

# St. Philip's Episcopal Church



# ANNUAL REPORT 2019

Highlights of Developments & Accomplishments in 2019



## Agenda for the Annual Parish Meeting

Sunday, January 26, 2020 @ 11:30 am

- ☐ Lunch
- ☐ Sign-in and receive ballots
  
- ☐ Call to Order and Opening Prayer (Fr. Eric)
  
- ☐ Organization of the Meeting (John Garman)
  - Designation of a Secretary
  - Adoption of the Agenda
  - Approval of the Minutes from last year's meeting
  - Introduction of New Members
  
- ☐ Review of Parish Finances (Larry Ciaramitaro)
  - Fiscal Year 2019
  - Presentation of the 2020 Budget
  
- ☐ Necrology & Prayer for All the Faithful Departed (Fr. Eric)
  - Fran Hilborn \* Crystal Alfes \* Elaine Roberts \* Gail Figura \* Dean Jones \**
  - Jim Shepherd \* Jeanette Hudson*
  
- ☐ Thanks to Vestry Members completing terms (Fr. Eric)
  - John Garman, Rick Maibauer, Carl Jones, David Shirley*
  
- ☐ Election of New Vestry Members (John Garman)
  - Introduction of the Candidates
  - Nominations – please note that candidates must be active baptized members of St. Philip's
  
- ☐ Election of Delegates to Diocesan Convention (John Garman)
  - Annual EDOMI Convention: October 23-24, 2019 in Novi
  
- ☐ Written Reports filed by title only (John Garman)
  
- ☐ Report from Youth Group (Megan Lindley)
- ☐ Presentation of our Strategic Plan (Fr. Eric)
- ☐ Discussion at Tables
- ☐ Courtesy Resolutions (Fr. Eric)
  
- ☐ Adjournment and Closing Prayer (Fr. Eric)
  
- ☐ Organizational Vestry Meeting in the Rector's Office

## 2019 Services

**Average Sunday Attendance:** 110

### Number of worship services conducted

Sunday Holy Eucharist:	103
Weekday Holy Eucharist:	8
Private Holy Eucharist:	34
Sunday Daily Office:	0
Weekday Daily Office:	6
Baptisms:	0
Marriages:	3
Burials:	9
Other Offices:	3

### Marriages

3/15/19	Laurel Soloway & Dylan Anderson
8/24/19	Judy Marchioni & Paul Bozymowski
9/7/19	Christina Vicari & Frank DiMaria

### Confirmations, Receptions, & Reaffirmations

5/11/19	Ava Ubaydi	Judy Marchioni
6/16/29	Isabella Beck	Jerry Miller
	Madeline Beck	Sonia Miller
	Nigel Betts	Laurel Racette
	Paul Bozymowski	Olivia Racette
	Ann Dinan	Rebecca Racette
	Elizabeth Farrell	Alice Shirley
	Thomas Farrell	Quentin Ubaydi
	Alex Joseph	Stephanie Ubaydi
	Jane Maibauer	Beverly Vella
	Rick Maibauer	Gary Vella

### Burials

3/23/19	Fran Hilborn
6/2/19	Crystal Alfes
6/6/19	Elaine Roberts
8/16/19	Gail Figura
8/26/19	James R. "Jim" Clements
11/1/19	Dean Jones
12/5/19	Jim Shepherd
12/14/19	Jeanette Hudson

# ST. PHILIP'S

## ANNUAL MEETING MINUTES JAN. 27<sup>TH</sup>, 2019

Meeting opened with a prayer led by Fr. Eric Williams

-Meeting agenda presented by John Garman. Motion to accept agenda as is by John and seconded by various parishioners. Passed.

-Recognition of newcomers.

-Finances of 2018 presented by Larry Ciaramitaro

-Recognition of exiting vestry members.

-Nominations of Sheila Bareiss by Jean Behl and Katie Pratt by Jennifer Jones. Nominations seconded by various congregation members. Passed.

New Vestry members are Sheila Bareiss, Katie Pratt, Rick Maibauer, and John Garman.

Dioceses Convention Delegates voted in unanimously: Jean Behl, Alan Youngman, Jonathan Lindley

Alternates Voted in unanimously: John Higgins, Jane Brown, Brianne Turczynski

### **Progress Report:**

#### **Initiated and In Progress Ministries/Goals**

-Entrance

Old Front Porch Entrance led by John Garman

Landscaping led by Dee Hilbert

-Newcomer Ministry led by Sara Samper

-Fellowship

-Foyer Dinners led by Jen Hatchett and Manosha Joseph

-Spiritual Formation

-Book Club led by Jean Behl

-Bible Study led by Shiela Barass

-Historical Bible Study led by Eric Williams

-Youth Group led by Kathy Gravino and Jane Brown

-Children's Formation/Sunday School led by Jean Behl, Pat Wagner and others.

-Communication and Technology led by John Garman

-new simplified organization chart

-updated membership directory

-new computer for bookkeeper

-improved sound system in church

-improved e-mail

- weekly sermon podcasts
- improved use of website and Facebook

**Future goals:**

April-May Congregation meeting to discuss the formation of new ministries:

- To identify gifts of members
- Discontinue programs no longer viable and create new ministries that speak to and engage members.

Technology/Communication improvements:

- Improved sound system in Great Hall
- WIFI
- Sign in Front of Church

Courtesy Resolutions:

-Copies of report to be sent to Rev. Mike Link & spouse, Reb. Geoffrey Boyer & spouse, Rev. Cynthia Garman and Bishop Gibbs and spouse.

Closing prayer led by Father Eric.

Minutes taken by Brianne Turczynski and Bea Lude

## Annual Report from the Rector

It's really great to be able give this report as your rector. After three years and a wonderful discernment process this past Fall, the vestry has now called me as rector of St. Philip's. In practical terms, nothing really changes. I can't do anything now that I couldn't do before. But the title is a reflection of the reality that we have been called by God to work together.

### CELEBRATION OF MINISTRY

We will celebrate this new reality on **Wednesday, February 19<sup>th</sup> at 7:00 pm** with a special service and celebration. Please mark your calendars. Our new bishop will be with us for the first time. We are inviting area clergy as well and there will be special music and a festive reception afterwards. The service is called "The Renewal of Ministry with the Welcoming of a New Rector." I like that title because the service is not about me, but about the ways God is renewing us as a parish in the Holy Spirit. As part of the service, different ministries will be invited to bring symbols of their ministry to the altar to be blessed. So get your thinking caps on about what your group might present!

Here are some more of my highlights:

### WORSHIP

- Confirmation service — In June we had a wonderful confirmation service with twenty people who were confirmed, received, or who renewed their baptismal covenant. This was also our last visit by Bishop Gibbs.
- Advent Service – We were blessed by the musical and artistic gifts of new parishioners Gregory Norbet and Kathryn Carrington. They led a deeply meaningful Advent service with icons and music.
- Youth Choir – I am so grateful to Katie Pratt for taking a leap of faith and starting a youth choir. Their debut at the Christmas pageant exceeded all expectations with twenty kids who sang beautifully and stole the show.

