1349.

WORSHIP LEADER ANNUAL REPORT - 2019

Submitted by Janice Tabbut, Commission Lead

How would you like to be part of a great group of people? Would you also like to perform a valuable service to Fr. Mike and the church? Here is how you can do both at the same time. Become a Worship Leader!

Our Worship Leaders assist in the services on Saturday evening, at both Sunday morning services, and on special occasions. We would love to have you join us! We know you have commitments; we schedule around your schedule. At the beginning of each quarter we gather your schedule commitments and prepare a schedule allocating each worship leader based on their availability.

What is that you say? You don't know how to be a Worship Leader? Fear not! We will train you. It's a pretty extensive training program lasting most of a college semester. Just kidding! It will take about an hour. If we have mass multitudes sign up and they

are not all available at the same time we will run multiple training sessions. We even have a book with tips about how to best read the scriptures. It doesn't get any easier! If you are interested in joining our ranks and performing this valuable service, please let Fr. Mike know or text Janice Tabbut at 610-745-7867. We look forward to hearing from you!

YOUTH FELLOWSHIP ANNUAL REPORT 2019

Submitted by Lauren Exley, Director of Christian Education

We have had a great year of events for youth at St. James! We have several events throughout the year that are geared towards families and are available to multiple age groups while others are more age specific.

Good Friday Youth Event - April 2019

In April we hosted an extended Good Friday Youth Event. The event began with Stations of the Cross for youth at 2pm, followed by a variety of crafts and activities, including a series of interactive prayer stations located on the lower level. Everyone commented that they had a wonderful time with the open concept and the freedom to enjoy the activities at their leisure. The prayer stations were a wonderful addition to the day and have inspired an extension for the Interactive Stations event in 2020!

Easter Egg Hunt - April 2019

Due to muddy conditions, the Easter Egg hunt was held inside this year. While a less than ideal setting, fun was still had by all! The egg hunt took place following the 10am service, a time frame that will continue in 2020. All who searched for eggs (and then returned the empties!) received a goody bag of themed prizes to take home.

All Hallows Eve Service and Costume Party - October 2019

The All Hallows Eve Service and Costume Party took place on a Tuesday evening this year. While fun for all who were able to attend, it was determined that we would schedule the event on a weekend in the future. (Once again, we were unable to have the service in the graveyard because of rain! Will 2020 be our year?)

FUEL Youth Group (K - 5th Grade)

FUEL Youth Group began its second year and continues to flourish! Geared towards K - 5th grade, the goal is to give the younger students an opportunity to get together in a fellowship setting and grow their relationship with God and each other.

Courtney O'Neill has joined me as a Youth Group leader and having her leadership in the program has been incredible! Her joy and excitement to serve our

youth is inspiring and I am so grateful for her dedication to this ministry! FUEL meets an average of one Sunday per month, from 4:00 - 5:30pm. The event consists of games, crafts, a story, and snack all centered around a bible story or Christian theme.

6th - 12th Grade Youth Events

Several of our youth have had the opportunity to participate in Diocesan sponsored youth events, including a monthly Dinner Church and the Bishop's Ball. These events are imperative for helping youth connect with the larger church, form friendships with others from across the diocese, and explore their faith in an environment created just for them.

In the next few years, the Diocese will run events such as youth retreat weekends, a youth mission trip to Navajoland (an area mission of the national Episcopal church), trips to Episcopal youth conferences, and more. In order to help youth feel comfortable attending these events with peers from across the Diocese, it is recommended that they form connections and friendships during these "smaller" events as well. Large events such as these have shown to increase youth participation in local church programs, provide meaningful faith experiences for youth that leave lasting impressions (big decisions are made at big events!), and have a huge impact on faith participation in the adult years. Our youth are excited to participate and are ready to be involved in the months and years to come!

NOTES: