St. James Episcopal Church
155 North Sixth Street
Zanesville, OH 43701

Established 1816

Electronic Annual Report

Clergy
The Reverend Robert E. Willmann, Rector
The Reverend Kathryn P. Clausen, Priest Associate
The Reverend Robert L. Morris III, Priest Associate
The Reverend Robert M. Howell, Deacon
The Reverend Susan Riis, Deacon

The Diocese of Southern Ohio
The Rt. Reverend Thomas E. Breidenthal, Bishop
AGENDA

- Call to Order and Opening Prayer – The Reverend Robert E. Willmann
- Appointment of Clerk of the Meeting
- Approval of the 2020 Agenda
- Approval of 2019 Annual Meeting Minutes
- Acknowledgement of Retiring Vestry Members
- Floor Nominations
- Appointment of Tellers
- The Election (Wardens, Vestry Members)
- Balloting and Results of the Election (as available)
- Budget and Finance Report
  Presentation of the 2020 Budget for Approval
  Treasurer’s Report for 2019
- Rector’s Report
- Senior Warden’s Report
- Junior Warden’s Report
- Committee Reports
- Election of persons for Vestry Nominating Committee for 2020
- Election of 4 Delegates to the 147th Convention of the Diocese of Southern Ohio
- Prayer for the Departed
- Call for Final Comments or Questions
- Dismissal
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The 157th St. James Annual Meeting  
Sunday, January 27, 2019  
St. James Undercroft

This meeting originally scheduled for Sunday; January 20, 2019 was postponed a week due to inclement weather.

Call to order and opening: 
At 11:20 am, Fr Rob Willmann called the annual meeting for 2019 to order with the Lord’s Prayer

Appointment of clerk of the meeting: 
Eric Blake moved that Mindy Rush be appointed clerk. John Benson seconded the motion. The motion carried.

Approval of 2019 Agenda: 
Eric Blake made a motion to approve the agenda as submitted. Barbara White seconded the motion. Motion was carried to accept the agenda.

Approval of 2018 Annual Meeting Minutes: 
John Benson made a motion to accept the minutes. Barbara White seconded the motion. Motion was carried to accept minutes as submitted.

Acknowledgement of 2019 Retiring Vestry Members: 
Father Willmann acknowledged and thanked retiring Vestry members – Martha Staley, Bob Welsh and Jane Ellen Wiles, Jr. Warden Barbara Saunders, and Sr. Warden Evan Abood

2019 Vestry Nominees: 
Senior Warden – Evan Abood  
Junior Warden – Barbara Saunders  
Vestry – Jim Hoskinson, Beth Burton and Pat Longshore  
Not further names were submitted. A motion was made by John Benson to close the ballot and unanimously accept these nominees as the new vestry members This motion was seconded by Bud Linn. Motion carried.

Appointment of Tellers for 2019 election: 
No tellers were needed as the new members were unanimously accepted.

The 2018 Vestry Election: 
Sr. Warden – Evan Abood 
Jr. Warden – Barbara Saunders 
Vestry – Beth Burton, Jim Hoskinson and Pat Longshore

Delegates to convention: 
The following parishioners who have volunteered to serve as delegates to the 146th Convention of the Diocese of Southern Ohio are Evan Abood, John and Susan Benson and Lee Donoho.

Treasurer’s Report for 2018 
Eleanor Bailey reviewed the financial reports for 2018.  
- Areas of increase in the budget for 2019 were reflective of expenditures incurred in 2018.  
- Staff was given a 3% raise.  
- Fr. Willmann has indicated, in order to assist in balancing the budget, to have the following line items budget areas placed in “escrow” and only to be received by him
should St. James have an overage in finances at the end of 2019 of at $10,000.00. Should the parish not have an overage of $10,000.00 these funds may be used to assist in balancing the budget.

- Continuing Education - $1,000.00.
- Mileage - $2,000.00.
- Sabbatical fund - $1,000.00.
- Business Expenses - $2,000.00.

- Concern was again raised about the amount of mission share St. James pays, but as this is a diocese obligation it will be padded.
- In order to ensure the long-term availability of funds from the endowment, it was encouraged that a lower percentage be received.
- Line item budget – Music
- Concern was expressed about the amount of money budgeted to the music program ($1,000). After discussion Lee Dayton made a motion to approve to approve all but the music portion of the budget. Barba White seconded the motion. Motion carried. The music budget will be finalized after music director, David Schubach, has an opportunity to address the vestry directly.

Rector’s Report for 2018
Father Willmann oral report consisted of these points:

- He was happy to be with the parish
- He will be back on March 3rd
- Fr. Willmann indicated that St. James had great leadership and added a special thanks to Evan Abood, Barbara Saunders and Eleanor Bailey, Linda O’Neill and Lee and Michelle Dayton.
- Fr. Willmann also took a moment to welcome and recognize new parishioners.
- He would also indicate that we needed a grant writer. Pam Kirst volunteered to do so.

The Senior Warden’s Report for 2018:
No additional comments were made

The Junior Warden’s 2018:
No additional comments were made.

2018 COMMITTEE REPORTS:

Hospitality
Jane Donoho asks that parishioners consider signing up for at least 2 coffee hours.

Building and Grounds
Sherry Gillespie reviewed the report for ECW as well information regarding Shrove Tuesday.

Friendship Dinner Committee:
Additional comments by Susan Benson
- Thank you to all for your financial contribution, contributions of time, contributions of desserts, mittens scarves and socks.

Music:
Additional comments from David Schubach.
- Thanks to the choir and thanks for being so flexible.
**Altar Guild**
Additional comments by Susan Benson
- Thank you to Charlie and Jeanann Dickerson and Pat Rush for their help.

**LayWeeders**
Additional comments by Dianne Ischy
- Unfortunately, the garden fountain pump has died.

**Capital Campaign (Your Church, Our Church, My Church)**
Additional comments by Ray Gillespie
- The air conditioning replacement for the sanctuary was to begin in the spring.
- Hittle roof will be called to fix the flat portion of the roof.

**NEW BUSINESS**
No new business

**Final request for questions or comments:**
Father Willmann asked for any final comments or questions. There were none

**Adjourn**
Barbara White made a motion to adjourn. Evan Abood seconded the motion. This motion carried.

Respectfully submitted by
Mindy Rush, clerk
Retiring Vestry Members are:

Eric Blake
Linda O’Neill
Tim Linn
Jim Hoskinson
Pam Kirst

The Following Candidates are being presented for Election*
at the Annual Parish Meeting, January 19, 2020

Please cast your vote by circling your choice.

