



St. Philip's 2020 Annual Report

Annual Meeting: January 31, 2021

St. Philip's Episcopal Church
100 Romeo Road
Rochester, Michigan 48309
248-651-6188 • www.stpfeeds.org

Agenda for the Annual Parish Meeting

Sunday, January 31, 2021 @ 9:00 am

- I. Worship Service on Zoom
- II. Organization of the Meeting
 - a. Designation of a Secretary
 - b. Adoption of the Agenda
 - c. Approval of the Minutes from last year's meeting
- III. Balloting
 - a. Instructions about Election Runner
 - b. Polls open
- IV. Brief Recess for voting
- V. Review of Parish Finances
 - a. Fiscal Year 2020
 - b. Presentation of the 2021 Budget
- VI. Necrology & Prayer for All the Faithful Departed
 - a. *Eric Blandford Johnston, Janet Pollack*
- VII. Thanks to Vestry Members completing terms
 - a. *Jen Hatchett, Mary Eberline, Sara Sampeer*
- VIII. Written Reports filed by title only
- IX. Presentation of Mission Statement
 - a. Discussion in breakout rooms
- X. Courtesy Resolutions
- XI. Adjournment and Closing Prayer
- XII. Organizational Vestry Meeting

2020 Services

Average Sunday Attendance: 110

This is an extremely difficult number to calculate, as different online platforms count viewers in different ways. For instance, if one Zoom account shows up, do you count one person or a family? Is a Facebook view someone who participated the whole service, or just someone who was just on for five seconds? The Episcopal parochial report is only counting in-person services from January 1-March 1 this year. That is the number listed above. From March 15 through the end of the year our online and in-person attendance on Sundays varied quite a bit. Our early YouTube services showed between 125-150 views with highs at Palm Sunday and Easter of around 200. Later in the year typical Zoom livestream attendance was around 30, with another 30-40 viewing our YouTube pre-recorded service. The summer parking lot services averaged around 40-60 in-person attendees. In the Fall our in-person attendance in church averaged between 20-30. By the end of the year, our Zoom livestream attendance was around 30 with another 30-40 views of our pre-recorded service on YouTube.

Number of worship services conducted

| | |
|-------------------------|------|
| Sunday Holy Eucharist: | 43 |
| Weekday Holy Eucharist: | 3 |
| Private Holy Eucharist: | 17 |
| Sunday Daily Office: | 29 |
| Weekday Daily Office: | 180* |
| Baptisms: | 1 |
| Marriages: | 0 |
| Burials: | 1 |
| Other Offices: | 1 |

**This was a highlight, as our weekday noonday prayer service began Monday, March 17 and continued throughout the year with a very faithful and steady group of 8-12 people.*

Baptism

9/12/20 Henry Theodore Neiman

Burial

8/14/20 Eric Blandford Johnston

ST. PHILIP'S EPISCOPAL CHURCH
ANNUAL MEETING MINUTES JAN. 26TH, 2020

1. Father Eric called the meeting to order and led an opening prayer.
2. Jane Brown volunteered to record the minutes of the meeting.
3. The agenda was reviewed and adopted.
4. The minutes from last year's meeting were approved.
5. New members were introduced. Father Eric and John Garman mentioned that St. Philip's has experienced a 16% growth in membership over the last year.
6. Larry Ciaramitaro reviewed parish finances – major points included:
 - a. Thanked the parish for their financial support; overall positive movement but still work to do
 - b. 2019 planned pledges total was \$239K, actual pledges were \$253K
 - c. 2019 total income planned was \$257K, actual income was \$281K
 - d. Personnel costs increased in 2019 due to increasing health care insurance costs from \$154K planned to \$162K actual
 - e. Funds spent on ministries decreased from \$35K to actual \$23K. Some discussion about how this is not an area where we want a decrease
 - f. Planned net income/loss was (\$52K), actual income/loss was (\$24K). Some discussion about how this was a better outcome than what was planned but still a loss for the year
 - g. Pledging units have increased from 53 in 2017 to 72 in 2019
 - h. We have recovered most or all of the 25% loss of pledging income that resulted from Duane Hull's death
 - i. Uncommitted reserves are used to cover budget deficit:
 - i. 2016 = \$44,000
 1. \$13,000 was used in 2018
 2. \$24,000 was used in 2019
 - ii. 2020 = \$6,000
 - j. 2020 budget deficit is projected at (\$47K):
 - i. Discussion about how we might need to use the Gordon Case Memorial Fund to cover the deficit
 - k. 2020 budget personnel costs projected at \$171K:
 - i. Increases in health care insurance costs
 - ii. Increase in Father Eric's salary:
 1. For the last 3 years his salary has been substantially lower than normal for priests in this area with his expertise
 2. \$4K increase this year; still \$4K below average
7. Paul Bozymowski suggested that if every pledging unit added \$12/week to their pledge we could cover the projected deficit for 2020:
 - a. Jim and Jane Brown committed to the \$12/week suggestion and asked others to consider the same
8. Father Eric shared that pledges have had an overall increase of 21% over the past 4 years and compared us to the Diocese and ECUSA:
 - a. Our diocese – 11%
 - b. ECUSA – 9%
 - c. St. Philip's + 16%
9. Father Eric recognized our necrology and led the Prayer for All the Faithful Departed

10. Father Eric recognized the retiring vestry members, presented them with a Certificate of Appreciation and a gift:
 - a. John Garman Jr.
 - b. Rick Maibauer
 - c. Carl Jones
 - d. David Shirley
11. Father Eric recognized the retiring members of the Property Committee, gave them a Certificate of Appreciation for 12 years of service and a gift:
 - a. Alan Youngman
 - b. Jim Lauder
12. John Garman recognized and thanked current vestry members.
13. Election of 4 new vestry members (motion, seconded, and passed):
 - a. John Higgins
 - b. Jonathan Lindley
 - c. Joe Peruzzi
 - d. Tom West
14. Election of 3 delegates and 2 alternates to Diocesan Convention (motion, seconded, passed):
 - a. Delegates:
 - i. Brianne Turczynski
 - ii. Phyllis Clements
 - iii. Alan Youngman
 - b. Alternates:
 - i. Walter McManus
 - ii. Jen Hatchett
15. Written reports were filed (motion, seconded, and passed)
16. Megan Lindley read the annual Youth Group report
17. Father Eric presented our Strategic Plan and 5-year vision:
 - a. Based on the Christian Life Model
 - b. Includes areas of Worship, Action, Doctrine, and Oversight:
 - i. Discussed “What are we doing OK?” and “What is the 5-year vision?” for each area
 - c. Included a list of capital projects, their costs and priority
 - d. More to be discussed in the next few weeks
18. Courtesy resolutions were approved; being sent to The Rev. Mike Link, The Rev. Geoff Boyer, The Rev. Cynthia Garman, and our new bishop The Rev. Bonnie Perry
19. Rose Grobbel gave thanks for Father Eric, his work, positivity, and presence the past 3 years.
20. Meeting was adjourned at 1:00pm

RECTOR'S ANNUAL REPORT FOR 2020

2020 began innocently enough. At last year's annual meeting in January we celebrated three years of growth at St. Philip's. In February we welcomed Bishop Perry for her first visit as we celebrated officially calling a rector. That service was such a wonderful snapshot of the vitality and energy that God has brought to our parish. On March 13 and 14 the vestry met for a retreat during which we created the following Mission Statement:

As members of Christ's Body, nourished by Word and Sacrament, empowered by the Holy Spirit, St. Philip's Feeds:

- The heart as a community based on sharing the love of Christ with each other and our wider community;
- The soul through worship that is grounded in our Anglican tradition and open to new liturgical and musical expressions and opportunities for spiritual growth and prayer;
- The mind through education and formation for all ages;
- The body through concrete action in our outreach ministries, such as Rochester Area Neighborhood House, Lighthouse (SOS), the Red Cross, and others.

