

St Lukes's Episcopal Church, Sister Bay, Wisconsin
Minutes – Parish Annual Meeting, January 19, 2025

Mother Brit Frazier called the meeting to order with prayer at 11:31 a.m.

Annual Meeting Minutes: Approval of the church's June 21, 2024 annual meeting minutes was moved, seconded and unanimously voted as approved.

Rector's Report: Mother Brit detailed activities and services of the church in 2024, commenting specifically on Holy Week services. She noted the stewardship efforts at the end of last year thanking the parish pledges that have put the church in a strong financial position, both for the new year and continuing into the future. Mother Brit's written report is attached to and made a part of these minutes.

Sr. Warden Report: Ralph Blankenburg presented the Senior Warden's report noting the progress made in enhancing the church's lay ministries and the merger of the prior three Wisconsin Dioceses into one during the year. Ralph's written report is attached to and made a part of these minutes.

Jr. Warden Report: Ross Holton thanked the church's previous Jr. Warden George Hughes for his help in transitioning the Warden's responsibilities to him and also thanked Ralph Blankenburg and Ray Osinski for their assistance throughout the year. He reviewed the significant renovations and updates to the church facilities in 2024 noting the inspiration of Lori Holton in the work done. Ross's written report is attached to and made a part of these minutes.

Treasurers' Report: Karen Malzahn presented the churches' non-operating and operating financial positions at the end of 2024 as set forth in the Treasurers' written report which is made a part of these minutes.

2025 Budget: Karen Malzahn reviewed the Vestry proposed budget for the church's operations in 2025. Mother Brit noted that the budget includes a line item funding a new Mission and Evangelism ministry for the church detailing its purpose and contemplated activity. On motion made, seconded and unanimously voted by the parish members present, the proposed budget was adopted.

Investment Report: Paul Neuman commented on the operations of the Investment Committee during 2024 and submitted a written report summarizing the investment position as of the end of 2024. A copy of the report is made a part of these minutes.

Vestry Elections: Three current Vestry members' (Pat Lee, Trudy Jischke and Paul Neuman) terms ended as of this annual meeting. The Vestry submitted Scott Heidler, Pat Lee and Doug Marvin for election to the Vestry for 3 year terms noting that Pat Lee will be continuing as a Vestry member, her just completed term being abbreviated for less than for the usual three year term. No other nominations were made and upon a motion made, seconded the three proposed members were unanimously elected to the Vestry by the parish members present.

Altar Guild: Trudy Jischke thanked and noted the contributions of Carol Heil and Lori Holton to the Altar Guild lay ministry and submitted a report of the Guild's services during 2024. Special thanks to the Guild for its ministry was given by Mother Brit. A copy of the Altar Guild's report is attached to and made a part of these minutes.

Stewardship: Co-chairs Ralph Blankenburg and Paul Neuman supplemented the comments of Mother Brit and Kath Malzahn earlier in the meeting on the success of the Stewardship drive conducted in 2024 and submitted a written summary report of the drive's results, such report attached to and made a part of these minutes.

Outreach: Mother Brit presented the Outreach Committee's written report of it's work stressing the church's commitment to this ministry. She covered the numerous beneficiaries of the church's outreach efforts and the specific help provided to individuals and organizations, emphasizing the role the church plays in the community's Food Pantry assistance service. Mother Brit thanked Trudy Jischke and Joanne Skidmore for their leadership in leading the Committee's work.

The meeting was adjourned at 12:46 with a closing prayer by Mother Brit.

Vestry Clerk – Stan Hoffert



St. Luke's Episcopal Church

2025 Annual Meeting

Jan. 19, 2025

Agenda for Annual Meeting

Sunday, Jan. 19, 2025

- **Welcome and opening prayer**
The Rev. Brit Frazier
- **Approval of agenda**
- **Approval of minutes of 2024 Annual Meeting and Rector's report**
Mother Brit
- **Senior Warden's report**
Ralph Blankenburg
- **Junior Warden's report**
Ross Holton
- **Treasurer's report (2024)**
Karen Malzahn
- **Proposed 2025 budget**
Karen Malzahn
- **Elections**
Vestry: Pat Lee, Doug Marvin, Scott Heidler
- **Altar Guild report**
Trudy Jischke
- **Stewardship report**
Ralph Blankenburg and Paul Neuman
- **Outreach report**
Joanne Skidmore
- **Unfinished business**
- **New business**
- **Adjournment**