Wardens
Senior Warden – one-year term
(Vote for One)
Eric Blake

Junior Warden - one-year term
(Vote for One)
Barbara Saunders

Vestry – 3 three-year terms,
1 one-year term and one 2-year term
(Vote for five)
Linda O’Neill
Chad Williams
Vickie MacLaine
Martha Staley
Carol Thompson

* Nominations may be made from the floor. Nominees must give approval to serve prior to nomination. Candidates must meet criteria for nomination as described in the Regulations and By-laws of St. James Episcopal Church
## Financial Report

### INCOME

<table>
<thead>
<tr>
<th></th>
<th>2019 YTD</th>
<th>2019 Budget</th>
<th>2020 Budget</th>
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<tr>
<td>Plate</td>
<td>$56,228.76</td>
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<tr>
<td>Pledge Offerings</td>
<td>$66,265.00</td>
<td>$75,500.00</td>
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<tr>
<td>Total Plate &amp; Pledge</td>
<td>$122,493.76</td>
<td>$112,660.00</td>
<td>$120,000.00</td>
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</table>

### Parish Organizations

<table>
<thead>
<tr>
<th>Organization</th>
<th>2019 YTD</th>
<th>2019 Budget</th>
<th>2020 Budget</th>
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<tbody>
<tr>
<td>ECW</td>
<td>$500.00</td>
<td>$500.00</td>
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<tr>
<td>Total Parish</td>
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<td>$500.00</td>
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### Disability Insurance

<table>
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<tr>
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<tbody>
<tr>
<td>Disability Insurance</td>
<td>$12,998.24</td>
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### St. James Endowment Inc

<table>
<thead>
<tr>
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<th>2019 Budget</th>
<th>2020 Budget</th>
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<tbody>
<tr>
<td>St. James Endowment Inc</td>
<td>$108,322.40</td>
<td>$108,000.00</td>
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### All Other Income

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<th>2019 Budget</th>
<th>2020 Budget</th>
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<td>Muskingum County Community Foundation</td>
<td>$0.00</td>
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<tr>
<td>Littick (for 2019 add'l $ in outreach)</td>
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<td>$0.00</td>
<td>$0.00</td>
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<tr>
<td>Interest Income</td>
<td>$1,674.08</td>
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<tr>
<td>Rent</td>
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<td>Total All Other Income</td>
<td>$2,852.12</td>
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<td>$10,500.00</td>
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### TOTAL OPERATING INCOME

<table>
<thead>
<tr>
<th></th>
<th>2019 YTD</th>
<th>2019 Budget</th>
<th>2020 Budget</th>
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<tbody>
<tr>
<td>TOTAL OPERATING INCOME</td>
<td>$247,166.52</td>
<td>$232,060.00</td>
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## EXPENSES

### 2019 YTD 2019 Budget 2020 Budget

<table>
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<th>Salaries</th>
<th>$13,000.08</th>
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<th>$10,190.00</th>
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<tr>
<td>Rector's Stipend</td>
<td>$13,000.00</td>
<td>$10,190.00</td>
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<tr>
<td>Other Salaries</td>
<td>$41,824.72</td>
<td>$49,277.00</td>
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<td><strong>Total Salaries</strong></td>
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<td><strong>$59,569.34</strong></td>
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### Benefits

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<th>Benefits</th>
<th>$60,000.00</th>
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<th>$65,000.00</th>
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<tr>
<td>Rector's Housing</td>
<td>$60,000.00</td>
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<td>$65,000.00</td>
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<tr>
<td>Rector's SECA</td>
<td>$5,593.69</td>
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<td>$6,000.00</td>
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<tr>
<td>Rector's Pension</td>
<td>$13,536.00</td>
<td>$15,000.00</td>
<td>$15,000.00</td>
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<tr>
<td>Rector's Health/Life Insurance</td>
<td>$12,023.00</td>
<td>$12,000.00</td>
<td>$12,000.00</td>
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<tr>
<td>Rector's Dental Insurance</td>
<td>$0.00</td>
<td>$612.00</td>
<td>$612.00</td>
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<tr>
<td>Rector's Sabbatical Leave</td>
<td>$0.00</td>
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<td>$0.00</td>
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<tr>
<td>Employer's FICA &amp; Medicare</td>
<td>$2,595.94</td>
<td>$3,400.00</td>
<td>$3,500.00</td>
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<td>Workers' Compensation</td>
<td>$440.30</td>
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<td>$600.00</td>
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<td>Withholding</td>
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<td><strong>Total Benefits</strong></td>
<td><strong>$94,395.27</strong></td>
<td><strong>$97,612.00</strong></td>
<td><strong>$102,712.00</strong></td>
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### Utilities

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<thead>
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<th>Utilities</th>
<th>$6,175.56</th>
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<th>$7,500.00</th>
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<tbody>
<tr>
<td>Electric - Church</td>
<td>$6,175.56</td>
<td>$7,500.00</td>
<td>$7,500.00</td>
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<tr>
<td>Electric - SJH</td>
<td>$1,835.45</td>
<td>$2,500.00</td>
<td>$2,500.00</td>
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<tr>
<td>Gas - Church</td>
<td>$5,249.24</td>
<td>$5,600.00</td>
<td>$5,600.00</td>
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<tr>
<td>Gas - SJH</td>
<td>$947.41</td>
<td>$1,500.00</td>
<td>$1,000.00</td>
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<tr>
<td>Water - Church</td>
<td>$1,734.87</td>
<td>$1,200.00</td>
<td>$1,500.00</td>
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<tr>
<td>Water - SJH</td>
<td>$798.53</td>
<td>$750.00</td>
<td>$750.00</td>
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<td><strong>Total Utilities</strong></td>
<td><strong>$16,741.06</strong></td>
<td><strong>$19,050.00</strong></td>
<td><strong>$18,850.00</strong></td>
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### Property Expenses

