



2019 Annual Meeting Report

February 2, 2020

Connecting Spirits Engaging Minds Welcoming All

Annual Meeting Report for 2019

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St. Mark's Mission Statement

We are an inclusive community of faith, reflecting Christ's love,
ministering to all who hunger in body, mind and spirit.

Clergy

The Rev. Dr. Christian Brocato, Rector
The Rev. Sue York, Associate Priest for Pastoral Care
The Rev. Dr. Hugh Dickinson, Priest Associate
The Rev. Jan Gockerman, Deacon

Officers and Vestry Members

Chris Trevathan, Senior Warden
Michelle Jennings, Junior Warden
Andrew Knapp, Secretary

Through 2019

Anne Hiskes
Chris Trevathan
Kenny Williams-Buck

Through 2020

Scot Gugle
Michelle Jennings
Andrew Knapp

Through 2021

Mike Armour
Brandon Beyer
Brian Topolewski

Ministry Support Team

Dr. Gregory Crowell, *Music Director*
Noah Jacobs, *Organ Scholar*
Megan Harding, *Parish Administrative Associate*
Pam Stevenson, *Financial Manager*
Kate Pyles, *Communications Ministry*
Laura Kozminski, *Director of Christian Formation*
Jeff Brown, *Director of Youth Ministries*
Wendell Chivis, *Head Sexton*
Monica Peak, *Assistant Sexton*
Robin Green, Natalie Green, and Samantha Green, *Nursery Caregivers*

**Annual Meeting
St. Mark's Episcopal Church
St. Mark's Parish Hall
February 2, 2020
12:00 p.m.**

Call to Order

Welcome and Opening Prayers – The Rev. Dr. Christian Brocato, Rector

Welcome and Opening Prayer

Presider: At the conclusion of each of the prayers, I invite us to offer “Amen” as a sign of affirmation.

O God, hear us as we gather today as we plan for the year, 2020. Be with us in our yearning to chart a course together, inspired by the presence of your Spirit. Give courage to our leaders and each of us, as we move forward with your blessing. For all we do, we do to your glory in Jesus' name. **Amen.**

O God, make our congregation a community which strives for truth, justice, mercy and love. **Amen.**

O God, give to our clergy, Parish leadership and staff, a daily renewal in your presence, uphold them with your peace, a peace that passes all understanding, enlighten them with your word, and strengthen them with your grace. **Amen.**

O God, give us a new vision of you, of your love, of your grace and power; and then, give us a new vision that will enable us to not be afraid of change and what you would have us do as your church in this parish at this time. Give us an awareness that in the strength of your Spirit we can do it to your glory. **Amen.**

O God, may St. Mark's be aware of the role we play in our Diocese and in the larger church. Draw us all together into one great company of disciples, together following our Lord Jesus Christ into every walk of life, together serving him in his mission to the world, and together witnessing to his love in our city and surrounding communities. **Amen.**

O God, we are meeting today to conduct matters of important Parish business. Guide our hearts and our minds in the spirit of fairness, right thought and speech. Impart your supreme wisdom upon our activities so that our affairs may reach a successful conclusion. Thank you for being our source of guidance today. **Amen.**

O God, another year has come and gone and once again we gather for the Annual Meeting of this Congregation. To this place we bring all the celebrations and hardships, the joys and the challenges of the past 12 months. We remember and give thanks. **Amen.**

O God, we gather to meet and discuss the life and work of this part of your family we pray that you would be fully in the midst of our discussion. May your Spirit move in our hearts, opening them to hear what each of us has to offer, bringing light to both possibilities and realities, drawing us always to consider what you would have us be and do in this time and place. **Amen.**

O God, help us to live in such a way that we draw closer to your vision for us and journey faithfully in your Way of Love, and bless us as we convene this the 183 Annual Meeting of St. Mark's Episcopal Church. **Amen.**

These things we pray in the name of Jesus of Nazareth, the one we call Christ, our Brother, Redeemer and Friend, through the power of the Holy Spirit and in whose name we hope and gather together as a community of faith. **Amen.**

Nomination and Election of Secretary, Andrew Knapp (Vestry Clerk), Clerk of the Annual Meeting

Notification of Quorum and Robert's Rule of Order – Mark Stopples, Esquire

Approval of Minutes: Annual Meeting 2019 (In Report)

Reports for 2019

Rector's Report

Senior Warden's Report

Ministry Reports:

Acolytes and Assisting Ministers

Altar Guild Ministry

Breakfast Café Ministry

Christian Formation for Adults

Christian Formation for Children

Communications Ministry

Dismantling Racism Ministry

Education For Ministry (EFM)

Endowment Board of Trust

Eucharistic Bread Ministry

Eucharistic Ministers/Visitors Ministry

Finance Ministry

Garden Ministry

Grants Ministry

Greeters Ministry

Human Resources Ministry

Lectors and Intercessors Ministry

Liturgical Arts Ministry

Micah Project

Music Ministry

Outreach and Justice Ministry

Parish Life Ministry

Prayer Chain Ministry/Healing Prayer Ministry

Property Ministry

Stewardship Ministry

Strategic Plan Ministry

Ushers Ministry

Wedding Ministry

Youth Formation Ministry/Grand Rapids Episcopal Youth

Qualifications for Voting (Must be read aloud)

The qualification of members of the Parish to vote for Vestry Persons and to vote on any issue at any meeting of the Parish shall be determined by an elections committee made up of the Rector and Senior and Junior Wardens. These persons shall be guided solely in their decisions by the provisions of Canon 2, Section 5 of the Canons of the Diocese of Western Michigan which require that they be baptized persons not less than sixteen years of age who, for a period of not less than six months preceding, shall have been regular worshipers in the parish, received Holy Communion at least three times over the past year and *bona fide* regular contributors to its support. By "*bona fide* regular contributors", it is understood that each Vestry member makes a pledge of their financial support to the Parish and fulfills that pledge to the best of their ability. (See: Parish By-Laws, Constitution and Election of the Vestry, (not included in report))

Acknowledgement: Those whose terms have expired as of January 2020 and for whom we are very grateful:

Kenny Williams-Buck

Anne Hiskes

Chris Trevathan

Acknowledgement: Those who will continue to serve on the Vestry for 2020:

Michelle Jennings, Andrew Knapp, Scot Gogle, Mike Armour, Brandon Beyer, Brian Topolewski

Introduction and Requirements of Nominees for Vestry:

All nominations must have been received from an eligible member in good standing of the Parish.

Nominees must be willing to serve, and their names must have been submitted "two weeks prior to the announced date of the Annual Meeting". (See: Parish By-Laws, Constitution and Election of the Vestry)

Presentation, Qualifications and Election of New Vestry Members

Qualifications consistent with Qualifications for Voting and as defined by Title 1, Canon 17, Sections 2 and 3 of the General Convention of the Episcopal Church and shall be communicants in good standing at the time of their election. (See: Qualifications for Voting and Parish By-Laws, Constitution and Election of the Vestry, page 2)

Nominees for New Vestry Persons:

Dawn Buller
Nancy Dodge
Kate Dykema
Judy Freeman
David Ilem
Chris Trevathan

Vestry Serving Schedule (If approved)**Serving through 2021**

Nancy Dodge
Kate Dykema
Scot Gugle
Michelle Jennings
Andrew Knapp

Ex officio, Roger York, Treasurer

Serving through 2022

Mike Armour
Brandon Beyer
Brian Topolewski
Chris Trevathan

Serving through 2023

Dawn Buller
Judy Freeman
David Ilem

Election of new Vestry persons (Show of hands for each nominee or ballot)

Nominee for Treasurer, Roger York (*ex officio*, Vestry) to be confirmed by the Vestry

Nominees for Diocesan Convention Delegates (4) and Alternates (2) to be confirmed by the Vestry

Qualifications Consistent with Qualifications for Voting (See above)

Nominations for Four Delegates and Two Alternates received and to be determined and finalized by the Vestry; "At least one of the Delegates must be a Warden of the Parish" and names should be received prior to the Annual Meeting. (See: Parish By-Laws, Constitution and Election, page 2)

Jeff Brown
Michelle Jennings
Gloria Lara
Bea Rocco
Cat Rogg
Margaret Stretton

Prayers for Parish Leadership: Vestry and all those who serve in Parish leadership, please stand.

Rector: I invite the Vestry, all Chairs of Ministries, and Nominees for Delegates to Convention to please stand as you are able. At the conclusion of each of the prayers, I invite us to offer "Amen" as a sign of our affirmation. O God, hear us as we hold up our life together at St. Mark's after having elected Vestry persons and discussed Delegates for Diocesan Convention 2020.

Be with us in our yearning to chart a course together, inspired by the presence of your Spirit. Give courage to the leaders of all our ministries, as we move forward with your blessing. For all we do, we do to your glory, in Jesus' name. **Amen.**

Give to our Parish leaders a daily renewal in your presence, uphold them with your peace, a peace that passes all understanding. Enlighten them with your Word and strengthen them with your grace. **Amen.**

May we at St. Mark's be aware of our part in your larger church and in the community beyond these walls. Draw us all together into one great company of disciples, together following our Lord Jesus Christ into every walk of life, together serving Him in His mission to the world, and together witnessing to His love in our city and surrounding communities. **Amen.**

O God, we ask you to bless our Parish leaders in the †Name of the Creator, the Redeemer and the Sustainer. **Amen.**

Financial Report 2019-Pam Stevenson, Finance Manager

Acknowledgements and Thanksgivings

Closing Song

This little light of mine, I'm gonna let it shine.
This little light of mine, I'm gonna let it shine.
This little light of mine, I'm gonna let it shine.
Let it shine, let it shine, let it shine.

Ev'ry where I go, I'm gonna let it shine.
Ev'ry where I go, I'm gonna let it shine.
Ev'ry where I go, I'm gonna let it shine.
Let it shine, let it shine, let it shine.

Jesus is the Light, I'm gonna let Him shine.
Jesus is the Light, I'm gonna let Him shine.
Jesus is the Light, I'm gonna let Him shine.
Let Him shine, let Him shine, let Him shine.

Closing Prayer

O God of our coming and going, God of our past, our present, and our future, we have met, we have celebrated, we have remembered, and we have gratefully looked to the future. We have visioned, shared hopes, and dreamed dreams, and now we go out into the world in which we do most of our living and our ministering. As we go out, remind us that we do not go alone. As we go out, remind us that we go with a mission. As we go out, fill us with love, hope, and peace to share with the world. May our lives and our ministry be signs of your love and promises and possibility for the world in which we live, move and have our being. And we ask you to bless us, O Almighty God, †Creator, Redeemer and Sustainer, and be with us this day and for ever more we pray. **Amen.**

Sending Forth

Deacon: Let us forth into the world, rejoicing in the power of the Spirit. Alleluia! Alleluia!

All: Thanks be to God. Alleluia! Alleluia!

St. Mark's Episcopal Church
Minutes of the 182nd Annual Meeting (pages 7-11)
January 27, 2019

Call to Order

Father Christian Brocato called the meeting to order at 12:16 pm.

Welcome and Opening Prayer

Father Christian opened the meeting in prayer. The congregation responded at appropriate intervals with full-throated Amens.

Nomination and Election of Secretary

Bruce Johnson nominated Andrew Knapp, the vestry clerk, to serve as secretary of the annual meeting, seconded by Rich Hiskes. The nomination passed unanimously.

Notification of Quorum and Robert's Rules of Order

Mark Stoppels, Esquire, reported that we have a quorum for the meeting. Father Christian announced that Mark Stoppels will enforce Robert's Rules of Order at the meeting.

Approval of Minutes of 2018 Annual Meeting

Jackie Taylor motioned to approve the minutes of the 2018 annual meeting, seconded by Anne Hiskes. The motion passed unanimously.

Reports for 2018

Rector's Report

Father Christian reported on our life together at St. Mark's. The staff of the parish stood and were applauded by the congregation. Father Christian asked everyone who volunteers and serves the parish in any way to stand, resulting in the majority of the attendees rising. Father Christian reported that some ministries have been flourishing and have tremendous internal cooperation, while other ministries require self-assessment and better cooperation. Father Christian requested that all ministries consider rotating the ministry chair every three years to encourage greater participation and discourage stagnation.

The parish continues to grow, though at a slower rate than in previous years. Every Sunday sees new visitors. We do need to improve how we respond to the growth, however—specifically with letting new members know how to be a part of the congregation through regular attendance and financial support. We had hoped to add a part-time secretary to help with ministering to new parishioners, but the budget does not support the position, so Father Christian requested a volunteer to help with it.

Father Christian also requested someone to serve as a volunteer coordinator to help with recruiting assistance when necessary at points throughout the year.

Worship ministry meets regularly to discuss how St. Mark's can incorporate current worship styles while staying true to historic Anglican worship.