That same Sunday, March 15 we entered our first Coronavirus lockdown and worship moved online. Since that first Sunday, we have continued to adapt to the changing protocols and restrictions by offering worship on YouTube, Zoom, Facebook, outdoors in the parking lot and indoors with reduced numbers.

On May 1, 2020 the Episcopal Dioceses of Michigan issued the "Plan for Re-Entry for Great Lakes Episcopalians." St. Philip's established a Re-Entry Task Force to meet the re-entry guidelines of the Dioceses' plan. Stephanie Ubaydi, Laura Cumberworth and Rad Jones were assigned the development of Re-Entry Protocols and Logistics. Other members of the St. Philip's Task Force include, Jennifer Hatchett, Sara Sampeer and Elaine Hernandez (Supplies Procurement Team), Eric Hatchett and Jonathan Lindley (Technology Team) and David Shirley, Pat Wagner and Stephanie Ubaydi (Ministries and Outreach Team).

I want to thank the Coronavirus task force for their excellent work this year in creating and implementing our own protocols. Through their efforts we were able to set up the sanctuary for socially distanced worship, figure out PPE, and design traffic flow for indoor and outdoor services and office staff and visitors. Eric Hatchett and Jonathan Lindley designed a system and have worked every single Sunday to make sure we can livestream and record our live services. I want to thank the ECW for providing the funding for the PPE we ordered. This has truly been a community effort. Thanks to all of those efforts, I am not aware of one infection that can be traced to St. Philip's.

While I think we all agree that the pandemic has drastically changed the ways we are church, I am really proud of the many ways we have continued to live out our mission this year by feeding:

The Heart

- Follow up with visitors during the year who have come to our outdoor services (not so much to our online services).
- Zoom coffee hour on Sundays

- Thanks to the Shirleys for Zoom trivia nights.
- Bags with symbolic gifts delivered to our members.
- Sunday School kits delivered to kids.

The Soul

- Sunday Worship in a variety of formats – in person (outdoors and indoors when possible), Zoom, Facebook, YouTube. Noonday Prayer has met every weekday since the pandemic started and is going strong.
- Prayer and Spirituality – growth of the Saturday Centering Prayer group which is ecumenical and now based at St. Philip's.
- Monastery without Walls – a new project led by Fr. John Meulendyk to expand on this and reach out to the wider community with workshops, retreats, etc. Watch for more on this in 2021.

The Mind

- Sunday School and Youth Group have continued to meet by Zoom. They performed an online Christmas pageant which was part of our prerecorded Christmas Eve family service.
- Thursday night classes periodically during the year.
- Occasional Sunday forums with community leaders
- Formed a committee to work on anti-racism. Had one class in November and working with three other Rochester churches on a class that starts Jan 31.

The Body

- Continued to hold Red Cross blood drives, using St. Paul's UMC with more space.
- Continued to work on Saturday a month at Neighborhood House food pantry. We have decided to end this particular effort and encourage volunteers to sign up directly with Neighborhood House.
- Shared needs from Bound Together in Pontiac and St. Peter's Detroit.

This year also saw a change of administrative assistants. We said farewell to Susan Mason who had served ably in that position for five years. During the pandemic she started working part-time at Kroger and they quickly saw her potential and offered her a full-time management position. Thanks to the excellent work of our Senior Warden, Jen Hatchett, we interviewed for and hired a new administrative assistant, Krista Hughes, who brings church and technological experience to the position.

You can read the details in his report, but I also want to thank our Junior Warden, John Higgins, for his exceptional work this year in accomplishing a number of really important buildings and grounds projects. His patient persistence and dogged determination have been invaluable. This year we have accomplished a tremendous amount, including significant projects like the new roof, security system, and sanctuary flooring.

Larry will give you all of the details, but it should be noted that during all of the upheaval of this year, our finances have remained stable. Thanks to the efforts of our energetic stewardship committee, we were able to have a good campaign, which included the "light up the night" party in the parking lot. I enjoy the new lights that Joe Peruzzi put up every time I see the church at night. Amazingly, we began 2020 with a budget deficit

and we ended the year overcoming that deficit and in the black. That is a testament to your faithfulness and generosity and I am deeply grateful for all of you.

So this year as we slowly emerge from the pandemic we should see improvement in our quality of life and opportunities each month. There are several key questions that will help shape our ministry and priorities:

- What have we learned through this experience?
- What will we want to hold on to?
- What do we need to let go of?
- What areas need to be strengthened and shored up?
- What did we miss the most?
- What new things might we want to embrace?

I'm really looking forward to this new chapter. I find myself dreaming of the Sunday when we can all be back in church together, the choir singing their hearts out, hugs at the Peace, and a festive coffee hour. Until that day, we will continue to praise God in every way that we can, in every media, with heart and mind and voice.

Yours faithfully,

Eric Williams

**ST PHILIP'S
EPISCOPAL CHURCH
FINANCIAL REVIEW
AGENDA**

2020 RESULTS

RECENT HISTORY

RESERVE STATUS

2021 BUDGET

Annual Meeting 2021

2020 RESULTS

| (000'S) | 2020 Plan | 2020 Actual |
|---|--------------|----------------|
| Pledges | \$260 | \$276 |
| Other Income | 18 | 36 |
| Total Income (Cash inflows) | \$278 | \$312 |
| | | |
| Personnel Costs | \$170 | \$158 |
| Facility Costs | 81 | 70 |
| Apportionment | 28 | 25 |
| Mortgage | 14 | 14 |
| Other; Ministries, Educational Programs, Office Expense | 32 | 20 |
| Expenses (Cash Outflows) | \$325 | \$287 |
| | | |
| Net Income/Loss | (\$47) | \$25 |

RECENT HISTORY

| (000'S) | 2017 | 2018 | 2019 | 2020 |
|-----------------------------|-------|--------|--------|-------|
| Pledging Units | 53 | 61 | 72 | 75 |
| Pledges | \$255 | \$242 | \$253 | \$276 |
| Other Income | 17 | 26 | 28 | 36 |
| Total Income (Cash inflows) | \$272 | \$268 | \$281 | \$312 |
| | | | | |
| Personnel Costs | \$138 | \$141 | \$162 | \$158 |
| Facility Costs | 65 | 72 | 78 | 70 |
| Apportionment | 30 | 30 | 28 | 25 |
| Mortgage | 14 | 14 | 14 | 14 |
| Other | 25 | 24 | 23 | 20 |
| Expenses (Cash Outflows) | \$272 | \$281 | \$305 | \$287 |
| | | | | |
| Net Income/Loss | \$0 | (\$13) | (\$24) | \$25 |