Rector's Report

Dear friends,

In my rector's report from one year ago, I wrote of how my first priority was to "keep the main thing the main thing": our joy in sharing the Gospel of Jesus Christ and striving to know Him better in His Word and Sacraments. Everything else in ministry flows outward from this hope in Christ. The many gifts of this past year of life together have certainly affirmed this solid foundation. As we look toward 2025, we have much to celebrate and much for which to give thanks in this community of St. Luke's in Sister Bay.

Our formational opportunities this past year included a Lenten series on devotional poetry, a class through *The Clearing* on the history of the Bible that welcomed many members of the community into the church, a book study on Frederick Bauerschmidt's *The Love That Is God*, and an Advent course on the devotional and historical richness of the Church's Scandinavian saints. St. Luke's was also instrumental to formational opportunities at Scandia Village (Serenity Springs) with Bible study, prayer, and other devotional offerings shepherded by myself and a group of extremely gifted St. Luke's members. The staff at Scandia is so grateful for the many St. Luke's parishioners who live and serve there as an extension of our ministry here on Canterbury Lane, and I look forward to continuing to strengthen this partnership in the years ahead.

Throughout 2024, St. Luke's continued to offer the Holy Eucharist on Sundays at 10 am and Wednesdays at 5:30 pm. An additional summer service at 8 am was offered from Memorial Day through Labor Day. Our average Sunday attendance was 50, the same as the previous year, with summer attendance averaging at 63. We have continued to welcome several new members in the past six months in particular, and it is a great gift to imagine together how we might continue to reach out to, serve, and welcome more of our Door County community into the gifts of worship and ministry at St. Luke's.

Happily, our pledge campaign in 2024 to support this upcoming year was a wonderful success. Surpassing our goal of \$151,000, this campaign has raised the most money that the congregation has ever raised in its history. It is a testament to the great care and generosity of our parishioners here, and we continue to celebrate the many gifts of our dedicated treasurers and vestry who make these efforts so fruitful.

True to form, St. Luke's also enjoyed the marvelous hospitality and generosity of our parishioners at several special events throughout the year. The Shrove Tuesday pancake supper on the eve of Lent was a rousing good time! The parish rummage sale during the Sister Bay Rummage Sale was coordinated beautifully by a dedicated group of volunteers, and multiple thousands of dollars were raised for our outreach. Canterbury Cinema returned in November with a

delightful supper and thoughtful group discussion. A joint summer picnic with friends and neighbors from the Church of the Atonement welcomed more than 60 people to a grill-out feast on the front lawn. Liturgical opportunities for both prayer and fellowship also blessed our calendar as we gathered for a full week of services during Holy Week, Rogation Sunday in May, the Blessing of the Animals in October, and the commemoration of the Feasts of All Saints and All Souls in November. Lessons and Carols in December welcomed many from the community into a holy and enlivening Advent celebration, and St. Luke's welcomed a large Christmas Eve congregation as we rejoiced in the birth of Jesus together on Dec. 24.

This year was also a time for celebrating those who have made this parish a strong and vibrant witness to the glory of God. It was a blessing to honor the service of Mother Barb Sajna in July as she was finally able to enjoy a well-deserved farewell party after her years of dedication had concluded during the locked down Covid days. It was a heartbreak for all of us in this place to say farewell to a singularly beautiful soul and servant, Lori Holton. We also honored the memory of Ted Laitner with many from St. Luke's in attendance at his memorial service at the Church of the Atonement. We also cherish the memory of Dick Egan as we recall his immense legacy of service both at St. Luke's and in Door County. It is a bittersweet dimension of life together in a parish community that we both rejoice in our many dear friendships with one another and lament when those friendships change as those we love at last behold the glory of God.

This report is only a small overview of the great blessings of the past 12 months in this place. The year ahead is always accompanied by hope and a bit of uncertainty, but God is always, always faithful. May our hearts be open to the Holy Spirit's bright and living grace.