### DOCTRINE

- Sunday School. Our small but dedicated group of teachers offers instruction to children.
- Bible 101 Class – 2019 saw the conclusion of our year-long Bible 101 class.
- VBS – I am grateful to Ged Youngman for leading the charge this year and for all the parents and other adults and youth who made this possible. We had a great week. I am proud of our Spiritual Formation team and parish for offering this tuition free to all kids in our wider community.
- Confirmation Class & Youth Group – Leading up to the confirmation service, our youth group took the year to really delve into our faith and understanding as Christians. Thanks to Jane Brown and Kathy Gravino for their ongoing mentorship and leadership.
- Inquirers Class – We also had classes for adults leading up to the confirmation service.
- Pilgrimage to the Holy Land – A highlight for me was the diocesan pilgrimage to the Holy Land. This was a major focus of my time and energy this year and we were blessed with a great group of 42 people, of which 12 came from St. Philip's. We will be sharing slides and reflections from our pilgrimage at a special forum on February 9.

## **ACTION**

- Newcomer picnic and ministry. I am grateful to Sara Sampeer and to all of our greeters who are present every Sunday to welcome all in the name of Christ. This warm welcome has helped us continue to grow. Thanks to the committee for planning the annual newcomer's picnic in August.
- Outreach Discernment – My thanks to Deane Tierney for working hard this year to help us discern our outreach focus at St. Philip's. You can read his report in the annual meeting booklet. As part of that discernment, we have started a new outreach effort with Rochester Area Neighborhood House, taking over the food pantry one Saturday a month. Thanks to Catherine McGee for stepping forward to be our coordinator.

## **OVERSIGHT**

- STP groups – We have begun the second round of STP groups this year. These simple supper groups are an opportunity to build fellowship and community. If you haven't signed up for one, do so at your next opportunity.
- Bishop Search – In addition to the pilgrimage, this was another major effort for me in 2019. I worked with a wonderful and diverse committee to narrow our search down to four finalists for the election last Spring. On February 8<sup>th</sup>, our new Bishop Bonnie Perry will be consecrated at a special service at the Henry Ford theatre in Dearborn. All are welcome to attend.
- Ronda Johnson – Last year we also were blessed by the presence of our intern, Ronda Johnson. She continues in the ordination process and is finishing one more class and doing another internship at the Church of the Nativity in Bloomfield Township.
- Welcome Ann Webber and John Meulendyk as associate priests. We have been blessed this year by the presence of two priests who volunteer their time as associate priests. You will see them on Sundays and at other events from time to time. Ann is working with our healing team.
- Holy conversations – As I promised, these holy conversations were completely different from the ones three years ago. These conversations were forward looking and have really helped the vestry articulate a vision for the church as we move forward in responding to God's call.
- Staff: We are so blessed by the hard work and commitment of our staff at St. Philip's. Each one of them goes above and beyond their job descriptions and brings deep faith and a love of God and of this congregation. Please take time to personally thank Jim Bain, our director of music, Susan Mason, our parish administrator, Bonnie Haacke, our bookkeeper, and Brian Vlaming, our sexton.

## STEWARDSHIP and FINANCE

- You will hear and read more details from Larry Ciaramitaro and the Stewardship and Finance committee, but I also want to highlight some more good news this year. As most of you know, we lost a beloved and incredibly generous parishioner in 2017. His one pledge made up over 25% of our total budget. I am happy to say that we have made substantial progress towards reducing our deficit and making up for that loss through new pledges and increased generosity from our continuing pledgers. Thank you all so much for your generosity and faithfulness. We are way ahead of where I thought we might be. Thanks go to all of the members of the Stewardship and Finance Committee and especially their chair, Mary Eberline.

## WHATS NEXT?

As we move into this next phase of life together, I am aware of some urgent leadership needs. Please pray about these and feel free to ask me questions or talk with me about them.

1. **PROPERTY:** Jim Lauder and Alan Youngman have announced that they wish to retire this coming year from overseeing the property. They have been doing this work faithfully for twelve years. They are willing to work with and train their replacement(s).
2. **SUNDAY SCHOOL:** Our small, dedicated cadre of Sunday School teachers works every week with our kids. They need more teachers and also adults who are willing just to be present to make sure we are following our safe church guidelines. We can also really use a good organizer to help with the scheduling of classes and teachers.
3. **SOS:** One of our major outreach efforts, SOS, lasts one week in the Spring. We need to find a new kitchen coordinator and overall coordinator. Sue Halbach and Larry Ciaramitaro have done this for years and we need to honor their desire to step down.
4. **FELLOWSHIP:** As we seek to have more fellowship gatherings, we recognize that we need a small committee to make this work. If you enjoy parties and are a good organizer, we need you! This committee would help plan and oversee events like the church picnic, Shrove Tuesday supper, Friendsgiving, Stewardship banquet, and other parties that arise.

Yours faithfully,

Eric Williams

Priest-in-charge

## FINANCIAL REVIEW – 2019 RESULTS

Date : 01/08/2020  
Time : 1:19:03 PM

St. Philip's Episcopal Church  
Balance Sheet-acs  
December 2019

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**Accounts**

<b>Assets</b>		
01-1002 - Loan McGehee Fund-Stephen Min.	\$13,800.00	
01-1005 - Huntington National Bank Checking	\$38,888.19	
01-1007 - Flagstar Bank Savings	\$116,380.60	
01-1008 - Flagstar Bank CD	\$117,386.06	
01-1009 - Prepaid Insurance	\$3,374.25	
01-1999 - Petty Cash	\$400.16	
03-1002 - Diocese Growth&Income-Heritage	\$58,024.75	
04-1000 - Brokerage Account	\$50.00	
<b>Total Assets</b>		<b>\$348,304.01</b>
<b>Liabilities, Fund Principal, &amp; Restricted Funds</b>		
<b>Liabilities</b>		
01-2001 - Pledge Prepayment	\$9,342.27	
01-2003 - Accts Payable Year End	\$2,860.00	
01-2004 - Accts Payable Church Pension	\$400.00	
01-2006 - Loan Episcopal Diocese	\$110,998.94	
<b>Total Liabilities</b>		<b>\$123,601.21</b>
<b>Fund Principal</b>		
01-3001 - Fund Principal-General Church	(\$89,619.24)	
Excess Cash Received	(\$23,655.62)	
<b>Total Fund Principal and Excess Cash Received</b>		<b>(\$113,274.86)</b>
<b>Restricted Funds</b>		
Total Temporary Restricted	\$258,895.95	
Total Permanent Restricted	\$79,081.71	
<b>Total Restricted Funds</b>		<b>\$337,977.66</b>
<b>Total Liabilities, Fund Principal, &amp; Restricted Funds</b>		<b>\$348,304.01</b>

# FINANCIAL REVIEW – RECENT HISTORY

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Date : 01/08/2020  
Time : 11:04:34 AM

