

# **St. Andrew's and St. Swithin's Episcopal Churches**

## **Annual Report to the Congregation 2020**

Presented

February 7, 2021



**The Rev. Karen Schomburg**

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Agenda  
**2021 Annual Meeting**  
St. Andrews Episcopal Church, Port Angeles WA.

**Call to Order:** The Rev. Karen Schomburg

**Opening Prayer:**

Almighty and ever living God, source of all wisdom and understanding, be present with those who take counsel for the renewal and mission of your Church. Teach us in all things to seek first your honor and glory. Guide us to perceive what is right, and grant us both the courage to pursue it and the grace to accomplish it; through Jesus Christ our Lord. Amen.

**First Order of Business:** Approval of Temporary Rules of Order

**Presentation** by Cam MacDonald: Zoom technical support

**Second Order of Business:** Approval of Minutes of the 2020 Annual Meeting and Appointment of the Recording Secretary, Lorrie Corder

**Presentation** by The Rev. Karen Schomburg: Annual Report overview

**Film break**

**Presentation** by Steve Deutermann: Report from Senior Warden. Outgoing Vestry and slate of candidates:

Outgoing Members: Thank you to outgoing Vestry members: Dorothy Thompson, Deb Hansen and Jerry Stephanz.

Continuing members: Rose Alexander, Lauren Corder, Steve Deutermann, Cam MacDonald, David Mattern, John Mitchell, Chris Tuttle.

Slate of Vestry Candidates: Sue Pichotta, Philip Young, Terry Breen.

**Third Order of Business:** Open for nominations from the floor, election of Vestry members.

**Presentation** by Steve Deutermann: Diocesan Convention delegates: Philip Morgan Ellis, Deborah Morgan-Ellis, Anna Magner,

**Forth Order of Business:** Open for nominations from the floor, election of diocesan delegates and alternates. As per Diocesan Constitution and Canons, Canon 2: Section 2, Two of our delegates will serve one year and two will serve two years. Going forward, we elect two new delegates each year for a two-year term on a rotational basis.

Two Year: Anna Magner,

One Year: Philip Morgan-Ellis, Deborah Morgan-Ellis

**Presentation** by Jerry Stephanz, Treasurer: Financial Report for 2020, presentation of the 2021 budget (approved by Vestry January 2021).

**Film break**

**Fifth Order of Business:** Approval of Amendment to St. Andrew's Bylaws with addition of Article IX, St. Swithin, A Parochial Mission of St. Andrews Episcopal Church

**Film Break**

**Presentation** by Steve Deutermann: Profile Committee and next steps in transition

**Closing Prayer:** Karen+

## Annual Meeting Minutes: January 26, 2020

The 2020 annual meeting of St. Andrew's Episcopal Church and Annual Report to the congregation for 2019 began at 12:00 p.m. after a 10:00 a.m. Eucharist, followed by a potluck lunch in All Saints Hall. Gail Wheatley+ led the opening prayer for the parish and for the mission of the church and officiated. Patricia Andrews was appointed Clerk for the meeting.

**Minutes** of the 2019 Annual Meeting and annual report to the congregation for 2018, held January 28, 2019, were approved by acclamation.

### **Vestry Elections:**

Members were elected by acclamation, there were no nominees from the floor. The new Vestry will be commissioned on Feb. 2, 2020.

Outgoing Vestry Members are Cheryl Young, Jeff Graham and Mary Reynolds with our thanks.

Incoming Vestry Members David Mattern, John Mitchell, Sara Burgess and Chris Tuttle (St. Swithin's Representative) were elected for full three-year terms. Lauren Corder was elected for a one-year term. Rose Alexander has already been appointed by the Vestry as the youth representative member.

Continuing Vestry Members are Steve Deutermann, Dorothy Thompson, Deb Hansen, Cam McDonald and Jerry Stephanz.

### **Convention Delegates Elections:**

The following were elected active delegates: Steve Deutermann, Anne Mitchell, Cheryl Young, and Philip Young. Alternates are John Mitchell, Phil Morgan-Ellis, Lorrie Corder and Deborah Morgan-Ellis. The convention is October 23-24, 2020, at Doubletree by Hilton in SeaTac, WA. Details will follow.

### **State of the Church:**

Gail+ submitted a written annual report for the year 2019. She also shared her prominent memories of 2019. Early this month Gail+ announced her coming retirement in May of this year and spoke about that upcoming transition. She commended the congregation for doing God's work in the world, striving for justice and peace. She commented that as this year is a time of transition, we should focus on continuing to do what we do in ministry and the spreading of God's love but not be afraid to step into new things if they are presented. The mission does not change to "twiddle thumbs until new rector arrives;" St. Andrew's carried on well during the last transition. She particularly asked that people do two things this year: show up and keep up with financial pledges and commitments.

