

St James Episcopal Church

Annual Meeting – April 26, 2026

The Meeting was opened with a prayer by Father Mike.

1. A motion was made and unanimously approved to accept the meeting agenda.
2. Since the March meeting, the vestry approved the February financial reports and the March vestry meeting minutes via e-votes.
3. **Convention and Deanery Delegates** – Jon Yenney and Randy Rice were unanimously approved by acclamation.
4. There are 4 openings this year for **Vestry**. Father Mike thanked Janice Tabbut and Sharon Hansen for their years of service to the vestry.
 - a. Karen Anderson and Bill Kilgour were nominated for an initial 3-year term for vestry.
 - b. Gene Goff was also presented to serve a 2nd 3-year term on the vestry. Additionally, Tanya Millet previously filled an open vestry position and agreed to serve a 3-year term.
 - c. A motion was made and accepted to close nominations. All 4 members were elected by acclamation.
5. **Servants of St. James** – Special commendations were awarded to:
 - a. Janice Tabbut for her work with the acolytes, vestry, choir, picnic, and financial account reconciliations, which has enabled St. James to save accounting fees,
 - b. James Downam for his work as our sexton, often saving St. James contractor expense costs by using his considerable skills to perform repairs himself,
 - c. Karen Anderson for lending her master gardening skills and beautifying the exterior of our church with seasonal plantings,
 - d. Nancy Richards for heading the Altar Guild, ensuring flowers, linens, communion vessels, and liturgical hangings are ready for all services, resulting in a beautiful altar presentation.
6. **State of the Parish**
 - a. Father Mike expressed his gratitude to many people, employees and volunteers, who contribute their time and talent to St. James. Their efforts enable St. James to have a beautiful liturgical experience, clean and updated facilities, a vibrant parish life, and ministries that engage our youth, adults, and our community outside St. James.
 - b. St. James has 697 registered members, with an average in-person Sunday attendance of 129 and an additional online attendance of 47(those viewing the service within 24 hours). The communications committee placed targeted social media ads at Christmas. Future campaigns, as well as a vehicle to measure effectiveness, are being discussed.
 - c. Our 2025 pledged receipts were \$344K aided by a \$30K matching gift. We continue to generate building usage income through our contracts with Providence Montessori school and Sweet Ginger Bakery.
 - d. Thanks to the generosity of St. James' members, the 3-year Capital Campaign that initiated in 2025 exceeded our pledge goal. As a result, 4 of the 5 projects were completed: paving and restriping of the church parking lot, window replacement for the 2nd floor church and history center, A/C replacement in the sanctuary, and outdoor lighting in the driveway, church, and back parking lot. The 5th project, painting the exterior church and replacement of the shutters will occur this spring. New shutters will be constructed of hard maple by an Amish craftsman to retain the appropriate historic appearance.

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- e. The Diocesan Transformation Project to develop the Glebe House and land adjacent into income generating housing is at least 3 years away. We are the 4th project on the list, with an estimated start date towards the end of 2026. In the interim, we will have some maintenance items that arise. Father Mike is grateful for your continued pledging support.
- 7. **Treasurer's Reports** - Father Mike expressed his appreciation for the work Mark and his team do produce reports and pay the bills. Mark presented an overview indicating in 2025, we had a surplus of \$20.3K, exceeding the projected budget deficit by \$54K. Our income for 2025 was \$761K, exceeding budget by \$203K. Mark thanked Sara for her assistance with quickbooks, Janice for her reconciliation efforts and the collection counters.
 - a. **Pledging** – Pledging remains the largest part of St. James' income stream. For 2026, we have 113 pledging families, with a projected income of \$308.6K, down slightly from 2025 pledges of \$311K. Some registered families did not return their 2026 pledge cards. Assumptions were made that they would continue to pledge at the same rate as 2025. If not yet returned, please do turn the cards in.
 - b. **Capital Campaign** – Our goal for the 3-year capital campaign was set at \$235K. Exceeding expectations, \$293K was pledged and \$192K received thru early March of this year. Recent 2026 individual statements do not include 2025 contributions. Separate mailings will be needed to reflect an accurate balance.
 - c. **Other Income** – In addition to pledges and the capital campaign, St. James continues to receive income from building usage, Outreach House donations, investments, fundraising, and bequests. A new short-term investment account was created to earn income on capital campaign contributions received but not yet disbursed.
 - d. **Expenses** - Expenses in 2025 were \$741K, which was higher than anticipated due to the capital campaign expenditures. We continue to look for savings upon contract renewals, usually a 3-year cycle. The \$50K diocesan loan carries a 2% interest rate, with the interest returned to us once the loan is fully paid. At present, we are earning 5% interest in our short term investment account, which is why the loan has not been paid off. This will be continually reassessed as capital campaign expenses are paid and the balance in the account decreases.
 - e. **Financial Assets** - Our overall financial assets increased in 2025 by 61K to \$678K, which excludes the \$50K diocesan loan to initiate capital campaign improvements. Our endowment fund has experienced some volatility in the last few months due to stock market fluctuations.
 - f. **Donations** – Mark walked thru various ways to donate to St. James. Via VANCO, it is possible reduce fees assessed by VANCO by opting to pay fees, cash or check, stock gifts, qualified charitable distributions (RMD), and legacy donations (thru will, life insurance, etc...).
- 8. **St. James' service to the community** – Use of the building and grounds to the Cub & Boy Scouts, AA, Vets in Recovery. We also support the community thru the Outreach House, participating in the CROP Hunger Walk, and the Collegeville-Trappe ministerium to raise funds for heating oil and gas cards.
- 9. **St. James' service to the parish**