**St. Philip's Episcopal Church**  
**Analysis of Revenues & Expenses - Portrait-Bonnie**  
**December 2019**

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Accounts	MTD Actual (This Year)	YTD Actual (This Year)	YTD Budget (This Year)	Annual Budget (This Year)	Annual Budget Remaining (This Year)
<b>Revenues</b>					
<b>Other Revenue</b>					
01-4000 - Investment/Int Income	\$1,018.54	\$4,453.80	\$1,400.00	\$1,400.00	(\$3,053.80)
01-4001 - Miscellaneous Income	\$0.00	\$0.00	\$100.00	\$100.00	\$100.00
01-4002 - Building Usage	\$1,053.25	\$11,015.75	\$10,000.00	\$10,000.00	(\$1,015.75)
01-4011 - Great Hall Rentals	\$360.00	\$447.50	\$1,500.00	\$1,500.00	\$1,052.50
<b>Total Other Revenue</b>	<b>\$2,431.79</b>	<b>\$15,917.05</b>	<b>\$13,000.00</b>	<b>\$13,000.00</b>	<b>(\$2,917.05)</b>
<b>Pledges and Offerings</b>					
01-4003 - Plate Offerings	\$3,319.00	\$9,787.00	\$3,000.00	\$3,000.00	(\$6,787.00)
01-4005 - Church School Offering	\$0.00	\$0.00	\$50.00	\$50.00	\$50.00
01-4006 - Pledge Commit (Curr Yr)	\$52,301.89	\$252,985.98	\$238,694.00	\$238,694.00	(\$14,291.98)
01-4008 - Easter&Christmas Offer.	\$385.00	\$2,788.00	\$2,000.00	\$2,000.00	(\$788.00)
<b>Total Pledges and Offerings</b>	<b>\$56,005.89</b>	<b>\$265,560.98</b>	<b>\$243,744.00</b>	<b>\$243,744.00</b>	<b>(\$21,816.98)</b>
<b>Total Revenues</b>	<b>\$58,437.68</b>	<b>\$281,478.03</b>	<b>\$256,744.00</b>	<b>\$256,744.00</b>	<b>(\$24,734.03)</b>
<b>Expenses</b>					
<b>PERSONNEL</b>					
<b>Payroll</b>					
01-5000 - Admin. Asst. Salary	\$1,187.90	\$15,069.36	\$14,832.00	\$14,832.00	(\$237.36)
01-5001 - Financial Sec. Salary	\$275.11	\$4,550.59	\$4,378.00	\$4,378.00	(\$172.59)
01-5002 - Music Director's Salary	\$1,615.22	\$19,382.64	\$19,500.00	\$19,500.00	\$117.36
01-5004 - Payroll Taxes	\$235.48	\$2,983.69	\$2,961.00	\$2,961.00	(\$22.69)
01-5005 - Payroll Processing Exp	\$24.00	\$288.00	\$330.00	\$330.00	\$42.00
01-5006 - Insur. Med (Personnel)	\$2,080.00	\$28,627.07	\$21,456.00	\$21,456.00	(\$7,171.07)
<b>Total Payroll</b>	<b>\$5,417.71</b>	<b>\$70,901.35</b>	<b>\$63,457.00</b>	<b>\$63,457.00</b>	<b>(\$7,444.35)</b>
<b>Rector</b>					
01-5010 - Rector's Salary	\$5,543.46	\$66,521.52	\$66,522.00	\$66,522.00	\$0.48
01-5030 - Travel Expenses	\$241.81	\$826.26	\$600.00	\$600.00	(\$226.26)
01-5040 - Professional Exp Allow	\$427.44	\$600.00	\$600.00	\$600.00	\$0.00
01-5050 - Prof Devel Allow.	\$0.00	\$826.82	\$600.00	\$600.00	(\$226.82)
01-5060 - Rector's Pension	\$1,075.78	\$12,892.85	\$12,890.00	\$12,890.00	(\$2.85)
01-5070 - SECA Reimbursement	\$424.08	\$5,088.96	\$5,089.00	\$5,089.00	\$0.04
01-5080 - Rector's Reimbursable Expen	\$222.06	\$2,860.00	\$2,800.00	\$2,800.00	(\$60.00)
<b>Total Rector</b>	<b>\$7,934.63</b>	<b>\$89,616.41</b>	<b>\$89,101.00</b>	<b>\$89,101.00</b>	<b>(\$515.41)</b>
<b>Supply Personnel</b>					
01-5008 - Supply Clergy	\$0.00	\$830.18	\$1,000.00	\$1,000.00	\$169.82
01-5009 - Substitute Organist	\$0.00	\$600.00	\$900.00	\$900.00	\$300.00
<b>Total Supply Personnel</b>	<b>\$0.00</b>	<b>\$1,430.18</b>	<b>\$1,900.00</b>	<b>\$1,900.00</b>	<b>\$469.82</b>
<b>Total PERSONNEL</b>	<b>\$13,352.34</b>	<b>\$161,947.94</b>	<b>\$154,458.00</b>	<b>\$154,458.00</b>	<b>(\$7,489.94)</b>
<b>OFFICE AND ADMIN EXPENSES</b>					
01-5101 - Church Prog/ServExp	\$209.71	\$2,730.91	\$3,500.00	\$3,500.00	\$769.09
01-5102 - Postage	\$110.00	\$430.00	\$300.00	\$300.00	(\$130.00)
01-5103 - Office Equipment Leases	\$288.68	\$3,580.62	\$3,700.00	\$3,700.00	\$119.38
01-5105 - Inf. & Comm Tech.	\$137.50	\$1,433.50	\$1,524.00	\$1,524.00	\$90.50
01-5106 - Ins Prop & Wrks Comp.	(\$22.00)	\$5,629.58	\$7,350.00	\$7,350.00	\$1,720.42
01-5107 - Computer Services	\$0.00	\$219.00	\$500.00	\$500.00	\$281.00
01-5108 - Communications	\$0.00	\$0.00	\$3,000.00	\$3,000.00	\$3,000.00
<b>Total OFFICE AND ADMIN EXPENSES</b>	<b>\$723.89</b>	<b>\$14,023.61</b>	<b>\$19,874.00</b>	<b>\$19,874.00</b>	<b>\$5,850.39</b>
<b>FACILITIES</b>					
<b>Maintenance Church</b>					
01-5201 - Church Maintenance	\$1,191.48	\$10,178.33	\$10,000.00	\$10,000.00	(\$178.33)
01-5202 - Custodial Serv (Sexton)	\$2,519.56	\$20,979.56	\$19,220.00	\$19,220.00	(\$1,759.56)
01-5203 - Church Snow Removal	\$3,720.00	\$9,060.00	\$8,900.00	\$8,900.00	(\$160.00)
01-5204 - Church Lawn Service	\$0.00	\$2,480.00	\$2,548.00	\$2,548.00	\$68.00
01-5205 - Church Elevator	\$0.00	\$3,637.80	\$1,164.00	\$1,164.00	(\$2,473.80)
01-5206 - Church Heat&Cool	\$0.00	\$0.00	\$1,000.00	\$1,000.00	\$1,000.00
01-5207 - Church Clean. Supplies	\$201.00	\$1,640.60	\$1,500.00	\$1,500.00	(\$140.60)
01-5208 - Church Landscaping	\$0.00	\$500.00	\$500.00	\$500.00	\$0.00
<b>Total Maintenance Church</b>	<b>\$7,632.04</b>	<b>\$48,476.29</b>	<b>\$44,832.00</b>	<b>\$44,832.00</b>	<b>(\$3,644.29)</b>
<b>Utilities - Church</b>					
01-5301 - Church Phone	\$228.24	\$2,769.14	\$2,436.00	\$2,436.00	(\$333.14)
01-5302 - Church Utilities Water	\$0.00	\$3,321.49	\$3,500.00	\$3,500.00	\$178.51
01-5303 - Church Utilities - Electric	\$985.00	\$14,604.90	\$16,008.00	\$16,008.00	\$1,403.10
01-5304 - Church Utilities - Gas	\$2,000.00	\$8,968.00	\$11,000.00	\$11,000.00	\$2,032.00
<b>Total Utilities - Church</b>	<b>\$3,213.24</b>	<b>\$29,663.53</b>	<b>\$32,944.00</b>	<b>\$32,944.00</b>	<b>\$3,280.47</b>
<b>Total FACILITIES</b>	<b>\$10,845.28</b>	<b>\$78,139.82</b>	<b>\$77,776.00</b>	<b>\$77,776.00</b>	<b>(\$363.82)</b>
<b>SERVICE</b>					
01-5401 - Diocesan Apportionment	\$2,355.50	\$28,266.00	\$27,941.00	\$27,941.00	(\$325.00)
01-5411 - Rector's Discretionary Funds	\$100.00	\$1,200.00	\$1,200.00	\$1,200.00	\$0.00