*In Christ,
Mother Brit Frazier*

Senior Warden's Report

2024 was the start of a new year with several new vestry members, including new senior and junior wardens. Many thanks to those who carried us through the pandemic and helped Mother Brit settle in.

I also want to thank Betsy Rogers for her help in getting me started and being available to answer questions. She has been a big help by continuing to write the announcements each Sunday.

I also can appreciate Betsy's comment from last year "as it is a challenge keeping up with Mother Brit." Her Clearing class, Bible studies, firefighting, vacation Bible school and presidency of the Diocese of Wisconsin standing Committee is truly a full load!

This was a year of change in the Dioceses with the merger of the three Wisconsin Dioceses into one Wisconsin Diocese.

We have been able to have members come forward to take the lead in lay ministries. Paul Neuman (Lectionary), Ray Osinski (ushers), Trudy Jischke (Altar Guild and outreach), Chris Roedl (money counting) and myself (chalice bearers).

We enjoyed a joint picnic at St. Luke's with Atonement in June.

The twice-a-month Happy Hour has given us the opportunity for our seasonal and year-round members to keep in touch.

It has been a challenge to keep the Canterbury schedule with all the new events, but that is good since it shows we are making good use of the room. To name a few:

- Mother Brit's Clearing class and Bible studies
- Midsummer Music
- SCAND Auxiliary board
- PEO
- Spy Glass rummage sale
- Canterbury Cinema

I thank all of you who have made this a good year and look forward to working with you in the new year.

Ralph Blankenburg
Senior Warden

JUNIOR WARDEN'S REPORT

for work in year 2024 presented at Annual Meeting January 19th, 2025

Having spent the year of 2023 understudying George Hughes was invaluable in learning the building systems and suppliers of St. Luke's. George openly shared his in-depth knowledge and suggestions which facilitated a smooth operating transition and also completion of the renovation of the 2nd floor.

Transition from retiring vendors to new ones took place for lawn mowing, landscaping, snow plowing/salting and driveway sealcoating.

Building Improvement Projects for remodeling the 2nd floor space have been completed and were sponsored by the Building Fund in Honor of Lori Holton.

Work over the past 6 months included:

- * New WI-FI system for total building with added signal strength and access
- * Total building fire & carbon monoxide detectors notifying a "Central Station"
- * New Emergency exit with push door, lighting, deck and stairs for fast egress
- * New HVAC system & duct work now allowing own separate zone from 1st floor
- * Closing of ceiling above the organ and installation of new flooring above
- * New flooring throughout entire areas
- * New Pastors office with privacy doors
- * New classroom/casual central meeting area
- * Dedicated "Records Room"
- * Remodeled Bathroom
- * To attic, added LED lighting, access walkway and insulation

On Sunday January 5th after the Worship Service, an "Open House" was held on the 2nd floor to walk through & view the space plus a time of an offered Blessing.

submitted by: Ross Holton, Junior Warden

Treasurer's Report (2023)

2024 was a good year financially for St. Luke's.

The Diocese canceled our pledge payments for the year to compensate for the fact that they will be going up later under the merger. This allowed us to reduce our withdrawal from our investments from the planned 4 percent to closer to 2 percent.

Our operating income once again exceeded our expenses, this time by nearly \$7,000. Some vendors retired and new contracts were more expensive, including landscaping, mowing and especially snow plowing. We migrated to a new accounting tax system and trained a new bookkeeper, which temporarily bumped up bookkeeping expenses this year. The church was cleaner than ever and we have beautiful new bulletins but these also came at higher prices. However, St. Luke's parishioners gave at a record level so we were able to afford all of this and run a surplus. And the Building Fund in Honor of Lori Holton transformed the upper level and provided many other improvements, all at no cost to our budget. We have so much to be thankful for in 2024.

2025 should be even better for St. Luke's. The treasurers and vestry offer you a balanced budget for your approval thanks to the wonderfully successful Stewardship campaign. We have already raised over 99 percent of our goal and expect a few more to come! Parishioners have already pledged more than \$150,000, more than 60 percent higher than five years ago and our highest total ever.