RESERVE STATUS

| (000'S) | 2020 |
|--|-------|
| Cash Huntington | \$58 |
| Flagstar Bank | \$226 |
| Loans | 14 |
| Investments - G&I Pershing | 62 |
| Assets Total | \$360 |
| Less: | |
| Heritage Restricted Funds | \$84 |
| Temp Restricted Capital Improvement | 44 |
| Temp Restricted Other/Memorials | 177 |
| Stephen Ministry | 14 |
| Pledge Prepayment | 9 |
| Total Liabilities | \$328 |
| Equals: Uncommitted Reserve | \$32 |

2021 BUDGET

| (000'S) | 2021 Plan |
|--|----------------------|
| Pledging Units | 67 |
| Pledges | \$245 |
| Other Income | 13 |
| Total Income (Cash inflows) | \$258 |
| | |
| Personnel Costs | \$170 |
| Facility Costs | 76 |
| Apportionment | 23 |
| Mortgage | 14 |
| Other; Ministries, Educational Programs, Office Expense | 26 |
| Expenses (Cash Outflows) | \$309 |
| Revenue minus Exp | (\$51) |

FINANCIAL REVIEW – 2020 RESULTS

Date : 01/11/2021
Time : 11:27:25 AM

St. Philip's Episcopal Church Balance Sheet December 2020

Page : 1

Accounts

| Assets | | |
|--|----------------|-----------------------|
| 01-1002 - Loan McGehee Fund-Stephen Min. | \$13,800.00 | |
| 01-1005 - Huntington National Bank Checking | \$57,283.79 | |
| 01-1007 - Flagstar Bank Savings | \$225,539.52 | |
| 01-1009 - Prepaid Insurance | \$1,124.75 | |
| 01-1999 - Petty Cash | \$400.16 | |
| 03-1002 - Diocese Growth&Income-Heritage | \$61,527.60 | |
| 04-1000 - Brokerage Account | \$50.00 | |
| Total Assets | | \$359,725.82 |
| Liabilities, Fund Principal, & Restricted Funds | | |
| Liabilities | | |
| 01-2001 - Pledge Prepayment | \$8,550.00 | |
| 01-2006 - Loan Episcopal Diocese | \$100,844.09 | |
| 01-2007 - Accts Payable HSA Rector | \$345.25 | |
| Total Liabilities | | \$109,739.34 |
| Fund Principal | | |
| 01-3001 - Fund Principal-General Church | (\$128,261.89) | |
| Excess Cash Received | \$25,141.88 | |
| Total Fund Principal and Excess Cash Received | | (\$103,120.01) |
| Restricted Funds | | |
| Total Temporary Restricted | \$269,226.93 | |
| Total Permanent Restricted | \$83,879.56 | |
| Total Restricted Funds | | \$353,106.49 |
| Total Liabilities, Fund Principal, & Restricted Funds | | \$359,725.82 |

FINANCIAL REVIEW – RECENT HISTORY

Page 1 of 2

Date : 01/11/2021
Time : 11:30:11 AM

St. Philip's Episcopal Church Analysis of Revenues & Expenses - Portrait-Bonnie December 2020