There was a brief review of each of the parish groups and their submitted reports. St. Agnes Guild, in operation since 1912, will consider an official end to the organization, and a special ceremony will be designed to bring official closure to this long-standing ministry.

### **Senior Warden report:**

Submitted by Steve Deutermann. He spoke of his personal losses and changes over the year, thanked the congregation for its love and support and reminded us to look forward to the changes and challenges of 2020. The early work of the Vestry and congregation this year will be leave-taking for Gail+; there will be plenty of time for the new thing ahead. He is in touch with Bishop Rickel.

### **Treasurer's 2019 year-end Report and 2020 Budget**

Located in the Annual Meeting packet, 2019 found us budgeting the year with a (\$60,655) deficit. The end of the year found us with a net positive income of \$5,583. Financially, it was a very positive year.

## **Junior Warden report**

Submitted by Jeff Graham, discussed many items, including new heat pumps installed in All Saints Hall, and roof repair which was covered by insurance. He reminded us that we should all help make and keep St. Andrew's beautiful for future worshipers and visitors. He is stepping down as Jr. Warden, expected to be replaced by Cam McDonald at the new Vestry's first meeting. Jeff will remain in a new volunteer position of St. Andrew's Property Manager. He will be there to advise Cam during his transition.

## **St. Swithin's Mission:**

Deborah Dillon submitted a report on our mission church in Forks, Washington. This mission remains active and has been associated with St. Andrew's for many years.

**Adult Faith Formation** and **Youth and Children's Faith Formation** did not submit reports for 2019.

## **Music Ministry:**

Jim Couture gave thanks for the dedicated and experienced members of St. Andrew's who create the many musical enhancements of our services both regular and special. The Creation Season in 2019 focused on sensing God in Creation by being aware of all of our senses. A special celebration of the 40<sup>th</sup> Anniversary of our organ with the help of Douglas Cleveland, was co-sponsored by our regional American Guild of Organists. For Gail's 11<sup>th</sup> Anniversary, a special Tocatta was composed and played on our organ. We also continue the rotation of three regular organists and additional accompanists throughout the year.

## **Earth Stewardship Ministry:**

Thank you to Dorothy Thompson for helping us work through the forms and apply for a Washington State Backyard Wildlife Sanctuary. We have suspended collecting compost for the time being as we have nowhere to take the compost in a timely manner. We also welcome anyone willing to attend and join in making our parish involved in earth stewardship and creation ministry.

## **Knitters group:**

We meet every Monday to work on projects for the good of the parishioners and the larger community.

## **Card Ministry:**

Suzanne Hadley reports that this ministry sends cards to our parishioners or their families in times of illness, death and other difficulties. Feedback indicates that these cards are greatly appreciated.

## **The Pastoral Caregivers:**

We volunteer to take communion, comfort, and prayers to those in need; more volunteers are welcome. Lay Pastoral Caregivers meet monthly with Gail+ for prayer and to share information on visits and on those for whom visits and/or prayers are especially needed.

## **The Altar Guild:**

We care for the things of the altar, cleaning the altar vessels, arranging the flowers, etc. in 2019 we prepared 101 Sunday services and 52 Wednesday services, as well as all special seasons and celebrations.

## **The Fellowship Committee:**

is responsible for chairing events that occur outside of church services, such as coffee hours, memorial and wedding receptions and seasonal events with food; and welcomes anyone who is interested in being a part of this dedicated group.

**Ushers and Greeters:**

Ann Wood discussed the Ushers and Greeters program. These are the people who welcome everyone to the church. New members are requested.

**A Slide Show** of our 2019 parish events was presented with recorded music by our choir. Gail+ thanked Gary Heaton for his work on the slide show and Ralph Angulo, as always, for his pictures.

The meeting was adjourned at 1:00 pm.

Respectfully submitted,

Patricia Andrews, Clerk

# Ministry Reports for the Year 2020

## Interim Rector's Report

I have lost track of how many sermons, notes and newsletters have begun with “This has been a year like no other”, but we all are still trying to grasp the enormity of all that has taken place in such a short period of time. By the time I joined you, October 1, 2020, this parish was well into living life under the COVID restrictions that were placed on everyone. I settled into my new little rental home on 6<sup>th</sup> Street, which has been quite a gift as it includes a view of the water and is a short drive to the church. But, I became a priest to a congregation that I cannot meet with nor celebrate the Holy Eucharist with...it has been a challenge.