Attendance has been strong, especially on high holy days. Sunday attendance averages about 200 people. On Christmas Eve over 600 people attended between the two services. Father Christian acknowledged Gregory Crowell's work with our choral ministry. He exhorted the congregation to let the worship ministry know if parishioners' needs are not being met. The *Lift Every Voice and Sing* hymnal has increased our resources for hymnody. We continue to involve the youth in the parish more heavily in worship. Involving youth in as many ways as possible continues to be a priority for Father Christian and the children's formation team.

During 2018 we received numerous gifts from parishioners, which enabled us to do many things throughout the parish, from helping out with Breakfast Café to hanging our newly refurbished sanctuary light. Father Christian thanked Sandy Snellink and Linda Busman for help throughout the year with floral arrangements in the parish. This year we will have an additional offering once per quarter, specially designated for the Breakfast Café. This offering was approved by the vestry at the last monthly vestry meeting. Breakfast Café continues to flourish, having a wonderful impact on the community. Judy Freeman-Walker has done an excellent job soliciting grants for the ministry, and a newly created grants ministry now exists to help with the work.

There is also a new garden ministry, chaired by Marie McKendall. If people want to volunteer with the church garden in the spring, there will be opportunity.

Although we did not reach our pledge goal for 2019—which was a dream goal—we do have the highest amount pledged in the history of the parish. Also, every ministry submitted a budget, for the first time in memory. The number of pledges, though, dropped from 156 to 145 from 2018 to 2019, despite an increase in parishioners. Father Christian acknowledged Sharon Buursma and Pam Stevenson for their work creating the budget.

Father Christian exhorted the congregation to continue to volunteer in several ways around the parish. The strategic plan ministry did great work helping assess the various ministries. Father Christian acknowledged Catherine Frerichs for her work with strategic plan.

Father Christian pointed to our goals for building the parking lot into a parking garage and making other improvements to the property, including adding an elevator to help with accessibility.

St. Mark's continues to focus on praying for those on the parish prayer list. We do all that we can to include as many community members as possible in worship.

Father Christian acknowledged all those who participated in the chili lunch that accompanied the annual meeting. God blessed St. Mark's through 2018, and Father Christian thanked God and the congregation for everything over the past year. We move forward into 2019 committed to the gospel and God's grace.

Senior Warden's Report

Father Christian thanked Bruce Johnson for his work as senior warden this year, emphasizing Bruce's alacrity in responding to the abundance of email that accompanies the position. Bruce is concluding his three-year term as a vestry member and one-year term as senior warden. For Bruce's first vestry meeting as senior warden, the bishop joined to share his dream of building up the church's property with a new parking garage and other grandiose plans. This set the tone for 2018 being a year of large-scale vision.

Bruce acknowledged the congregation's commitment to the parish in so many ways, which will ensure the future health of the parish. He then acknowledged Father Christian, who has infused vitality and passion into the church in his two and a half years here.

Bruce recognized that the parish is doing well financially and acknowledged our treasurer, Sharon Buursma, and finance manager, Pam Stevenson. The church is (by choice) audited every year, and this is the first year that the audit came back completely clean, due to Sharon and Pam's tireless work.

Bruce thanked his fellow vestry folk who are rotating off: Nicolas Fletcher, John Slagter, and Briggitta Sartore (though Nicolas is standing for reelection on account of his youth and boundless energy).

Ministry Reports

We did not have oral reports from individual ministries because there are so many. Reports from all ministries are included in the 2018 Annual Report, which will go on file with the parish. Father Christian reminded the congregation that we are part of the Diocese of Western Michigan, who technically owns the property. He reported that we continue to be able to meet our significant fiduciary responsibility to the diocese, when many parishes are struggling to do so.

Dismantling Racism Vestry Charge

Father Christian acknowledged the volunteers on the dismantling racism ministry. Many parishes have such a ministry, but ours is the flagship one, and the diocese in many ways looks to the dismantling racism ministry at St. Mark's to see what should be done. Pursuant to the recent charge from the Diocese of Western Michigan to the dismantling racism ministries in various parishes, the vestry charged the St. Mark's dismantling racism ministry to establish a parish-wide plan for developing this ministry and bringing the entire parish into the duty of dismantling racism.

Qualifications for Voting

Father Christian read the qualifications for voting at the annual meeting (from the Revised Parish By-Laws, Constitution and Election of the Vestry, p. 2):

The qualification of members of the Parish to vote for Vestry Persons and to vote on any issue at any meeting of the Parish shall be determined by an elections committee made up of the Rector and Senior and Junior Wardens. These persons shall be guided solely in their decisions by the provisions of Canon 2, Section 5 of the Canons of the Diocese of Western Michigan which require that they be baptized persons not less than sixteen years of age who, for a period of not less than six months preceding, shall have been regular worshipers in the parish and bona fide regular contributors to its support. By "*bona fide* regular contributors," it is understood that each Vestry member makes a pledge of their financial support to the Parish and fulfills that pledge to the best of their ability. Martha Stoppels asked whether Nicolas Fletcher's reelection to the vestry accords with the parish's by-laws, which state that vestry members cannot succeed themselves. Father Christian responded that there is an exception here for when other vestry members have to leave the vestry before their term is up, and Nicolas is taking Briggitta's position.

Presentation and Approval of Revised By-Laws

In January 2019, the vestry voted to revise the parish's by-laws to make explicit the qualifications for vestry service, in accordance with the diocesan canons, and to modify the rector's listed responsibilities in line with the position's ministerial aims. Catherine Frerichs asked Father Christian to point to the specific changes to the by-laws, which he did. Father Christian explained his rationale for suggesting the change to the rector's responsibilities, which previously were mostly businesslike and made it seem like the ministerial aspects of the job were an afterthought. Rich Hiskes motioned that we approve the changes to the by-laws by acclamation, seconded by Jackie Taylor. The motion passed unanimously.

Vestry Matters: Acknowledgment of Vestry

The congregation acknowledged the four members of the vestry whose terms have expired or who will not be able to serve on the vestry moving forward: Bruce Johnson, Nicolas Fletcher, Briggitta Sartore, John Slagter. The congregation then acknowledged the eight vestry members who served in 2018 and will continue to serve in 2019: Sharon Buursma, Scot Gule, Anne Hiskes, Dustin Hopkins, Michelle Jennings, Andrew Knapp, Chris Trevathan, Kenny Williams-Buck.

Introduction and Requirements of Nominees for Vestry

Father Christian read the requirements for vestry nominees, from the Revised Parish By-Laws, Constitution and Election of the Vestry, p. 2):

All nominations must have been received from an eligible member in good standing of the Parish. Nominees must be willing to serve, and their names must have been submitted "two weeks prior to the announced date of the Annual Meeting."

Appointment of Tellers, Presentation, and Election for New Vestry Members

Father Christian noted that the canons of the church say that the tellers should be submitted by ballot. Because we have four candidates for four positions, though, this seemed unnecessary. Rich Hiskes motioned that we accept the four candidates for vestry by popular acclamation, putting them on a single ballot which will be approved by the church secretary. David Messelink seconded the motion. Gloria Lara motioned to amend Rich's motion to point out that there are three new vestry members and one vestry member who has fulfilled his term but is standing for reelection to fill in for a member who must leave the vestry before her term is up. This motion was seconded by Chuck Bocskey and had no objections. The combined motion passed unanimously.

Catherine Frerichs pointed out that no women are joining the vestry, leaving the vestry with only two women [there are actually three]. Better decisions are made with a greater variety of voices. Father Christian responded that we do not have a surplus of volunteers to join the vestry, but we do hope to add a greater variety of voices in the coming years.

Father Christian confirmed that nominees for vestry must be communicants in good standing with the Episcopal Church, per the Qualifications for Voting and as defined by Title 1, Canon 17, Sections 2 and 3 of the General Convention of the Episcopal Church.

Father Christian presented the four nominees for new vestry persons: Mike Armour, Brandon Beyer, Nicolas Fletcher, Brian Topolewski. The four nominees were all confirmed by popular acclamation.

Diocesan Convention Delegates

Father Christian presented the six nominees for diocesan convention delegates. Consistent with the parish by-laws, the six nominees' names were presented to the congregation prior to the annual meeting and one is a warden of the parish. The six nominees are Jeff Brown, Michelle Jennings (junior warden), Gloria Lara, Bea Rocco, Cat Rogg, and Margaret Stretton.

Prayers for Parish Leadership

Father Christian led the congregation in a prayer for the vestry and all other members of parish leadership.

Financial Report.

Father Christian introduced Sharon Buursma, the treasurer for St. Mark's. Sharon acknowledged the members of the finance ministry before presenting the final 2018 report.

2018 was a good year for the parish financially. We had more cash available to pay bills in a timely manner than in previous years, as a result of the increase in pledges. We received a generous bequest that helped as well, without which we would have concluded the year in a much worse position. Sharon encouraged parishioners to include St. Mark's in their wills.

We fixed several aspects of parish property that we had put off for years. We opened up the church to nonmembers for weddings and funerals, which should increase our income significantly. We have also added grants as a source of income for some ministries. Sharon acknowledged Judy Freeman-Walker's role in procuring grants. Ministries consistently came in under budget as well.

Mark Stoppels, former treasurer of St. Mark's, acknowledged that we are in a greatly improved position over former years. We have become much more disciplined against taking money from the endowment.

Chuck Bocskey acknowledged that we have experienced several blessings over the past few years, such as the big 2018 bequest.

Sharon presented the proposed 2019 budget, which is balanced (with a projected net income of \$3,082). All ministries will be held to their 2018 level, which should suffice since the ministries came in under budget last year. Rich Hiskes motioned that we approve the 2019 budget, with thanks, seconded by Mark Stoppels. The motion passed unanimously.

Father Christian informed the congregation that in future financial statements, the Breakfast Café will be pulled out of other parish financial statements. We are doing this to enable the grants ministry to solicit grants from institutions that will support the Breakfast Café as an individual entity but not as an arm of a church.

Father Christian thanked the congregation for their financial support and encouraged us to continue to support the parish in prayer as well.

Closing Matters

The congregation sang "This Little Light of Mine" together, followed by a closing prayer led by Father Christian. Beth Hamm then motioned to adjourn the 182nd Annual Meeting of St. Mark's Episcopal Church, seconded by Judy Freeman-Walker. The motion passed unanimously. Deacon Jan Gockerman then dismissed the attendees. The congregation went forth into the world, rejoicing in the Spirit.

Rector's Annual Meeting Report for 2019

February 2, 2020

The Rev. Dr. Christian Brocato, Rector

Introduction

As the twentieth Rector of St. Mark's and on February 20 entering my fourth year of service as Rector, I hope we can all be proud that we continue to grow as a Parish, countering the statistics of many other churches. There are times of great surprise such as the Third Sunday of Advent when we had 260 adults and children in worship at St. Mark's. Christmas Eve saw some 575 adults and children who came to worship, give thanks and sing. Over the past year, we continued to do God's work even in the chaos of the world in which we, as Church, have found ourselves. We recognize that we minister in a broken world which needs the healing power of God's love.

Worship and Other Ministries: At St. Mark's, we continue to be faithful to beautiful and meaningful worship and sacred music for which we can all be proud. Dr. Greg Crowell and our Music Ministry continues to bring joy and delight every Sunday of the year. We give thanks to Greg and all those who bring music to our hearts and all those who participate in planning and executing beautiful worship, including Vergers, Assisting Ministers and Acolytes, Ushers and Greeters. I also give thanks for the ministry of Margaret Stretton and the Altar Guild, the behind the scenes volunteers who offer themselves week after week.

The host of ministries in our Ministry Directory demonstrates an amazing number of volunteer opportunities in a wide variety of areas. This year, we will add another ministry which will be devoted to environmental issues as we are charged to be stewards of God's Creation. Marie McKendall has proposed that ministry and will chair it. I give thanks for all the ministries of the Parish and especially the work of ministries which require participation every month of the year. Some say that we are stretched to the max, and that is more likely true than not. If you are involved in a ministry of any kind at St. Mark's, please, stand, if you will.

So many ministries require many helping hands and loving hearts, passionate about service to God and to others. We are grateful for all those who give of themselves so that all of us can experience the love of God in and through our life together at St. Mark's. Through it is always a question about highlight ministries, and I want to publicly offer thanks for all the ministries and the chairs of those ministries.

Perhaps, parking might be a ministry in the future. For now, it seems that with the addition of the 210 Ionia Lot (Ellis) and the multiple level garage (GRCC) on Bostwick across from Fountain Street Church, both free, we are hearing few if any concerns about parking. I'm delighted to hear that and hope that that is indeed the case.

Judy Fetterhoff and Parish Life: Parish Life Ministry began its ministry in the 1990's. Today, I want to particularly acknowledge Judy Fetterhoff who helped found Parish Life Ministry in the 90's and has served as its Chair since then. Though Judy stepped down as Chair this fall, she will continue to serve in that important ministry of the Parish. Thank you, Judy, for so many years of faithful service! Please, accept this gift on behalf of the Parish for your long commitment to service here at St. Mark's.