Page : 1

| Accounts | MTD Actual (This Year) | YTD Actual (This Year) | YTD Budget (This Year) | Annual Budget (This Year) | Annual Budget Remaining (This Year) |
|--|------------------------|------------------------|------------------------|---------------------------|-------------------------------------|
| Revenues | | | | | |
| Other Revenue | | | | | |
| 01-4000 - Investment/Int Income | \$178.63 | \$2,042.40 | \$1,400.00 | \$1,400.00 | (\$642.40) |
| 01-4001 - Miscellaneous Income | \$0.00 | \$633.00 | \$100.00 | \$100.00 | (\$533.00) |
| 01-4002 - Building Usage | \$0.00 | \$5,224.68 | \$10,000.00 | \$10,000.00 | \$4,775.32 |
| 01-4011 - Great Hall Rentals | \$0.00 | \$0.00 | \$1,500.00 | \$1,500.00 | \$1,500.00 |
| 01-4012 - PPE Loan | \$0.00 | \$22,665.00 | \$0.00 | \$0.00 | (\$22,665.00) |
| Total Other Revenue | \$178.63 | \$30,565.08 | \$13,000.00 | \$13,000.00 | (\$17,565.08) |
| Pledges and Offerings | | | | | |
| 01-4003 - Plate Offerings | \$300.00 | \$2,302.35 | \$3,000.00 | \$3,000.00 | \$697.65 |
| 01-4005 - Church School Offering | \$0.00 | \$0.00 | \$50.00 | \$50.00 | \$50.00 |
| 01-4006 - Pledge Commit (Curr Yr) | \$60,664.57 | \$276,088.48 | \$260,000.00 | \$260,000.00 | (\$16,088.48) |
| 01-4008 - Easter&Christmas Offer. | \$2,075.00 | \$3,590.00 | \$2,000.00 | \$2,000.00 | (\$1,590.00) |
| Total Pledges and Offerings | \$63,039.57 | \$281,980.83 | \$265,050.00 | \$265,050.00 | (\$16,930.83) |
| Total Revenues | \$63,218.20 | \$312,545.91 | \$278,050.00 | \$278,050.00 | (\$34,495.91) |
| Expenses | | | | | |
| PERSONNEL | | | | | |
| Payroll | | | | | |
| 01-5000 - Admin. Asst. Salary | \$1,071.00 | \$13,837.22 | \$15,129.00 | \$15,129.00 | \$1,291.78 |
| 01-5001 - Financial Sec. Salary | \$294.40 | \$4,277.90 | \$4,465.00 | \$4,465.00 | \$187.10 |
| 01-5002 - Music Director's Salary | \$1,615.22 | \$19,382.64 | \$19,500.00 | \$19,500.00 | \$117.36 |
| 01-5004 - Payroll Taxes | \$228.01 | \$2,868.78 | \$2,990.69 | \$2,990.69 | \$121.91 |
| 01-5005 - Payroll Processing Exp | \$24.00 | \$282.00 | \$330.00 | \$330.00 | \$48.00 |
| 01-5006 - Insur. Med (Personnel) | \$694.17 | \$19,400.68 | \$24,936.00 | \$24,936.00 | \$5,535.32 |
| 01-5007 - HSA | \$0.00 | \$6,650.00 | \$6,650.00 | \$6,650.00 | \$0.00 |
| Total Payroll | \$3,926.80 | \$66,699.22 | \$74,000.69 | \$74,000.69 | \$7,301.47 |
| Rector | | | | | |
| 01-5010 - Rector's Salary | \$5,893.50 | \$70,586.48 | \$70,722.00 | \$70,722.00 | \$135.52 |
| 01-5030 - Travel Expenses | \$0.00 | \$0.00 | \$600.00 | \$600.00 | \$600.00 |
| 01-5040 - Professional Exp Allow | \$216.45 | \$216.45 | \$600.00 | \$600.00 | \$383.55 |
| 01-5050 - Prof Devel Allow. | \$0.00 | \$0.00 | \$600.00 | \$600.00 | \$600.00 |
| 01-5060 - Rector's Pension | \$1,141.98 | \$13,703.76 | \$12,890.00 | \$12,890.00 | (\$813.76) |
| 01-5070 - SECA Reimbursement | \$450.84 | \$5,383.32 | \$5,410.00 | \$5,410.00 | \$26.68 |
| 01-5080 - Rector's Reimbursable Expen | \$262.45 | \$1,476.31 | \$2,800.00 | \$2,800.00 | \$1,323.69 |
| Total Rector | \$7,965.22 | \$91,366.32 | \$93,622.00 | \$93,622.00 | \$2,255.68 |
| Supply Personnel | | | | | |
| 01-5008 - Supply Clergy | \$0.00 | \$390.00 | \$1,000.00 | \$1,000.00 | \$610.00 |
| 01-5009 - Substitute Organist | \$0.00 | \$150.00 | \$900.00 | \$900.00 | \$750.00 |
| Total Supply Personnel | \$0.00 | \$540.00 | \$1,900.00 | \$1,900.00 | \$1,360.00 |
| Total PERSONNEL | \$11,892.02 | \$158,605.54 | \$169,522.69 | \$169,522.69 | \$10,917.15 |
| OFFICE AND ADMIN EXPENSES | | | | | |
| 01-5101 - Church Prog/ServExp | \$509.49 | \$1,904.26 | \$3,500.00 | \$3,500.00 | \$1,595.74 |
| 01-5102 - Postage | \$110.00 | \$385.00 | \$300.00 | \$300.00 | (\$85.00) |
| 01-5103 - Office Equipment Leases | \$244.26 | \$3,286.97 | \$3,700.00 | \$3,700.00 | \$413.03 |
| 01-5105 - Inf. & Comm Tech. | \$142.00 | \$1,798.03 | \$1,524.00 | \$1,524.00 | (\$274.03) |
| 01-5106 - Ins Prop & Wrks Comp. | \$0.00 | \$5,309.50 | \$4,476.00 | \$4,476.00 | (\$833.50) |
| 01-5107 - Computer Services | \$0.00 | \$423.88 | \$500.00 | \$500.00 | \$76.12 |
| 01-5108 - Communications | \$0.00 | \$0.00 | \$1,898.00 | \$1,898.00 | \$1,898.00 |
| Total OFFICE AND ADMIN EXPENSES | \$1,005.75 | \$13,107.64 | \$15,898.00 | \$15,898.00 | \$2,790.36 |
| FACILITIES | | | | | |
| Maintenance Church | | | | | |
| 01-5200 - Church Landscaping | \$0.00 | \$0.00 | \$500.00 | \$500.00 | \$500.00 |
| 01-5201 - Church Maintenance | \$1,342.29 | \$11,139.87 | \$10,000.00 | \$10,000.00 | (\$1,139.87) |
| 01-5202 - Custodial Serv (Sexton) | \$1,820.00 | \$20,571.00 | \$21,840.00 | \$21,840.00 | \$1,269.00 |
| 01-5203 - Church Snow Removal | \$3,720.00 | \$9,300.00 | \$9,300.00 | \$9,300.00 | \$0.00 |
| 01-5204 - Church Lawn Service | \$0.00 | \$2,410.00 | \$2,548.00 | \$2,548.00 | \$138.00 |
| 01-5205 - Church Elevator | \$0.00 | \$952.08 | \$1,164.00 | \$1,164.00 | \$211.92 |
| 01-5206 - Church Heat&Cool | \$0.00 | \$0.00 | \$1,000.00 | \$1,000.00 | \$1,000.00 |
| 01-5207 - Church Clean. Supplies | \$139.00 | \$555.16 | \$1,500.00 | \$1,500.00 | \$944.84 |
| Total Maintenance Church | \$7,021.29 | \$44,928.11 | \$47,852.00 | \$47,852.00 | \$2,923.89 |
| Utilities - Church | | | | | |
| 01-5301 - Church Phone | \$178.35 | \$2,688.80 | \$2,736.00 | \$2,736.00 | \$47.20 |
| 01-5302 - Church Utilities Water | \$0.00 | \$1,771.96 | \$3,700.00 | \$3,700.00 | \$1,928.04 |
| 01-5303 - Church Utilities - Electric | \$1,280.00 | \$12,409.68 | \$16,008.00 | \$16,008.00 | \$3,598.32 |
| 01-5304 - Church Utilities - Gas | \$921.00 | \$8,869.26 | \$11,000.00 | \$11,000.00 | \$2,130.74 |
| Total Utilities - Church | \$2,379.35 | \$25,739.70 | \$33,444.00 | \$33,444.00 | \$7,704.30 |
| Total FACILITIES | \$9,400.64 | \$70,667.81 | \$81,296.00 | \$81,296.00 | \$10,628.19 |
| SERVICE | | | | | |

FINANCIAL REVIEW – RECENT HISTORY

Page 2 of 2

Date : 01/11/2021
Time : 11:30:11 AM

St. Philip's Episcopal Church Analysis of Revenues & Expenses - Portrait-Bonnie December 2020

Page : 2

| Accounts | MTD Actual (This Year) | YTD Actual (This Year) | YTD Budget (This Year) | Annual Budget (This Year) | Annual Budget Remaining (This Year) |
|--|------------------------|------------------------|------------------------|---------------------------|-------------------------------------|
| 01-5401 - Diocesan Apportionment | \$2,284.92 | \$25,134.12 | \$27,871.00 | \$27,871.00 | \$2,736.88 |
| 01-5412 - Future Outreach | \$452.84 | \$1,552.84 | \$4,800.00 | \$4,800.00 | \$3,247.16 |
| Total SERVICE | \$2,737.76 | \$26,686.96 | \$32,671.00 | \$32,671.00 | \$5,984.04 |
| WORSHIP | | | | | |
| 01-5500 - Liturgy Expense | \$0.00 | \$0.00 | \$500.00 | \$500.00 | \$500.00 |
| 01-5501 - Music Expenses | \$0.00 | \$504.15 | \$1,000.00 | \$1,000.00 | \$495.85 |
| 01-5502 - Organ/Piano Tuning | \$0.00 | \$0.00 | \$800.00 | \$800.00 | \$800.00 |
| 01-5503 - Acolytes | \$0.00 | \$0.00 | \$100.00 | \$100.00 | \$100.00 |
| 01-5504 - Altar Guild | \$0.00 | \$653.73 | \$900.00 | \$900.00 | \$246.27 |
| Total WORSHIP | \$0.00 | \$1,157.88 | \$3,300.00 | \$3,300.00 | \$2,142.12 |
| EDUCATION | | | | | |
| 01-5601 - Youth Spiritual Formation | \$0.00 | \$0.00 | \$2,640.00 | \$2,640.00 | \$2,640.00 |
| 01-5602 - Adult Spiritual Formation | \$316.59 | \$316.59 | \$300.00 | \$300.00 | (\$16.59) |
| 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 |
| Total EDUCATION | \$316.59 | \$316.59 | \$4,740.00 | \$4,740.00 | \$4,423.41 |
| OTHER EXPENSES | | | | | |
| 01-5702 - Rector's Discretionary Funds | \$100.00 | \$1,200.00 | \$1,200.00 | \$1,200.00 | \$0.00 |
| 01-5703 - Stewardship | \$0.00 | \$341.89 | \$350.00 | \$350.00 | \$8.11 |
| 01-5704 - Vestry Resources | \$91.69 | \$353.33 | \$150.00 | \$150.00 | (\$203.33) |
| 01-5705 - Miscellaneous | \$0.00 | \$328.90 | \$0.00 | \$0.00 | (\$328.90) |
| 01-5708 - Volunteer/Newcomer Recogni | \$0.00 | \$268.38 | \$350.00 | \$350.00 | \$81.62 |
| 01-5709 - Diocesan Convention Exp | \$0.00 | \$251.19 | \$600.00 | \$600.00 | \$348.81 |
| Total OTHER EXPENSES | \$191.69 | \$2,743.69 | \$2,650.00 | \$2,650.00 | (\$93.69) |
| DEBT | | | | | |
| 01-5803 - Bank Charges | \$115.11 | \$914.95 | \$0.00 | \$0.00 | (\$914.95) |
| 01-5809 - Int - Episcopal Diocese | \$265.05 | \$3,048.12 | \$3,652.00 | \$3,652.00 | \$603.88 |
| 01-5810 - Prin- Episc. Diocese | \$935.22 | \$10,154.85 | \$10,751.00 | \$10,751.00 | \$596.15 |
| Total DEBT | \$1,315.38 | \$14,117.92 | \$14,403.00 | \$14,403.00 | \$285.08 |
| Total Expenses | \$26,859.83 | \$287,404.03 | \$324,480.69 | \$324,480.69 | \$37,076.66 |
| Net Total | \$36,358.37 | \$25,141.88 | (\$46,430.69) | (\$46,430.69) | (\$71,572.57) |