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- a. Enhance Worship by participating in: altar guild, worship leaders, acolytes, ushers, counters, streamers, music, choir, Theology on Zoom, Christ & Coffee.
 - b. Supporting our programs: Vestry, ECW, Coffee Hour, Yoga, Book Club, Chicken BBQ, Picnic, Foyer Gathering, Christmas Eve dinner, Shrove Tuesday pancakes, Youth Group, among others.
10. **Adult Education** - all are welcome to participate
- a. Theology on Zoom is held via Zoom or Wednesday nights
 - b. Christ and Coffee is held Thursday Mornings in Platt's Hall where the 1st and 2nd readings, along with the Psalm are discussed
11. **Lauren's Gratitude** – Lauren expressed her gratitude to the St. James community, overwhelmed by the support both she and her family received through a difficult recovery following her auto accident last year. In her 6-month absence, she especially wanted to thank Jamie Keenan, Betsy Springuel, Tanya Millet, and Kerri Timinski for helping with Easter Week events, youth groups, and youth education. She is also grateful to Ron Davis who played the organ and directed the choir in her absence.
12. **Youth** – St. James wants every family with young children to feel welcome during service. Pew activity bags are available for children to use.
- a. **Education**
 - i. Lauren has adopted an older curriculum and modified it to be more current. This curriculum has been published on St. James' web site and is available for all to use. Additionally, other parishes have now opted to use the modified curriculum.
 - ii. This year, students are finishing up units focused on the Eucharist. In the fall, students will begin to focus on the history of the church.
 - iii. Donut challenges for church school attendance were introduced, as well as Holy Week passports
 - b. **Youth Group**
 - i. Pilgrimage – 11 youth are eligible for next year's pilgrimage
 - ii. 6-12th grade -Friendsgiving was held with 16 youth and 14 adult guests, fall trip, Holy Week, Easter Egg Hunt, Trunk or Treat, and pilgrimage fundraisers (car wash, dessert auction, Shrove Tuesday) were some of the events held
 - iii. New programs introduced this year were a 2nd-5th Grade Youth Group and Episcotots for babies and toddlers
13. **Music Programs**
- a. St. James offers multiple opportunities to participate: adult choir (9th grade-adults), youth choir (3rd-5th grade), February Music Concert, and an intergenerational Christmas pageant
 - b. The sound system upgrade had helped tremendously
 - c. Lauren has introduced new music selections to services
 - d. Longer Term- the organ has not been serviced in over 40 years and needs cleaning and repairs. Estimates will be obtained.
14. **Committee Reports** - A few reports were discussed. Please see the annual report for further detail on these reports, as well as those not specifically discussed.
- a. **Building and Grounds** – Many improvements occurred in 2025: Some highlights:

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- i. A new sound system was installed in the sanctuary to better service the podcast
 - ii. The church parking lot was repaved and restriped. The Outreach House lot was resealed.
 - iii. The church parking lot lights were updated to LED with new timers to provide better visibility and efficiency.
 - iv. The 3rd phase of the cemetery restorations project was completed.
 - v. The 2nd floor windows in the church were replaced, as were the history center windows.
 - b. **Outreach House** – With the rising cost of goods and cuts to SNAP, the number of client households rose in 2025. Due to the generosity of parishioners and the community, we did not need to cut client hours.
 - i. We participate in Redner's Sav-a-Tape program. However, for us to get any benefit, the tapes need to have a registered rewards number. Please sign up for the rewards program.
 - c. **Episcopal Church Women (ECW)** – All women are members and invited to attend the quarterly meetings. This year, funds were contributed to pay 50% of the new microwave cost and 70% of the new kitchen flooring. Additionally, gift cards were provided to the Outreach House for clients at Easter. Funds were raised via soup sales, raffles, and the spring tea.
 - d. **Parish Life** – Our normal events were held in 2025, along with the introduction of the Chili cook-off. Any suggestions are always welcome.
15. **Questions** – Father Mike asked for questions and comments:
- a. A concern was raised on the accessibility of the cemetery, both parking and walking in it. It's difficult to carry flowers and water to headstones.
 - i. Unfortunately, there is no dedicated parking lot. The turn-around area is owned by Casselberry Farms. Soil has been added to some areas of the cemetery. There is the ability to pull into the cemetery off Germantown Pike.
 - b. Coffee Hour Hosts are needed. Food does not need to be elaborate.
 - c. Wreaths across America will return to St. James on 12/19.
 - d. James, our sexton, asked if you see any item in need of repair, big or small, please use the forms outside of Father's Mike office to fill in a work request and place in Sara's cubby hole. He can then review and either fix or send it to the vestry.
16. **Rector's Summary** – Father Mike again expressed his gratitude to all who support St. James financially and to those who donate their time and talent to keep St. James a welcoming church community. Father's 6-year plan is to address major property issues and leaves the next rector with a healthy and thriving church.
17. **Closing Prayer and Adjournment** – A motion was made and approved to adjourn the meeting. A closing prayer was offered by Father Mike.

Respectfully Submitted,
Kathy Hutchinson

Vestry Secretary