Breakfast Café and the Breakfast Café Advisory Council: Our ministry to feed those in need continues to occupy a centerpiece in our outreach and serves on average 150 a hot breakfast every week. The Teams of volunteers faithfully prepare and serve alongside Monica Peak, Sexton, every Sunday. We are grateful to Jennifer Julius, Marissa Lee, Christiana de Groot, Darren Walhof and Cathy Stevens for ensuring that their teams work to accomplish this important ministry of the Parish.

This past year, we experienced a solid team of individuals, the Breakfast Café Advisory Council which brings in community partners. Along with our own volunteers, these partners include Westminster Presbyterian Church, Degage Ministries and Mel Trotter Ministries. We are grateful to all those now serving on the Council and the good work that is already being done.

Stewardship of Gifts at St. Mark's: I am very grateful for another year of record giving in financial stewardship, three years in which the growth of giving has been much appreciated. As of January 29, 2020, we have now received \$511,317 in pledged for 2020 in contrast to pledges of \$334,974 for 2017. This is a remarkable achievement for which I am most grateful. We recognize the need to increase the number of pledging members of the Parish to ensure vitality in giving, while we give thanks for this year's very successful Stewardship Season and its ministry, Shining Our Light. Many thanks, Roger York, and Stewardship Ministry team!

The oftentimes busyness of which we are about in many areas demonstrates a great deal of commitment of our staff and many parishioners for which I am very grateful. With now four full-time staff members and several part-time and non-paid staff, we continue to work hard to do all we can to tend the flock at St. Mark's. We are grateful for the financial resources which have enabled us to welcome Monica Peak as a full-time Sexton, much needed and much appreciated.

The true work of the Parish is about what we do to best ensure spiritual growth and development for all who gather at St. Mark's. I am attentive to that as all we do as a Parish is about being formed as disciples of Jesus. Part of what I do is to oversee, craft and present opportunities for Adult Christian Formation.

Formation and Spiritual Growth at St. Mark's: I have been in the process of reviewing Adult Formation activities and am now inviting parishioners to join me in an Adult Formation Ministry team. Three years ago, we expanded our offerings to include Wednesday formation opportunities in the fall, the winter, and in the spring, adding to the Lenten Series of many years. We have become more aware of the desire for more bible study opportunities and are working toward that end in Adult Formation.

I believe we can all be proud of the ministry of Jeff Brown as Director of Youth Formation and his ministry across the Diocese of Western Michigan. We can also be proud of the ministry of Laura Kozminski, Director of Children's Formation.

In July of 2019, Laura continued the successful ministry of Jane Stidolph when Jane resigned to embrace a teaching career in June of last year. In June, we celebrated Jane's ministry as we bid her farewell as Director of Children's Formation. Laura and the teams of volunteers now working in Children's Formation and Jeff in Youth Formation are blessing our young people with grace-filled opportunities to learn more about Jesus.

Last fall's Inquirers' Class and Youth Confirmation Class saw the preparation of twenty-two parishioners over a period of several months to be presented to the Bishop at the Confirmation Service at Diocesan Convention.

We can all be very proud of the commitment of those individuals to God and to St. Mark's.

If at the end of the day, we are not spiritually nourished and fed by God's Word, the Eucharist we share, the programs we offer and our life together in Jesus, then, we will not have been successful as a community of faith. If we do not work to end violence, bullying and racism in our midst, then, we are not being faithful to the Gospel which calls us to be people of peace, justice and mercy.

Over the past year, we rejoiced in welcoming a many new parishioners into our midst, parishioners of all ages, for whom we give many thanks. We bid farewell to several parishioners who went home to God or who moved away from St. Mark's.

We pause to remember and to give thanks for our parishioners who passed on to eternal life in 2019 and the parishioners who lost loved ones and friends this past year. For us here, we remember, Dr. Phyllis Danielson, William VanDerBos and Janet VanDeusen. We give thanks for them and ask God to comfort those who mourn.

Recognizing Our Humanity: This past year, we experienced several serious bumps in the road of our life together. Success in loving and caring for one another broke down in uncharted territory in ministry for me and some Parish leaders.

As we know, the Church is comprised of human beings capable of great good and capable of hurting one another. When the latter happens, we are called to be honest, seek forgiveness and work toward reconciliation.

I failed on several occasions over the past year in being pastorally sensitive, for which I have privately and in public asked for forgiveness. As a community of faith, we are called to forgive others as we seek to be forgiven.

If we are not a forgiving and reconciling community of faith, then, the message of the Gospel has yet to fully take root in our hearts. I call on each of us to look deep within to see ourselves as God sees us and invite God's love to bring healing and renewal in Jesus.

Safety at St. Marks's: A top priority for me as Rector is the safety of all those who come to St. Mark's. I am conscious of the need to provide as safe an environment as possible at St. Mark's. We are working diligently to put in place more measures to best ensure the safety of children, youth, adults, staff and all who find themselves at St. Mark's.

We are paying attention to statistical data which challenges us to be aware of the world around us, a nation which on average now experiences some 150 hate attacks on houses of worship across the country. This past week, the Vestry approved a new ministry, the Safety Ministry, and we have now completed the process of formatting a Safety Ministry Manual and policy document which will guide our efforts going forward.

Ministry in 2020: In 2020, we face challenges with mindful determination that we as Gospel people can and will make a difference. We believe that the love of Jesus is love given to us to embrace and to be poured out in all we do and say. We can also be proud of what we do as a community at worship and in all the ministries of the Parish.

As stewards of God's mission at St. Mark's, we work to tend those in need, those within our walls, our inbound parishioners, the sick, the elderly, those in need, and those on our city streets and elsewhere. Please, join in this prayer to God:

- May God be with us to help us to tend, to nourish and to feed.
- May God be with us to be people committed to justice, love and mercy.
- May God continue to bless us with generous hearts and grant us the serenity to accept the things we cannot change, strength to change the things we can and the wisdom to know the difference during this year, 2020.

Thank you for your support and prayers and for your commitment to God and to St. Mark's. May God continue to bless us with the grace to do all we can to bring about God's reign here at St. Mark's. Thank you!

2019 Senior Warden Report

Sisters and Brothers of St. Marks:

As I reflect on 2019 to write this letter I think of all the good we as St. Marks have done this last year. We have seen great growth in new member. Our children's program is flourishing and we are still strong in feeding our neighbors every Sunday morning. We definitely hear gods call to us and doing the creators will. We couldn't go any of this with out the combined efforts of our clergy Father Christian, Mother Sue, Deacon Jan and Father Hugh. They have guided us and inspired us. With their insight our many ministries have grown with new members allowing us to think beyond ourselves and live into the gospels. We are truly blessed and I thank each and everyone of you who contribute so much not just with money but also with your time and talent. So here is to 2019 as we move into 2020.

Your Senior Warden, Chris Trevathan

Ministry Reports

Acolytes and Assisting Ministers

We have had a great year and happily welcomed some new faces to serving on Sunday mornings. Father Christian led a training and refresher course for eucharistic ministers and Emily led training for crucifers and acolytes. New faces that have joined us to serve at the altar are Stuart Lamar, Bea Rocco, Preston Merrill, Reece Hoyt, Hailey Green, Liv and Landyn York. Special mention this year are Shannon Gould and Alexander Dixon who have received additional training to serve as second cross and first cross respectively. Changes that have been made to create a centralized schedule have been positively received and will continue to improve our ability to assist in the worship service. I would especially like to thank everyone who has participated in the acolyte and assisting minister ministry, your time and commitment are a blessing to us all.—Emily Krueger

Altar Guild Ministry

The ministry of the Altar Guild is one of Hospitality, Service and Prayer. Members set the Table (Altar) for each Sunday's Feast (Holy Eucharist) as well as other scheduled special liturgies. The Altar Guild at St. Mark's is made up of teams of three to four who share weekly assignments, and all come together to prepare for the special liturgies during the year, Holy Week, Easter, Advent, Christmas, etc. We all share a ministry of service, quiet prayer, and fellowship as we work behind the scenes to make sure all is ready each Sunday. We extend an open invitation to any member of the parish who may be interested in joining us in this ministry. Please talk to any Altar Guild member (listed below) Fr. Christian or Mother Sue. You are also invited to stop by the sacristy any Sunday after a service to get a bird's eye view of your Altar Guild in Action! All are welcome, men, women, youth (age 12 and over). Come visit with us. 2019 was a busy year as working with Fr. Christian, and the energy and excitement he has for the liturgy and the appointments needed to set a beautiful, welcoming worship space. We have increased the number of services, pulled out long forgotten artifacts and returned them to service, and hosted additional Diocesan services. This past year we continue baking our own Communion Bread with the help of the Bread Baker's Ministry; we have added beautiful seasonal banners, the result of the newly formed Liturgical Needlework Ministry. Words cannot adequately express my thanks and deep appreciation for everyone's ministry this year, Karen Hunter, David Hawley-Lowry, Brenda Holland, Mary Fraser, Cathy Karsen, Shirley VanDerBos (April-December), Leigh Eicke, Becky Bocskey Celeste Lamar, Bea Rocco, Megan Harding (and on occasion help from Stuart as well) and Sandra VanKley. Sadly this year we said goodbye to Shirley VanDerBos who has loved and served St. Mark's Altar Guild for over 50 years (and her mother Winifred Knight before her) (What a legacy!). We also said goodbye to our good friend Leigh Eicke who not only brought her talents for service and quiet prayerful ministry to us for many years but also her writing talent to help update the Altar Guild manual. We give thanks to the members of the Flower Ministry led by "chief flower arrangers", Sandie Snellink, and Linda Busman with the support and assistance of Larry Manglitz, Larry Snellink and Doug Busman, Anne Armour and the many others who show up to help with Christmas and Easter "flowering" the church. Thank you all for the lovely floral contributions you create each Sunday as well as on all other special occasions. I thank God for you all and this very special Ministry we share, Margaret Stretton, Chair.

Breakfast Café

St. Mark's **Breakfast Cafe** continues as part of the Parish's outreach to the community and continues to serve on average of 150 neighbors every Sunday of the year. The five teams of individuals work to prepare, serve and help in the kitchen as they have done in the past. The on-going struggle of finding a permanent sexton/dishwasher continues but numerous volunteers have stepped up to be very helpful for which we are grateful.

A commitment to help save on costs has been facilitated by using Meijer gift cards and shopping with an eye on cost savings. The result has been that we have indeed saved money for which we are grateful. Volunteers continue to be needed, and if you are interested, please, let us know. The Breakfast Cafe is a very important part of our life at St. Mark's, and we are grateful for all the volunteers and support over the past year to continue this important work.

Christian Formation for Adults

All that we do at St. Mark's forms us as Christians. We are formed by prayer at worship and in our private prayer. We are formed by hearing the God's Word proclaimed and preached and by studying the Bible. We are formed by receiving the Eucharist on Sundays and Wednesday at noon. We are formed by the beautiful sacred music we hear in the Sanctuary. We are formed by announcements in bulletins and in eNews. We are formed by rubbing shoulders with one another in worship and Social Hours after Services on Sunday. Parents are being formed by bringing their children and youth to formation opportunities. When we visit the sick, the elderly and the dying taking Holy Communion to them and anointing them, we, ourselves, are being formed. I am deeply grateful especially to the volunteers who visit the sick and the inbound of the Parish, an extremely important ministry for St. Mark's. When we offer prayers and receive prayers of healing on Wednesdays and Sundays, we are being formed. All those who volunteer in one or more of the ministries at St. Mark's are being formed, as we seek to be Christ's hands and heart for others. When we participate in EFM (Education for Ministry), the Inquirers' Class, the Devotional Group, the Wednesday Series in the fall, the winter and the spring and volunteer in the Breakfast Café, at Degage (partner) and at the East Leonard Elementary School (partner), we are being formed as disciples of Jesus. We are formed by giving of ourselves and our financial resources for the mission of St. Mark's, especially when we commit to pledge and fulfill that pledge in support of our mission. This year, I am particularly grateful to the 155 parishioners who have pledged as a sign of their commitment to God and God's mission through us at St. Mark's. Lastly, the clergy of St. Mark's are available to all parishioners who might be in need of spiritual help. I am grateful to our clergy, Mother Sue, Father Hugh and Deacon Jan who give of themselves that we might experience the joy of being formed as disciples of Jesus. May God continue to bless us with opportunities for spiritual growth at St. Mark's! ~ Christian+

