

St. Luke's Episcopal Church



2021 Annual Meeting

Jan. 24, 2021

Agenda for Annual Meeting

Sunday, Jan. 24, 2021

- **Welcome and opening prayer**
The Rev. Barbara Sajna
- **Approval of agenda**
- **Approval of minutes of 2020 Annual Meeting and Rector's report**
Mother Barb
- **Senior Warden's report**
Betsy Rogers
- **Junior Warden's report**
George Hughes
- **Treasurer's report (2020)**
Karen Malzahn
- **Proposed 2021 budget**
Karen Malzahn
- **Elections**
Senior Warden: Betsy Rogers
Junior Warden: George Hughes
Vestry: Lori Holton, Trudy Jischke
Convention delegates: Peter Thelen, Roberta Thelen, Sue Raye Hughes
Convention delegate alternates:
George Hughes, Diana Wallace
- **Altar Guild report**
Lori Holton and Carol Heil
- **Stewardship report**
Betsy Rogers and Paul Neuman
- **Outreach report**
Pete Thelen
- **Unfinished business**
- **New business**
- **Liturgy of leave taking**
- **Adjournment**

St. Luke's Church
Annual Meeting Minutes
Jan. 19, 2020

- Meeting called to order at 11:30 a.m.
- Opening prayers: Mother Barb
- 2019 annual meeting minutes, approved as submitted.
- The following reports were provided:
 - Rector's report—Mother Barb
 - Senior Warden's report—Betsy Rogers
 - Junior Warden's report—George Hughes
 - Treasurer's report—Karen Malzahn
 - Proposed 2020 budget—Karen Malzahn
 - Budget accepted by acclamation

Copies of each report, including proposed budget were distributed at the meeting and made available by contacting Church treasurers.
- Elections:
 - Senior Warden—Betsy Rogers
 - Junior Warden—George Hughes
 - Vestry members—Carol Heil and Pete Thelen
 - Convention delegates—Sue Raye Hughes, Roberta Thelen, Pete Thelen
 - Convention alternate delegates—George Hughes and Jane Weis
 - Full slate accepted by acclamation
- Altar Guild report—Norma Bransen
- Stewardship report—Betsy Rogers and Paul Neuman
- Outreach report—Mother Barb (Pete Thelen had to leave early)
- Unfinished business:
 - None
- New business:
 - None
- Meeting adjourned at 12:05 p.m.

Susan Ford-Hoffert, Vestry Clerk

Rector's Report

Given that this year felt “shut-down” in so many ways, I anticipated that my report would probably be only one paragraph long. However, when I looked back over the year, I was grateful that we were able to keep so many things going and that we were able to stay so connected.

As you well know, as of March 15, the church buildings were closed and all in-person events canceled. We were in the midst of planning for Holy Week at the time. We were able to salvage some things, however, including passing out Easter lilies using a drive-through format. That same format served us well in other events, including the celebration of my 80th birthday (thank you so much!) and the Advent drive-through which included a successful drive for contributions to Door of Life and “rewards” in the form of Carol Heil’s Christmas puddings. We had one more parking lot service at Christmas which included communion, candles and caroling.

I never thought that I would be the one to celebrate technology, but never say “never.” Zoom turned out to be an incredible gift. Using it, we were able to continue with classes (Living the Questions, Christ in Crisis), our book club, coffee hour and vestry meetings. It even allowed us to have a zoom Christmas caroling event! More technology came to our rescue via David Skidmore who taped and uploaded all the sermons on to YouTube, once again allowing us to meet and worship together, albeit virtually.

I usually use this report to tell you about new members, attendance and sacraments that were celebrated. You won’t be surprised to hear that there were no new members in 2020 and attendance ranged from from 10 to 4 per the instructions of the Bishop. While ordinarily attendance is used to determine the health of the parish and its representation at convention, that is not the case this year.

Sacramentally, I was able to officiate at a marriage just before Covid (Katherine Rogers and Jeff Ray), at a socially distanced baptism, Isabel Villota, and at one memorial service, for Ruth Dallman. One other member of our community died in 2020, Jim Crawford. His memorial service will be held sometime in the summer.

Through it all, you have shown patience and perseverance, as well as commitment and creativity. I am grateful to you.