With the cash carryover and the additional help of more than \$4,000 in memorial funds (for Ted Laitner, Jean Berkenstock and Jane Weiss) added to the operating fund, we propose a further reduction in the subsidy from our investments to the operating fund, cutting it from \$22,000 to \$15,000 this year. This budget includes a raise to the organist (to \$100 a service) and the rector (3 percent as recommended by the Diocese). We expect lower costs for bookkeeping, printing and insurance next year; we are prepared for price increases from some service providers and for more snow removal expenses than last year.

On the non-operating side (outreach, mission/evangelism and memorial garden improvements), we rounded up (to \$10,400) last year's spending level for outreach and carried over unspent funds so the committee will start with more than \$11,000. We are excited to propose a new fund for mission/evangelism work, set at \$5,200; the rector will talk more about this. Unspent food pantry cash will be carried over and the food pantry will once again be funded by fundraising activities during the year (such as Fall Fest parking). Last year, St. Luke's raised more than \$3,000 for the food pantry and we expect another

successful fundraising year. Since we have nearly \$14,000 already on hand (in carried-over non-operating funds) to finance improvements to the memorial garden this year, we have not budgeted any new money. The vestry can authorize an additional withdrawal from our investments if more money is needed before next year.

To fund the operating subsidy of \$15,000 and \$16,600 in new money for outreach and mission/evangelism, we will only need to withdraw 2.6 percent from our investments this year. This is less than the usual 4 percent. The full impact of the new pledge rates will not be felt for a few year; leaving extra money in the investments will help prepare us for that, as well as for more work on the memorial garden and other needs in these unpredictable times.

St. Luke's financial position is enviably strong thanks to responsible spending, good investment returns and the generosity of both 2025 pledgers and past givers. We give thanks to each and every friend of St. Lukes, past and present, for their gifts large and small.

Blessings be upon you
Norma Bramsen, Karen Malzahn and Chris Roedl
Co-Treasurers

Investment Committee Report

The Investment Committee is currently made up of three members: Ralph Blankenburg, Stan Hoffert and me. The committee assesses and monitors external managers to invest the church's assets. It reports to the Vestry regularly on the funds' performance and status. The committee makes recommendations to the Vestry regarding investment strategies. The Vestry is responsible for overseeing the management of the investment funds.

St. Luke's began the year 2024 with an invested endowment of \$1,128,476.41. The funds were split between two investment companies: Nicolet Wealth Management and the Fond du Lac Diocesan Common Trust.

Nicolet Wealth Management uses the Charles Schwab brokerage and manages approximately 40 percent of our endowment funds. As of Jan. 1, 2024 St. Luke's investments with Nicolet Wealth Management/Schwab totaled \$481,027.82. As of Dec. 31, 2024 the investments had grown to \$515,665.13.

The Fond du Lac Diocesan Common Trust (DCT) had been the wealth manager of choice for the Fond du Lac Diocese until July of 2024, and it managed approximately 60 percent of our endowment funds. The reunion of the Diocese of Wisconsin brought about the end of the Fond du Lac Diocesan Common Trust. The Diocese of Wisconsin advocated we move our assets to the Trustees of Funds and Endowments (TFE), an incorporated entity that had been operating since the 1890s. It is a legally separate entity of the Diocese of Wisconsin, but its primary objective is to serve as its wealth manager. After the Investment Committee recommended this move, and the Vestry approved it, the Fond du Lac Diocesan office was notified in August that St. Luke's had voted to move our DCT funds to the TFE. The transfer of funds began at the end of September.

As of Jan. 1, 2024 St. Luke's investments with the DCT totaled \$647,448.59. As of No. 30, 2024 the investments with the TFE had grown to \$720,910.89.

As of today, Jan. 10, 2025, we are awaiting the December statement from the TFE.

Paul Neuman

Altar Guild Report

On March 1, St. Luke's lost a very cherished member of our Altar Guild. Lorelee Holton was my mentor and my friend. Lori put great spiritual meaning into preparing the altar for the Eucharist. I was honored to have worked with and learned from her when I took over preparing the altar. We also lost Carol Heil when she and her husband Jim moved east to be closer to their family. Carol gifted St. Luke's with many of her fine weavings to be used in the Nave.