Christian Formation for Children

In August of 2019 Laura Kozminski took on the position of Children's Ministry Director. September 8th was the start of a successful new program year. 4th through 6th graders began meeting for their Faith Formation class at 9:30 on Sundays. This change allowed them to participate and serve in the 10:30 service. Throughout the fall this group studied the Old Testament prophets, made projects, read the Bible and grew in fellowship. Children's Chapel during the 10:30 service was split into two groups: Pre-K/Kindergarten (led by Dawn Buller and Cathy Stevens) and a 1st-3rd Grade Group (led by Laura Kozminski). These groups learned about Jesus' many healing miracles throughout the fall, made craft projects, sang songs and built new friendships. We had an outstanding number of children participate in the Christmas Pageant in 2019. This pageant was a new format that allowed interested children of all ages to have speaking parts. The children took great pride in the production. There were also a number of other Family Formation events throughout 2019. Jackie Yam began "Family Fun Night," a monthly gathering of kids and parents for games, fun and food. Parents also continued getting together for Lunch Bunch gatherings, we participated in the Advent Caroling Night, and much more. The program continues to grow and thrive thanks entirely to the help of our Nursery staff (Samantha, Robin and Natalie Green), and our many rotating volunteers who ensure we have safe oversight of the children in our care. ~ Laura Kozminski

Communications Ministry

Communications continued improvement of communicating with our parishioners and the surrounding community. This past year, the Communications Ministry has increased the social media presence, engaging with the community. We have increased our Facebook followers by 184 since last year, bringing us to a total of 671 followers. We increased our advertising for Easter and Christmas services through social media, reaching to 8,883 Facebook subscribers for the three Easter services and 9,083 Facebook subscribers for the two Christmas Eve services. Our YouTube page reached 121 subscribers, allowing us to get our own YouTube url: [youtube.com/c/stmarksgr](https://www.youtube.com/channel/UCstmarksgr). In the past year, we have had over 15,000 minutes of video watched with 5,843 views. We added an ambient mic at the back of the church to balance out the sound quality of the congregation during services. We have continued to film major Holy and Feast days, as well as expanded for inclement weather events when it has been more difficult for those to travel in on Sunday. We hope to continue to film full services throughout the year and begin to explore livestreaming our services. ~ Kate Pyles, Chair

Dismantling Racism Ministry

Dismantling Racism Ministry's goal is: To equip the members of St. Mark's community with skills and opportunities to respond to the sin of racism and to take appropriate action. In 2019, we developed a parish dismantling plan as the response to Bishop Houglund's pastoral letter. The plan was submitted to the vestry and approved at the Sept. 24th meeting. The plan was presented to the congregation on Oct. 27th. That Sunday, the congregation recited a pledge to support and work the plan. The plan and pledge can be found here: <https://c6a6212c-7f3b-4428-968c-> We held a discussion group for the Parish Book Study of 'The Firebrand and the First Lady' by Patricia Bell Scott on June 26th. Some members of DRM continued their engagement St. Mark's Micah Project Ministry. Some serve on the Core Team of the Micah Ministry. As part of the Micah Ministry, we have joined in a collaborative partnership with New Life Church of God in Christ (COGIC). In May 2019, the Phil-Mar Saints hosted the Stepping Out for Jesus Style Show. Ministry members: Mike Armour, Becky Bocskey, Judith Claytor, Julie Connors, Anne Hiskes, Karen Hunter, Carmela McIntire, Marie McKendall, Milton Royce, Heidi Stoneman, Wendy Wenner, Dismantling Racism Chair, Ex Officio Christian Brocato ~ Wendy Wenner, Chair

Education for Ministry

This past year has seen an increase in the interest for EfM. There were two graduates from the program this year, Judy Freeman-Walker and Holly Stoneman-Green. They are the latest St. Mark's parishioners to complete this four year program. We had three new members join our group and complete their first year's work. This past September we had two more members join our group along with a former member rejoin us to complete their fourth year. This coming May we will have two more members graduate from the program. We are blessed with this increase in interest in this wonderful and personal growth ministry here at St. Mark's. We would also like to acknowledge the time and talents of Jennifer Julius. We invite all St. Mark's members who would like to learn more about the EfM program to contact Doug Karsen or any past or present members. ~ Doug Karsen

Endowment Board of Trust

- Trustees: Jonathan Anderson, Chair, Bill Bowie, David Cassard, Louise Kidd, Wendy Stock, Art Visser, and Bruce Johnson
- Ex-Officio members: Rev. Christian Brocato, Rector and Sharon Buursma, Finance/Facilities Chair
- Staff: Pam Stevenson, Finance Manager and meeting secretary

The Endowment Board operates from our Chart of Work which includes our purpose, objectives and schedule of work. We are governed by the St. Mark's Endowment Fund Trust Agreement dated July 1, 1997. Our investment manager is guided by our Investment Policy Statement. Meetings are held quarterly, including semi-annual investment update meetings with the investment manager. The spending policy allows for an annual distribution of 5% of the average market value of the endowment fund for the last 16 quarters. In 2019, the Endowment Fund provided \$44,693.91 in support of Church needs and operations.

Mission: Provide financial support for the needs and operations of the Church.

- Provide guidance for the investment and management of the St. Mark's Endowment Fund.
- Ensure maintenance of current and effective endowment policies and procedures
- Meet semi-annually with the investment manager for portfolio review and due diligence.
- Exercise oversight of distributions

· Ensure that decisions made regarding investments maximize protection and growth of the investments while being sensitive to the operating financial needs of St. Mark's

Endowment Fund balance: 12-31-2019: \$2,787,018.00

St. Mark's Endowment Funds are managed by JP Morgan Chase Private Bank. The return for the total portfolio in 2019 was a gain of 17.97%.

Frey Memorial Fund balance: 12-31-2019: \$453,452.48

This fund is held and invested by the Grand Rapids Community Foundation. The fund is not an asset of St. Mark's, however, the church is the sole beneficiary of the income, to be used as directed by the donor. No transfers to the Church were made in 2019 from this fund, although a 5% annual spending is allowed. The spendable balance accrues within the fund and as of 12-31-2019 was \$180,962.27.

Respectfully submitted,

Jonathan Anderson, Chair

Eucharist Bread Ministry

We continue to bake and offer two loafs of homemade bread for the 10:30 Service each week. However, in this last year we have committed to use a local heirloom wheat planted, grown and harvested at Plainsong Farm and stone ground off the grid in Traverse City. We have had two donors step up to purchase the wheat due to the fact that this new ministry request was not approved of for the 2019 budget. However, we are thrilled to learn that St. Mark's has agreed to purchase the flour this new year. The heirloom wheat has required some experimentation on the part of it's ability to absorb liquids and in baking. We continue to use the Society of St. John the Evangelist Monastery recipe supplied by Father Christian which results in a sweeter and moister loaf but have experienced some bumps in the road along the way with the bread being too thick or too dry. Bakers include Megan Harding, Karen Hunter, Michelle Jennings, Wendy Stock, Kristen Kopec, Dawn Buller and Dan McDonald. ~ Megan Harding

Eucharistic Ministers/Visitors Ministry

Eucharistic visitors provide a vital ministry for our congregation. They regularly visit and take Communion to our sick and homebound parishioners, connecting them to our community - the body of Christ. We currently have 3 Eucharistic visitors in addition to Fr. Christian and Mother Sue. One training for Eucharistic Ministers was held this year. Several people have expressed interest in becoming part of this ministry so we plan to hold a retreat and training in the spring. If you are interested in becoming part of this ministry please contact Deacon Jan.

Finance Ministry

Mission: The Mission of the *Finance Ministry* is to oversee the financial resources of the parish to enable St. Mark's to achieve its mission and vision. This work includes 1) oversight in developing annual operating and capital budgets for consideration by Vestry, 2) communication to Vestry regarding adherence to approved budgets, 3) assessing financial issues with recommendations to Vestry, 4) developing and maintaining financial internal controls, to policies and procedures that safeguard the financial resources to the highest financial standards, and 5) recommending an independent firm for the audit of parish accounts to Vestry and making any corrective action required.

Members in 2019: Sharon Buursma, Chair & Treasurer; Gloria Lara; John Savara; Wendy Stock; Jackie Taylor; Chris Trevathan, Vestry Liaison & Chair after Sharon Buursma's retirement from Treasurer; Father Brocato, Rector (ex-officio), Pam Stevenson, Finance Manager (ex-officio).

Meetings: The Ministry met 10 times during 2019.

Accomplishments in 2019 included:

Completed the 2020 Budget process that started in the summer in partnership with Vestry, the Stewardship Ministry, and other church ministries and staff. The Finance Ministry met to complete the 2020 budget and develop the 2020 budget three times for a total of over 9 hours.

Completed a new policy for expenditures over \$500. The Rector and Finance Manager must authorize all reimbursable expenses of \$500 or over and sign approval of this expense request form in advance of purchase. This includes credit card purchases and includes Ministries & staff. Expenditures may only be made only if there exists an approved, unspent budget and such expenditures will not put the ministry or account over its approved annual budget.

Recommended to Vestry the independent accounting firm of Monroe, Sweeris, & Tromp to conduct a financial audit for Fiscal Year 2018. The audit was completed in August and resulted in a favorable opinion by the auditor who reported that St. Mark's financial reporting, accounting systems, and internal controls are accurate for both Operations and Endowments. One-half of the audit cost is paid by the Endowment Board. There were no audit recommendations for management.

Many thanks to the Finance Ministry Team of volunteers and staff for their hard work, time, talent, and passion to build financial strength in support of God's work at St. Mark's Church and throughout our community.

Respectfully submitted, ~ Pam Stevenson, Finance Manager

Garden Ministry

Members of the Garden Ministry care for the grounds of St. Mark's and the indoor plants. In 2019, a decorative fence was built to enclose St. Mary's Garden on the south side of the church. This addition will enable us to install an outdoor columbarium and develop a play space for children. Our new angel (Carmelita, Hebrew for "garden") will stand watch over the area. Last summer, we also replanted the patio area and began to plant St. Mary's Garden.

This summer, we hope to finish planting St. Mary's garden, begin preparations for the columbaria, and install play equipment. We welcome any new volunteers. ~ Marie Mc Kendall

Grants Ministry

The Grants Ministry has been in existence for almost 2 years. Its primary focus has been to help the Breakfast Cafe become more self-sustaining and to provide assistance for building improvements and needed enhancements. Funding streams that have been acquired thus far include: Meijer, Inc., ACCESS, the Frey Foundation, Whittemore Foundation, the Cook Foundation and the Wege Foundation. The newly acquired Wege Foundation grant will provide St. Mark's a kitchen coordinator to assist with and oversee the wide range of kitchen uses and needs for the next two years. A good portion of this year has been preparation for some larger grant requests and cultivating relationships with the current funders. In February of this year we will learn if we will receive United Way support. This will provide more operating funding for the Cafe, safety and security training, program evaluation and other support that is needed to successfully run our outreach ministries. We have also been invited to reapply to the National Fund for Sacred Spaces for assistance in restoration and repair of our beautiful historic building. The larger grants we are working on require measurement of our outcomes and periodic reporting. St. Mark's is doing great things. Having grant partners and our reporting to them, helps the larger community be more aware of it. We appreciate those from the parish who have had connections to funders and have helped us secure some of the funding that we have already received. We ask others who have these connections to make us aware. Our ministry is only three women strong, so we could also use another member or two with grantsmanship skills to join us. Please let us know if you are interested. This is very rewarding work that expands our outreach as well. ~ Judy Freeman, Jackie Taylor and Marie McKendall

Greeters Ministry

The Greeters Ministry was formed to greet and welcome parishioners and visitors to St. Mark's on Sunday mornings. Two people are scheduled at the 10:30 service – one at the back of the church and the other at the Parish Hall entrance – to greet people as they arrive and wish them well as they leave. We try to identify visitors, have them fill out contact information in one of the welcome books or on visitor cards, and invite them to social hour to meet more of the St. Mark's family. We also provide them with a welcome bag containing a St. Mark's coffee cup, history of St. Mark's and information about St. Mark's ministries. We currently have 11 members but would emphatically welcome new members to our team! ~ Sharon Bossemeyer

Human Resources Ministry

Recap for 2019: The Human Resource Ministry assists the Rector and the Vestry with recruiting, selection, compensation, and other HR functions as well as acting as a sounding board for the Rector and other Parish staff. The Ministry also collaborates with Finance on matters regarding salaries, benefits, payroll and budgets. Volunteers on the 2019 HR team included a Vestry member, a Human Resources professional, a Consultant and a University Professor. In 2019, the Ministry Team met regularly and consulted on a variety of confidential topics and other concerns as they arose via impromptu meetings, email and phone conversations. Accomplishments include:

- Review of pay rates and benefits packages, including annual increase recommendations to Vestry
- Hired an Interim Director of Children's Christian Formation and, at the end of the year, a full-time Sexton
- Updated job descriptions for several positions, including a new description for full-time Sexton and Kitchen Manager.

- Updated and distributed Employee Handbooks

Major Agenda items for 2020 include:

- Publish Volunteer Handbook
- Hire a part-time Kitchen Manager
- Retain a Dishwasher for Sunday mornings
- Create Staff Appreciation program
- Continue to partner with the Staff and Parish in support of St Mark's ministries

Finally, a grateful "Thank you" to St Mark's staff for their ongoing efforts during a challenging and rewarding 2019.