FINANCIAL REVIEW – RESERVE STATUS

Page 1 of 2

Date : 01/11/2021
Time : 11:31:22 AM

St. Philip's Episcopal Church Summary of Restricted Accounts - YTD Portrait new1108 January to December 2020

Page : 1

| Accounts | Beginning Balance | Restricted Revenue | Restricted Expenses | Ending Balance |
|---|----------------------|-----------------------|------------------------|-------------------|
| <u>Temporary Restricted</u> | | | | |
| RESERVE | | | | |
| 01-6000 - Uncommitted Reserve | 6,319.80 | 68,186.69 | 43,044.81 | 31,461.68 |
| Total RESERVE | 6,319.80 | 68,186.69 | 43,044.81 | 31,461.68 |
| OUTREACH | | | | |
| 01-6101 - Signature Outreach-Bnd Together | 60.59 | 0.00 | 0.00 | 60.59 |
| 01-6105 - RHNH Food Baskets | 0.00 | 237.00 | 67.00 | 170.00 |
| 01-6108 - South Oakland Shelter-Outreach | 2,263.54 | 0.00 | 0.00 | 2,263.54 |
| 01-6109 - Church in Jerusalem | 677.65 | 0.00 | 0.00 | 677.65 |
| 01-6110 - Outreach Hope Center | 1,068.75 | 0.00 | 0.00 | 1,068.75 |
| 01-6111 - Christmas Food Baskets | 559.52 | 225.00 | 0.00 | 784.52 |
| 01-6113 - ER&D Int'l Fund | 3,309.68 | 371.43 | 200.00 | 3,481.11 |
| 01-6114 - United Thank Offering | 886.02 | 41.42 | 886.02 | 41.42 |
| 01-6115 - Monestary w/o Walls | 0.00 | 2,000.00 | 0.00 | 2,000.00 |
| Total OUTREACH | 8,825.75 | 2,874.85 | 1,153.02 | 10,547.58 |
| PASTORAL CARE | | | | |
| 01-6201 - Stephen Ministries - Outreach | 13,654.83 | 0.00 | 0.00 | 13,654.83 |
| 01-6202 - Clergy Discretionary Donations | 2,100.00 | 3,452.62 | 2,960.47 | 2,592.15 |
| Total PASTORAL CARE | 15,754.83 | 3,452.62 | 2,960.47 | 16,246.98 |
| YOUTH MINISTRY | | | | |
| 01-6301 - Youth Ministry (Work Trip) | 1,256.76 | 0.00 | 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 | 2.00 | 24.01 | 0.00 | 26.01 |
| Total YOUTH MINISTRY | 1,829.69 | 24.01 | 0.00 | 1,853.70 |
| WORSHIP | | | | |
| 01-6402 - Special Music | 453.77 | 0.00 | 0.00 | 453.77 |
| 01-6403 - Flower Fund | 1,712.23 | 303.00 | 785.90 | 1,229.33 |
| 01-6404 - Altar Guild | 5,597.50 | 0.00 | 0.00 | 5,597.50 |
| 01-6405 - Episcopal Church Women | 5,398.04 | 4,316.00 | 5,689.99 | 4,024.05 |
| 01-6406 - Coffee Hour | 187.20 | 357.45 | 246.96 | 297.69 |
| 01-6407 - Organ Fund | 2,485.82 | 0.00 | 0.00 | 2,485.82 |
| 01-6408 - Covid 19 Expenses | 0.00 | 2,000.00 | 1,623.25 | 376.75 |
| Total WORSHIP | 15,834.56 | 6,976.45 | 8,346.10 | 14,464.91 |
| MISC | | | | |
| 01-6501 - Sabbatical Leave | 74.74 | 0.00 | 0.00 | 74.74 |
| 01-6502 - Book Club | 470.71 | 150.00 | 595.08 | 25.63 |
| 01-6503 - Social Activities | 2,787.06 | 0.00 | 650.00 | 2,137.06 |
| 01-6504 - Lay Minister Vestment | 319.13 | 0.00 | 0.00 | 319.13 |
| 01-6507 - Bldg. Usage Security Deposit | 300.00 | 0.00 | 200.00 | 100.00 |
| 01-6508 - Evangelism/Renewal | (464.95) | 56.00 | 315.94 | (724.89) |
| 01-6511 - Search Committee Expense | 25,000.00 | 0.00 | 25,000.00 | 0.00 |
| 01-6622 - Special Gift JG | 2,351.02 | 0.00 | 0.00 | 2,351.02 |
| 01-6623 - Special Gift EH | 4,000.00 | 0.00 | 0.00 | 4,000.00 |
| 01-6624 - Special Gift JVH | 866.00 | 0.00 | 0.00 | 866.00 |
| 01-6625 - Military Gifts | 365.00 | 0.00 | 365.00 | 0.00 |
| Total MISC | 36,068.71 | 206.00 | 27,126.02 | 9,148.69 |
| MEMORIALS | | | | |
| 01-6601 - Memorials | 14,380.87 | 680.00 | 0.00 | 15,060.87 |
| 01-6620 - Memorial Window | (361.38) | 361.38 | 0.00 | 0.00 |
| 01-6621 - Memorial - Gordon Case | 126,486.84 | 0.00 | 0.00 | 126,486.84 |
| 01-6630 - Memorial Behl | 1,045.00 | 0.00 | 1,045.00 | 0.00 |
| Total MEMORIALS | 141,551.33 | 1,041.38 | 1,045.00 | 141,547.71 |
| CAPITAL IMPROVEMENTS | | | | |
| 01-6701 - Capital Improvement- General | 26,805.95 | 39,100.00 | 27,494.22 | 38,411.73 |
| 01-6704 - Capital Improvement-New Roof | 0.00 | 46,327.00 | 46,327.00 | 0.00 |
| 01-6706 - Cap Improvement Parking Lot | 5,024.78 | 0.00 | 0.00 | 5,024.78 |
| 01-6707 - Capital Campaign | 880.55 | 0.00 | 361.38 | 519.17 |
| Total CAPITAL IMPROVEMENTS | 32,711.28 | 85,427.00 | 74,182.60 | 43,955.68 |
| Total Temporary Restricted | 258,895.95 | 168,189.00 | 157,858.02 | 269,226.93 |
| <u>Permanent Restricted</u> | | | | |
| 01-6801 - Heritage Fund-Unrestricted | 38,008.27 | 2,432.97 | 130.00 | 40,311.24 |
| 01-6802 - Heritage Fund-Missionary | 41,073.44 | 2,494.88 | 0.00 | 43,568.32 |