<table>
<thead>
<tr>
<th>Property Expenses</th>
<th>$9,220.25</th>
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<th>$9,000.00</th>
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<tbody>
<tr>
<td>Insurance - Property/Fidelity/Th</td>
<td>$9,220.25</td>
<td>$9,000.00</td>
<td>$9,000.00</td>
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<tr>
<td>Elevator Maintenance</td>
<td>$1,564.25</td>
<td>$2,000.00</td>
<td>$2,000.00</td>
</tr>
<tr>
<td>Organ/Piano Repair</td>
<td>$1,082.00</td>
<td>$800.00</td>
<td>$800.00</td>
</tr>
<tr>
<td>Building Repairs &amp; Minor Impro</td>
<td>$12,151.03</td>
<td>$16,200.00</td>
<td>$10,000.00</td>
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<tr>
<td>other</td>
<td>$25.52</td>
<td>$0.00</td>
<td>$0.00</td>
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<tr>
<td><strong>Total Property Expenses</strong></td>
<td><strong>$23,800.00</strong></td>
<td><strong>$21,236.00</strong></td>
<td><strong>$24,583.10</strong></td>
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</table>
## Administration

<table>
<thead>
<tr>
<th>Item</th>
<th>2019YTD</th>
<th>2019 Budget</th>
<th>2020 Budget</th>
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</thead>
<tbody>
<tr>
<td>Office Supplies</td>
<td>$45.90</td>
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<td>$0.00</td>
</tr>
<tr>
<td>Telephone and Internet</td>
<td>$2,808.75</td>
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<td>$1,758.00</td>
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<tr>
<td>Rector's Phone</td>
<td>$1,471.50</td>
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<td>$1,500.00</td>
</tr>
<tr>
<td>Rector's Mileage ($2000 in 2018)</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
</tr>
<tr>
<td>Deacon's Preaching Stipend</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
</tr>
<tr>
<td>Parish Audit</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
</tr>
<tr>
<td>Website and Advertising and QuickBooks</td>
<td>$114.00</td>
<td>$600.00</td>
<td>$650.00</td>
</tr>
<tr>
<td>Computer Technical Support</td>
<td>$42.89</td>
<td>$200.00</td>
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<tr>
<td>Legal Fees and Security</td>
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<td>$0.00</td>
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<tr>
<td>Bank Charges</td>
<td>$29.52</td>
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<tr>
<td>Diocesan Convention Expense</td>
<td>$140.43</td>
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<td><strong>Total Administration</strong></td>
<td>$4,652.99</td>
<td>$5,125.00</td>
<td>$4,008.00</td>
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## Congregational Life

<table>
<thead>
<tr>
<th>Item</th>
<th>2019YTD</th>
<th>2019 Budget</th>
<th>2020 Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Rector's Continuing Education ($1,000 In 2019)</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
</tr>
<tr>
<td>Rector's Sabbatical Fund</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
</tr>
<tr>
<td>Rector's Discretionary Fund</td>
<td>$0.00</td>
<td>$500.00</td>
<td>$0.00</td>
</tr>
<tr>
<td>Music</td>
<td>$114.00</td>
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<td>$0.00</td>
</tr>
<tr>
<td>Hospitality</td>
<td>$500.00</td>
<td>$0.00</td>
<td>$0.00</td>
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<tr>
<td><strong>Total Congregational Life</strong></td>
<td>$614.00</td>
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**Total Operating Expenses**

<table>
<thead>
<tr>
<th>Item</th>
<th>2019YTD</th>
<th>2019 Budget</th>
<th>2020 Budget</th>
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</thead>
<tbody>
<tr>
<td>Diocesan Mission Share</td>
<td>$27,000.16</td>
<td>$29,800.00</td>
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<tr>
<td><strong>TOTAL EXPENSES</strong></td>
<td>$227,015.87</td>
<td>$239,656.34</td>
<td>$233,183.97</td>
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# Non-Operating Income and Expenses

## Income

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<thead>
<tr>
<th>Non-Operating Income</th>
<th>2019 YTD</th>
<th>2019 Budget</th>
<th>2020 Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sulsberger</td>
<td>$6,137.11</td>
<td>$6,100.00</td>
<td>$6,100.00</td>
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<tr>
<td>Other</td>
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<td>$0.00</td>
</tr>
<tr>
<td>music</td>
<td>$279.69</td>
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</tr>
<tr>
<td>Littick</td>
<td>$17,175.70</td>
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<td><strong>Totals</strong></td>
<td><strong>$23,594.50</strong></td>
<td><strong>$19,100.00</strong></td>
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<tr>
<td>Sulsberger</td>
<td>$6,000.00</td>
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<td>$6,137.00</td>
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<tr>
<td>Part of Littick</td>
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<td><strong>Total Outreach Income</strong></td>
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<td><strong>$6,000.00</strong></td>
<td><strong>$6,137.00</strong></td>
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## Expenses

<table>
<thead>
<tr>
<th>Expenses</th>
<th>2019 YTD</th>
<th>2019 Budget</th>
<th>2020 Budget</th>
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<tbody>
<tr>
<td>Supply Clergy</td>
<td>$2,325.00</td>
<td>$4,500.00</td>
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<td>Guest Musicians &amp; Supply Organist</td>
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<td>Copier Service Contract</td>
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<td>Office Supplies</td>
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<td>postage</td>
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<tr>
<td>website and advertising</td>
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<td>Music</td>
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<tr>
<td>Christian Education</td>
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<td>$0.00</td>
<td>$0.00</td>
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<tr>
<td>Printed Materials/ Parish Gifts</td>
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<td>$500.00</td>
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<tr>
<td>Hospitality</td>
<td>$345.99</td>
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<td>$500.00</td>
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<td>other</td>
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**NET NON-OPERATING** | **-23,129.00** | **9,000.00** | **11,150.00** |

**TOTAL** | **-2,978.35** | **$1,403.66** | **$18,446.03** |
## Designated Accounts 2019

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### St James Investment Accounts

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<thead>
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</tbody>
</table>
2019 was a relatively calm year financially. Fr. Rob was healthy and back with us and things slowly got back to normal at St. James. We continue to plug along financially, and we ended the year on par with expectations. All of you helped us to manage expenses, and continued to give, and for that a heartfelt thank you. Please be assured that if you ever have questions about any financial matters, I am always available.

Faithfully,

Eleanor Bailey
Treasurer

Rector’s Report

Dear Parishioners of St. James,

I am delighted to bring you much good news for our meeting this year.
Not only am I mindful of many good things for the year 2019 but even more so for the past decade.