For the HR Ministry, Shawn Miller, Chair

Lectors and Intercessors Ministry

The ministry of reading scriptures as part of our worship is a very important ministry in the life of the Parish. Lectors read the first and second scripture lessons and lead the psalms. Intercessors lead the Prayers of the

People. This ministry currently has 46 trained readers who faithfully prepare and serve at both services every Sunday in addition to special services during Holy Week and Lessons and Carols. We held one training this year. Training included the importance of having a good understanding of 'proclamation' as opposed to simply reading the texts and the importance of preparing by praying, practicing and, if necessary, researching how to pronounce unfamiliar words. Readers are scheduled and receive the readings in advance of the assigned Sunday. This year we added six new people to this ministry. Deacon Jan schedules the participants for this ministry. If you are interested in becoming part of this ministry please contact Deacon Jan.

Liturgical Arts Ministry

Mission: The Liturgical Arts Ministry's goal is to praise God and assist our St Mark's other ministries through creating, beautifying, and preserving the textile components of the church.

Accomplishments in 2019:

- Creation of rose colored vestments
- Creation of child sized vestments for children's formation.
- Alteration of several existing vestments and choir robes

Goals in 2020:

- Creation of green banners.
- Altering of a pew cushion to fit a smaller pew
- Creation of paraments for the new downstairs classroom altar.

Members include Megan Harding and Bea Rocco

Respectfully submitted, Bea Rocco, Chair

Micah Project

For the last year and a half St. Mark's has been one of the lead congregations working with other Grand Rapids churches and organizations to build a broad-based organization committed to social justice in Grand Rapids. This new organization will have the power to enable systemic change for the benefit of all. In 2019, the Micah Project was officially designated as a Ministry at St. Mark's. Our core team within St. Mark's has done relational meetings with more than 150 parishioners. Forty-five St. Mark's members have attended one or more trainings in broad based organizing and three have attended a 5 day national training. We are continuing to develop relationships with other organizations that want to be part of this work for justice. ~ Deacon Jan Gockerman

Music Ministry

It has been an active and fulfilling year in music at St. Mark's.

The St. Dunstan's (Adult) Choir weekly enriches our weekly services with beautiful introits, anthems, and the chanting of the Psalms. Besides the excellent music making during Holy Week, Easter, Pentecost, Advent, and Christmas, the choir sang a Festival of Lessons and Carols and a Service of Choral Evensong as part of the Sacred Sounds at St. Mark's series. We welcomed a number of new choir members, such that the choir has grown to its largest size in years. All of last year's Choral Scholars stayed with us this year, and we added Erika Weinrick as a new member of our staff. Instrumental music was provided for Christmas and Easter, as well as occasionally throughout the year.

Brendan Hollins, who had served as our Organ Scholar for three years, had to leave us to accept a full-time position at Grand Valley State University. We will miss his exemplary musicianship, but we were very fortunate to welcome Noah Jacobs as our new Organ Scholar in September. Noah is an organ major at Hope College, and his excellent playing and hard work have already added a great deal to the worship life of St. Mark's.

The St. Margaret's (Bell) Choir has played regularly for services throughout the year. We added new member Judy Coby, and new members are still needed.

Sacred Sounds at St. Mark's, our series of services and concerts, is now in its twelfth successful year. The 2018-2019 season continued with a stunning concert by the Michigan State University Chorale and a thrilling concert by Ensemble Florestan. Concerts this year include the acclaimed Ensemble Rebel from New York in February, soprano and instrumentalist Ruth Cunningham in March, and the award-winning choir Blue Heron in May. We continue to offer a diverse roster of performers and repertoire in accordance with our parish's outreach efforts. We were particularly proud that a performer on our 2017-2018 season, Jeannine De Bique, has since become one of the most sought-after performers in the world. She received great acclaim earlier this year for her performance in Mozart's *The Marriage of Figaro* at the San Francisco Opera. This was the first production by any major opera house to feature people of color in the starring roles. As in other years, Sacred Sounds donors were acknowledged at a dinner reception at Shiraz Restaurant in late summer, at which time the 2019-2020 season was

revealed.

A concert by the Imani Milele Children's Choir from Uganda originally planned for August 2019 fell through due to visa complications, and a new date has been set for Thursday, August 27, 2020 at 7:30 p.m.

The musicians of St. Mark's continue to work closely with the Commission on Dismantling Racism and all of the Ministries of St. Mark's to strive for a deeper commitment to St. Mark's Mission Statement and to serving Christ in this church.

Respectfully submitted,

Gregory Crowell, DMA

Director of Music

Outreach and Justice Ministry

Our commitment to reach out into our community and the world beyond continues to be a priority for us at St. Marks. The Outreach Ministry meets monthly on the fourth Thursday of each month. We also have a calendar of monthly gatherings and events which focus on the immediate needs of our community and the broader needs of the world. Using designated funds from the Endowment, we continue to support the following organizations. These recipients are reviewed and designated annually. Hunger, Poverty: Breakfast Cafe, Access of Western Michigan, Dwelling Place, Westminster Food Pantry, God's Kitchen, Women's Spa Days, Man Cave, Kids Food Basket, DeGage. Education and Poverty: Heartside Ministries, Arbor Circle, Holy Spirit Explore and Soar Reading Program, East Leonard Elementary School, Domestic Violence and Housing: Dwelling Place, CASA, Safe Haven. In 2020 we will continue to look for ways to impact the pressing issues of hunger, housing, poverty, homelessness, the environment, education and health care and racism. If you are interested in knowing more about this ministry, please contact Father Christian or Mother Sue. Respectfully submitted, Mother Sue York

Parish Life Ministry

The Parish Life Ministry provides opportunities to increase the sense of community within St. Mark's including those new to St. Mark's and existing parishioners attending church-sponsored events. 2019 Accomplishments Parish Life provided many ongoing opportunities for parish fellowship: • Special Coffee hour for Lee Strodtmans 100th birthday • Shrove Tuesday pancake supper – Tuesday March 5th • Ice Cream Social on June 9th • Ministry Fair – September 8th • Fall picnic on September 15 • Elf play and luncheon on November 26. Thirty five people were in attendance • Oversee coffee hour participation throughout the year • Special coffee hours during the church year: Reception for Father Hugh June 2nd Easter Eve Vigil Easter Egg Hunt on Easter Mother's Day special coffee hour with two cakes Father's Day special coffee hour and cakes Refreshments for the annual meeting Mike and Cookies for Christmas Eve 5:00 service Goals for 2020 To offer more social activities that will enhance fellowship, inclusiveness among parishioners. Offer different types of events to be inclusive to all interests. However, to accomplish this - Michelle would like to see a sub-committee of the Parish life and well as help with set up and clean up. • Live theater outings Civic, Devos, St Cecilia ETC.... • Shrove Dinner in February • Spring Fling or ice cream social in May • Homecoming picnic in September • Plan activities with other ministries as needed IE: New Member Ministry • Special coffee hour celebrations as needed Several possible activities can be planned if there is enough interest. Michelle would like to send a member wide survey to see what interests the members of the church. We are always open to any requests from the Parish for an activity they would like to have implemented. A Sub-committee would be needed to do more then what we do not as well as a set and clean up volunteers. • Bike trips • Picnic Pops in July • Baseball games • Hockey games • Wine tasting parties • Ice skating at Rosa Parks Circle • Art Prize signup sheet for people to meet and go together • Small group dinners • Special coffee hours to include different ethnic type celebration • Mingles - single - business ~ Michelle Gordon, Chair

Prayer Chain Ministry/ Healing Prayer Ministry

This quote from Henry Nouwen came via Dot Wiersma who helps coordinates the Prayer Chain Ministry. " Every human being does have a great yet often unknown gift to care, to be compassionate, to become present to the other, to listen, to hear and to receive" That is what we strive for, to listen, to hear with compassionate ears and to intercede with prayer on behalf of those who are ill, in a difficult time, dying, rejoicing and giving thanks, striving to be a conduit between the needs of the world and God. A phone call to the clergy or to Dot can open that prayer chain. All are welcome to receive prayers. During the Eucharist as 8 and at 10:30 Healing prayers are offered during communion for anyone needing prayer, and for those who are on your heart. A card ministry for those who are inward bound and ill or need additional encouragement is coordinated by Kate Dykema. Kate also helps to coordinate meals from the parish for those who are grieving, in recovery or celebrating the birth

of a child. The Prayer Ministry meets every other month for Spiritual Nurture, mutual support and update and planning. All prayer requests are held in confidence. Please contact Mother Sue York if you have an interest in participating in this ministry or have a need. Respectfully Submitted, Mother Sue York

Property Ministry

Mission: The mission of the Property Ministry is to ensure that the structural fabric and mechanical systems of St. Mark's are maintained in optimal condition (within the boundaries of a Vestry-approved annual budget) to (a) ensure the safety of all staff, parishioners, and guests, and (b) preserve the historical elements of the church, and (c) ensure the functionality of all spaces by the use of preventative maintenance, system upgrades, and urgent/emergency repairs.

2019 Accomplishments:

- Both Bathrooms on First Floor Remodeled
 - Chancel Pew-End Candle Holders Installed
 - Nursery and Lower Level Classrooms:
 - o Installation of wall to divide the large classroom into two classrooms to better divide instruction by age group.
 - o Installation of metal wire storage shelving and curtain rods in the hallway outside of the classrooms.
 - Security Fence with Locking Gate and New Chain Link Fence Installed in South Side Garden
 - Church Undercroft Decluttered, Reorganized and Cleaned
 - Church Parking Lot Re-Striped
 - Tower Spotlights Repaired
 - Tower Bell Rope Replaced
 - Concrete Patio Step Missing Section Repaired
 - Cloak Room Repainted and Dropped Ceiling Replaced
 - Two Rows of Church Pews Removed to Enable Better Traffic Flow
 - Bids Solicited and Contractor Selected for 2020 Upgrade to the Sanctuary Fire Suppression System
 - Library Oak Table Stabilized
 - Parking Lot Access Control Card Reader Pedestal Replaced
- ~ Michelle Jennings and Mike Armour

Stewardship Ministry

Shining our Light was an outstanding theme for our 2019-2020 Stewardship Ministry.

Our Ministry members: Pam Stevenson, Megan Harding, Dawn Buller, David Buller, Jackie Taylor, Tom Walker, Bea Rocco, Brandon Beyer and -Chair-Roger York – Christian Brocato.

We have achieved an outstanding effort to reach our goal of \$525,000.00, and as of Friday January 31, 2020 we are at \$511,317.00. Our pledge effort was to reach 70% of all members but we were just under 70% at this time.

We had a tremendous effort by all Parishioner at St Mark's. **A big thank you to all of St. Mark's** --- Thank you from the Stewardship Committee. Over the last three years we have increased our giving by nearly \$200,000.00. God has played a big part in opening our hearts at St Mark's. Roger York – Chair of Stewardship Ministry

Strategic Planning Ministry

The Strategic Plan Ministry assists other ministries in focusing on their work. In two reports each year, they are asked to describe progress in working on one goal. Ministry members provide feedback on these reports. Studying these reports provides SPM with a broad perspective of St. Mark's.

In 2019, the Vestry agreed that the current parish-wide strategic plan, approved in 2017, should be updated to bridge the gap between the overall Mission and Vision of the parish and missions of individual ministries. As part of the preparation for this plan, the SPM sponsored eight focus groups during October. Fifty-eight people participated. They overwhelmingly identified St. Mark's welcoming, open atmosphere as the factor that most attracted them and keeps them here. They offered strong support for improving all aspects of accessibility. They expressed concerns about the budget, strengthening Adult Formation, and clarifying the mission of the Breakfast Café. The parish-wide plan will be completed in the first half of 2020.

SPM Members: Christian Brocato (ex officio), Christiana deGroot, Michael Dodge, Catherine Frerichs (Chair), Jackie Taylor, Brian Topolewski. Anne Hiskes assists with the parish-wide strategic plan. ~ Catherine Frerichs

Ushers Ministry

The mission of the Ushers at St. Mark's is to warmly greet parishioners and assist the clergy in the conduct of the various services and events, including Sacred Sounds. Given heightened security efforts of the Parish, all Ushers now carry their cell phones and are asked to be vigilant for anything out of the ordinary. The Ushers work with the

Greeters and professional security personnel to help provide as much safety as possible. There are two teams of ushers, one team for the 8:00am service and one team for the 10:30am service. Two ushers work the early service, and three work the later service. Currently, there are 36 ushers.