*In Christ,
Mother Barb*

Senior Warden's Report

In the year of Our Lord 2020, St. Luke's learned how to meet via Zoom, to sign up on line for Sunday services, to celebrate events by drive-through, and to conduct its affairs in new and imaginative and sometimes confounding ways. It has been challenging and frustrating and yet heartwarming and inspiring as well.

As warden, I'm deeply grateful for the willingness of everyone in the parish to step up, adapt and help as novel and unprecedented needs appeared. Whether videotaping liturgies or organizing a socially distanced Scand Christmas gift-giving or turning out to help with the Marvin Habitat build, St. Luke's people showed over and over again their versatility and their dedication to our mission and ministry.

Like all of us in these pandemic times, my responsibilities shifted. On the advice of the Bishop's Task Force, Barb and I devised a plan for carrying on if she contracted covid-19. (Thanks be to God, we never had to use it!) I became our "zoom host" for everything from coffee hour to vestry meetings to the lectionary Bible study. I welcomed attendees on Sunday morning to make sure we conformed to the bishop's attendance limits.

In response to a request from Diocesan Canon Matthew Payne, I amplified St. Luke's page on the Episcopal Asset Map, a national Episcopal Church Foundation initiated project to enhance search engine optimization for Episcopal churches. The intent is to make St. Luke's (and all Episcopal parishes) more immediately visible in web searches.

Paul Neuman and I led the annual stewardship campaign, to which the response has been gratifying. Our report appears elsewhere in this document.

When Barb announced her retirement in November, all of us on the vestry took on an entirely new role, planning for her last months with us, finding ways to honor her and express our great gratitude to her, and working with Bishop Gunter and Diocesan Transition Minister the Rev. Meredyth Albright to identify an interim. The help of the diocese has been invaluable. As the parish heard Jan. 9, the Rev. Frank Maxwell, a Lutheran pastor from Sturgeon Bay, will become our interim as of Jan. 25. We will be introducing him via zoom to those responsible for various parish functions so those functions can continue uninterrupted.

It has been a tumultuous and challenging and sometimes heartbreaking year, and yet a successful one as we learned how to be "together remotely" and continue our mission in the wider community. I'm grateful for the strength of this wonderful parish, for its good heart and willing hands. Most of all, I'm grateful for Barb's extraordinary leadership over these 16 years, and the privilege of serving among you all.

Betsy Rogers

Junior Warden's Report

Because the Church has been closed since March, there has been little to report from the Junior Warden.

However; the following has been accomplished:

- Cleaning service has been reduced as a cost saving measure
- Snow plowing and salting has been reduced as a cost saving measure
- Cracks in the parking lot asphalt were sealed to reduce damage from freezing ice
- Dead tree located at Northeast corner of our property removed at no cost to Church

I thank all those who were of assistance to me, which made my responsibility and decision making less stressful.

George Hughes

Treasurer's Report (2020)

Please refer to the documents titled: *2020 Annual Treasurers' Report* and the *2020 Balance Sheet* included in your email.

Some reflections on the 2020 Accounts:

The congregation approved a 2020 budget with a projected deficit of nearly \$10,000 back in January, before COVID hit. Subsequent restrictions on church services cut both our spending and our income, but the balance has come out in our favor—we took in \$2829.22 more than we spent!

Nearly all of our pledgers met their pledges in 2020 and others exceeded them, so pledge giving was \$6,695 more than promised (and \$12,415 more than budgeted). Givers of Record were also generous in spite of COVID—they still gave \$10,892 in 2020.

Our investment performance was respectable. Our investments gained \$8,554.40 (this does not include the 4th quarter Diocesan Common Trust returns which will not be available until later in January). Those gains cover all but \$1,445.60 of the \$10,000 we withdrew in accordance with the budget. And if we look at the last two years, the record is stronger: Since St. Luke's opened these accounts in January 2019, they have gained \$37,166.20 in value. We withdrew only \$20,000 during that time, leaving their total value up \$17,166.20 at the same time we funded a robust range of outreach activities thanks to them.

As activities were restricted, we were able to cut some of our spending accordingly. A very large credit from last year's propane prepay cut our energy costs considerably. We had some new expenses such as worship videography and enhanced snow removal, including salting and shoveling. A few items reflected in the expenses, such as a new computer for Mother Barb, were later covered by donors. Donations of other items, time and labor were not quantified in the accounts, but we are deeply grateful for them.

