St Luke's Episcopal Church, Sister Bay, Wisconsin

Parish Annual Meeting, January 18, 2026

Minutes

Mother Brit Frazier called the meeting to order with prayer at 11:33 AM.
The meeting agenda was unanimously approved.

Annual Meeting Minutes: A motion was made, seconded and unanimously adopted to forgo a reading of the minutes of the church's January 19, 22025 annual meeting and followed by a motion made, seconded and unanimously to approve such minutes.

Rector's Report: Mother Brit detailed the activities and services of the church in 2025 as set forth in her written report. She noted the increase in worship service attendance and the outreach mission work that continues to grow and expand the presence of St. Luke's in the community. She highlighted the success of the stewardship pledge drive for 2026 and the opportunities that this represents for 2026 to fulfil its mission both as a parish and in the community. She touched on her work in teaching and spiritual studies that expand the works of the Church. She noted parishioners and clergy that have been an integral part of the church's life and mission work during the year. Mother Brit's written report is attached to made a part of these minutes.

Senior Warden Report: Ralph Blankenberg elaborated on the Warden's work in 2025 set out in his written report with details on the successful stewardship campaign, thanking the campaign leaders Betsey Rogers and Paul Neuman, the building and grounds improvements accomplished including the Memorial Garden Renovation project with an anticipated completion in the spring of 2026 and overseen by Kathy Blankenberg and Ross Holton. He ended with commenting on the growing strength of and thanking the leaders of the church's lay ministries.

Junior Warden's Report: Ross Holton provided a written review of the various continued buildout items of the 2024 building renovation items noting the significant improvement of the church's second floor area that resulted in significant improvement of the Rector's office and meeting space. Highlighted were specific projects and continued work on the Memorial Garden Renovation, Canterbury Cinema and the future holding of the Sister Bay Fall Fest Parking Fund Raiser which benefited the Chief Chris Hecht Fund in 2025 in the amount exceeding $2000.

Treasurers' Report and 2026 Budget: Karen Malzahn summarized the church's non-operating and operating financial positions at the end of 2025 and offered the vestry's proposed budget for St. Luke's in 2026

Our operating income exceeded our expenses sufficiently to allow another cash carryover into next year. Both pledge and non-pledge giving were new highs for our parish. The largest unanticipated increases in expenses were in lawnmowing and snowplowing (the December bill alone was $3.6K), where we reached new record costs because of wet weather (lots of grass growth and lots of snow) and the lingering effects of Peter Smith's retirement.

Non-operating expenses were well covered by our planned withdrawal from investments, carryover cash and new giving. Unspent mission/evangelism funds financed extra outreach spending but were mainly used to augment memorial garden project funds. Both the food pantry and the memorial garden project will have cash carryovers to 2026.

The 2026 operating and non-operating budgets are balanced thanks to a record stewardship campaign (over $174K), planned withdrawals totaling 2.7% of the value of our investments (well under 2025 gains and the 4% limit), and cash carryovers. Leaving more funds in our investments prepares us for market changes and for future expenses including rising tithes to the diocese (which are based on recent operating income—the more we raise, the more we will later have to tithe).

The operating fund withdrawal from investments is the same as last year (15K). We have used the extra income money to fund new budget lines for additional music (e.g., soloists and/or a summer choir program) and special advertising (e.g., mailers and/or ads for special events). Although the diocese called for 2.7% raises, the stewardship campaign success allows us to give our rector a five percent raise this year, which will help address the dramatic rise in home ownership costs in Door County between her arrival and when she and Mark moved into their new home. We also increased the snowplowing and lawncare budgets substantially. The vestry is exploring ways to reduce snowplowing costs before next winter, but we expect a lot more snow and ice this winter.

For non-operating purposes, we will withdraw $20K from our investments ($3.4K higher than last year but still only 1.5% of their total value) to expand outreach giving. General outreach funds available will be $15K this year. The food pantry will be funded by its cash carryover and fundraising in 2026. The memorial garden's cash carryover should be sufficient to fund project completion this year. We will again fund camp scholarships. Mission/evangelism plans to spend 4K.

After a brief discussion, including a question on how the Diocesan assessment is determined, Scott Heidler moved that the proposed 2026 budget be approved as submitted, the motion was seconded by Susan Hoffert and was unanimously voted approved. The proposed and adopted budget is attached to and made a part of these minutes. The year-end financial statements for the church's operations are made a part of these minutes and maintained by the Treasurers and Vestry Clerk.

Investment Committee Report: Paul Neuman, chair of the Investment Committee, gave an overview of the Committee's written report and summarized the church's 2025 investment results realized in 2025 under the church's two investment accounts; the Nicolet Wealth Management/Charles Schwab fund and the Diocese's Trustees of Funds and Endowments Fund. The Committee's report is attached to and made a part of these minutes with the Committee's 2025 investment financial summary statement to be maintained by the Treasurers and Vestry Clerk.

Elections: Mother Brit explained the Vestry's decision to increase the size of the Vesty to nine members. This will require lecting an additional Vestry member. Currently the Vesty is comprised of eight members. Upon reaching nine members, the Vestry will be organized into 3 groups of 3 members, with each group having a membership term of 1, 2 or 3 years. This will allow a staggering and alternating of Vestry membership on a 3 year basis in conformance with the Cannons of the Diocese and stabilize Vestry membership. Mother Brit asked that parish members think about stepping forward to be considered for election to the Vestry member in service to the church and to reach the desired Vestry member size.

Alter Guild Report: Mother Brit presented the report submitted for the meeting by Alter Guild Chair Trudy Jischke. The written report is attached to and made a part of these minutes.

Stewardship Report: Betsy Rogers and Paul Neuman, co-chairs of the stewardship drive, reported that the drive raised in excess of 100% of the drive's 2026 pledge goal. Their report is attached to and made a part of these minutes.

Outreach Committee: Mother Brit presented the Committee's written report and stressed the church's commitment to this ministry. She covered a number of Committee's beneficiaries of the committee's work emphasizing the role of St. Luke's e church in the Sister Bay community including its Food Pantry and the donation to the Anglican Diocese of Masvingo Zimbabwe in honor of Pete Thelen's memory. The written report detailing the Committee's work and donations is attached to and made a part of these minutes.

Adjournment: The meeting was adjourned at 12: 34 with a prayer offered by Mother Brit.

Submitted by Stan Hoffert, Vestry Clerk