# FINANCIAL REVIEW – RECENT HISTORY

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Date : 01/08/2020  
Time : 11:04:35 AM

**St. Philip's Episcopal Church**  
**Analysis of Revenues & Expenses - Portrait-Bonnie**  
**December 2019**

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Accounts	MTD Actual (This Year)	YTD Actual (This Year)	YTD Budget (This Year)	Annual Budget (This Year)	Annual Budget Remaining (This Year)
01-5412 - Future Outreach	\$375.00	\$1,500.00	\$4,800.00	\$4,800.00	\$3,300.00
<b>Total SERVICE</b>	<b>\$2,830.50</b>	<b>\$30,966.00</b>	<b>\$33,941.00</b>	<b>\$33,941.00</b>	<b>\$2,975.00</b>
<b>WORSHIP</b>					
01-5500 - Liturgy Expense	\$0.00	\$751.82	\$500.00	\$500.00	(\$251.82)
01-5501 - Music Expenses	\$0.00	\$692.40	\$1,000.00	\$1,000.00	\$307.60
01-5502 - Organ/Piano Tuning	\$445.00	\$800.00	\$800.00	\$800.00	\$0.00
01-5503 - Acolytes	\$0.00	\$0.00	\$100.00	\$100.00	\$100.00
01-5504 - Altar Guild	\$85.88	\$608.13	\$900.00	\$900.00	\$291.87
<b>Total WORSHIP</b>	<b>\$530.88</b>	<b>\$2,852.35</b>	<b>\$3,300.00</b>	<b>\$3,300.00</b>	<b>\$447.65</b>
<b>EDUCATION</b>					
01-5601 - Youth Spiritual Formation	\$55.39	\$1,927.26	\$2,400.00	\$2,400.00	\$472.74
01-5602 - Adult Spiritual Formation	\$0.00	\$159.30	\$300.00	\$300.00	\$140.70
01-5604 - Baby Sitting Services	\$0.00	\$0.00	\$1,300.00	\$1,300.00	\$1,300.00
01-5605 - Youth Group Activities	\$0.00	\$0.00	\$500.00	\$500.00	\$500.00
<b>Total EDUCATION</b>	<b>\$55.39</b>	<b>\$2,086.56</b>	<b>\$4,500.00</b>	<b>\$4,500.00</b>	<b>\$2,413.44</b>
<b>OTHER EXPENSES</b>					
01-5703 - Stewardship	\$0.00	\$130.72	\$350.00	\$350.00	\$219.28
01-5704 - Vestry Resources	\$0.00	\$211.13	\$150.00	\$150.00	(\$61.13)
01-5708 - Volunteer/Newcomer Recogni	\$0.00	\$0.00	\$350.00	\$350.00	\$350.00
01-5709 - Diocesan Convention Exp	\$0.00	\$211.15	\$600.00	\$600.00	\$388.85
<b>Total OTHER EXPENSES</b>	<b>\$0.00</b>	<b>\$553.00</b>	<b>\$1,450.00</b>	<b>\$1,450.00</b>	<b>\$897.00</b>
<b>DEBT</b>					
01-5803 - Bank Charges	\$65.04	\$161.13	\$0.00	\$0.00	(\$161.13)
01-5809 - Int - Episcopal Diocese	\$291.43	\$3,651.58	\$3,652.00	\$3,652.00	\$0.42
01-5810 - Prin- Episc. Diocese	\$908.84	\$10,751.66	\$10,750.00	\$10,750.00	(\$1.66)
<b>Total DEBT</b>	<b>\$1,265.31</b>	<b>\$14,564.37</b>	<b>\$14,402.00</b>	<b>\$14,402.00</b>	<b>(\$162.37)</b>
<b>Total Expenses</b>	<b>\$29,603.59</b>	<b>\$305,133.65</b>	<b>\$309,701.00</b>	<b>\$309,701.00</b>	<b>\$4,567.35</b>
<b>Net Total</b>	<b>\$28,834.09</b>	<b>(\$23,655.62)</b>	<b>(\$52,957.00)</b>	<b>(\$52,957.00)</b>	<b>(\$29,301.38)</b>

## FINANCIAL REVIEW – RESERVE STATUS

Date : 01/08/2020  
Time : 1:02:20 PM

**St. Philip's Episcopal Church**  
**Summary of Restricted Accounts - YTD Portrait new1108**  
**January to December 2019**