We are always looking for parishioners interested in our ministry. ~ Tom Burr (8:00) and Tom Walker (10:30)

8:00 am Ushers: Susan Brasic, Baldwin Ogden, Tom Burr, Brian Topolewski, Doug and Cathy Karsen, Kenny Williams-Buck, Jack Lensink, Roger York

10:30 am Ushers: Barb Balser, David Messelink, Chuck Bocskey, John Mumma, Sallie Bowie, Carolyn Mumma, Bill Bowie, Jay Nelson, Ben Busman, Sherri Nelson, Julie Connors Milton Roye, Linda Cox, Larry Snellink, Ed Cox, Sandi Snellink, Judy Fetterhoff, Margaret Taylor, David Hawley-Lowry, Marc VanderVelde, Patrick Keenan, Judy Walker, Donley Mackey, Tom Walker, Rob Marmion, John Weiss, Pedro Martinez
Respectfully Submitted, Chairmen: Thomas D. Burr and Thomas F. Walker

Wedding Ministry

St. Mark's hosted 12 weddings in 2012; all but one was for non-members. We currently have three parishioners who act as wedding day consultants. We also rewrote sections of the wedding documents that are posted on St. Mark's website to make our pricing structure more clear. St. Mark's is a beautiful venue for a wedding, and our prices are very competitive with other downtown churches. We have thus far scheduled five weddings for 2020. We have unfortunately had to turn down a significant number of requests because the sanctuary will not be available July – September due to fire safety modifications and Art Prize. ~ Marie Mc Kendall

Youth Ministry: Grand Rapids Episcopal Youth (G.R.E.Y.)

Mission: To empower students under our care to know they are beloved by God, and God desires them to participate in the kingdom building happening here and now.

Values: We accomplish our mission through:

- providing spiritual formation programming that is fun, relevant, and inclusive.
- holding social, spiritual and service events.
- participating in local and national service projects.
- including ourselves in diocesan & national youth-related activities such as Episcopal Youth Camps (EYC) and Episcopal Youth Event (EYE).
- recruiting caring adults as co-ministers to help bring this all to life.
- prayer.

Vision: Our vision is to SEE every student actively involved in the life of their parish; to HEAR students talking about questions they are struggling with regarding their life and faith in a safe and open environment; to FEEL the presence of the Holy Spirit, our advocate, ministering to these young people as they navigate the years of Junior and Senior High; and to HOPE for our young people to have God's eyes and heart as they become adults & life-long disciples of Jesus.

What happened in 2019?

- G.R.E.Y., a combined ministry with St. Andrew's, welcomed new members to our fold, some brand new to our parishes and others who have come of age within our parishes.
- Developing relationships within our greater community also continued, not only with other Episcopal churches, but also with other faith-based and outreach organizations in Greater Grand Rapids and beyond.
- Combined Advent programming with St. Luke's Lutheran, as well as events with the dioceses of Michigan and Eastern Michigan and the Evangelical Lutheran Church in America (ELCA) of Michigan, allowed youth to make new and strengthen old connections.
- The Diocesan Progressive Mission Trip took us to parishes throughout Michigan, where we learned about and participated in outreach ministries near and dear to those parishes.
- Our youth each have a servant's heart and this was shown once again in their volunteering at "Soup's On for All", a fundraiser for God's Kitchen, and Breakfast Cafe at St. Mark's.
- Trips to Cedar Point, Craig's Cruisers, and Cran-Hill Ranch continued to be favorites.
- Oasis, our Wednesday night weekly meetup during the school year, continued with solid attendance, despite pressures from the outside activities many of our students are involved in. -Faith Lens from the ELCA, A Cosmic Adventure Through Science and Faith, and Life Transformed-The Way of Love in Lent and Journeying the Way of Love: Advent, both from the Episcopal Church, were some of the curriculums we used with great success.
- We continued to be blessed by gifted adult volunteers who are called to this work with our youth.
- Several of our older youth made the mature commitment to go through confirmation studies this fall and be

confirmed by our bishop at Diocesan Convention.

What's ahead for 2020?

In addition to our traditional events, we are looking forward to more collaborations with our fellow Episcopal parishes in our region and diocese, as well as other dioceses. A highlight will surely be the triennial EYE in Washington D.C. in July.

In God's Peace, Jeff Brown, Director of Youth Ministries-St. Mark's and St. Andrew's Episcopal Churches

Co-Ministers: Nicolle Brown, Samantha Green, Sarah Heffner, Bea Rocco

**Finance Manager Report to St. Mark's Parish
As of December 31, 2019**

There was financial progress at St. Mark's in 2019 as:

- * Cash was available to pay bills in a timely manner. This additional cash was due to increases in pledges during the 2019 pledge campaign.
- * \$7,200 was used from our Money Market (Savings) in December 2019 to help with cash flow. The \$7,200 was paid back to our Money Market (Savings) in January of 2020.
- * Received over \$50,000 in 2020 pre-paid pledges in November and December of 2019. This \$50,000 has to be shown as income on our income statement as cash received in 2019, but cannot be used for 2019. It is for use in 2020.
- * Total expenses of General Operations and the Breakfast Café Operations ended the year below the budgeted expenses which is very good. It shows that staff and volunteers are working hard to manage and utilize expenses as well as donations.
- * 5% of our Endowment Fund proceeds was used, as is the St. Mark's policy.

Thank you to all the parish donors, staff, and ministries as we worked together to achieve these financial results.

St. Mark's Episcopal Church

Balance Sheet

As of December 31, 2019

	Dec 31, 19
ASSETS	
Current Assets	
Checking/Savings	
101101 · Restricted Fund	
2530 · Sacred Sounds Music Account	19,084.63
42662 · Rector's Discretionary Fund	6,916.05
0773 · Assoc Pastor Discretionary Acct	2,431.61
7728 · Deacon Discretionary Account	2,546.64
8480 · Breakfast Cafe	411.00
Total 101101 · Restricted Fund	31,389.93
101100 · General Operations - Cash	
101125 · Checking - Mercantile	6,831.85
101127 · Money Market - Mercantile	263,678.43
Total 101100 · General Operations - Cash	270,510.28
Total Checking/Savings	301,900.21
Accounts Receivable	
101300 · Operating Pledges Receivable	-14,600.00
101315 · Parking Lot Rental	-40.00
Total Accounts Receivable	-14,640.00
Other Current Assets	
801509 · Investments at Mkt (JP Morgan)	
801510 · Endowment - Unrestricted Fund	1,044,398.48
801511 · Sesqui Bldg	861,088.09
801512 · Sesqui Outreach	307,167.43
801513 · Minnema Music	697,304.23
801516 · Minnema Music - Scholars Salary	-126,323.23
801515 · Steam Easement	3,373.77
801509 · Investments at Mkt (JP Morgan) - Other	9.75
Total 801509 · Investments at Mkt (JP Morgan)	2,787,018.52
101220 · JP Morgan Contributed Securities	-358.08
Total Other Current Assets	2,786,660.44
Total Current Assets	3,073,920.65
Fixed Assets	
901999 · Accumulated Depreciation	-2,378,735.10
901823 · Building and Improvements	943,576.82
901816 · Sacristy Renovation 2006	155,873.54
901710 · Land and improvements	258,838.13
901810 · Church and chapel	126,413.10
901811 · Church and chapel - 97 renovate	766,715.83
901815 · Columbarium	22,042.00
901820 · Parish house	137,368.19
901822 · Parish house improvements	444,259.98
901910 · Furniture & fixtures	89,677.28
901925 · J.W. Walker Organ	1,145,649.80

St. Mark's Episcopal Church
Balance Sheet
As of December 31, 2019

	Dec 31, 19
Total Fixed Assets	<u>1,711,679.57</u>
TOTAL ASSETS	<u><u>4,785,600.22</u></u>
 LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
2110 · Direct Deposit Liabilities	-131.91
102200 · Withheld payroll taxes	
102210 · Withheld FICA	1,348.82
102211 · Withheld FIT	1,623.00
102212 · Withheld MIT	985.29
102213 · Withheld GRIT	232.25
Total 102200 · Withheld payroll taxes	<u>4,189.36</u>
Total Other Current Liabilities	<u>4,057.45</u>
Total Current Liabilities	<u>4,057.45</u>
Total Liabilities	4,057.45
Equity	
301509 · Adj to FMV - Endowment Funds	
301515 · Adj to FMV-Unrestricted Veolia	-813.07
301513 · Adj to FMV - Minnema	39,895.81
301512 · Adj to FMV - Sesqui Outreach	21,225.64
301511 · Adj to FMV - Sesqui Bldg	59,781.47
301510 · Adj to FMV - Unrestricted Endow	74,489.16
Total 301509 · Adj to FMV - Endowment Funds	<u>194,579.01</u>
3900 · Retained Funds Earnings(Deficit	4,904,910.26
903200 · Transfer from Endowment Funds	-308,510.38
903300 · Transfers from Money Market	-47,400.00
903400 · Transfer from Bkfst Cafe Acct	-21,758.68
Net Income	59,722.56
Total Equity	<u>4,781,542.77</u>
TOTAL LIABILITIES & EQUITY	<u><u>4,785,600.22</u></u>

St. Mark's Episcopal Church
2019 Income Statement - Yr to Date Compared to Budget
January - December 2019

	Jan-Dec'19	Budget	\$ Over Budget
General Operations			
Income			
104000 · Pledges & Offerings			
104701 · Wedding & Funeral Income	14,506.68	14,000.00	506.68
104207a - 2020 Pledges Held until 2020	50,571.00	0.00	50,571.00
194110 · Memorial income	2,547.97	2,500.00	47.97
104115 · Christmas/Easter offering	9,547.06	11,000.00	-1,452.94
104200 · Prior year pledges	6,372.82	12,000.00	-5,627.18
104205 · Current year pledges	408,159.45	445,993.00	-37,833.55
104209 · Reserve for Pledge Loss	-14,000.04	-14,000.00	-0.04
104210 · Offerings not pledged	48,673.09	60,000.00	-11,326.91
104212 - Fundraiser	7,711.00	5,000.00	2,711.00
104810 · Parking lot rents	34,094.16	52,000.00	-17,905.84
104700-Bequests	7,405.10	2,500.00	4,905.10
104910 · Miscellaneous income	8,946.00	5,200.00	3,746.00
164000 · Columbarium niche purchases	2,932.29	2,460.00	472.29
104001 · Other Income			0.00
104914 · Contr to Rectors Disc Fund	6,557.68	11,500.00	-4,942.32
104913 · Cont to Assoc Pastor Disc Fund	0.00	500.00	-500.00
104912-Cont to Deacon Disc Fund	50.00	200.00	-150.00
104202 · Altar Flower Offerings	5,699.58	8,500.00	-2,800.42
104402 - Diocesan Event Income	573.95	5,000.00	-4,426.05
Total Income-General Operations	600,347.79	624,353.00	-24,005.21
Expense-General Operations			
106100 · Pastoral Care & Leadership			
106101 · Compensation - Pastor	92,116.94	91,950.00	166.94
106101a · Additional Clergy Compensation	66.93	0.00	66.93
106102 · Soc. Security Allowance-Pastor	7,019.92	7,034.00	-14.08
106103 · Pension-Pastor	19,252.17	17,817.00	1,435.17
106104 · Health Insurance-Pastor	13,497.89	11,883.00	1,614.89
106100 · Pastoral Care & Leadership			
106189 · Rector's Disc. Fund Expenses	6,429.50	7,500.00	-1,070.50
106183 · Pastor-Work Related Expenses			
106183a · Work Related Dues, Meals, Food	2,327.37	1,800.00	527.37
106183b · Mileage, Cell Phone, Pkg.	1,871.13	1,750.00	121.13
106183c · Pastor Prof. Dev. Expense	1,243.98	2,000.00	-756.02
106199-Pastor Moving Expenses	0.00	0.00	0.00
106106-Visiting Clergy	0.00	500.00	-500.00
106107 · Associate Pastor Compensation	13,208.00	13,208.00	0.00
106186 · Associate Pastor Disc Fund	5,141.79	500.00	4,641.79
106187 · Associate Pastor Prof. Expense	0.00	500.00	-500.00
Total 106100 · Pastoral Care & Leadership	162,175.62	156,442.00	5,733.62

St. Mark's Episcopal Church
2019 Income Statement - Yr to Date Compared to Budget
January - December 2019