I was elected as your Rector/Pastor in 2009. At that time, I was welcomed into a family that was vibrant and alive, but which had a great need for stable leadership.

The decade of the year 2000 until 2009 saw a change in Pastoral leadership three times.

I remember well the wonderful members of this family who welcomed me in that year of my election.

As time moves forward, I believe it’s important to remember that in that time important things have stabilized, and some things have changed.

The key things that have stabilized are: Pastoral Leadership, Spiritual growth, Sacramental celebrations and Financial aspects of our Parish.

Key things that have changed are: The natural transition of parishioners who have moved or been called to God, the arrival of new members, new spiritual successes such as the addition of our own Chapter of The Daughters Of The King and our new St. James Men’s Group. Our Friendship Dinner has now become an integral part of our parish and is fully supported in every way by our parish. Our financial strength has grown. Our Church Building is now utilized seven days a week in an outreach ministry that is nothing less than life saving for good people suffering from addiction. Our outreach and hospitality are now truly outstanding. We have changed from a parish that left visitors who came as guests to our parish alone at church and coffee to a parish that is truly extroverted in hospitality. Visitors are now readily greeted and welcomed. They feel welcome and appreciated. They often join our parish. This is in my estimation our most profound change.

I am happy to share with you that in ten years:
-Almost half our parish is new.
-worship attendance has largely increased. With my illness in 2018 we did severely decline, I am happy to share that after my return to health on March 3, 2019 and with the addition of our 4pm Sunday Eucharist, our attendance has increased to a Sunday attendance of at least in the 60’s but many Sundays in the high 70’s and 80’s. One Sunday of recent we hit 92 counting all the Sunday Services.
-This past year until now we have seen 22 new people join us. Various aspects of St. James attract them but in particular good preaching, great music and a solid traditional service. What finally leads our new people to commit to this family is the wonderful hospitality of our church and.... the fact that our church through its outreach ministries is making a profound difference in this community.
- Our Music Program is outstanding thanks to the incredible efforts and gifts of Tom Tompkins and now our own David Schubach.
- Our choir is incredible!
- All of our Parish Ministries: Altar Guild, ECW, Men’s Group, Daughters Of The King, Vestry, Finance Council, Hospitality Committee- this wonderful group has ensured our coffee hours and other celebrations are truly acts of love! - all these ministries are alive and thriving.
- Our Parish grounds and garden are lovingly and beautifully kept by Tom and Diane Ischy and many helpers.
- Our Stewardship has dramatically changed. People here are now tithing or at least more aware of the real needs of our Church.
- I remember in 2009 our plate barely amounted to $1,000. Now it is near $60,000.
- Our reliance on the Endowment of our parish has changed from 5% and a high of $150,000 to less than 4%. Last year for the first time in the history of that fund we gave back around $30,000.
- Our Parish Staff under the leadership of Mindy Rush is nothing less than Stellar! Mindy has wonderfully served as our Parish Administrator and is supported by her husband Pat who serves as an outstanding Sexton. Eleanor Bailey has done a top-notch job as our parish Treasurer minding in a truly diligent way our parish financial generosity. David Schubach has shared so many talents and has brought us an outstanding music program!
- Our Parish is Spiritually, Pastorally and Financially solid.

My sincere gratitude for not only a golden year, 2019 but more so, a decade of incredible changes and growth for this incredible Family of Faith titled under the great Apostle James.

May God’s Goodness and Grace carry us into the new year, 2020 and the decade to come.
Pray for your Pastor each day as I remember you.

With my Blessing, I remain,

Given at Zanesville in the State of Ohio on the Nineteenth day of January, in the eleventh year of my Rectorate,

Most Sincerely In Christ,
The Reverend Robert E. Willmann+

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Senior Warden’s Report

Happy 2020 Saint James!
In preparation for writing this report, I was reflecting on Matthew 5:14-16.

“You are the light of the world. A town built on a hill cannot be hidden. Neither do people light a lamp and put it under a bowl. Instead they put it on its stand, and it gives light to everyone in the house. In the same way, let your light shine before others, that they may see your good deeds and glorify your Father in heaven.”

This reflection got me to thinking about a prism. Prisms are multifaceted and reflect light in many different directions. No matter where a prism is placed, each light passing through has a different reflection. Each facet can represent a different aspect of our ministry. Saint James ministry is as multifaceted as the light shining through a prism. Each parishioner brings a unique facet to Saint James. I encourage us to reflect on our unique and special gifts and use these gifts to continue making Saint James a spiritual beacon in our community.

Father Rob continues to do well. The total combined attendance at Mass continues to grow and is close 80 each Sunday. How awesome is that!
Many thanks to our very generous parishioners for their giving whenever the need arises. Whether providing food for comfort meals, desserts for our Friendship dinners, providing hats, gloves and socks to be distributed at our Friendship Dinner, serving our parish in many ways; Saint James parishioners step up to meet the need.

I want to thank those members of Vestry whose terms are up this year for their service and dedication to Saint James. I look forward to welcoming our new Vestry members and working with them to conduct the business of Saint James.

I am excited to see what 2020 brings to our parish! Regardless of what comes with the new year, I am sure that Saint James’ light will continue to shine as it has for over 200 years. We will meet new challenges and experience many multifaceted blessings as we continue to live our mission “To be led by Christ and to lead others to Him”

Yours In Christ,

Eric

Junior Warden’s Report

In reviewing the events over the last year, many good things and activities are occurring at St. James. Yes, there have been challenges, but the good outweigh the “less good.”

Fr. Rob Willmann returned in March from medical leave and continues to serve St. James. How fortunate that Fr. Rob Morris, Deacon Susan Riis, and Seminarian Michelle Dayton carried the ball for continuing our worship services without having to have supply clergy. Many thanks to them for keeping us going. Thanks to Eric Blake for stepping in as Senior Warden when Evan Abood, who served as Sr. Warden for several years (?), had to resign due to family needs. We look forward to having Evan and his family back with us in the future.