Page : 1

Accounts	Beginning Balance	Restricted Revenue	Restricted Expenses	Ending Balance
<b><u>Temporary Restricted</u></b>				
<b>RESERVE</b>				
01-6000 - Uncommitted Reserve	29,975.42	31,055.32	54,710.94	6,319.80
<b>Total RESERVE</b>	<b>29,975.42</b>	<b>31,055.32</b>	<b>54,710.94</b>	<b>6,319.80</b>
<b>OUTREACH</b>				
01-6101 - Signature Outreach-Bnd Together	4,945.59	60.00	4,945.00	60.59
01-6105 - RHNH Food Baskets	309.00	0.00	309.00	0.00
01-6108 - South Oakland Shelter-Outreach	2,471.16	2,105.00	2,312.62	2,263.54
01-6109 - Church in Jerusalem	677.65	166.00	166.00	677.65
01-6110 - Outreach Hope Center	1,068.75	0.00	0.00	1,068.75
01-6111 - Christmas Food Baskets	360.41	359.00	159.89	559.52
01-6113 - ER&D Int'l Fund	3,309.68	20.00	20.00	3,309.68
01-6114 - United Thank Offring	0.00	886.02	0.00	886.02
<b>Total OUTREACH</b>	<b>13,142.24</b>	<b>3,596.02</b>	<b>7,912.51</b>	<b>8,825.75</b>
<b>PASTORAL CARE</b>				
01-6201 - Stephen Ministries - Outreach	13,654.83	0.00	0.00	13,654.83
01-6202 - Clergy Discretionary Donations	1,401.42	3,356.82	2,658.24	2,100.00
<b>Total PASTORAL CARE</b>	<b>15,056.25</b>	<b>3,356.82</b>	<b>2,658.24</b>	<b>15,754.83</b>
<b>YOUTH MINISTRY</b>				
01-6301 - Youth Ministry (Work Trip)	1,140.76	116.00	0.00	1,256.76
01-6302 - Youth Min. Misc (Meijer Awards)	570.93	0.00	0.00	570.93
01-6304 - Children's Church	377.00	100.00	475.00	2.00
<b>Total YOUTH MINISTRY</b>	<b>2,088.69</b>	<b>216.00</b>	<b>475.00</b>	<b>1,829.69</b>
<b>WORSHIP</b>				
01-6401 - Seasonal Decorations	20.00	0.00	20.00	0.00
01-6402 - Special Music	453.77	0.00	0.00	453.77
01-6403 - Flower Fund	1,271.36	2,367.26	1,926.39	1,712.23
01-6404 - Altar Guild	4,245.20	1,365.00	12.70	5,597.50
01-6405 - Episcopal Church Women	5,271.36	3,678.00	3,551.32	5,398.04
01-6406 - Coffee Hour	(43.38)	274.00	43.42	187.20
01-6407 - Organ Fund	2,745.82	0.00	260.00	2,485.82
<b>Total WORSHIP</b>	<b>13,964.13</b>	<b>7,684.26</b>	<b>5,813.83</b>	<b>15,834.56</b>
<b>MISC</b>				
01-6501 - Sabbatical Leave	74.74	0.00	0.00	74.74
01-6502 - Book Club	470.71	0.00	0.00	470.71
01-6503 - Social Activities	3,029.79	1,241.00	1,483.73	2,787.06
01-6504 - Lay Minister Vestment	319.13	0.00	0.00	319.13
01-6505 - Landscaping	0.00	934.68	934.68	0.00
01-6507 - Bldg. Usage Security Deposit	100.00	300.00	100.00	300.00
01-6508 - Evangelism/Renewal	(449.64)	77.63	92.94	(464.95)
01-6511 - Search Committee Expense	25,000.00	0.00	0.00	25,000.00
01-6622 - Special Gift JG	8,000.00	0.00	5,648.98	2,351.02
01-6623 - Special Gift EH	4,000.00	0.00	0.00	4,000.00
01-6624 - Special Gift JVH	0.00	866.00	0.00	866.00
01-6625 - Military Gifts	0.00	365.00	0.00	365.00
<b>Total MISC</b>	<b>40,544.73</b>	<b>3,784.31</b>	<b>8,260.33</b>	<b>36,068.71</b>
<b>MEMORIALS</b>				
01-6601 - Memorials	13,883.58	3,106.00	2,608.71	14,380.87
01-6620 - Memorial Window	335.01	45.00	741.39	(361.38)
01-6621 - Memorial - Gordon Case	126,486.84	0.00	0.00	126,486.84
01-6630 - Memorial Behl	0.00	1,045.00	0.00	1,045.00
<b>Total MEMORIALS</b>	<b>140,705.43</b>	<b>4,196.00</b>	<b>3,350.10</b>	<b>141,551.33</b>
<b>CAPITAL IMPROVEMENTS</b>				
01-6701 - Capital Improvement- General	24,883.66	7,069.45	5,147.16	26,805.95
01-6706 - Cap Improvement Parking Lot	5,024.78	0.00	0.00	5,024.78
01-6707 - Capital Campaign	350.00	475.69	(54.86)	880.55
<b>Total CAPITAL IMPROVEMENTS</b>	<b>30,258.44</b>	<b>7,545.14</b>	<b>5,092.30</b>	<b>32,711.28</b>
<b>Total Temporary Restricted</b>	<b>285,735.33</b>	<b>61,433.87</b>	<b>88,273.25</b>	<b>258,895.95</b>
<b><u>Permanent Restricted</u></b>				
01-6801 - Heritage Fund-Unrestricted	36,286.15	1,722.12	0.00	38,008.27
01-6802 - Heritage Fund-Missionary	39,207.81	1,865.63	0.00	41,073.44
<b>Total Permanent Restricted</b>	<b>75,493.96</b>	<b>3,587.75</b>	<b>0.00</b>	<b>79,081.71</b>

**FINANCIAL REVIEW – 2020 BUDGET**

**page 1 of 6**

New GL Account #	Title	Actual 2019	Budget 2019	Projected 2020
	<b><u>Revenue Categories</u></b>			
	<b><i>Other Revenue</i></b>			
	In & Out Reach			
01-1177				
	Investment Income - Operating	4,454	1,400	1,400
01-4000				
	Miscellaneous Income	-	100	100
01-4001				
	Building Usage	11,016	10,000	10,000
01-4002				
	Great Hall Rentals	448	1,500	1,500
01-4011				
	<b>Total Other Revenue</b>	15,917	13,000	13,000
	<b><i>Pledges and Offerings</i></b>			
	Plate Offerings	9,787	3,000	3,000
01-4003				
	Church School Offering	-	50	50
01-4005				
	Pledge Commitments (Current Year)	252,986	238,694	260,000
01-4006				
	Easter and Christmas (Offerings from pledgers)	2,788	2,000	2,000
01-4008				
	<b>Total Pledges and Offerings</b>	265,561	243,744	265,050
	<b>Revenue Total</b>	<b>281,478</b>	<b>256,744</b>	<b>278,050</b>
	<b><u>Expense Categories</u></b>			
	<b><i>Payroll</i></b>			
	Administrative Assistant-Salary	15,069	14,832	15,129
01-5000				

**FINANCIAL REVIEW – 2020 BUDGET**

**page 2 of 6**

New GL Account #	Title	Actual 2019	Budget 2019	Projected 2020
01-5001	Financial Secretary-Salary	4,551	4,378	4,465
01-5002	Music Director-Salary	19,383	19,500	19,500
01-5003	Christian Educ Coord Salary	-	-	-
01-5004	Payroll Taxes (FICA)	2,984	2,961	3,037
01-5005	Payroll Processing Expense	288	330	330
	<b>Total Staff Payroll</b>	<b>42,274</b>	<b>42,001</b>	<b>42,461</b>
	<b>Rector</b>			
01-5010	Rector's Salary	66,522	66,522	70,722
01-5030	Travel Expenses	826	600	600
01-5040	Professional Expense Allowance	600	600	600
01-5050	Professional Development Allowance	827	600	600
01-5006	Insurance (Rector's Health Ins)	28,627	22,512	24,936
01-5007	HAS			6,650
01-5060	Rector-Pension	12,893	12,890	13,703
01-5070	SECA Reimbursement	5,089	5,089	5,410
01-5080	Reimbursable Expense	2,860	2,800	2,800
01-5090	Rector's Housing Rental		-	-
	<b>Total Rector</b>	<b>118,243</b>	<b>111,613</b>	<b>126,021</b>
01-5008	Supply Clergy	830	1,000	1,500

**FINANCIAL REVIEW – 2020 BUDGET**

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New GL Account #	Title	Actual 2019	Budget 2019	Projected 2020
01-5009	Substitute Organist	600	900	900
	<b>Total Personnel</b>	<b>161,948</b>	<b>155,514</b>	<b>170,882</b>
	<b>(Non-Rector Personnel)</b>	<b>43,704</b>	<b>43,901</b>	<b>44,861</b>
	<b>Office and Administrative Expenses</b>			
01-5101	Church Program/Service	2,731	3,500	3,500
01-5102	Postage	430	300	300
01-5103	Office Equipment Leases	3,581	3,700	3,700
01-5105	Church-Info & Comm Technology	1,434	1,524	1,524
01-5106	Insurance (Property & Worker's Comp.)	5,630	7,350	4,476
01-5107	Computer Hardware/Software/Services	219	500	500
01-5108	Communications	-	3,000	1,898
	<b>Total Office and Admin Expenses</b>	<b>14,024</b>	<b>19,874</b>	<b>15,898</b>
	<b>Maintenance Church</b>			
01-5201	Church-Maintenance	10,178	10,000	10,000
01-5202	Church-Custodial Svcs (Sexton)	20,980	19,220	21,840
01-5203	Church-Snow Removal/Salting	9,060	8,900	9,300
01-5204	Church-Lawn Service	2,480	2,548	2,548
01-5205	Church - Elevator	3,638	1,164	1,164
01-5206	Church - Heat and Cool	-	1,000	1,000
01-5207	Church - Cleaning Supply	1,641	1,500	1,500
01-5208	Church Landscaping	500	500	500