I decided right away I wanted to work most days in the office with Anna Magner in order to be as connected as possible to the parish under these difficult circumstances. Anna and I have enjoyed working together a great deal and I feel blessed having her as a St. Andrew's office manager. I was particularly blessed by her project of visiting many of you and hearing your stories and then sharing them. Being able to read these articles she wrote helped me get to know you before we even met! Both she and I agree that especially now when we cannot meet together, communication is of the utmost importance. Anna and I have collaborated on ways we can continue to improve our messaging and will continue to work on this as time goes on.

One of the ways we worked to increase communication was to invite parish members to have tea with the Rector. Many of you have taken advantage of this and I have greatly benefited from hearing your stories and getting to know you better. I have met you in my office, on Zoom and in your homes. I find St. Andrew's to be a place of great intellectual and spiritual diversity, you are compassionate and care deeply about the community.

Sunday worship is filmed each Saturday morning. We have made some changes since it began, such as adding meditative film clips, newly recorded music, more images and we are now including children and youth in the service. While we all miss meeting in person and taking Holy Eucharist, there have been some advantages to filming the service as well. We have some new members that found us via social media, and we are also able to connect with those who cannot attend on Sunday morning. We will continue to film the service even after we begin to meet in person.

We also worship with our parochial mission, St. Swithin's in Forks every Sunday at 5:00 pm. Deborah Dillon sends out the service, I offer the homily, Martin Dillon is the presider and we use the Evening Prayer service.

Every Wednesday at 11:00 am, we worship together using the *Book of Common Prayer* Morning Prayer service. Karen Mitchell organizes us and we all take turns offering a homily, reading the scriptures and the Rev. Keith Dorwick or I preside.

We had a few in-person opportunities to be in our worship space since I have been here. We offered a pledge ingathering celebration, a Blue Christmas, and a Christmas Eve meditation time. Each of these were done with great care and safety in mind and many of you participated. You will read more from our wonderful Fellowship Committee of other opportunities we have made possible in order to be connected to St. Andrew's as well. We have begun to meet on Wednesday evenings via Zoom for adult formation. We started with a film series and are now doing a book study on racism. For Lent we will be doing a Slow Church service that will include art, film and poetry along with open discussion in place of the homily.

We have a newly formed Worship Committee that includes me, Anna, Phil and Deborah Morgan-Ellis, Jim Couture, Cam MacDonald, and John Mitchell. This committee will work to keep our filmed services creative and as inspirational as possible, knowing it still is not the same as meeting in person. I so appreciate the hard work done by all these folks to make sure we carry on

in spite of everything. In addition, this committee is working with me to create a plan for reopening the church for in person services that will be submitted to the Bishop for approval. In addition to the Worship Committee, I will soon be calling a Stewardship Committee that will be working on year-round stewardship with the Rector and Vestry.

The Development Team has finished its interviews. Not everyone was interviewed as this process was intended to capture a snapshot of varying demographics in our congregation, asking questions about our strengths, weaknesses, opportunities, and threats (SWOT). We are now analyzing the SWOT interview responses and will create a report for the Vestry and the Profile Committee. The results will be made available to the entire congregation. As your Interim, this feedback will help me in my work a great deal and I offer my thanks and gratitude to those who worked on the Development Team and those who participated in the survey.

Respectfully Submitted

The Rev. Karen Schomburg

## **Senior Warden**

The year 2020 was a difficult exercise in many disparate ways: patience, isolation, sanitation, dread. At the beginning of the year, I personally anticipated great things: I saw a new home for two foster kids, completion of a major construction project for a great number of local kids, a national election, our Rector's retirement. Had the year behaved as its potential indicated it would have been remarkable on its own. Unforeseen factors intervened and took us on a journey that could not have been more challenging. The pandemic's closure of our building and the isolated departure of our retiring pastor set the stage for a transition process we could not have imagined.

And yet in all the darkness there was blessing. The gentle perspective of our interim priest Karen+ was enhanced by the dedication of our office manager Anna and a team of devoted people to keep us connected while we were physically distant. Phil and Deborah Morgan Ellis, Cam MacDonald, John Mitchell and a core of musicians, readers and acolytes kept our sanctuary before our eyes and ears. Knitters brought warm things to needy children. Peach cobbler and cookies, cider and ice cream brought us into fresh air in a brief parking lot togetherness before winter set in. Callers checked in on us, little gifts and notes appeared on our doorsteps. Birthdays were celebrated in fresh air for our isolated elders. Connection took on new meaning. I did not know what Zoom was at the beginning of the year and now it is the major communication avenue of my life. As odd as it sometimes seems, it is a genuine gift while we are forced to stay distant. We are learning who we are and doing so in an organized manner.