Here at St. James, many parishioners work quietly and diligently “behind the scenes” to make our church function well. So, do many who outwardly serve in various positions – the volunteers for Sunday services, our administrative staff (Mindy & Pat Rush). Just about everyone contributes in some way and that makes us a good church family. Vestry is working well in attending to the business of St. James. The Lord has blessed and provided us with the financial resources to keep the lights on and staff paid, (however, we must handle those resources well and not spend beyond our means). Still, utmost caution must be used in managing the funds. The Finance Council works on budgeting and oversees the investment of the endowment wisely.

Outreach continues in numerous ways. The Friendship Dinner, Eastside Ministries, Second Basket, meetings of special groups: AA, (& other support groups too), Hospitality Group – sending greeting cards, providing Comfort meals, as well as recruiting coffee hour hosts. Our grounds, even in winter, look beautiful for all (outsiders) to see as they pass by thanks to the Lay Weeders.

In the walls of St. James, “inreach” occurs as well. “Inreach” in the form of education and service to our fellow parishioners. A group of 3 capable parishioners (ladies) did the Audit of our books this summer saving us the cost of a professional audit. Education was available by Lee Donoho, Janet Stewart, Michelle Dayton, the Lenten Series Lectures, and Adult Forums on Sundays after the 10:00 service. All of us grow spiritually by these interactions of learning from books as well as thoughtful discussion.

Worship services have been positively affected as well. Bishop Price visited us in May, and he met with Vestry to listen to our concerns and offered advice. There has been an increase
in attendance at the 3 services: 8 a.m., 10 a.m., and 4 p.m. This increase means new members; much of this increase occurred as a result of Fr. Rob returning.

The capital campaign, Your Church, My Church, Our Church, ended this past year and was successful in accomplishing goals of maintaining the structure of our aging building. Work still needs to be done in this area, and a new group has been restructured to work on on-going issues. Please feel free to mention concerns or ideas to a member of Vestry or myself.

Music continues to be strong and we all are so appreciative. How fortunate to have an excellent (and lively) organist—(he loves those drums & bell sounds coming from the chambers.) The choir sounds lovely and we even have a beautiful piano for some musical variety. Guest musicians have played a variety of instruments, and excellent voices as well, to add to our pleasure.

In closing, please continue to pray for St. James. Please pray for our clergy, the members, the beloved departed, the staff, and those on our prayer list. Specifically pray for spiritual growth, grace and love. And praying for some funds to keep the lift running and building from aging wouldn’t hurt either. (Read building & grounds about this).

Barbara Saunders  
Jr. Warden

**Committee and Group Reports**

**Building & Grounds**

The on-going work of building and grounds consists of good accomplishments and frustrating challenges.

**Accomplishments:**

1. The Initiative Committee established a list of needs and repairs to the buildings and set priorities. Those repairs & priorities have carried over to the new restructured Committee. Please let me or a member of Vestry know of your concerns & ideas.
2. The new air conditioner was installed last winter. This work was done at a discount by Roger Touvell because it was installed in late winter.
3. Several upgrades were done to the organ, and a speaker was placed in the Undercroft for those unable to get up to sanctuary. Those parishioners can now listen to the service downstairs. See elevator/lift below.
4. Roof work was done to repair/replace broken slate by Hittle Roofing. See item #1 below.
5. Car parking lines and a handicap logo were painted onto parking lot. A very good price ($250) was done by Neff Paving.
6. The front flower bed in front of iron fence of parking lot received an enhanced stone edging at the sidewalk. The edging is very handsome and was donated.
7. Speakers for the Undercroft to hear service for those unable to be upstairs.

**Work still needing done:**

1. Roof: the flashing and some stonework needs to be done as well as repair of the wood door frame leading out onto the roof. Can show photos if need to see the rot. All this should have been done after the repair of the slate, but the elevator caused this repair effort to be put on hold due to the expense of the elevator which is on-going.
2. There are other areas of wood rot that need repair as well – the double doors on the north side of the church opening onto Grace church parking lot.

3. Concrete repairs on several areas around the church and house. Photos available for viewing

4. Need a 2\textsuperscript{nd} wheelchair. The smaller of the two is obsolete and parts are no longer available. The tire is new but flat; I put air in after Christmas and still it is not adequate. A donated chair, if possible, would be wonderful!

5. Elevator/lift. As of this writing (Sunday 1/12) the problem is the amount of electricity coming into the system running the elevator. A booster is needed and efforts to get prices of models that will work with this lift are being sought. The voltage going into the elevator is too low to work well, thus more voltage is needed. This is a major inconvenience for those needing the lift and a headache for all of us (missing those who should be joining us upstairs). By the time of the Annual Meeting I hope to know more.

There were much more small maintenance chores done throughout the year. Mostly insignificant on-going things that are routine for equipment (copier, some electrical lights outside etc.)

In efforts to keep our buildings maintained adequately, I am always careful of costs to do the most-needed repairs/maintenance. I usually check with Mindy, Eleanor, & some others before ordering substantial work to be done. Also, I appreciate any building problems reported to me. Your eyes and ears may detect some problem that I and others could miss.

Respectfully submitted,
Barbara Saunders

Music

"Sing and make music from your heart to the Lord" - Ephesians 5:19 Music has been and remains a very important part of our worship life at St. James Episcopal Church.

David Schubach - Music Director, Organist & Choirmaster is in his sixth year on staff. He has striven to breathe renewed enthusiasm into the ensemble, through a variety of traditional and contemporary repertoire. A professional composer, David has written new music including psalm \textit{O Creator}, and many special musical arrangements tailored to our choir.

The St. James Choir’s fine musicality and versatility fill our church with glory of music every Sunday. Choristers are Becca Abele, Molly Beetem, Lee Dayton, Fritz Douthitt, Dawnell Graham, Jen Henderson, Tyson Kumorowski, Martha Staley, & Jane Ellen Wiles. A huge Thank You for their musicianship and commitment! We always encourage new members!

We strive to continue both the rich tradition of our church’s musical history, and to feature newer music that glorifies God, including Contemporary Christian and Gospel. On Christmas Eve we sang a spirited gospel version of the Hallelujah Chorus. The congregation clapped in rhythm!

Our featured vocalists/cantors – Dawnell Graham, Molly Beetem & Tyson Kumorowski – have taken the beauty of our music to a new level.

St. James is also blessed to have a chamber ensemble of instrumental musicians, including two violins, keyboard & piano. This greatly enhances the variety of music that can be presented.