To say the least, it has been a challenger year. However, one thing that I know is that St. Luke's spiritual community knows how to work together. With Altar Guild members Carol Ann Osinski, Betsy Rogers, Sue Rae Hughes and new members Pat Lee, Julie Hubbard, Sandy Zapffe and Kathy Blankenburg, we are truly blessed.

The celebration of Easter was made very special by our new Rector Brit Bjurstrom Frazier as it was her first celebration of Easter at St. Luke's. The Altar Guild helped prepare for Holy Week beginning with Palm Sunday; stripping the altar on Maundy Thursday, decorating the church with flowers and preparing the altar for Saturday vigil and Sunday morning service.

We are blessed to have the talent of Kathy Blankenburg for scheduling flower donations for Sunday and ordering all the flowers for Easter and Christmas. On the Monday before Christmas, Pat Lee, Gayle Dooly and I, with guidance from Kathy, decorated for Christmas Eve and Christmas Day services.

The Altar Guild attends to everything necessary for the services at St. Luke's. We wash and press linens, prepare Eucharist elements and vessels, decorate and undecorate the Nave, replace candles, change lectern hangings based on the liturgical calendar, create and print bulletin inserts for dedication of holiday flowers and maintain the Altar Guild closet.

We are blessed to serve together with grace and love, remembering our dedication to this ministry

Trudy Jischke

Stewardship Report

We have again had a fantastic response to our stewardship canvass, with 45 households responding. This has given us a total of \$150,444 or 99.62 percent of our goal of \$151,000.

This will enable us to expand our ministries at St. Luke's to the community and our congregation.

The Vestry is deeply grateful for all who pledge, as it helps our ministry and mission at St. Luke's. ***Thank you!***

For any who have not yet pledged it is certainly not too late! If you no longer have the pledge form, they are available in the back of the church by the informational board or by calling Ralph Blankenburg (920) 421-0207 or ralphkathyb@gmail.com

Thank you!

Ralph Blankenburg and Paul Neuman, co-chairs

Outreach Committee Report

Outreach Ministries began the year with \$10,315, which included the \$315 carryover from 2023. We took in another \$1,120 from the wine tasting (additional money was given directly to the Northern Door Children's Center by some participants) plus \$2,882.98 from the rummage sale.

We gifted out all but \$542.98 which was carried over into 2025.

In addition to the Northern Door Children's Center, gift recipients included Episcopal Relief and Development Hurricane Relief, American Friends of the Episcopal Diocese of Jerusalem, Secret Santa, New Door Sober Living in Door County, the Ministry Fund of Door County Medical Center and the Sister Bay Liberty Grove Fire Department. The Diocese of Masvingo was given money to purchase cows and to finish the cow milking barn.

The Diocese of Masvingo

We sent a check, via our diocese, for \$6,000 raised from the program on traveling to the Arctic Ocean through the Northwest Territories of Canada. An additional \$1,000 was contributed directly to the Diocese from a parishioner.

Other gifts

The approved budget allocated \$1,000 for the Mother Barb Camp Scholarship which was sent immediately upon approval of the budget to help the diocese plan for camper scholarships.

Money was raised for the United Thank Offering and sent to the diocese

Support for our local food pantries

St. Luke's parishioners and others have been generous in their support for providing food to those who struggle to put food on their tables and for that we are most grateful. A total of \$4,591.48 was deposited into the church account. That included over \$1,700 from the coffee hour jar and \$2,315 from Fall Fest Parking! We gave gifts of food that totaled \$4,274.20 during the year. That will give us a carryover of \$317.28 into 2025. In addition, we had \$502.39 carried into 2024 in our Piggly Wiggly account and \$441 in cash at the beginning of the year.

Throughout the year \$1,041 was given in cash to Outreach Ministries. Both the Piggly Wiggly account and the cash were used this year for food purchases including end-of-year Christmas gift cards for those in need.

Throughout the year your gifts were used to purchase food for the pantry. For example, a pallet of food was purchased for Door of Life as well as a side-of-beef-worth of hamburger. This included the price for a quarter of a cow and the processing into hamburger. Chicken was purchased and bagged by outreach members for the food pantry.

Going forward, all money collected will go through the church accounts. This will make it easier for Outreach Ministry members to track the money.