Our members born into eternal life left us profoundly generous legacy gifts. Our Vestry is collaborating on best and most meaningful disposition of these gifts. We will begin this new year in defining who and what we are as a faith community seeking new leadership in our profile and search processes. Our nation has struggled through difficult challenges and a toxic political atmosphere of division. Yet we are called to come together to know our God and serve our community. The generosity of our community shined brightly with the robust growth of the home fund and sustenance of our food bank. Our doctors Jerry and Nancy administered care to the homeless and the hospitalized and did so as if it were routine. It is not routine; it is incredible.

It is easy to focus on the difficulties and worldwide worries brought on by the pandemic and the election, but there is real and meaningful blessing that has come through in all this. Our parish is strong and connected and looking into a future of promise. We can act and build Christ's

kingdom as we continue to deal with local and national issues and seek a new Rector and a path to reopening. It is happening all around us if we only pause and take a look. For all its woes, 2020 did bring some blessing and learning opportunities. Life will be different, but it will remain a gift to all of us as we appreciate and support each other in this hopeful and promising new year. I am grateful.

Steve Deutermann

## **Junior Warden**

It has been a year of too much silence at our beloved St Andrew's. The joy of gathering, singing, and celebrating our love of Christ has been changed into a digital array of faces at coffee hour or in ministry meetings. For those who haven't had the opportunity to come by the church on occasion, at least the recorded service on Sunday gives a glimpse of our altar and brings a communion of sorts every week. I give my thanks to Karen+ and all our ministers, readers, acolytes, lay persons, and tech people for working hard to bring it about.

The quiet in the building has meant less wear and tear in many respects but we have not neglected the maintenance that must still continue regardless of use. We have completed projects large and small, and as I look back, it seems like it was much more than a year ago, more like 5 or 10. In the first month of the year, before we were required to stay away from church, we updated all the upstairs toilets, had some dangerous trees removed, and had the piles of mulch and gravel removed from the back parking lot. The mailbox on the street was replaced in March. The Memorial Garden got a sprucing up in the spring and ongoing maintenance of the grounds continued through the year. The overhead lights in the office were replaced; it looks less like "prison lighting" now, and somewhere in there we had heat pumps installed in the nave.

Thanks to the people that have been at the church, either regularly or only occasionally, things needing attention have been spotted, like the roof gutter that was hanging down and the outside nursery door at the back of the building that needed replacing.

There is hope that we will be gathering in the Sanctuary at St Andrew's again in some form soon. Plans for timing and spacing are being drawn up for submission to the diocese. I take heart that this will not last!

Cam MacDonald

## **St. Swithin's Episcopal Mission**

2020 has been a year of watching God continue His work in many goodbyes and changes.

The onset of the SARS2 coronavirus (COVID-19) closed down not only our corporate worship together, but the receiving of Eucharist, the weekly potlucks, annual Ascension Day gathering, and the worship with our Long Term Care parishioners. This has brought grief and longing, but also the shining of God's love. For example: one of the staff workers at the Long Term Care has stepped up to provide Bible reading and worship each Sunday. This would not have happened without the weekly presence of St. Swithin's in the years prior, making worship a 'normal' part of the Long Term Care week.

A measly virus can't quench God's Spirit, though, and (thank God for technology) we have continued weekly meetings through Zoom. Evening prayer has never felt so sweet as when you have been either sequestered within your own four walls, or overwhelmed with pandemic protocols. An interesting side benefit has been to be able to look into the faces of our fellow church family and really *see* them for that hour. Usual church has us facing the altar with our thoughts on the God who brings us together... this is right and good. But Zoom church brings us



into direct confrontation with each other, and this seems right and good, too. Blessings in the midst of adversity.

This year we said goodbye to both Pam from Prince of Peace Lutheran, who provided us two services per month, and our beloved Gail+. Her last service at St. Swithin's was May 10<sup>th</sup>. We missed our kite-flying and an 'official' goodbye – so good that we will share eternity together! We also have said 'hello' to Karen+ and discovered another blessing of weekly corporate worship with her because we don't have to worry about the drive! God is good. Our parish averages 8-10 worshipping together. We share prayer, burdens, joys, concerns, successes, and we watch out for those who are missing. We have had a few 'visitors' this year, we'll see if any of them stick – even in 'zoom church' God can bring growth. God is good!

Chris Tuttle

## **Youth and Children's Faith Formation**

### **Acolytes and Youth Activities**

After many months of watching from the sidelines, the youth are finally back in church. We have had great participation, starting in Advent and continuing through the current season of Epiphany. Although their primary duties have been in the lighting of candles, they have also participated in Advent readings and lector duties. The youth look forward to even more involvement in the months to come.