Karen Malzahn

Proposed 2021 Budget

Please refer to the document titled: *Presentation Budget Final* included in your email.

Reflections on the 2021 St. Luke's Budget:

In 2021 COVID will still be with us, necessitating many changes in our approach to the budget. The framework is still recognizable, although we updated some names and moved some items around to make things clearer.

We had to pick a date for planning purposes of how long COVID restrictions would last. We chose June 30.

We reviewed every line in the budget. We not only considered previous budgets and actual data from last year, but also factors including the timing of those expenses and receipts, the change in rector compensation, etc., and came up with a custom number for every line in the budget. We reviewed our assumptions with Mother Barb, the wardens and the rest of the vestry, including our robust pledge projection.

Response to the 2021 Stewardship Campaign has been excellent, and we already have received pledges for more than \$100,000. It is not too late to pledge for 2021 and it is never too late to give regardless of pledging.

Your generosity this year and last, combined with continuing cutting of expenditures where possible, has let us project a BALANCED BUDGET, assuming a withdrawal again of \$10,000 from our investments. That will cover the cost of outreach, which is again allocated \$10,000 from the regular budget, plus any outreach donations you make during the year.

Savings include reducing the area of the parking lot plowed, cleaning less often, limiting music at our tiny services, and cutting our utility bills such as internet and heating. This frees up money to pay for new expenses such as videography and transition costs.

Of course, actual numbers this year will vary even more widely than usual considering the evolving impact of COVID on all of our lives, including on our beloved St. Luke's, but this is an educated guess. Let us know if you have questions.

Karen Malzahn

Altar Guild Report

For where two or three are gathered in my name, I am there amount them.

Matthew 18:20

The words of the Gospel have been very much in our hearts this year as we have practiced flexibility and patience in learning new ways to come together to worship. We have been cared for by the Diocese in having guidelines put in place for the health and well-being of those coming together.

Things started very slowly as we began to hear about Covid-19 and practiced social distancing in worship. Lockdown came in March and by Easter we found ourselves giving out Easter lilies outside the front of St. Luke's so that everyone who received one would have the message of hope that comes from the Resurrection.

The beautiful hand-crafted Fair Linen cloth woven by Carol Heil graced the Altar for the first in-person worship service held just before the summer solstice. The cloth, made of fine linen from Finland, has five Bronson Lace crosses and the words: *Do this for the remembrance of me* along the two borders.

In early summer, Mother Barb was given permission to have a few people worship in person on Sundays and this found the Altar Guild members each choosing one month to come to the Church when no one was there to make sure all the linens and elements were ready for Sunday service. With so few attending the service, it was an easy task to see that things were in place for the Eucharist each Sunday. It was such a joy to enter the Church on a Monday to wash the chalice and then sit in the silence of the Sanctuary.

It has seemed like a very long year due to the constraints of the pandemic but has not dampened our spirits or hope for the time we can come together once again. It has been a year of creativity for thinking of new ways to keep our faith flowing toward the future. For the first Sunday of Advent, Marcia Eischen created a beautiful Advent wreath with fresh greens sturdy enough to be placed outside so that those bringing gifts for the Door of Life Food Pantry could also celebrate the Advent season. In return for these gifts, each donor received a gift bag decorated with ribbons and greenery by Carol Ann Osinski. The bags held an Advent meditation booklet, steamed puddings by Carol Heil, and seasonal recipes from Betsy Rogers.

The Altar Guild is at the ready to serve the Interim Rector next year by keeping the Sanctuary ready for worship. We eagerly look forward to having a lot of work to do in service for all those who will once again be able to walk through the doors of St. Luke's as they open once again and we can all worship together.

Carol Heil and Lori Holton, co-chairs

Stewardship Report

The people of St. Luke's responded with characteristic generosity to the fall stewardship campaign. As of Jan. 10, the results are as follows:

- 39 households have pledged
- This number includes four new pledges
- 13 pledgers increased their giving for 2021
- The total amount pledged is \$100,276, about \$3,00 more than last year, though about \$5,000 less than we hoped to budget

Nine households who pledged in 2020 have not yet pledged for 2021. The good news is that **there's still time!** If you have not yet sent in your pledge, we'll be most grateful to hear from you.

Special thanks to all who have pledged, and in particular those who have increased their pledges. A transition year and a search for a new rector bring extra expenses, so your giving is as essential as ever. In return, the vestry pledges to be wise stewards of your funds, and to use them effectively to advance St. Luke's ministry and mission.