Joanne Skidmore

Food Pantry Church Account				
<i>Checks are deposited by Treasurers into account 4.0081</i>				
2024				
		income	expense	balance
Carry over from 2023		\$ 561.00		\$ 561.00
2024 Budgeted				\$ -
Money Collected from the 'jar'	year to date	\$ 1,715.48		\$ 1,715.48
Costco Food Purchase			\$ 291.29	\$ (291.29)
Fall Fest Parking	22-Oct	\$ 2,315.00		\$ 2,315.00
CSI food pallet for Door Of Life	22-Nov		\$ 2,332.85	\$ (2,332.85)
correction see note below			\$ 806.18	\$ (806.18)
Marchants beef processing			\$ 249.88	\$ (249.88)
beef purchase for processing	Next Door Beef		\$ 594.00	\$ (594.00)
	total income/expense	\$ 4,591.48	\$ 4,274.20	
CARRY OVER TO 2025				\$ 317.28
treasurers show balance as \$1161.16; this is a difference of \$806.18				

Support for our local food pantries

St. Luke's parishioners' and others have been generous in their support for providing food to those who struggle to put food on their tables and for that we are most grateful. A total of \$4591.48 was deposited into the church account. That included over \$1700 from the coffee hour jar and \$2315 from Fall Fest Parking! We gave gifts of food that totaled \$4274.20 during the year. That will give us a carryover of \$317.28 into 2025. In addition, we had \$502.39 carried into 2024 in our Piggly Wiggly account and \$441 in cash at the beginning of the year. Throughout the year \$1041 was given in cash to Outreach Ministries. Both the Piggly Wiggly account and the cash were used this year for food purchases including end of year Christmas gift cards for those in need.

Throughout the year your gifts were used to purchase food for the pantry. For example, a pallet of food was purchased for Door of Life as well as a side of beef worth of hamburger. This included the price of half a cow and the processing into hamburger. Chicken was purchased and bagged by outreach members for the food pantry.

Going forward all money collected will go through the church accounts. This will make it easier for Outreach Ministry members to track the money.

St. Luke's Budget Line Item for Mission/Evangelism
January 2025

Go therefore and make disciples of all nations, baptizing them in the name of the Father and of the Son and of the Holy Spirit, teaching them to observe all that I have commanded you. And behold, I am with you always, to the end of the age.

- Matthew 28:19-20

Mission and evangelism designate the work of spreading the good news of the Gospel in the community, both in Sister Bay and beyond. This line item's primary purpose is to bring St. Luke's out from the walls of the church and to bring the community into St. Luke's in the name of Christ. Items funded by this portion of the budget explicitly and directly contribute to:

- bringing the Beatitudes (Matthew 5:3-11) to life in Sister Bay and Door County

³*Blessed are the poor in spirit,
for theirs is the Kingdom of Heaven.*

⁴*Blessed are those who mourn,
for they will be comforted.*

⁵*Blessed are the meek,
for they will inherit the Earth.*

⁶*Blessed are those who hunger and thirst for righteousness,
for they will be satisfied.*

⁷*Blessed are the merciful,
for they will be shown mercy.*

⁸*Blessed are the pure in heart,
for they will see God.*

⁹*Blessed are the peacemakers,
for they will be called the Sons of God.*

¹⁰*Blessed are those who are persecuted because of righteousness,
for theirs is the Kingdom of Heaven.*

¹¹*Blessed are you when people insult you, persecute you and falsely say all kinds of evil against you because of Me.*

- teaching about the Christian faith in the public square
- welcoming families, children, and older adults into the church for faith-centered (including interfaith/ecumenical) activity
- serving as a hub for community resources aligned with the Gospel
- participating in faith-based community events (i.e. the former Docksology service)
- equipping leaders in the parish for leadership and formation
- funding new ministries designed to welcome newcomers into the parish

Some possibilities:

- A summer camp for children held at St. Luke's (perhaps with a focus on art/music)
- Starting or participating in a community ecumenical service (i.e. outdoor summer services)
- Welcoming speakers to St. Luke's to present on various topics (anti-poverty work, mission work, ecumenical dialogue, etc.)