### **Epiphany Pageant**

Even in the middle of a pandemic, we could not skip the Epiphany Pageant. Although we could not get together in person, it was wonderful to see the youth again and to read through the pageant together. Sally Bays contributed carol sing-alongs to add a musical note to the festivities, and Asher did a great job as the narrator. We couldn't function without Sophia as the archangel accompanied by Chloe as the angel chorus. Porter portrayed some vivid illustrations at the appropriate moments, much appreciated by all.

The Epiphany Pageant was recorded and is available to view. The link is on the church's home page under "Videos of Church Services".

Deborah Morgan-Ellis

## **Music Ministry**

Music ministry was, like everything else the past year, unusual and challenging. From January through March, we had weekly choir rehearsals and Sunday worship services, but then the pandemic hit and the church doors closed. No gathering in groups. No singing together. We immediately switched to virtual services in preparation for Holy Week and Easter. At first these were livestream broadcasts with music from the loft including organ, piano, trumpet (music therapy intern Frank) and singing (Nancy jumped right in offering her time & talent). Then live recorded services. I also recorded music videos as backup, once I figured out how to do that. Phil & Cam became technicians as we navigated the process of trial and error (that seems to never end). We already maintain a subscription to OneLicense to cover certain music copies as well as video-recorded music, so we were good to go.

Eventually we switched to video-recording the spoken and music parts separately, then editing them (Phil) into one complete service. In preparation for summer, I gave Phil copies of the music recordings to use weekly. This also helped me to plan for the fall, including music for another creation season, which became an encore of themes from past years.

Pre-recorded music. Since my first days at St Andrew's in 2004 I have recorded most choir anthems, holiday music and other various congregational selections. They are generally poor quality and out of balance, used by me to listen to the choir, make adjustments or edits to various singing parts and improve our sound. This archive includes about 30 pieces per year, so there are a lot of them. In planning for services, I've been searching the archive, listening to selections with the best sound quality, converting files, editing and cleaning them (stabilizing loudness levels, cutting out extra noise, etc.). Then they are added to the music plan to fit the theme (usually the Gospel lesson) or season and sent to Phil to edit the final video. So, during Creation Season last fall when we heard music from our theme of World Biosphere Reserves, we were hearing pieces sung by us. I love this aspect of these selections. They are our voices and hands making music, relics of our offering in prayer, and in support of each other. They are us, our ancestors, grandparents, grandchildren, our sisters, brothers, cousins, nieces, nephews, aunts, uncles, our fathers, mothers, spouses, children, friends, neighbors, and family in faith. These music recordings affirm and validate our faith and commitment To Know Christ and Make Him Known. After sampling various virtual music formats used in our diocese during the Easter Season, it seemed possible to record new choral pieces using safe protocols. The model used at St Mark's Cathedral would work for us: 4 singers who could read music quickly, periodically recording with limited or no rehearsal. We got lucky with great acoustics in the Fellowship Hall, use of our portable keyboard and experienced singers (Cam, Nancy, Betsy, Mary). These new recordings enhanced our worship during Advent, Christmas and Epiphany. Plus, we provided special music for Blue Christmas and Christmas Eve.

I end this summary with an outreach offering to which we contributed. The Diocese sent out a request for Advent / Christmas music recordings to share on their website that could be used by congregations with little or no access to a music program or technology. We shared 15 good quality recordings that might be used by others to enhance their worship experience. The voices of St. Andrew's heard throughout the land.

Jim Couture

## **Earth Stewardship Ministry**

MEMBERS: David Mattern, Pam Wilder, Pat Milliren, Paul Hansen, Linda Snyder, Karen Mitchell, Tom Mitchell, Gary Heaton

We got off to a slow start, having a hard time deciding on funds for Earth Ministry and the diocesan Partnership with the Southern Diocese of Philippines, and then COVID struck and we were closed down at St. Andrew's. However, we have done a few things!!

Eventually membership funds were sent to Earth Ministry (Seattle). We did not ever send funds for tree planting in the Philippines to the diocese to cover carbon emissions (Carbon Offset Partnership) produced by our priests as they travel for St. Andrew's.

In the spring we had worked hard with the Interfaith Creation Care Coalition subcommittee to put together an interfaith service in celebration of Earth Day on the grounds of the library. It was nearly complete when we had to make the decision not to hold the event. Also, sadly our dear friend and colleague Debbie Heaton died at the beginning of Earth Week. Since she worked hard with us in ESM, especially as we became a GreenFaith congregation, she will be greatly missed.

Most (but not all) months we tried to get an article in the monthly CALL dealing with caring for God's good earth. Sometimes the articles were philosophical; sometimes they were practical. We would welcome ideas for future notes!

In the fall some of us participated in meetings aimed at supporting the city as it tried to follow through on a commitment to make plans for a baseline survey of energy use/emissions throughout the city and hopefully the county, so our governments can work to reduce carbon emissions. Sadly, that survey has yet to start.