FINANCIAL REVIEW – RESERVE STATUS

Page 1 of 2

Date : 01/11/2021
Time : 11:31:22 AM

St. Philip's Episcopal Church Summary of Restricted Accounts - YTD Portrait new1108 January to December 2020

Page : 2

| Accounts | Beginning Balance | Restricted Revenue | Restricted Expenses | Ending Balance |
|----------------------------|----------------------|-----------------------|------------------------|-------------------|
| Total Permanent Restricted | 79,081.71 | 4,927.85 | 130.00 | 83,879.56 |

FINANCIAL REVIEW – 2021 BUDGET

Page 1 of 6

| New GL Account # | Title | Actual 2018 | Actual 2020 | Budget 2020 | Projected 2021 |
|------------------|--|----------------|----------------|----------------|----------------|
| | <u>Revenue Categories</u> | | | | |
| | <i>Other Revenue</i> | | | | |
| 01-4000 | Investment Income - Operating | 4,081 | 2,042 | 1,400 | 1,000 |
| 01-4001 | Miscellaneous Income | 148 | 633 | 100 | 100 |
| 01-4002 | Building Usage | 10,922 | 5,225 | 10,000 | 7,500 |
| 01-4011 | Great Hall Rentals | 306 | - | 1,500 | 500 |
| 01-4012 | PPP Loan | - | 22,665 | - | - |
| | Total Other Revenue | 15,457 | 30,565 | 13,000 | 9,100 |
| | <i>Pledges and Offerings</i> | | | | |
| 01-4003 | Plate Offerings | 8,543 | 2,302 | 3,000 | 2,500 |
| 01-4005 | Church School Offering | 40 | - | 50 | 50 |
| 01-4006 | Pledge Commitments (Current Year) | 241,578 | 276,088 | 260,000 | 245,300 |
| 01-4008 | Easter and Christmas (Offerings from pledgers) | 1,932 | 3,590 | 2,000 | 2,000 |
| | Total Pledges and Offerings | 252,093 | 281,980 | 265,050 | 249,850 |
| | Revenue Total | 267,550 | 312,545 | 278,050 | 258,950 |
| | | | | | |
| | <u>Expense Categories</u> | | | | |
| | <i>Payroll</i> | | | | |

FINANCIAL REVIEW – 2021 BUDGET

Page 2 of 6

| New GL Account # | Title | Actual 2018 | Actual 2020 | Budget 2020 | Projected 2021 |
|------------------|--|---------------|---------------|---------------|----------------|
| 01-5000 | Administrative Assistant-Salary | 13,773 | 13,837 | 15,129 | 15,300 |
| 01-5001 | Financial Secretary-Salary | 4,338 | 4,278 | 4,465 | 4,555 |
| 01-5002 | Music Director-Salary | 19,000 | 19,383 | 19,500 | 17,500 |
| 01-5003 | Christian Educ Coord Salary | - | - | - | 3,200 |
| 01-5004 | Payroll Taxes (FICA) | 2,839 | 2,869 | 2,991 | 3,102 |
| 01-5005 | Payroll Processing Expense | 285 | 282 | 330 | 330 |
| 01-5006 | Insurance (Personnel) | 14,084 | 19,400 | 25,512 | 29,400 |
| ??? | Insurance (Personnel) - CREDIT | | | | (\$9,012) |
| 01-5007 | Health Saving Account (HSA) | | 6,650 | 6,650 | 6,650 |
| | Total Payroll | 54,319 | 66,699 | 74,577 | 71,025 |
| | Rector | | | | |
| 01-5010 | Rector's Salary | 64,427 | 70,586 | 70,722 | 75,000 |
| 01-5030 | Travel Expenses (Business Mileage Reimbursement) | 453 | | 600 | 2,400 |
| 01-5040 | Professional Expense Allowance | 464 | 218 | 600 | |
| 01-5050 | Professional Development Allowance | 367 | - | 600 | |
| 01-5060 | Rector-Pension | 12,150 | 13,704 | 13,704 | 14,533 |

Page 2 of 6

FINANCIAL REVIEW – 2021 BUDGET

Page 3 of 6

| New GL Account # | Title | Actual 2018 | Actual 2020 | Budget 2020 | Projected 2021 |
|------------------|---|-------------|-------------|-------------|----------------|
| 01-5070 | SECA Reimbursement | 4,929 | 5,383 | 5,410 | 5,738 |
| 01-5080 | Reimbursable Expense | 2,480 | 1,475 | 2,800 | |
| | Total Rector | 85,270 | 91,366 | 94,438 | 97,670 |
| 01-5008 | Supply Clergy | 895 | 390 | 1,000 | 1,000 |
| 01-5009 | Substitute Organist | 1,000 | 150 | 900 | 800 |
| | Total Personnel | 141,484 | 158,605 | 170,913 | 170,296 |
| | (Non-Rector Personnel) | 56,214 | 67,239 | 76,477 | 72,625 |
| | Office and Administrative Expenses | | | | |
| 01-5101 | Church Program/Service | 1,245 | 1,904 | 3,500 | 2,500 |
| 01-5102 | Postage | 299 | 385 | 300 | 300 |
| 01-5103 | Office Equipment Leases | 3,960 | 3,287 | 3,700 | 3,700 |
| 01-5105 | Church-Info & Comm Technology | 1,596 | 1,798 | 1,524 | 1,524 |
| 01-5106 | Insurance (Property & Worker's Comp.) | 6,034 | 5,310 | 4,476 | 6,100 |
| 01-5107 | Computer Hardware / Software / Services | 326 | 424 | 500 | 500 |
| 01-5108 | Communications | 108 | - | 1,898 | - |
| | Total Office and Admin Expenses | 13,568 | 13,108 | 15,898 | 14,624 |
| | Maintenance Church | | | | |
| 01-5200 | Church-Landscaping | - | - | 500 | - |
| 01-5201 | Church-Maintenance | 9,811 | 11,140 | 10,000 | 10,000 |
| 01-5202 | Church-Custodial Svcs (Sexton) | 19,461 | 20,571 | 21,840 | 19,840 |
| 01-5203 | Church-Snow Removal/Salting | 7,640 | 5,580 | 9,300 | 9,300 |