Special music was again presented for the Blue Mass in September, featuring community singers joining our St. James Choir, and the Y-City Barbershop Chorus, Karen Boyer, Dir.
The congregation continues to enjoy our reconditioned and computerized Schantz Pipe Organ. Via the computer connection, the organ accesses the sounds from our keyboard, so that these extra sounds are integrated and keyed from the organ console – chimes, harp, piano, orchestra and timpani, etc.

David continues to work with recording engineer Eric Hartley to fine tune our new sound system. Recently we completed wiring from the sanctuary to the undercroft, so that we now can hear the service in the undercroft.

On behalf of everyone involved in our music program, we extend our sincere thanks to the congregation of St. James, clergy, wardens, vestry, and staff for all of the support given to us throughout the year. And a special thanks to those who have donated financial resources to the music program.

Respectfully submitted,
David Schubach, Music Director

Friendship Dinner Committee 2019

In 2019, we served 1675 meals to the people in our community, which was 50 less meals than in 2018. The total cost of the 12 meals was $2510.73. The cost of the average meal was $1.50 per meal. Our parishioners have been outstanding with their - Time - preparation of the food, serving the dinner, and cleaning up after the dinner to leave the kitchen and undercroft in excellent condition. Talent - dessert donations of cookies, brownies, pies, cakes, and blackberries for cobbler. Treasure - we have been very blessed with monetary donations from our parishioners which support our outreach program to the community.

We will begin our 16th year serving meals to our neighbors in need in March. Our ministry began in March of 2004.

This year, we were honored to have 39 parishioners and family members cook, serve, and clean up at our Friendship Dinner. This commitment from our parish family to our outreach program is a gold star for St. James that we should wear with pride.

We will continue to purchase personal hygiene products and distribute them to our guests every other month. In October and November, we will continue to distribute hats, scarves, mittens, gloves, and socks donated by the parish. The gratitude shown by our guests for these items is overwhelming, we can never assume that our guests in need have basic items to keep them warm in the winter months. December is our "take an ornament from our Christmas tree" month, which is also a gift also provided by our St. James family. The smiles from our guests when choosing just the right ornament from our Christmas Tree is truly heartwarming to watch.

The Friendship Dinner is a rewarding ministry to be involved with at St. James. We have fun and find that this ministry is a treasure which St. James is very proud to share our time, talents, and treasure with the people of Zanesville. Our guests have a warm, friendly, and safe place to eat a hot, nutritious meal. St. James is able to provide this through the generosity of our parishioners’ support.

On June 25, we lost a very dear friend, Charlie Dickerson. Charlie supported our Dinner for many years and helped to serve many, many dinners during the past several years. We called Charlie "the ice cream man" because he loved to dip and serve ice cream when we had it for dessert. Charlie always had a smile for everyone, we loved him, and he has been greatly missed, his spirit will always be with us as we continue to serve our monthly meals at St. James.

Please continue with your generous financial your support to sustain this wonderful outreach program.
We welcome all volunteers to help with the Friendship Dinner in whatever capacity they are able to do so.
Thank you for a wonderful year.
Yours in faith,
Susan Benson

Altar Guild 2019

The Altar Guild has been blessed again with caring and dedicated members. I want to thank Jeanann Dickerson, Pat Rush, and Carol Thompson for their commitment and faithful service to the Altar Guild. We are also thankful for the chalicers who set up for the early service, reset for the late service, and help with clean up after the late service. Thank you to the faithful who take care of the Wednesday service.

On June 25, we lost a faithful and dedicated member who served for many years on the Altar Guild. Charlie Dickerson was always available to help when and where needed with a smile on his face, we miss Charlie.

There is preparation and clean up for every service, four times per week, in addition to weddings, funerals, Holy Week, and any other special service at St. James.

I would like to make a special request to our St. James family, please consider the ministry of the Altar Guild. This is an open invitation to the men and women in our church to choose to serve God through this ministry at St. James.

Yours in faith,
Susan Benson

Hospitality

We are so fortunate at St. James to have parishioners who are always willing to step up and share their time, talent, and treasury with all of us. The Hospitality Committee is a fine example of that devotion. Week after week people have provided refreshments, whether it is the Parish Picnic, a special occasion, or Coffee Hour after the 10 O’clock service. And every week’s offerings are delicious.

On behalf of the Committee, Lee Donoho, Jane Donoho, and Dianne Ischy, I thank you. We are looking forward to more times we gather together in fellowship again this year.

Submitted by
Janet Stewart

Daughters of the King

We are a small, but mighty group. We continue to send Birthday and Anniversary Greetings to our fellow parishioners and their families. DOK hosted a brunch for All Saints Sunday after the 10 o’clock service. This year we again purchased and distributed” I PRAYED at St. James” stickers that were distributed at our services during the Advent Season. In addition, we passed out Epiphany Stars. Plans are already in the works to become even more involved in the life of St. James Episcopal Church.

Nanette Sherman, Lee Donoho, Renee Spiker, and Janet Stewart
LayWeeders Garden Report

This past season’s warm spring weather was delayed but blessed with lots of rain. The gardening season began at Lent when the urns were emptied of their winter greens. In late March new amended potting soil was placed in the five urns, and Lenten roses and violas were planted. Later, geraniums, alyssum, asparagus ferns, and petunias would replace the Lenten roses and violas for summer. When the frost-free date arrived, four hanging ferns once again graced the St. James House porch.

The lawn in St. Matthew’s Garden was fertilized. Beds were cleaned around the back garden, the side, front and back of St. James House, both front beds of the church, and the street bed in front of the parking lot.

A variety of spring bulbs, columbine, our heirloom large yellow iris and the addition of annual pansies brought color to the former winter-drab space. When early springtime was past, perennials like the hosta, ajuga, sedum, roses, flowering shrubs, phlox, peonies, lilies, campanulas, catmint, etc. re-emerged reminding of us God’s faithfulness. Donated annuals of Victoria blue salvia, white alyssum, and red geraniums and petunias were planted in the beds.

We cleaned the fountain which functioned successfully at first but later in the summer the aged pump failed and was replaced with funds from the Layweeders budget. Special thanks go to Evan Abood and Mark Eagleson for that hefty job! Also special thanks to those who watered for us when we were away!