And in November we learned that our diocesan Bishop's Committee for the Environment was once again offering Green Grants. With Anna's stellar help we managed to get our application in on time, using the Vestry's purchase of more efficient heating units for our Fellowship Hall and the children's wing plus more efficient lighting for Anna's office space. We received the full \$750. grant--Hurray!

We would welcome anyone interested in joining our dwindling ministry--and fresh ideas about what is important to you for St. Andrew's to do to participate in our great challenge to reduce climate change and bring healing to Earth.

David Mattern is supporting the Washington Citizens Assembly on Climate Change as a member of the Monitoring Team (<https://www.waclimateassembly.org>). This assembly was organized in 2020 but is happening now (January 2021) during the Washington State legislature meeting. He and Pam have participated in some tree planting events--many thanks to them!

Pat Milliren

## **Pastoral Care Committee**

**MEMBERS:** Deborah Morgan-Ellis, Pat Milliren, Deb Hansen, Liz Fox, Suzanne Hadley, Mary Reynolds, Richard Asmussen, Jane Giese

The Pastoral Caregivers have had their activities seriously curtailed by the pandemic, but we have been carrying on through phone calls and card campaigns, as well as limited visits from a distance. The one thing that the pandemic can not curtail is the power of prayer, and the caregivers have endeavored to keep the channels open. Keeping the community in touch with those who are in need seems to have been our major function.

We have been having our monthly meetings on Zoom, whenever possible, and have been communicating with each other through email and our monthly meetings. The work of the community continues through so many different channels.

Deborah Morgan-Ellis

## **St. Andrew's Knitters**

**KNITTERS:** Jacqui Lindquist, Sheryle Outcalt, Margaret Maxwell, Pam Burson, Betty Marshall, Ann Wood, Mary Fran Smith, Carol Holst, Harriet Angulo

The pandemic has not slowed down the knitters. We continue to knit prayer shawls (many of them come from our prolific and talented Jacqui Lindquist) and then we keep knitting hats for the Mission to Seafarers. This year instead of hand delivering our gifts to the Seafarers organization in Seattle which usually includes lots of personal items like razors, shaving cream, etc., Anna mailed a box of hats to them which we had knit. Perhaps this fall we will be able to deliver our hats and ditty bags in person. The knitters also knit lots of hats for the Boys and Girls Club. Jacqui Lindquist and Sheryle Outcalt knit over 50 hats. We are really looking forward to the time when we can all sit around a table and visit together while we work on our projects.

Ann Wood

## **Altar Guild**

ALTAR GUILD: Anna Magner, Betsy Brown, Phil Morgan-Ellis, Elizabeth Slater, Suzanne Hadley, Deb Hansen, Rose Alexander, Doris Mae Smelling, Sue Pichotta, and Anne Mitchell

The Altar Guild consists of four teams of 2-3 members. Ideally, each team would have 3-4 members. I would like to encourage members of the church to consider becoming a member of the altar guild. This is an important ministry because we are the clergy partner in preparing the church for all services, not only on Sundays, but Baptisms, Weddings, Funerals Christmas and Easter. The most important duties are the proper set up, removal and care for the blessed sacraments.

We have 3 or 4 meeting a year to discuss the upcoming church season and for members present to discuss what needs to be corrected and for each member to realize that even though we work on different teams we together are the Altar Guild. We can call on each other regardless of what team we serve on and that there will be occasions when we will need help.

Our biggest expense is for altar flowers. Each week, a member of the Altar Guild purchases and arranges a beautiful bouquet for the shelf behind the altar (called a retable). You can dedicate the flowers to a family member or to a special occasion by letting an Altar Guild member know or by calling the church office. We continue to look at ways to make this area of expense more manageable. All suggestions are welcomed.

I am deeply grateful for all the members of the Altar Guild who continue to serve with faithfulness, devotion and dedication for this important ministry.

Anna Magner

## **Fellowship Committee**

FELLOWSHIP COMMITTEE: Pat Andrews, Liz Fox, Jean Gelwicks, Deb Hansen, Betty Marshall, Cindy MacDonald, Kim Meyer, Linda Snyder, Dorothy Thompson, Ann Wood, Cheryl Young

For the record, 2020 was not a typical year for the Fellowship Committee. When COVID-19 caused St. Andrew's to formally shut its doors in March this committee went into a hiatus period. No coffee hours, no celebrations, no gatherings, just silence and loss. Then in late Summer, we decided if the congregation could not gather in the church building, we would bring a message to the congregation, individually to each of their ninety-nine homes in Port Angeles and Sequim. In concert with the Autumnal Solstice, we praised Jesus as light of the world with a prayer card and a votive candle. We went out again at Thanksgiving time with a table grace and a tiny gourd or pumpkin. Winter weather sent us inside the church where we erected a Giving Tree in the Narthex and invited people to fill it with scarves and mittens and caps for kids of the B&G Club. Parishioners who came by on the appointed day were treated to gifts of homemade jam and jellies from the kitchen of Gary Heaton. Earlier in September we had hosted a drive-up coffee hour under the front portico to be enjoyed by those seated on lawn chairs and socially distanced in the parking lot.