	Jan-Dec'19	Budget	\$ Over Budget
106300 · Property Ministry			
106301 · Compensation Property	30,078.10	36,842.00	-6,763.90
106302 · Payroll taxes-Property	2,636.99	2,818.00	-181.01
106304 · Group Ins - Property	1,842.00	0.00	1,842.00
106309 · Property / Liability Insurance	10,616.94	14,000.00	-3,383.06
106303 · Parking Lot Property Taxes	2,985.00	1,250.00	1,735.00
106380 · Building/Parking Lot Restoration Grants	-8,000.00	0.00	-8,000.00
106381 · Building/Parking Lot Restoration Expenses	8,425.20	0.00	8,425.20
106310 · Repairs & maintenance	11,433.11	8,000.00	3,433.11
106312 · Landscaping & Grounds	2,411.76	3,000.00	-588.24
106331 · Pest control	665.00	600.00	65.00
106332 · Disposal services	789.68	1,100.00	-310.32
106334 · Snowplow service	3,560.70	3,750.00	-189.30
106335 · Safety & Security	3,595.89	1,850.00	1,745.89
106338 · Alarm	1,743.50	650.00	1,093.50
106341 · Chemicals & paper products	1,245.95	1,800.00	-554.05
106342 · Coffee & kitchen expense	292.90	700.00	-407.10
106350 · Telephone	7,100.22	4,500.00	2,600.22
106360 · Electric	16,584.59	18,500.00	-1,915.41
106300 · Property Ministry			
106361 · Gas	6,144.82	7,000.00	-855.18
106362 · Water & sewer	2,252.75	2,200.00	52.75
106363 · IT Support & Equipment	3,472.22	7,000.00	-3,527.78
106337 · Professional Services	2,901.16	2,977.50	-76.34
106364 · AV - Audio Visual Equip	0.00	250.00	-250.00
106305 · Ed/Conf/Entertain-Property	588.55	0.00	588.55
Total 106300 · Property Ministry	113,367.03	118,787.50	-5,420.47
106400 · Administration Ministry			
106401 · Compensation Administration	86,403.48	89,734.00	-3,330.52
106401a · Endow Admin Fee	-2,500.00	-2,500.00	0.00
106402 · Payroll Taxes Administration	6,503.94	6,865.00	-361.06
106617 · Payroll Expenses-Dir Dep Fees	218.75	300.00	-81.25
106403 · Pension Administration	7,290.37	7,900.00	-609.63
106404 · Health Ins Administration	42,242.50	40,968.00	1,274.50
106405 · Ed/Conf/Vestry Retreats	438.73	500.00	-61.27
106407 · Legal & Accounting Fees	5,998.00	5,500.00	498.00
106409 · Workers' comp insurance	1,031.00	1,700.00	-669.00
106410 · Office supplies	10,254.73	10,500.00	-245.27
106420 · Leased Office Equipment	4,123.44	5,200.00	-1,076.56
106421 · Misc Costs for Leased Office Eq	6,917.77	7,000.00	-82.23
106430 · Postage	3,161.29	4,000.00	-838.71
106308 · ArtPrize	0.00	0.00	0.00

St. Mark's Episcopal Church
2019 Income Statement - Yr to Date Compared to Budget
January - December 2019

	Jan-Dec'19	Budget	\$ Over Budget
106400 · Administration Ministry			
106408 · Altar Flowers-Expense	8,008.57	8,500.00	-491.43
106409-Wedding & Funeral Expenses	5,041.06	3,800.00	1,241.06
106472 · Liturgical Supplies & Bread Baking	3,915.62	2,500.00	1,415.62
106473-Acolyte Lay Ministry	0.00	0.00	0.00
106523-Library Supplies & Books	388.87	400.00	-11.13
106522 · Publications	399.45	250.00	149.45
106471 · Miscellaneous expense	1,442.67	1,000.00	442.67
106531-Convention	880.00	1,500.00	-620.00
106440-Diocesan Event Expenses	546.72	2,800.00	-2,253.28
106532-Stewardship	1,000.00	1,500.00	-500.00
106533-Annual Dinner	1,317.93	1,400.00	-82.07
106541 · Parish Life Ministry			0.00
106541a · Social Hour Reimbursements	1,592.45	1,800.00	-207.55
106541 · Parish Life Ministry - Other	1,609.75	3,100.00	-1,490.25
106550 · Advertising (Communications)	3,714.27	2,350.00	1,364.27
Total 106400 · Administration Ministry	201,941.36	208,567.00	-6,625.64
106810 · Diocesan Contribution	67,860.00	67,860.00	0.00
Total 106810-Diocesan Contribution	67,860.00	67,860.00	0.00
106600 · Christian Formation Ministry			
106001 · Compensation - Chr Formation	38,377.94	38,000.00	377.94
106601 · Salary Reimbursement-Youth Dir	-8,695.38	-6,476.00	-2,219.38
106602 · Payroll Taxes-Chr. Formation	3,041.84	2,416.00	625.84
106603 - Pension Chr. Formation	1,353.51	3,800.00	-2,446.49
106406 · Compensation Nursery	7,105.21	6,500.00	605.21
106411 · Payroll Taxes - Nursery	543.55	471.00	72.55
106610a · Children's Form. Fundraising	-2,935.00	-1,500.00	-1,435.00
106610b - EYC Camp Scholarships	-1,244.00	0.00	-1,244.00
106610 · Children's Formation	6,045.60	6,800.00	-754.40
106611 · Adult Formation	3,239.44	2,500.00	739.44
106631 · Youth	4,280.20	6,000.00	-1,719.80
106631a-Youth Fundraising	-2,578.00	-4,000.00	1,422.00
106632-Health Ministries	0.00	250.00	-250.00
Total 106600 · Christian Formation Ministry	48,534.91	54,761.00	-6,226.09
106700 · Music Ministry			
106701 · Compensation Music	47,189.00	47,179.00	10.00
106702 · Payroll taxes-Music	3,609.20	3,609.00	0.20
106700 · Music Ministry			
106705-Ed/Conf/Entertain-Music	565.00	500.00	65.00
106720-Choral & Organ Music	99.40	800.00	-700.60
106721 · Instrumentalists	2,335.00	2,500.00	-165.00

St. Mark's Episcopal Church
2019 Income Statement - Yr to Date Compared to Budget
January - December 2019

	Jan-Dec'19	Budget	\$ Over Budget
106706-Misc Expense - Music	364.00	100.00	264.00
106707 · Substitute Organists	400.00	800.00	-400.00
106728 · Instrument tuning	1,830.00	1,700.00	130.00
Total 106700 · Music Ministry	56,391.60	57,188.00	-796.40
106800 · Outreach Ministry			
106825 · Dismantling Racism Ministry	729.44	1,700.00	-970.56
106832 · Supportive Care Ministry	1,048.89	1,000.00	48.89
106826b · Friends of E Leonard -Expenses	919.68	0.00	919.68
106824-Parish Visitors	0.00	250.00	-250.00
Total 106800 · Outreach Ministry	2,698.01	2,950.00	-251.99
Total Expenses - General Operations	652,968.53	666,555.50	-13,586.97
Net Income - General Operations	-52,620.74	-42,202.50	-10,418.24
107000 · Transfers to Operations			
104720c-Alloc from Money Mkt (Savings)	7,200.00	0.00	7,200.00
	21,758.68	0.00	
104720 · Alloc from Endow for Operations	44,693.91	44,693.91	0.00
Total 107000-Transfers to Operations	73,652.59	44,693.91	28,958.68
TOTAL Net Income - General Operations	21,031.85	2,491.41	18,540.44

RESTRICTED FUNDS

201000 · Other Restricted Funds			
201300-Sunday Breakfast Café			
106831-Breakfast Café Income			
104215-Breakfast Café Donations - Non Grants Parishioners & Others	12,383.54	14,000.00	-1,616.46
106831-Breakfast Café Donations - Grants	6,250.00	30,000.00	-23,750.00
Total 106831-Breakfast Café Income (Donations & Grants)	18,633.54	44,000.00	-25,366.46
106831b-Breakfast Café Expenses			
831a-Breakfast Café Labor P/R Taxes	-484.07	-866.60	382.53
831-Breakfast Café Labor	-6,177.02	-10,461.40	4,284.38
832-Breakfast Café Security	-2,962.45	-2,806.00	-156.45
833-Breakfast Café Food Costs	-17,328.77	-26,000.00	8,671.23
830-Breakfast Café Chemical & Paper Supplies	-2,928.54	-5,500.00	2,571.46
834-Breakfast Café Kitchen & Coffee Expense	-1,371.44	-1,688.00	316.56
106831c-Bkfst Café - Other Bldg Cost Expenses			0.00
835-Breakfast Café Prop/Liab Ins	-2,174.56	-1,700.00	-474.56
837-Breakfast Café Repairs & Maint	-4,711.31	-1,700.00	-3,011.31
838-Breakfast Café Disposal Service	-161.72	-100.00	-61.72
839 - Breakfast Café Snowplow Service	-729.30	-500.00	-229.30
840-Breakfast Café Electric	-3,396.83	-3,000.00	-396.83
841-Breakfast Café Gas	-1,258.57	-1,000.00	-258.57
842-Breakfast Café Water/Sewer	-650.19	-279.00	-371.19

St. Mark's Episcopal Church
2019 Income Statement - Yr to Date Compared to Budget
January - December 2019

	Jan-Dec'19	Budget	\$ Over Budget
Total 106831c-Bkfst Café - Other Bldg Cost Expenses	-13,082.48	-8,279.00	-4,803.48
Total 106831b-Breakfast Café Expenses	-44,334.77	-55,601.00	11,266.23
Total Net Income - Breakfast Café	-25,701.23	-11,601.00	-14,100.23

RESTRICTED FUNDS

201200 · Sacred Sounds			
104203 · Sacred Sounds Donations	14,101.95	12,000.00	2,101.95
106708 · Sacred Sounds Expenses	-5,675.84	-12,000.00	6,324.16
Total 201000 · Sacred Sounds	8,426.11	0.00	8,426.11

ENDOWMENT

105 105500 · Endowment Income			
105108 · Steam Easement Fund	7,500.00	7,500.00	0.00
105110a · Earnings on Endowment Assets	68,545.67	46,500.00	22,045.67
Total 105500 · Endowment Income	76,045.67	54,000.00	22,045.67
106900 · Use of Designated Funds			
104722-Expense - Operations	-4,500.00	-4,500.00	0.00
104723 · Administrative Fee Expense	-2,500.00	-2,500.00	0.00
176310 · Expense-Sesqui Bldg Income Fund	-41,989.71	-43,754.57	1,764.86
176320-Expense - Steam Easement	-5,175.50	0.00	-5,175.50
186310-Expense - Sesqui Outreach	-13,166.99	-19,381.18	6,214.19
216105 · Expense- Scholar Salaries	-23,235.00	-36,483.34	13,248.34
901515 · Investment Expenses	-15,168.97	-15,700.00	531.03
Total 106900 · Use of Designated Funds	-105,736.17	-122,319.09	16,582.92
Total 105100 · Endowment Income(Expenses)	-29,690.50	-68,319.09	38,628.59
104721 · Allocate For Endowment Expenses	85,656.33	99,619.09	-13,962.76
Net Income - Endowment	55,965.83	31,300.00	24,665.83
Total Net Income - General Operations; Restricted Funds	59,722.56	22,190.41	37,532.15

(Sacred Sounds & Bkfst Café) & Endowment

2020 Budget Summary

On behalf of Vestry, I am presenting the 2020 Budget that was approved at their January 28, 2020 meeting.

This 2020 Budget takes into consideration all known income and expenses, including the following:

- Our Stewardship Campaign, Shining Our Light, goal was \$525,000 in pledged giving for 2020 to go towards our operating budget of \$782,838. An additional \$17,500 for 2020 has been received from the Wege Foundation toward a part-time Kitchen Manager position.
- Currently we reached \$511,317 in pledges, received from 154 parishioners, for which we are very grateful.
- Our 2020 budget is not an “aspirational” goal, but is derived from the set needs of the important work and ministries of St. Mark’s. The 2020 budget approved a hire of a full-time sexton and expenses towards the Micah Project.
- 2020 Total Net Income of \$9,135.49 for General Operations, Breakfast Café, Sacred Sounds & Endowment.