Page 3 of 6

FINANCIAL REVIEW – 2021 BUDGET

Page 4 of 6

| New GL Account # | Title | Actual 2018 | Actual 2020 | Budget 2020 | Projected 2021 |
|------------------|-------------------------------------|-------------|-------------|-------------|----------------|
| 01-5204 | Church-Lawn Service | 2,395 | 2,410 | 2,548 | 2,548 |
| 01-5205 | Church - Elevator | 893 | 952 | 1,164 | 1,164 |
| 01-5206 | Church - Heat and Cool | 1,899 | - | 1,000 | - |
| 01-5207 | Church - Cleaning Supply | 1,201 | 555 | 1,500 | 1,500 |
| | Total Maintenance Church | 43,300 | 41,208 | 47,852 | 44,352 |
| | Utilities - Church | | | | |
| 01-5301 | Church-Phone | 2,948 | 2,688 | 2,736 | 2,873 |
| 01-5302 | Church-Utilities-Water | 3,911 | 1,772 | 3,700 | 2,700 |
| 01-5303 | Church-Utilities Electric | 11,506 | 12,410 | 16,008 | 15,360 |
| 01-5304 | Church-Utilities Gas | 10,378 | 8,869 | 11,000 | 11,052 |
| | Total Utilities Church | 28,743 | 25,739 | 33,444 | 31,985 |
| | Total Facilities | 72,043 | 66,947 | 81,296 | 76,337 |
| | Total Facilities w/ Mortgage | 86,424 | 81,065 | 95,699 | 91,240 |
| | Service | | | | |
| 01-5401 | Diocesan Apportionment | 29,672 | 25,134 | 27,871 | 22,730 |
| 01-5412 | Future Outreach | - | 1,553 | 4,800 | 2,400 |
| 01-5403 | Neighborhood House | 1,500 | - | - | - |
| 01-5405 | South Oakland Shelter | 1,000 | - | - | - |
| 01-5406 | Bound Together | 1,200 | - | - | - |
| 01-5409 | Christmas Food Baskets | 59 | - | - | - |
| | Total Service / Outreach | 33,431 | 26,687 | 32,671 | 25,130 |
| | Worship | | | | |

FINANCIAL REVIEW – 2021 BUDGET

Page 5 of 6

| New GL Account # | Title | Actual 2018 | Actual 2020 | Budget 2020 | Projected 2021 |
|--------------------|----------------------------------|-----------------|----------------|-----------------|-----------------|
| 01-5500 | Liturgy Expense | 82 | - | 500 | 500 |
| 01-5501 | Music Expenses | 1,427 | 504 | 1,000 | 750 |
| 01-5502 | Organ/Piano Tuning | 625 | - | 800 | 800 |
| 01-5503 | Acolytes | - | - | 100 | 100 |
| 01-5504 | Altar Guild | 689 | 654 | 900 | 900 |
| | Total Worship | 2,823 | 1,158 | 3,300 | 3,050 |
| | Education | | | | |
| 01-5601 | Youth Spiritual Formation | 1,023 | - | 2,640 | 1,904 |
| 01-5602 | Adult Spiritual Formation | - | 317 | 300 | 300 |
| 01-5604 | Baby Sitting Services | 655 | - | 1,300 | 650 |
| 01-5605 | Youth Group Activities | | - | 500 | 500 |
| | Total Education | 1,678 | 317 | 4,740 | 3,354 |
| | Administrative | | | | |
| 01-5411 01-5702 | Rector - Discretionary Funds | 1,200 | 1,200 | 1,200 | 1,200 |
| 01-5703 | Stewardship Program | 247 | 342 | 350 | 350 |
| 01-5704 | Vestry Resources | - | 353 | 150 | 150 |
| 01-5705 | Miscellaneous | - | 329 | - | |
| 01-5708 | Volunteer / Newcomer Recognition | - | 268 | 350 | 350 |
| 01-5709 | Diocesan Convention | 119 | 251 | 600 | - |
| | Total Administrative | 1,566 | 2,743 | 2,650 | 2,050 |
| | Debt | | | | |
| 01-5803 | Bank Charges | (22) | 915 | - | 500 |
| 01-5805 | Interest - Diocese | 3,982 | 3,048 | 3,652 | 3,652 |
| 01-5806 | Principal - Diocese | 10,421 | 10,155 | 10,751 | 10,751 |
| | Total Debt | 14,381 | 14,118 | 14,403 | 14,903 |
| | Expense Total | 280,973 | 283,683 | 325,871 | 309,744 |
| | | | | | |
| | Revenue Minus Expense | (13,423) | 28,862 | (47,821) | (50,794) |

Page 5 of 6

FINANCIAL REVIEW – 2021 BUDGET

Page 6 of 6

| New GL Account # | Title | Actual 2018 | Actual 2020 | Budget 2020 | Projected 2021 |
|------------------|---|-------------|-------------|-------------|----------------|
| | | | | | |
| | Bequest | | - | 40,000 | 50,794 |
| | | | | | |
| | Adjusted Revenue (after adding Bequest funds) Minus Expense | (13,423) | 28,862 | (7,821) | 0 |

ALTAR GUILD 2020 ANNUAL REPORT (January 2021)

The Altar Guild is currently composed of nine dedicated members. All members work on one of four teams, one week a month. One member also cares for 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.

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

In addition to our regular 2020 Sunday Services, we assisted with one Baptism service, one memorial service and Fr. Eric's Installation and Renewal of Ministry service. We developed new Covid-19 outdoor service procedures and made necessary adjustments to our procedures for our limited in-door services.

We normally meet four times a year to discuss problems, review procedures and: in September/October 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. This year due to the Covid-19 pandemic, our May meeting was cancelled. We held an additional meeting in August via Zoom to discuss our Covid-19 Re-Entry Protocols and Procedures. Our October and November meetings were also held via Zoom.

Our next Zoom meeting is scheduled for Thursday February 10th, 2021 at 7:00 pm. All are welcome!

Two other groups also fall under the Altar Guild umbrella. The Bread Baker Ministry's work provides our delicious Communion Bread during normal times. We currently have 7 bakers that are called on every 3-4 months to perform this service. Due to Covid-19, we are utilizing wafers instead of bread. 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

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

St. Philip's is honored to be continued to be recognized as a Premier Blood Partner by The American Red Cross. In 2020 St. Philip's hosted 6 blood drives in coordination with the American Red Cross of Southeastern Michigan. 5 of the 6 drives were impacted by the Covid-19 Pandemic and the closure of St. Philip's church space. Although, recognizing the need for life saving blood and by early Fall the Bishop did authorize us to host drives in our building we were unable to do so due to the spacing requirements and the size of our donor base. Beginning in April 2020 St. Philip's was one of the few locations hosting blood drives that was determined not to cancel the drive. Through ingenuity we were able to brainstorm a solution to our space being too small to safely socially distance the large number of displaced donors wanting to donate life-saving blood. In coordination with the Red Cross and St. Paul's UMC we were able to utilize St. Paul's larger gym

space and invite our donors to make a short trip down the road to continue to donate blood without disruption. In October, St. Paul's was also not available so The Royal Park Hotel jumped in to fill our space issue with one of their beautiful banquet halls.

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. In 2020 we did not miss a single scheduled drive enabling donors to stay on track with their donation schedules and we did not experience any Covid-19 exposure incidents during our drives.