When I asked committee members at our recent Zoom meeting what to put in this report the unanimous response was " tell them we miss them". So here it is: we miss you, each and every one, and we look forward to serving you a cup of coffee or tea somewhere down the road. Stay safe and remain confident.

Betty Marshall

## Ushers and Greeters

USHERS: Bob Robie, Sue Pichotta, Richard Asmussen, Larry Fox, Pam Burson, Paul Hansen

GREETERS: Doris Mae Smelling, Philip and Cheryl Young, Liz Fox, Betty Marshall

The Ushers and Greeters are a very important part of our church services. They arrive before service begins and act as hosts to visitors. They remind people to put on their name tags. Usher responsibilities include unlocking doors before services and locking them after services and coffee hour and of course handing out service bulletins. At communion they direct worshippers forward smoothly and quickly. If you are interested in helping out in the life and well-being of this church as an usher or greeter please contact the office.

Ann Wood

## Treasurer's Report

FINANCE COMMITTEE: Cheryl Young, Jeff Graham, Cam McDonald, Betty Marshall

Steve Deutermann, Senior Warden and 2021 Port Angeles Citizen of the Year, has often told me a budget is just a plan. Mike Tyson, Pugilist, stated "Everyone has a plan until they get punched in the mouth." The Pandemic has left us all, figuratively, bloodied.

Thank you to all that maintained their pledge the last year; and to those who couldn't, I hope this next year is kinder. We managed to end the year in the black, but certainly not as originally budgeted; we didn't have to pay a rector for a good part of the year, and a \$36,600 Payroll Protection Program (PPP) loan (which will become a grant) saved the day.

My grateful appreciation to the finance committee, and special thanks to Steve Deutermann and Gary Heaton. We have come up with a conservative (read worse case scenario) budget. The Vestry has approved the budget for 2021, that predicts a \$47K deficit. That said, it is likely we won't be paying a rector for part of the year, and we budgeted for a whole year. If we are eligible, we will apply for the second round of the PPP and we have had two very generous legacy gifts. As of January 19, 2021, our total pledge amount for 2021 is \$157,850.00—67 individual pledges. 2019 full year operating income and expenses are as follows:

2020	2020 Actual	2020 Budget
Operating Income	\$257,539	\$257,500
Operating Expenses	\$235,570	\$269,173
Net income	\$21,969	\$-11,673

As of December 31, 2020, St Andrew's had \$587,333 in assets, about \$40,000 more than last year. This includes money for operating expenses and restricted money to be used for specific purposes. Money is in the checking account and in three investment accounts.

A copy of the December 2020 financial information, which includes the yearly information is available in the church office as is the 2021 budget.

If you have questions, please contact me or any member of the Vestry or finance committee.

Thank you for your ongoing support of St. Andrew's and St. Swithin's.

Jerry Stephanz, for the Finance Committee

St. Andrews Episcopal Church  
Statement of Financial Position - Cash Basis  
as of December 31, 2020

	Unrestricted	Restricted Designated Cash Reserves	Total
<b>ASSETS</b>			
First Federal Checking	(86,305.14)	165,207.14	78,902.00
Umpua Bank	(2,933.22)		(2,933.22)
First Federal Money Market			
US Bank Operating Acct	150,000.00	131,422.56	281,422.56
Vanguard Endowment		137,736.15	137,736.15
U S Bank Endowment Account		92,205.99	92,205.99
<b>Total Assets</b>	<b>60,761.64</b>	<b>526,571.84</b>	<b>587,333.48</b>
<b>LIABILITIES &amp; EQUITY</b>			
Payroll Liabilities	4,311.24		4,311.24
PPP Loan Advance			
Congregation Outreach	(462.65)		(441.55)
Uncashed checks	1,800.51		1,800.51
Other Outreach	50.15		(250.15)
<b>Total Liabilities</b>	<b>5,398.95</b>		<b>5,398.95</b>
<b>Total Equity</b>	<b>55,362.69</b>	<b>526,571.84</b>	<b>581,934.53</b>