**FINANCIAL REVIEW – 2020 BUDGET**

**page 4 of 6**

New GL Account #	Title	Actual 2019	Budget 2019	Projected 2020
	<b>Total Maintenance Church</b>	48,476	44,832	47,852
	<b>Utilities - Church</b>			
01-5301	Church-Phone	2,769	2,436	2,736
01-5302	Church-Utilities-Water	3,321	3,500	3,700
01-5303	Church-Utilities Electric	14,605	16,008	16,008
01-5304	Church-Utilities Gas	8,968	11,000	11,000
	<b>Total Utilities Church</b>	29,663	32,944	33,444
	<b>Total Facilities</b>	78,140	77,776	81,296
	<b>Total Facilities w/ Mortgage</b>	92,704	92,178	95,699
	<b>Service</b>			
01-5401	Diocesan Apportionment	28,266	27,908	27,871
01-5403	Neighborhood House	-	-	-
01-5405	South Oakland Shelter	-	-	-
01-5406	Bound Together	-	-	-
01-5409	Christmas Food Baskets	-	-	-
01-5412	Future Outreach	1,500	4,800	4,800
01-5411 01-5702	Rector - Discretionary Funds	1,200	1,200	1,200
	<b>Total Service / Outreach</b>	30,966	33,908	33,871
	<b>Worship</b>			
01-5500	LiturgY Expense	752	500	500
01-5501	Music Expenses	692	1,000	1,000
01-5502	Organ/Piano Tuning	800	800	800
01-5503	Acolytes	-	100	100
01-5504	Altar Guild	608	900	900

**FINANCIAL REVIEW – 2020 BUDGET**

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New GL Account #	Title	Actual 2019	Budget 2019	Projected 2020
01-5505	Flower Fund	-	-	-
	<b>Total Worship</b>	<b>2,852</b>	<b>3,300</b>	<b>3,300</b>
	<b>Education</b>			
01-5601	Youth Spiritual Formation	1,928	2,400	2,500
01-5602	Adult Spiritual Formation	159	300	300
01-5604	Baby Sitting Services	-	1,300	650
01-5605	Youth Group Activities	-	500	500
01-5606	Youth Outreach	-	-	-
	<b>Total Education</b>	<b>2,087</b>	<b>4,500</b>	<b>3,950</b>
	<b>Administrative</b>			
01-5703	Stewardship Program	131	350	350
01-5704	Vestry Resources	211	150	150
01-5705	Miscellaneous	-		
01-5708	Volunteer / Newcomer Recognition	-	350	350
01-5709	Diocesan Convention	211	600	600
	<b>Total Administrative</b>	<b>553</b>	<b>1,450</b>	<b>1,450</b>
	<b>Debt</b>			
01-5803	Bank Charges	161		
01-5805	Interest - Diocese	3,652	3,652	3,652
01-5806	Principal - Diocese	10,752	10,750	10,751
	<b>Total Debt</b>	<b>14,564</b>	<b>14,402</b>	<b>14,403</b>
	<b>Expense Total</b>	<b>305,133</b>	<b>310,724</b>	<b>325,050</b>
	<b>Revenue Minus Expense</b>	<b>(23,655)</b>	<b>(53,980)</b>	<b>(47,000)</b>

**FINANCIAL REVIEW – 2020 BUDGET**

**page 6 of 6**

New GL Account #	Title	Actual 2019	Budget 2019	Projected 2020
	Bequest		10,000	40,000
	Adjusted Revenue (after adding Bequest funds) Minus Expense		(43,980)	(7,000)

## **ALTAR GUILD 2019 ANNUAL REPORT (January 2020)**

The Altar Guild is currently composed of eleven dedicated members. Ten members work on one of four teams, one week a month. One member also cleans and irons our linens. Caring for the linens is an 'at-home' ministry. We are currently looking for an additional person to help with this important ministry. We have one member who substitutes as needed.

Teams work on Saturday mornings to prepare for the two Sunday services and again on Sunday, following each service. Special services are prepared for as necessary.

In addition to our regular 2019 Sunday Services, we assisted with six Memorial Services and one renewal of wedding vows service.

We meet four times a year to discuss problems, review procedures and: in September to reorganize our teams, in November and February to discuss special needs of the Advent/Christmas & Lent/Easter seasons and finally in the end of May to enjoy fellowship with one another and share a delicious potluck salad supper.

Our next meeting is open to all and is scheduled for Thursday February 13<sup>th</sup>, 2019 at 10:00 am in the Parlor. All are welcome!

Two other groups also fall under the Altar Guild umbrella. The Bread Baker Ministry's work provides our delicious Communion Bread. We currently have 7 bakers that are called on every 3-4 months to perform this service. The Seasonal Decoration Ministry is very limited in scope at this time. We have one parishioner that helps to arrange flowers during the Christmas and Easter seasons.

We welcome new members at any time to these important ministries, **no** prior experience is necessary! Please contact Laura Cumberworth / 248.656.0314 or call the church office / 248.651.6188.

Submitted by Laura Cumberworth

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### **AMERICAN RED CROSS BLOOD DRIVES SPONSORED BY ST. PHILIP'S EPISCOPAL CHURCH**

In 2019 St. Philip's hosted 6 blood drives in coordination with the American Red Cross of Southeastern Michigan. The drives are scheduled approximately every 56 days, coinciding with eligibility regulations set forth by the FDA for blood donors. St. Philip's agrees to host donors that can donate both whole blood units as well as "Double Red" units at each drive.

For the year ending 2019, 296 units of blood were collected from donors attending our blood drives. Resulting in 888 Metro-Detroit hospital patients whose lives were impacted through our efforts to recruit blood donors in our immediate area. There were several first-time donors who attended our drives and to date we have inspired first times donors 4% of the time. Since 2011 St. Philip's Blood Drives have collected over 3,300 units of blood in our community equating to almost 10,000 lives directly affected by our ministry. Since the inception of blood drives at St. Philip's we are recognized now as a premier partner to the American Red Cross and have had a significant impact – hosting 80 blood drives and recruiting 3639 donors. Blood is the only thing you can donate that directly impacts the recipient and cannot be donated or manufactured any other way. It saves lives!

Our St. Philip's Red Cross Ministry Team consists of 8-10 parish members and one member of our community who liked our work and now volunteers regularly for us. Our volunteer base is dwindling so if you see it in your future to help out with a ministry at St. Philip's please know that there is always help needed to run snack table and welcome donors at registration. A big thank you to the youth of St. Philip's who continue to jump in to help at the snack table and registration as well as set up and tear down each drive. There are approximately 10-15 regular blood donors at the drives who are also members of the congregation.

Sophia Ubaydi, a high school senior and member of our youth group hosted a leadership blood drive open to local high school seniors to earn a chance at a \$2500 scholarship. Sophia hosted our December 2019 blood drive and worked snack table, donor registration, set up and tear down as well as donating a pint of her own blood to help 3 hospital patients in need. Sophia's name will be entered into a scholarship drive drawing where 3 lucky seniors from the area will be awarded a college scholarship from the Red Cross. As a future nursing school student Sophia understands the impact her service has on our community.

In 2019 we continued to work with The American Red Cross as they continue testing many new streamlining procedures within their organization which meant unexpected challenges that filtered to the drive level. We continue to work in good faith with the supervisors at The American Red Cross regarding our concerns as related to volunteerism and donor recruitment impact. They understand our concerns, appreciate our feedback and are still determined to strengthen their partnership with St. Philip's for the future. They too are inspired by our team's commitment to saving lives and giving hope.