Betsy Rogers and Paul Neuman, co-chairs

Outreach Committee Report

Re-Cap of Sharing 2020:

Budget: \$10,000.00

Donations: \$ 1,600.00

Scandia Music Program	250.00
Scandia Golf Outing	170.00
Secret Santa	500.00
YMCA Lunch Program	500.00
Madagascar (Zahana)	500.00
Northern Door Children	500.00
Help of Door County	500.00
Bread for the World	500.00
Boys & Girls Club	500.00
United Way of DC	1,000.00
Gibraltar High School	625.00
Sevastopol High School	625.00
Door of Life Food Pantry	2,909.06
Door of Life Freezer	999.94
Masvingo, Zimbabwe	1,000.00
Habitat for Humanity	400.00

2020 Totals—Spent \$11,479.00 of the available funds of \$11,600.00. The remaining balance is \$121.00

St. Luke's outreach is near and far, loving, kind and thoughtful. We've shared with local, national, and our Companion Parish in Zimbabwe. The Outreach Committee would like to thank the parishioners of St. Luke's, and the Vestry, for their boundless generosity.

Pete Thelen

Liturgy of Leave Taking

Collect:

Lord, you have apportioned to your people the manifold gifts of the Spirit: Grant amid the changes of the world that your Church may abide, and be strengthened in ministry through continuous outpouring of your gifts; through Jesus Christ our Lord, who lives and reigns with you and the Holy Spirit, one God, for ever and ever. Amen.

Readings:

1 Corinthians 3: 5-11

What then is Apollos? What is Paul? Servants through whom you came to believe, as the Lord assigned to each. I planted, Apollos watered, but God gave the growth. So neither the one who plants nor the one who waters is anything, but only God who gives the growth. The one who plants and the one who waters have a common purpose, and each will receive wages according to the labor of each. For we are God's servants, working together; you are God's field, God's building. According to the grace of God given to me, like a skilled master builder, I laid a foundation and someone else is building on it. Each builder must choose with care how to build on it. For no one can lay any foundation other than the one that has been laid; that foundation is Jesus Christ.

John 21:15-17

When they had finished breakfast, Jesus said to Simon Peter, "Simon, son of John, do you love me more than these?" He said to him, "Yes, Lord; you know that I love you." Jesus said to him, "Feed my lambs." A second time, he said to him, "Simon, son of John, do you love me?" He said to him, "Yes, Lord; you know that I love you." Jesus said to him, "Tend my sheep." He said to him the third time, "Do you love me?" Peter felt hurt because he said to him the third time, "Do you love me?" And he said to him, "Lord, you know everything; you know that I love you." Jesus said to him, "Feed my sheep."

Ending of the Pastoral relationship:

In November, 2014, I was called to St. Luke's. I have, with God's help and to the best of my abilities, exercised this trust, accepting its privileges and responsibilities. After prayer and consideration, it now seems to me that I should leave this charge and I publicly state that my tenure as rector of St. Luke's ends this day.

Sr. Warden: Do you, the people of St. Luke's, recognize and accept the conclusion of this pastoral relationship?

WE DO.

Prayers:

O God, you have bound us together for a time as pastor and people to work for the advancement of your kingdom in this place. We give you humble and hearty thanks for the ministry which we have shared in these years now past.

Especially we thank you for your never-failing presence with you through these years and for the deeper knowledge of you and of each other which we have attained.

We thank you for those you have been joined to this part of Christ's family. We thank you for opening our hearts and minds again and again to your Word, and for feeding us abundantly with the sacrament of the Body and Blood of your Son.

Now, we pray, be with those who leave and with us who stay; and grant that all of us, by drawing ever nearer to you, may always be close to each other in the communion of your saints. All this we ask for the sake of Jesus Christ, your Son, our Lord. Amen.

Blessing:

May God, who has led us in the paths of justice and truth, lead us still and keep us in his ways. Amen.

May God, whose Son has loved us and given himself for us, love us still, and establish us in peace. Amen.

May God, whose Spirit unites us and fills our hearts with joy, illumine us still and strengthen us for the years to come. Amen.

And the blessing of God Almighty, the Father, the Son and the Holy Spirit, be upon you and remain with you forever. Amen.