## 2021 Budget for St. Andrew's

		<u>Actual Dec-</u> <u>2020</u>	<u>Budget</u> <u>2020</u>	<u>Budget</u> <u>2021</u>
<u>Income</u>				
40105	PPP	36,600.00		
40102	Pledge	204,814.12	233,000	200000
40103	Plate Offerings	3,507.60	7,000.00	-
40104	Easter/Christmas	2,990.00	4,500.00	2,000.00
40300	Building Usage	1,417.00	4,500.00	-
40310	Other Income	2,318.04	1,000.00	2,000
40200	Investment Earnings			
40902	Money Mkt Interest			
40211	Investment for Operating	5,535.70	6,000.00	6,000
40212	Checking Interest			
40402	Church School Income			
40403	Hospitality/Fellowship Income	357.00	1,500.00	500
Total Income		257,539.46	257,500	210500
<u>Expenses</u>				
60101	Personnel			
60111	Clergy			
60112	Rector Salary	34,442.52	50,885.00	55,306.20
60113	Rector Housing Allowance	18,000.00	24,000.00	24,000.00
60114	Clergy Travel/Exp	3,508.94	3,600.00	1,000.00
60114a	Carryforward			
60115	Clergy Health Insurance	12,367.00	17,952.00	17,136
60116	Clergy Pension	9,439.88	13,176.00	13,000.00
60117	Key Person Insurance	-	1,200.00	-
60118	Continuing Education	-	500.00	500.00
60130	Supply Clergy	11,849.85	2,200.00	2,200.00
60200	Lay Staff			

<u>60211</u>	Office Manager Salary	25,492.89	24,656.00	26,000.00
<u>60212</u>	Supply Office Manager		800.00	
<u>60213</u>	Lay Health Insurance	10,491.00	9,924.00	10,000.00
<u>60216</u>	Lay Pension	2,834.89	2,170.00	2,400.00
<u>60222</u>	Organist Salary			
<u>60223</u>	Supply Organist	2,177.42	5,460.00	2,000.00
<u>60224</u>	Choir Director Salary	5,050.96	4,400.00	4,400.00
<u>60225</u>	Musician's Prof Exp/Travel	250.00	250.00	
60221	Youth Leader/Coordinator			
60226	Nursery Attendant		1,680.00	
60227	Sexton Salary	5,839.29	5,400.00	5,400.00
60229	Supply Sexton			
60228	Verger Professional Exp	40.00	120.00	120.00
60300	Payroll Taxes			
60302	SS and Medicare	3,427.81	2,400.00	2,600.00
66193	Labor and Industries	1,656.52	2,500.00	2,500.00
<u>66193*</u>	Quarterly Taxes	905.49		
<u>60400</u>	Ministries			
<u>60939</u>	125th Commemoration			
<u>60401</u>	Adult Education	99.9	100.00	
<u>60402</u>	Church School	109.15	100.00	
<u>60403</u>	Hospitality/Fellowship	1,068.03	1,750.00	1,500.00
<u>60404</u>	Music/Choir		- 200.00	
<u>60405</u>	Piano Maintenance		- 250.00	
<u>60406</u>	Worship Supplies	2,078.13	3,000.00	2,500.00
<u>60407</u>	Other Commitees			
<u>60408</u>	St. Swithin's	3,216.25	3,850.00	3,850.00
<u>60409</u>	College for Cong. Dev.			



60410	Youth Group	21.70		
60411	Stewardship Committee		150.00	
60412	Seminary Scholarship		-	
60413	Leadership/Vestry	1,395.99	150.00	
60415	Archival	1,438.15		
60500	Diocese Assessment	34,729.92	39,000	35,000.00
60502	Unbudgeted Expense			
60600	Administration			
60606	Professional Service	4,842.87	4,800	4,800.00
60601	Advertising	527.25	1,500	1,500.00
60602	Office Equipment	1,920.16	1,750	1,750.00
60603	Office Supplies	3,613.16	1,750	3,000.00
60604	Communications	4,425.60	3,750	3,750.00
60605	Convention	59.11	1,500	-
60607	Credit Card Charges/Other	817.10	450	600.00
60700	Building/Property			
60705	Landscape Maintenance	4,646.54	5,000	5,000.00
60701	Building Maintenance	2,125.61	2,500	2,000.00
60710	Janitorial Supplies	494.91	1,000	1,000.00
60711	Equipment Maintenance/Repair	1,584.88	3,000	3,000.00
60714	Equipment Inspections	1,129.35	1,000	1,000.00
60702	Insurance	6,161.00	6,000	6,000.00
60703	Utilities	9,656.45	11,000	10,000.00
60704	Property Tax	3,281.38	2,350	3,300.00
	Total Expense	237,217.05	269,173.00	258,112.20
	Net Income	20,322.41	(11,673.00)	(47,612.20)