In 2019 we again challenged ourselves to recruit and retain enough donors to reach a blood donation goal of 50+ units per drive. We were able to smash that new goal 3 times in 2019 reaching 50+ units donated each time. We have suffered a donation total overall loss in 2019 due to Red Cross errors in management staffing at our August and December drive. Our overall 2019 donations were up 4 units from 2018 but down 41 units from 2017.

There are 6 drives scheduled in 2020. Our target collections will once again be raised to our previous levels of 50-52 units per drive. The first one of 2020 is scheduled for February 21, 2020. Mark your calendars for the rest of 2020 also: 2/21/20, 4/24/20, 6/26/20, 8/21/20, 10/16/20, and 12/18/20 (drives are always 1pm-7pm). Donors now have the ability to schedule their consistent blood donations appointments every 56 days up to one year in advance.

Future looking goals include - we're still looking into ideas of expansion into hosting drives every month and a canine blood drive for our animal friends.

Sincerely,

Stephanie Ubaydi  
Red Cross Site coordinator for St. Philip's Episcopal Church

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## EPISCOPAL CHURCH WOMEN OF ST. PHILIP'S 2019

All women of the Episcopal Church are members of the Episcopal Church Women's group (ECW). We get together four times a year from September through June. We focus on both outreach and in-reach activities for St. Philip's. This past year we have organized the UTO offering, held our annual cookie exchange, organized an outing to Meadowbrook Theater, held our annual Salad supper event, donated money to Rochester Neighborhood House, have hosted funeral/memorial luncheons and participated in numerous other social functions at St. Philip's.

Submitted by the ECW board.

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### THE GREAT HALL 2019 ANNUAL REPORT

The Great Hall this year continues to provide the church congregation throughout the year for Church venues such as:

- Sunday coffee hours, monthly Vestry meetings and about 7 extra meetings
- 6 - American Red Cross Blood Drive and Renters.

#### Church venues such as:

- Shrove Tuesday and Agape' meal
- "Giving Thanks" & "Thanksgiving" Dinner with entertainment
- 3 - 4 Sessions of 5-6 weeks of the Readers of 100 Romeo Street
- 5 - Guest Speakers from the Rochester Community Sun. Coffee hour
- Sunday Youth Potluck selling cookies/hot chocolate, use of facilities, and parking in church lot during Rochester Parade
- New – Tight and Tone 5 week sessions 3 times a year
- 5 – Funerals
- Distribution of 25 community families Christmas baskets

We received 6 inquiries to rent the Great Hall.

#### The Great Hall was rented for the following events:

- 5 - (RCM) Rochester Conservatory of Music Recitals – Free Will Offerings
- 1 - Brewer tenant annual meeting – Free Will Offering
- 1 - TOPS – (Weight loss program) weekly meeting
- 1 – Week long Computer Tech Day Camp in July – (Coming back this year)
- 1 – Oakland University Student Singing Recital
- 3 – Birthday Celebrations
- 2 - AI – anon weekly meetings
- New – Tight and Tone 5 week sessions 3 to 4 times a year

#### The Library and/or Parlor or Classrooms used/rented on-an-on-going basis to:

- Increasing Awareness Ministries - Tuesdays in Parlor
- CASA - Mondays and Wednesdays in the Library
- Flute Guild – Music room or Classroom #1 – Bi-monthly
- Kinwen dance – One to two times a month - Sept.- May – Classroom #1

**The Fellowship Hall is rented on-an-ongoing weekly/monthly as follows:**

- 7 - Weekly AA meetings
- 1 - Weekly AA meeting in the High School room
- 1 – Weekly meeting - ACAR (Adult Children of Alcoholics of Rochester)
- 1 – Wkly. B/Scout Troupe 40 – Monthly Cub Scout Troupe 195 –Thurs.
- 1 – Hills of Rochester Garden Club – Free Will Offering
- Thursday Painters – On going – Free Will Offering

The total \$'s for Great/Fellowship Halls, Library, Parlor, Rooms is approx. \$14,300.00.

Signage at the corner & “word-of-mouth” continues to produce the most inquiries.

Respectfully Submitted by:

Rene’ Kinwen

St. Philip’s Great Hall & Room Rental Coordinator

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**ROCHESTER AREA NEIGHBORHOOD HOUSE REPORT - 2018**

Elaine Hernandez represented St. Philip’s on the Advisory Board for this past year. The Rochester Area Neighborhood House (RANH) Board meets once a month. RANH provides food, clothing, counseling, financial assistance and guidance, transportation, and job-seeking skills training to those Rochester area families in need that register with the charity. They also offer basic computer training for their clients with local high school students volunteering as tutors.

This past year’s largest fundraising activity is Scare-Away-Hunger 5K Walk/Run fundraiser, which is held every year. This year’s Scare-Away-Hunger event was Neighborhood House’s most successful to date. The Christmas Holiday Food Baskets were packed and distributed on December 14, 2019. The members of St. Philip’s donated most of the food needed and generously helped with assembling the baskets. This year we also received monetary donations from Meijer’s and Hollywood Market. Our thanks for all of the donations and the help.

**Thank you to all who have helped and supported RANH activities this past year.**

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## NEWCOMER MINISTRY REPORT

Welcoming new people is critical to the success of any church. Recognizing this, the vestry agreed to establish a Newcomer Ministry in 2018. Since that time, we have a dedicated group of individuals who are waiting near the front door each Sunday to welcome visitors. The feedback we have received from folks is that St. Philip's is a very inclusive, welcoming church.

One of the highlights of our efforts is the annual Newcomer BBQ that Eric and Susan Williams graciously host in their home each summer.

If you are interested in becoming a part of this ministry, please contact Sara Sampeer. Every three months, Sara sends an email to greeters asking them to sign up for one or several Sundays during this period. All you need to do is to "shadow" a greeter to learn the details of the job.

Many thanks to the following folks who have generously given their time to serve as our official Greeters: Sheila Bareiss, Sandy Hahn, Jonathan and Donna Lindley, Rick Maibauer, Anne McManus, Joanne Peruzzi, Tom Sampeer and Brianne Turczynski.

Sara Sampeer

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### A PROPOSED OUTREACH STRATEGY FOR ST. PHILIPS - 2020 AND BEYOND

Submitted by Deane Tierney

January 13, 2020

#### Next Steps:

- Deane to review inputs from Holy Conversations – see below
- Eric to contact Abiding Presence regarding their outreach needs study

#### Holy Conversations Outreach Summary

- General Comments about Outreach:
  - Want more time and resources given back to the community.
  - Stronger focus on outreach
  - Use our building as a visible presence in Rochester
  - Find a common mission such as Cross Roads or mission trips
  - Continue the St Philips Feeds theme – mentioned twice
  - Promote volunteer opportunities in the parish (this included but was not specific to Outreach)
- Specific Outreach ministries that were mentioned and/or discussed
  - SOS was most often mentioned as important to parishioners as well as for outreach.
  - Rochester Area Neighborhood House was second most mentioned outreach activity; again, as an important ministry with Christmas baskets mentioned multiple times
  - Bound Together
  - OPC
  - Blood Drives