The summer gardening schedule of weeding, spraying, trimming, watering, mulching and fertilizing ensued. Pat Rush faithfully kept our lawn mowed and trimmed to be inviting to all visitors. By early fall, the lawn required some over seeding followed by fertilization. The bricks around the garden beds and fountain were weeded and edged. We planted chrysanthemums in the urns for autumn.

The big garden project for 2019 was the stone edging for the street bed in front of the parking lot. We received very generous donations for this entire project. THANK YOU!!!! We were able to also replace the hose spray nozzle, buy spring bulbs and fall lawn fertilizer, and have a nice ongoing balance for 2020. The bed was completely renovated with four Green Velvet boxwood for structure and winter color, five deep red chrysanthemums for fall color, and new mulch. The bed looked so neat and rejuvenated! The yellow iris and perennial catmint were thinned and replanted. Extra plants were offered to the St. James family. We donated remainders to the Muskingum County Master Gardeners who offer plants at the Farmers Market for donations for their School Educational Grants program for local schools. November clean-up was completed, and winter greenery is still presently in place in the urns. Despite the cold and snow, spring is just around the corner! We will be blessed again to spend time in St. Matthew’s garden. It is a meditative spot reminding us how the Lord blesses us daily with wonder and beauty if we take the time to share and reflect. Our garden remains as ever… a witness to His love and mercy.

Submitted by
Tom and Dianne Ischy
Episcopal Church Women

Janet Stewart is still volunteering to temporarily assume the leadership with continued involvement from former President Sherry Gillespie.

We are gearing up for our Strove Tuesday Dinner on February 25th. We had very good attendance at our meeting at our November Planning Meeting. Most of the Committees have Chairs now, so we are looking forward to another successful Pancake Dinner.

The ECW has been a vital and active group providing of decades of service to St. James. We will continue researching some of the traditions and celebrations that have been such an important part of our lives and making them a part of our wonderful congregation again. Jane Ellen Wiles and Beth Burton will spearhead this project.

We are so looking forward to being a part of what makes St. James such a special place.

Submitted by
Janet Stewart

ECW 2019 St James Income Statement

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<th>Amount</th>
</tr>
</thead>
<tbody>
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<td>Shrove Tuesday</td>
<td>$3,096.98</td>
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<tr>
<td>Interest</td>
<td>$0.30</td>
</tr>
<tr>
<td>Misc.</td>
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<tr>
<td>Total Income</td>
<td>$3,187.81</td>
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<tr>
<td>Expenses</td>
<td></td>
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<tr>
<td>Shrove Tuesday</td>
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<td>St James Budget</td>
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<tr>
<td>St James Discretionary Fund</td>
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<td>Greeting Cards</td>
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<tr>
<td>Misc.</td>
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<td>Total Debits</td>
<td>$1,522.62</td>
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<tr>
<td>Balance</td>
<td>$7,097.28</td>
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Your Church, My Church, Our Church

The words Your Church, My Church, Our Church say it all.

In 2015, as the 200th anniversary Jubilee of the establishment of St. James Episcopal Church approached, the congregation stepped forward in a leap of faith and provided the funds to repair, restore, and preserve our dear Church for those who will follow us. I often sit in my pew on Sundays in wonderment at the dedication of fellow Episcopalians and picture so many of my past and present friends sitting with me.
The Building Initiative Committee, Tom, and I thank you for honoring your pledges. The committee continued through 2019 with the Air Conditioning system as the new Priority. We do look forward to our congregation supporting another initiative in the future. Father Rob and the present committee will be meeting soon to consider new proposals to the congregation. As always, we will keep us updated.

Respectfully Submitted by Janet Stewart and Tom Ischy, Co-Chairs
Regulations
of
St. James Episcopal Church, Zanesville, Ohio

Article I

Name: This parish shall be known as St. James Episcopal Church Zanesville, Ohio.

Article II

Meetings of Members: The Annual Meeting of members of this Parish shall be held in the church or church undercroft on the third Sunday in January immediately following the principal Eucharist of the day. If due to weather or other unforeseen conditions, it is not possible to hold the meeting on that day, or if a quorum (as defined below) is not present, the Annual Meeting shall be held on the next Sunday immediately following. At such meetings, the election of Wardens and Vestry shall be held, and such other business as may be necessary and appropriate shall be transacted. The annual report and minutes shall be sent out electronically no later than the Friday before the scheduled annual meeting.

Special Meetings: Special meetings of the members may be called by the Rector or Senior Warden, or in case of either’s absence, death, or disability, the Junior Warden, the Vestry acting at a meeting or a majority of the Vestry acting without a meeting, or by five (5) qualified voters of the Parish, by written notice, given at least ten (10) days before the date of such meeting, to each member, by mail, at his address as it appears on the records of the parish; and by giving notice of such meeting from the Chancel during all regular services on a Sunday at least a week before such meeting. The purpose for which such special meetings are called, shall be set forth in the call and also in the notice and advertisement of such meetings. And business may be transacted at a special meeting called as aforesaid that could be transacted at an annual meeting, except the election of Wardens and members of the Vestry.

Quorum: At all Parish Meetings, annual and special, 25 members of the Parish shall be necessary to constitute a quorum for the transaction of business.

Proxies and Absentee Ballots: Voting by proxy shall not be allowed at any meeting of the Parish. Absentee ballots shall be accepted from parishioners eligible to vote who cannot attend a meeting of the Parish due to illness or some other reason sufficient to the Rector. Absentee ballots shall be received by the Rector prior to the Parish Meeting.
Article III