For the year ending 2020, 286 units of blood were collected from donors attending our blood drives. Resulting in 858 Metro-Detroit hospital patients whose lives were impacted through our efforts to recruit blood donors in our immediate area. Since 2011 St. Philip's Blood Drives have collected over 3,602 units of blood in our community equating to over 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 86 blood drives and recruiting 3951 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! There are approximately 10-15 regular blood donors at the drives who are also members of the congregation.

Our St. Philip's Red Cross Ministry Team was sidelined for most of 2020 due to Red Cross advisories regarding volunteers over the age of 50 during the pandemic. I know the ministry team wants to get back to volunteering in 2021 and we are looking forward to having them back to volunteering.

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. In 2020 two of our high school seniors were able to complete their Leadership Blood Drives for a chance to earn a \$2500 scholarship and an opportunity to learn what it takes to run a blood drive. In June, Ava Ubaydi, hosted our blood drive and helped put 51 units of blood into the system during critical summer months. In December, Maddie Beck, was also able to host a blood drive and put 53 units in the system during the critical holiday season.

In 2020 we continued to work with The American Red Cross as they continue testing many new streamlining, safeguarding and contactless registration procedures. 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 too are inspired by our team's commitment to saving lives and giving hope.

In 2020 despite a global pandemic, 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 2020 reaching 50+ units donated each time. We have suffered a donation total overall loss in 2020 due to Red Cross errors in management staffing at our August drive. Our overall 2020 donations were down 10 units from 2019. Recruitment is up but overall donations is down which may be attributed to the location change of the drives and/or health concerns due to the pandemic at the time of donation.

There are 6 drives scheduled in 2021. Our target collections will once again be raised to our previous levels of 50-52 units per drive. The first one of 2021 is scheduled for February 19, 2021. Mark your calendars for the rest of 2021 also: 4/23/21, 6/25/21, 8/20/21, 10/15/21, and 12/17/21 (drives are usually 1pm-7pm). We even have some dates through 2022: 2/18/22 and 4/22/22. 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 looking forward to returning to our own space in 2021 and we are grateful for St. Paul’s support until we can make that happen. 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

EPISCOPAL CHURCH WOMEN OF ST. PHILIP’S 2020

All women of the Episcopal Church are members of the Episcopal Church Women’s group (ECW). We focus on both outreach and in-reach activities for St. Philip’s. This past year we have been unable to meet in person. Before we were restricted due to the Covid-19 virus, we organized the UTO offering, and were able to plan the reception for Fr. Eric’s installation as Rector and Bishop Perry’s first visit to St. Philip’s. We also donated funds to purchase special protective equipment and supplies to ensure the safety of our parishioners when we were able to open the church. Also, this past year we made donations to the Episcopal Relief and Development fund, and the Episcopal Diocese of Eastern Michigan Midland Flooding Relief fund.

Submitted by the ECW board.

THE GREAT HALL 2020 ANNUAL REPORT

Due to Co-ViD-19 Local, Federal Government Mandates, the Church has been closed for most of the 2020.

The Great Hall this year continues to provide the church congregation throughout the year for Church venues done Virtually.

- Sunday coffee hour, 19 Vestry monthly mtgs.
- 1- American Red Cross Blood
- **Church venues done virtually Due to Co-ViD-19 by Zoom**
 - No Annual Congregation Mtg., Shrove Tuesday & Agape’ meal
 - “Giving Thanks” & “Thanksgiving” Dinner to house Delivery
 - 3 - 4 Sessions of 5-6 weeks of the Readers of 100 Romeo Street
 - 1 – Funeral in front Parking lot of church,
 - Vacation Bible School, No South Oakland Shelter (SOS)
 - Distribution of 25 community families Christmas baskets

We received no inquiries to rent the Great Hall.

2 Renters:

- A doctor seeing patients Virtually and one at a time in person on an ongoing basis one day a week.
- Space, water and hose from June – September for car SUV detailing

The total \$'s for Great/Fellowship Hall and, extra office is approx. \$775.00
00.00.

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

P.S. I have resigned from this position due to medical reasons as of Jan. 31, 2021.

For the time being, contact Jim Lauder at 248-879-9256, if requesting further information.

ROCHESTER AREA NEIGHBORHOOD HOUSE REPORT - 2020

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 has been particularly challenging for charities. Oakland County awarded some grant money through the CARES program and Neighborhood House was one of the recipients. They're normal fundraising activities were limited and this year's Scare-Away-Hunger event was a virtual event. The Food Pantry has been especially active and has been successful in providing food for their clients. The Christmas Holiday food baskets were packed and distributed on December 19, 2020. The members of St. Philip's donated 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.

JUNIOR WARDEN ANNUAL REPORT FOR 2020

First, we would like to thank Jim Lauder and Alan Youngman for helping the Junior Wardens over the last 10 years get acquainted with the various contracts for the maintenance of the building. Alan has fully retired, but Jim has continued during the year to handle the maintenance contracts for the roof top heating and air conditioning equipment, snow removal and lawn care, and the various inspections of the elevator, alarms, kitchen, etc. By his continue assistance I have been able to focus on the larger capital improvement projects.

Before the Covid-19 closing of the building we started to bid out the re-roofing of the sanctuary roof and carpet and vinyl tile of the sanctuary. Rad Jones and Jerry Miller were taking bids for entrance security, motion detectors and fire alarms. The Jr. Warden bid out the electrical work to support that effort, and scheduled and coordinated the installation work.

After the Covid-19 closure we accelerated the bid process with hopes of receiving very competitive bids and finding competent contractors looking for work.

The re-roof has been completed including the addition of more ventilation to relieve the overheating of the roof by the high intensity light fixtures in the Sanctuary. The front doors have been fitted with a touch pad locking device, and those needing access to the building have been given their personal access code. The door access system appears to be working well.

Not obvious yet is the replacement of the off-white tile in the sanctuary that has been chipping for quite some time. That project has been completed while the building was closed, and only a few of the parishioners have seen the work of the installers, and the beautiful floor polishing by the Church Sexton, Brian Vlaming. The carpet replacement was delayed until 2021. Color selection would have delayed the work and we wanted the work to be completed while the building was empty.

The 2021 capital improvement list has not been set for 2021. That will be done after the new Vestry members have been installed. Highest on the 5 year plan we have been working with is the repair and repaving the parking lot. Added this year due to the covid issue is the updating the plumbing fixtures and light switches to be automatic for more sanitary conditions while using the restrooms. We will be proceeding with competitive bids for 2021 to again take advantage of contractors looking for work.

John Higgins
Junior Warden

ST. PHILIP'S STEWARDSHIP REPORT – 2020

While 2020 will primarily be known as the year of the Covid-19 pandemic, it will also be remembered for the remarkable generosity of St. Philip's parishioners. Your enthusiastic giving has kept the church open for business and resulted in a year-end surplus of \$25,000. In addition, we managed to put a new roof on the sanctuary, address many needed repairs and find the funds for church events. Amazing!

On behalf of all of the Stewardship Team, Jack Anderson, Bill Wagner, Joe Peruzzi, Rick Maibauer, Jonathan Lindley, David Shirley, Paul Bozymowski, Judy Marchioni and me, Mary Eberline, THANK YOU! You are the church and you have kept it going despite a pandemic. May 2021 bring us opportunities to once again be together in good health while celebrating our faith in Jesus Christ. Thank you.

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