Pam Stevenson, Finance Manager

St. Mark's Episcopal Church
2020 Budget
as of 1-28-2020

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GENERAL OPERATIONS

INCOME

10400 - Pledges & Offerings	<u>2020 Budget</u>
194110-Memorial Income	2,500.00
104115-Christmas/Easter Offering	10,000.00
104200-Prior Yr Pledges	6,000.00
104720-2020 Pre-Paid Pledges	35,000.00
104205-Current Year Pledges	511,317.00
104209 - Reserve for Pledge Loss	-16,000.00
104210-Offerings Not Pledged	46,000.00
104212-Fundraiser	5,000.00
104810-Parking Lot Rents	40,000.00
104701-Wedding and Funeral Income	10,000.00
104700 - Bequests	5,000.00
104910-Miscellaneous Income	6,200.00
104001-Other Income	
104914-Contribution to Rector's Disc Acct	9,000.00
104913-Contributions to Assoc Pastor Disc Fund	1,000.00
104912 - Contributions to Deacon Disc Fund	200.00
104202 - Altar Flowers	5,000.00
106400- Columbarium Niche Purchases	2,500.00
104402-Diocesan Event Income	0.00
Total Income - General Operations	<u>678,717.00</u>

EXPENSES - General Operations

106100-Pastoral Leadership & Care	
106101-Salaries-Pastor	94,700.00
106101a-Additional Clergy Compensation	-
106102-Payroll Taxes - Pastor	7,300.00
106103-Pension-Pastor	18,500.00
106104-Health Insurance - Pastor	13,500.00
106183-Pastor Professional Expense	-
106183a-Work Related Dues, Meals, Food	1,800.00
106183b-Pastor Expense - Mileage, Cell Phone, Pkg	1,750.00
106183c-Pastor Professional Dev. Expense	2,000.00
106189-Rector's Disc Fund Expenses	7,500.00
106106-Visiting Clergy	500.00
102131-Assoc. Pastor Salary	15,000.00
106186-Associate Pastor Disc Fund	4,000.00
106187-Associate Pastor Prof. Expense	-
106185Deaconate Support Grant	-
106185a-Deaconate Support - Other	-
106199-Pastor Moving Expenses	-
106816-Rector Search	-
Total 106100-Pastoral Leadership & Care	<u>166,550.00</u>
106300-Property	
106301-Salaries Property	46,000.00
106302-Payroll Taxes-Property	3,600.00
106304 - Group Ins - Property	12,000.00
106306-Pension Property	1,560.00
106305-Ed/Conf/Property	150.00
106309-Property/Liab. Insurance	14,000.00
106381-Bldg. Parking Lot Restoration Grant	
106380-Bldg. Parking Lot Restoration Expense	

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	<u>2020 Budget</u>
106303-Parking Lot Taxes (Property Earned Income)	2,500.00
106304-Cleaning Service	
106310-Repairs & Maintenance	15,000.00
106312-Landscaping & Grounds	3,750.00
106331-Pest Control	650.00
106332-Disposal Services	1,100.00
106334-Snowplow Service	4,000.00
106335-Safety & Security	9,500.00
106338-Alarm	650.00
106341-Chemicals & Paper Products	2,200.00
106342-Coffee & Kitchen Expense	850.00
106350-Telephone	5,500.00
106360-Electric	19,000.00
106361-Gas	8,000.00
106362-Water & Sewer	2,500.00
106363-IT Support & Equipment	4,500.00
106364-Audio Visual	2,000.00
Total 106300-Property	<u>159,010.00</u>
106400-Adminstration	
106401-Salaries Administration	91,550.00
106401a-Endow Admin Fee	-2500.00
106402-Payroll Taxes Administration	7,100.00
106617-Payroll Expenses	300.00
106403-Pension Administration	8,000.00
106404-Health Insurance Administration	42,500.00
106405-Ed/Conf/Vestry Retreats	500.00
106407-Legal & Accounting Fees	6,500.00
106409-Worker's Comp Insurance	1,700.00
106410-Office Supplies	12,000.00
106420-Leased Office Equipment	5,200.00
106421-Misc Costs for Leased Office Equipment	7,500.00
106430-Postage	4,000.00
106431-ArtPrize	500.00
106408 - Altar Flowers	8,500.00
106440-Diocesan Event Expenses	-
106409-Wedding and Funeral Expenses	2,000.00
106431-Bulk Mail Postage	-
106472-Liturgical Supplies (Altar Guild) & Bread Baking	4,000.00
106473-Acolyte Lay Ministry	
106523-Library Supplies & Books	400.00
106522-Publications	400.00
106531-Convention	1,500.00
106532-Stewardship	1,500.00
106533-Annual Dinner	2,800.00
106471-Miscellaneous Expense	2,000.00
106541-Parish Life (Fellowship)	3,100.00
106541a-Social Hour Reimbursements	1,800.00
106550-Advertising / Communications	2,578.00
106400-Total Administration	<u>215,428.00</u>
106600-Christian Formation	
106601-Salaries Chr Formation	42,000.00
106601a-Salary Reimbursement Youth Director	(10,700.00)

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	<u>2020 Budget</u>
106600-Christian Formation	
106602-Payroll Taxes Chr Formation	3,213.00
106603-Pension Chr. Formation	1,950.00
106406-Salaries Nursery	6,695.00
106411-Payroll Taxes Nursery	512.17
106610-Children's Formation	5,300.00
106610a-Children's Formation Fundraising	(1,200.00)
106610b-EYC Camp Scholarships	-
106611-Adult Formation	2,000.00
106631-Youth	8,775.00
106631a-Youth Fundraising	(4,000.00)
106632-Health Ministries	-
Total 106600-Christian Formation	<u>54,545.17</u>
106700-Music	
106701-Salaries - Music	48,000.00
106702-Payroll Taxes-Music	3,672.00
106705-Ed/Conf/Entertain Music	500.00
106720-Choral & Organ Music	300.00
106721-Instrumentalists	2,500.00
106719-Vocalists	600.00
106706 - Misc Expense - Music	100.00
106707 - Substitute Organists	800.00
106728-Instrument Tuning	2,700.00
106722-Children's Choir-Stipend	-
Total 106700-Music	<u>59,172.00</u>
106810-Diocesan Giving	76,466.00
Total 160810-Diocesan Giving	<u>76,466.00</u>
106800-Outreach	
106823 - Homebound Transportation	-
106821 - Supportive Care Ministry	1,000.00
106824 - Parish Visitors	2,500.00
106862 - Micah Project	-
106826a-Friends of East Leonard - Expenses	1,700.00
106825-Dismantling Racism Ministry	5,200.00
106800- Outreach	<u>5,200.00</u>
Total Expenses-General Operations	736,371.17
Net Income - General Operations	<u>-57,654.17</u>
107000-Transfers to Operations	
104720-Allocate From Endow for Operations	48,006.66
104720a-Alloc from Money Mkt (Savings) Bkfst Café \$\$	
104720c-Cash Flow for Operations	
104720b-Rector Search	-
Total 107000-Transfers to Operations	<u>48,006.66</u>
Total - Net Income - General Operations	<u>(9,647.51)</u>

St. Mark's Episcopal Church
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RESTRICTED FUNDS

Other Income

201000-Other Restricted Funds

Breakfast Café

Income

Donations

Parishioners

Other

Total Donations

2020 Budget

14,000.00

14,000.00

Grants

Wege Foundation

17,500.00

Cook Foundation

-

Bishop Whittemore

-

Access Walk for Good Food

-

Total Breakfast Café Grants

17,500.00

Total Breakfast Café Income

31,500.00

Expense

Labor Expense

Security

(6,500.00)

Kitchen Manager

(15,500.00)

Sexton

(7,500.00)

Total Labor Expense

(29,500.00)

Non-Labor Expense

Food Cost

(17,000.00)

Chemical/Paper

(5,500.00)

Coffee/Kitchen Expense

(1,688.00)

Other Building Cost Expense

(8,279.00)

Total Non-Labor Expense

(32,467.00)

Total Breakfast Café Expense

(61,967.00)

Total Net Income (Loss) - Breakfast Café

-30,467.00

201200-Sacred Sounds

104203-Sacred Sounds Donations

12,000.00

106708-Sacred Sound Expenses

(12,000.00)

TOTAL 201200-Sacred Sounds

-

ENDOWMENT

105500-Endowment Income

105108-Stream Easement

7,500.00

105109-Endowment Memorials Received

105110a-Earnings on Endowment Assets

65,000.00

105113-Minnema Music Donations

105114-Sesqui Bldg Donations

Total 105500-Endowment Income

72,500.00

106900-Use of Designated Funds

176310-Expense - Sesqui Bldg

(40,636.42)

186310-Expense - Sesqui Outreach

(14,557.69)

104722-Expense Operations (Audit fees)

(4,750.00)

104723-Administrative Fee Expense

(2,500.00)

216100-Expense - Music (Minnema)

(26,485.41)

216106-Expense - Stream Easement

-

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2020 Budget

901515-Investment Expense	(15,700.00)
Total 106900-Endowment Expense	(104,629.52)
Total 105100-Use of Designated Funds	-32,129.52
104721-Allocate for Endowment Expenses	81,679.52
Total Other Income - Endowment	49,550.00
NET INCOME from GENERAL OPERATIONS, RESTRICTED FUNDS, and ENDOWMENT	<u>9,435.49</u>

St. Mark's Episcopal Church

Annual Report on Endowment Funds And Other Financial Reporting For The Year Ended December 31, 2019

Memorials:

Memorials received during 2019 were in memory of Janet VanDeusen, William VanDerBos, Barbara Carduff and Phyllis Danielson, which were not designated for a specific purpose. The total memorials received in 2019 totaled \$2,547.97, which went to our general fund under memorial income. Bequests received with no designation (unrestricted), came from Kenneth and Christine Gilchrist for \$7,405.10, which was recorded under Bequests, in our general operations.

Endowment Fund:

5% Spending allocations for 2019 were \$128,081.37, which includes endowment for operations with a spending allocation of \$44,693.91; Sesqui building with a spending allocation of \$40,912.87; Sesqui outreach with a spending allocation of \$14,630.49; Minnema Music Fund with a spending allocation of \$26,433.56 and the Steam Easement Fund with a spending allocation of \$1,410.53.

Expenses paid towards the general operations of the budget in 2019 were \$44,693.91.

The total value of our investments as of December 31, 2019 is \$2,787,018.13 plus Frey Foundation \$453,452.48 for a total of \$3,240,470.61.

Sesqui Building Fund:

Spending allocations for 2019 were \$40,912.87, with an unspent balance left from 2018 of \$2,841.70, leaving the total spending allocation for 2019 of \$43,754.57. Expenses paid in 2019 were \$41,989.71, for maintenance and repairs, which had an expected life longer than one year to maintain the church building and property; bat control in the sanctuary; new HVAC Software; new gutters; new computers for Finance Manager and Music Director; Remodeling of first floor bathrooms; fence on south lawn. The remaining 2019 unspent allocation of \$1,764.86 will be carried forward to the 2020 spending allocation.

Sesqui Outreach Fund:

Spending allocations for 2019 were \$14,630.49, with an unspent balance left from 2018 of \$4,750.69, leaving the total spending allocation for 2019 \$19,381.18. The Outreach Ministry spent \$13,166.99, giving to organizations in the community such as; ACCESS (\$500), East Leonard Elementary School (\$705), Dwelling Place to support homelessness (\$2,400), Dwelling Place to support Transitional Housing (\$480), Heartside Ministry (\$1,200), Kids Food Basket (\$480), Safe Haven Ministries (\$1,600), Westminster Food Pantry (\$1,200), God's Kitchen (\$1,000), Arbor Circle (\$800), CASA (\$400), Explore and Soar Reading Program (\$1,252.50), Degage (\$1,149.49), Women's Spa Day, and Man Cave. The remaining 2019 unspent allocation of \$6,214.19 will be carried forward to the 2020 spending allocation.

Minnema Music Fund:

Spending allocations for 2019 were \$26,433.56, with an unspent balance left from 2018 of \$10,049.78, leaving the total spending allocation for 2019 \$36,483.34. Expenses of \$22,885 were paid from the fund for choral and organ scholars. The remaining 2019 unspent allocation of \$13,598.34 will be carried forward to the 2020 spending allocation. Donations received in 2019 to supplement the Sacred Sounds Series were \$14,101.95.

Steam Easement Fund:

This reflects a yearly payment of \$7,500 from the Veolia Corporation, for easement connection with Grand Rapids Community College. This is a fifteen-year contract renewable with an escalator clause. These monies are set aside for HVAC replacement. In 2019 we were in need of a compressor for the air conditioner, so money was allocated to pay for our new compressor totaling \$5,175.50. Balance as of December 31, 2019 is \$3,366.01.

Frey Foundation Fund:

No monies were spent from Frey Foundation for 2019. Current balance as of December 31, 2019 is \$453,452.48. Spending balance as of December 31, 2019 is \$180,962.27.

SAINT MARK'S CHURCH



connecting spirits, engaging minds, welcoming all.

Vestry Election 2020 Ballot

Qualifications for Voting for Vestry:

Qualifications for Voting:

The qualification of members of the Parish to vote for Vestry Persons and to vote on any issue at any meeting of the Parish shall be determined by an elections committee made up of the Rector and Senior and Junior Wardens. These persons shall be guided solely in their decisions by the provisions of Canon 2, Section 5 of the Canons of the Diocese of Western Michigan which require that they be baptized persons not less than sixteen years of age who, for a period of not less than six months preceding, shall have been regular worshipers in the parish and *bona fide* regular contributors to its support. By "*bona fide* regular contributors", it is understood that each Vestry member makes a pledge of their financial support to the Parish and fulfills that pledge to the best of their ability. (See: Revised Parish By-Laws, Constitution and Election of the Vestry, page 2)

Requirements of Nominees for Vestry (Parish By-Laws, Constitution and Election of the Vestry, page 2)

- 1.) All nominations must have been received from an eligible member in good standing of the Parish and must be qualified as indicated in the Parish By-Laws and the Constitution and Canons of the Diocese of Western Michigan;
- 2.) Nominees must be willing to serve and their names must have been submitted "two weeks prior to the announced date of the Annual Meeting".

Vestry Election

Vote for four approved nominees

- ☐ Dawn Buller (3-year term)
- ☐ Nancy Dodge (1-year term)
- ☐ Kate Dykema (1-year term)
- ☐ Judy Freeman (3-year term)
- ☐ David Ilem (3-year term)
- ☐ Chris Trevathan (2-year term)

Signature: _____ Date: _____

Print Name: _____