Wardens and Vestry: The Vestry shall consist of two (2) Wardens, a Senior Warden and a Junior Warden, and nine (9) other members elected at an annual meeting of members of the Parish. Voting for Wardens and Vestry members will be done on a single ballot. The ballot will be separated by position (Sr. Warden, Jr. Warden and Vestry members). The ballot shall list the individual candidates interested in a position under that separated position. The Wardens shall be elected for one-year terms and may be re-elected. The other Vestry members shall be elected for three-year terms. A member of the Vestry, including a Warden, who has completed six (6) consecutive years of service on the Vestry at the time of the Annual Meeting shall not be eligible for election or re-election as a Warden or other Vestry. In addition, any Vestry member who has served 4 years and will not be able to complete a three-year commitment will not be eligible that position. However, that member may run for a 1-year term as a Warden until the 6 consecutive years has been exhausted. After a one-year interval, any former Vestry member, including a former Warden, shall be again eligible for election. Two members of an immediate family residing in the same household shall not serve on the Vestry at the same time. No paid employees of St. James may serve on the Vestry. Members of the Vestry, including the Wardens, shall hold their offices until their successors are elected and qualified. Candidates for Vestry, including candidates for Warden, shall be “members in good standing.” “Members in good standing” are all baptized persons who shall for one year next preceding have celebrated and kept the Lord’s Day, commonly called Sunday, by regular participation in the public worship of the Church, by hearing the Word of God read and taught, and by other acts of devotion and works of charity, using all godly and sober conversation, unless for good caused prevented. (Preliminary Canon of the Episcopal Church of Southern Ohio). The Vestry shall hold at least six (6) meetings each year, and as many more as they may prescribe. The time of such meetings shall be fixed by the Vestry and at all meetings, six (6) shall constitute a quorum, and must include one Warden. Any member of the Parish enjoys the privilege of attending any Vestry meetings. Dates of meetings shall be published in the church monthly calendar and the Sunday bulletin.

Article IV

Committees: The Vestry shall have the power to appoint or may authorize the Rector to appoint all necessary committees for the transaction of the business of the Parish under its jurisdiction.

Article V

Qualifications of Members of the Parish to Vote: All members of the Church in good standing aged sixteen (16) or older shall be eligible to vote for the election of a Vestry and on other Congregational matters, who at the time of voting shall have contributed, by
subscription or otherwise, to the support of the Congregation and who shall be entitled to enrollment on the list of members in good standing (as defined above) of the Congregation. [Canon XVI of the Episcopal Church of Southern Ohio.]

**Article VI**

**Officers:** At the first meeting of the Vestry after its election each year, the members thereof shall elect a Treasurer of the Parish and a Secretary of the Vestry from among the members of the Parish, whose duties respectively shall be those prescribed by the Canons of the Diocese, and such other duties as the Vestry may prescribe. The Secretary of the Vestry shall be ex-officio Secretary of the Parish. The Vestry may also elect and appoint such other officers as the may deem necessary. All officers shall continue in office until their successors are elected and qualified.

**Article VII**

**Presiding Officer of Vestry:** The Rector, though not a member of the Vestry, shall be privileged to attend all meetings of the Vestry, and when present, shall preside and shall open all meetings with prayer. In case of the discussion of matters personal to the Rector, the Rector shall be notified by the Secretary of the object of the meeting and shall then elect whether he or she will attend or not. In the absence of the Rector, the order of priority for presiding officers shall be: (1) Senior Warden. (2) Junior Warden.

**Article VIII**

**Nominations:** Nominations for election to the Vestry shall be made by a nominating committee consisting of 2 volunteers selected at the Annual Meeting and the retiring members of the vestry. The Rector shall chair the Committee, ex-officio, but shall have no vote. Not less than thirty days or the first Sunday in October through the first Sunday in November) prior to selecting the nominees, the Nominating Committee shall notify the Parish, in the Parish newsletter and in the Sunday bulletin, that it is accepting the names of prospective candidates. The committee shall submit the names of all qualified candidates, recommended by a member of the parish or clergy, who are willing to run for election. The names of those so nominated shall be posted by the committee over the committee’s signatures on the bulletin board in the Undercroft and published in the Sunday bulletin and the parish newsletter at least 20 days (the last Sunday in December) before the Annual Meeting. If a nomination is made from the floor at the Annual Meeting, the person making the nomination must have the agreement of the nominee to serve, if elected.

**Article IX**

**Vacancy in the Vestry:** Whenever a vacancy occurs in the Vestry, including the position of Warden, the Vestry is hereby given full power and authority to fill the vacancy thus created by electing a qualified elector of the Parish a member of the Vestry for the
remainder of the unexpired term. The Vestry may declare vacant the position of a Vestry member, including the position of Warden, in any of the following cases: (a) the member dies; (b) the member resigns; (c) the member is declared mentally incompetent by a court; (d) the member is convicted of a felony; (e) a guardian is appointed for the person or the estate of the member; (f) within thirty (30) days after being elected or appointed the member does not accept the office in writing or by attending a meeting of the vestry; (g) the member is absent from three (3) regular meetings of the Vestry in a calendar year and a majority of the entire Vestry votes to declare the member’s office vacant.

Article X

Repeal of Former Regulations: These regulations shall supersede and repeal any and all regulations passed by the Parish at former Annual Meetings.

Article XI

Amendments and Supplements: These regulations may be amended, supplemented, or repealed at any meeting of the Parish of St. James Church herein provided for by a three-fourths vote of the qualified voters of the Parish present at such meeting. Notice of such amendments shall be given to members of the Parish as required for special meetings, and the amendment shall also be given to members of the Parish in the parish newsletter and the church bulletin and shall be posted on the bulletin board in the Undercroft.

Adopted: 1971
Revised: January 18, 1998
Revised: January 16, 2005
Revised: January 18, 2009
Revised: January 21, 2018
St. James Parish Family

Baptism
Audri Cornell
Jeallousee Cornell
Jearah Cornell
Christian Cornell
Trevor Bash
Michael Cost

In Memoriam
Burial and Committals performed by St. James Clergy

Almighty God, we remember before you today your faithful servants

Gladys Wood Barnes  August 19, 1932 ~ March 1, 2019
Thomas Engeman  September 7, 1944 ~ March 11, 2019
Ida Jo McKenney  May 26, 1926 ~ April 5, 2019
Charles (Charlie) Dickerson  October 18, 1952 ~ June 25, 2019

And we pray that, having opened to them the gates of larger life, you will receive them more and more into your joyful service, that, with all who have faithfully served you in the past, they may share in the eternal victory of Jesus Christ our Lord; who lives and reigns with you in the unity of the Holy Spirit, one God, for ever and ever. Amen.
St. James Mission Statement
To be led by Christ and to lead others to Him
Approved by the Vestry
October 17, 2001

St. James Vision Statement
St. James Episcopal Church serves Muskingum County and the surrounding southeastern Ohio area. We are a welcoming, caring, diverse, and inclusive community of faith, hope, love and fellowship. The people of St. James joyfully celebrate our love of God through worship, preaching, and music. In Christ’s name and led by the Holy Spirit, we strive to learn more about God, to grow in our faith, and to serve others.

Approved by the Vestry
November 14, 2001