- Fire Department
- College Ministry
- Mission trip for youth
- Adopt a family

### **A Proposed Outreach Strategy for St. Philips**

- Continue with the theme of St Philip Feeds – Add: In Body, Mind and Spirit
  - it is still relevant and draws people to activities
- Continue with South Oakland Shelter for 2020. As long as there is leadership willing to undertake the work
- Rochester Area Neighborhood House –
  - Grow our relationship and outreach through RANH
    - They understand the needs of the community
    - They have much of the needed infrastructure in place
    - St. Philip’s has a long history of support financially, parish liaison, and individual volunteers
  - Food Pantry
    - RANH has identified a need to open on Saturdays to better serve clients
    - Asked St Philips if we would be willing to staff one Saturday per month
    - We now have over 12 adult volunteers and a leader
      - offered to youth group as a project for the confirmation class
  - Continue Food baskets
  - Parish liaison
  - Financial support
- American Red Cross Blood Drives
- 12 Step Programs including AA, NA,
- Bound Together –
- Appalachian Mission Trip with St Paul’s Romeo

### **Other Ideas**

- There are several ministries where folks from St Philips participate but the ones above seem to have the most parish wide interest and participation currently
- Other suggestions that need further research or just someone with the passion to move the outreach ministry forward include:
  - College Student Outreach – Oakland University, OCC, Rochester College
    - St. Mary’s Lake Orion has interest in a joint ministry
  - St Peter’s Detroit – Brianne
  - Mental Health Awareness – David Shirley
  - Mission Trip – St Paul’s Romeo interested in this also
  - Environmental ministries

- Older Persons Commission –
  - Need for volunteers but not necessarily a group from a faith-based organization
  - Need for new vans
  - Need drivers and meal preparers for Meal on Wheels
- StP's own signature ministry not attached to another organization
  - What would that be? Some of the above ideas
  - Who would spearhead this?
  - Need someone with a passion for such a ministry and ability to rally others to the cause

**PROPERTY AND GROUNDS COMMISSION**

**JANUARY - DECEMBER 2019**

Submitted by: **Jim Lauder & Alan Youngman**

***Four Seasons Kanga Roofing***

03/19/19 Flat roof maintenance performed, inspection of all metal flashing, seams,  
10/03/19 patches and roof drains.

***Lakeland Lawn Service***

03/10/19 Seasonal lawn service and spring / fall clean up. Contract renewed for  
2019.

10/17/19 Seasonal rate for plowing, salt, and calcium chloride application contract  
renewed for 2019 - 2020.

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07/13/19 Five plastic window covers installed on south side of church window wells.

***Kotz Heating and Cooling***

05/16/19 Seven rooftop units and boiler inspected (semi annual maintenance).  
25 filters replaced.

11/07/19 Seven rooftop units and boiler inspected as part of semi-annual  
maintenance. 25 filters replaced.

11/20/19 Inducer motor replaced on rooftop unit (provides heat to classrooms).

***Dover Grease Traps***

01/11/19 Grease traps cleaned out in Fellowship Hall kitchen.

***Eastman Fire Protection***

02/01/19 Annual Inspection of all fire extinguishers (16).

***A & B Alarm Systems***

04/05/19 Annual fire alarm inspection and test of entire system.

***Thyssenkrupp Elevator***

03/22/19 State of Michigan three year pressure relief valve load test.

***City of Rochester Fire Department***

10/24/19 Inspection of emergency lighting, fire extinguishers, electrical, exit doors, and elevator equipment room.

***Michigan Department of Licensing***

03/25/19 Boiler inspection.

***Environmental Maintenance Engineers Inc.***

12/06/19 Paint, ceiling materials, insulation, and plaster samples were collected from The Great Hall, Choir Room & Fellowship Hall storage room to determine if mold or asbestos were present. Samples were negative.

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06/06/19 City of Rochester's cross connection control program (backflow prevention) was completed. Lawn sprinkler system passed.

***Instant Maintenance***

06/05/19 Sprinkler system turned on, fittings, clamps and nozzles checked.

10/04/19 Sprinkler system winterized -10 zones.

***Lion Technologies***

04/12/19 Sound and Video system updated in Great Hall. Items included —projector, screen, equalizer & blue tooth receiver.

06/24/19 Replaced two 500 watt halogen lightbulbs and three 250 watt halogen lightbulbs in Sanctuary.

11/08/19 Replace two 250 watt Lightbulbs in Sanctuary.

***Production Electric***

01/20/19 Relamped 18 T-8 fluorescent lights, 4 T-12 fluorescent, 2 R-30 Flood lights, and 6 emergency light batteries.

07/28/19 Relamped 26 T-8 fluorescent lights, 8 T-12 Fluorescent lights.

11/10/19 Replaced light switch in men's room. Relamped 4 LED flood lights in foyer, 1 45 watt LED light in hall. T-8 ballast and 24" T-8 light replaced in kitchen closet.

***Oakland County Michigan Health Department***

07/01/19

&

12/01/19 Kitchen inspection

Wednesday, January 15, 2020

## St. Philip's Episcopal Church

### FIVE YEAR CAPITAL PROJECTS January 2020

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1. **ZONE PANEL** and corresponding thermostats controlling heat for classrooms, choir room and sacristy. Installation scheduled for February 7, 2020. **\$4,000**
2. **SANCTUARY SHINGLE ROOFING** New roof needed. It is 28 years old and has been patched in three areas. Additional leaks are inevitable. Replacement needed in Spring of 2020. **\$55,000**
3. **UPPER AND LOWER PARKING LOTS** Asphalt and repair catch basins, line stripe parking lot yellow with blue A.D.A. handicaps, realign and pin concrete blocks, (the parking lot has been patched in several areas to comply with City of Rochester codes. **\$23,000**
4. **REPLACE** 1 Ten ton and 2 five ton rooftop heating and cooling units. **\$30,000**
5. **BOILER** is over 65 years old providing heat to the original building. **\$25,000**
6. **OLD CHURCH ENTRANCE AND STORAGE ROOM** Remove and dispose of existing slab, install new steel floor decking and pour 4" concrete slab with perimeter curbing. This is a safety issue as the current slab leaks causing the iron which holds the concrete to rust. Should this fail the entrance slab would fall into the basement storage room. **\$70,000**
7. **VINYL TILES** Sanctuary entrance to Great Hall, lower level hallway, and sacristy area need to be replaced. **\$10,000**
8. **CARPETING** Replacement needed for parlor, main entrance hallway and Great Hall. **\$15,000**
9. **FELLOWSHIP HALL** Window replacement (16) **\$16,000**
10. **BATHROOM UPDATES** Faucets, toilet valves, urinal valves need to be replaced. **\$2,000**

Jim Lauder

Alan Youngman

## **ST. PHILIP'S STEWARDSHIP REPORT – 2019**

The Stewardship Committee comprised of Jack Anderson, Bill Wagner, Joe Peruzzi, Rick Maibauer, Jonathan Lindley, David Shirley, Paul Bozymowski, Judy Marchioni and Mary Eberline, worked to educate and engage the St. Philip's Church family in seeking ways to increase the giving of time, talent and treasure. We hosted two Sunday Forum presentations; Dr. Wendy Essenburg discussing Family Mental Health Issues and Jack Anderson, CPA, offering an important tax update. Jonathan, Joe, Mary and Father Eric attended the Diocesan Stewardship workshop in Brighton, MI and Paul initiated a quarterly financial column, the first highlighting QCD's. Jonathan worked with Larry Ciaramitaro and John Garman to craft our three year church budget. In November the entire team hosted the FEAST program and we had a successful 2020 Annual Giving Campaign resulting in 76 pledges totaling \$245,242. Planned Giving education and donor cultivation events will be rolled out in 2020.

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