

# St. Mark's Episcopal Church Montesano, Washington

Annual Church Meeting  
February 28, 2016

## Church Annual Meeting at St. Mark's (2/15/2015)—Summary

This short meeting was held following the Sunday morning Holy Communion service, in the Parish Hall.

John Tennefoss and Jim Campbell led the meeting, which included a written reports package on the many activities of the church in 2014, the 2015 budget plan along with the 2014 budget actuals, and the 2014 year end funds summary. A review of the 2005-2014 budgets with information showing the expenses especially for outreach, utilities and maintenance/capital improvements and how the surpluses each year have been used for some of these areas and reduce our future assessments. The presentation package was provided.

The 2014 Bishop Committee agreed to continue in 2015, with Gail Rolfe agreeing to join. Jim Campbell and Gail Rolfe agreed to be reps for the Convention in 2015, along with Martha Krug as alternate. We continue to check with everyone to see if there is anyone else who would like to attend and serve.

Jim Campbell

## St. Mark's 2015 Leadership and Support

### Clergy/Worship Team

**Priests:** The Reverend Lorraine Dierick  
The Reverend Bonnie Campbell  
The Reverend Sarah Monroe (supply every 6 weeks or so)  
**Deacons:** The Reverend Joyce Avery

**Lay Preachers:** Corby Varness  
Jim Campbell

**Worship Leaders:** Jim Campbell

**Organist/Music:** Corby Varness

**Altar Guild:** Martha Krug, Mary Linth, Elaine Olsen, Rev. Joyce Avery

### Administration

#### **St. Mark's Bishop Committee**

John Tennefoss, Sr. Warden  
Jim Campbell, Jr. Warden/Treasurer  
Martha Krug, Clerk

Rev. Joyce Avery  
Kevin Varness  
Gail Rolfe  
Rev. Lorraine Dierick  
Rev. Bonnie Campbell

### **St. Mark's Representatives to Annual Convention**

Gail Rolfe (Delegate)  
Jim Campbell (Delegate)

## **Other Areas of Congregational Support**

**Custodial:** Jim & Bonnie Campbell

**Maintenance:** Kevin & Jeff Varness, Jim Campbell

**Kitchen/Sunday Fellowship:** The members of St. Mark's

**Bible Study:** Rev. Lorraine Dierick, Corby Varness, Gail Rolfe

**Prayer List:** Elaine Olsen

**Website & Newsletter & Signboard:** Jim Campbell, Corby Varness

**Nursing Home:** Rev. Lorraine Dierick

**Prison Ministry:** Rev. Lorraine Dierick, Rev. Bonnie Campbell

## **2015 Year Events**

We celebrated our 105th Pancake Day celebration in February this year, and several church calendar events, including sharing worship services.. And, we have continued a monthly spiritual book club, which just completed its 5th year in October.

We have supported Chaplains on the Harbor--Aberdeen street ministry with some support from St. Mark's--meals for Sunday evenings at St. Andrews, Aberdeen, clothing donations, and some help with Wednesday morning work on the streets. Also, we now pledge \$200/month for their overall ministry support.

### **Ongoing Activities:**

-Weekly Bible studies—Wednesdays at 10am at St. Mark's

-Monthly Spiritual Book Clubs—2<sup>nd</sup> or 3<sup>rd</sup> Mondays at Noon at St. Mark's

-Monthly Bishop's Committee meetings—3<sup>rd</sup> Wednesdays at 6:30pm, at St. Mark's

-Monthly Worship Team meetings—2<sup>nd</sup> Tuesdays at 9:30am, at St. Mark's

-Monthly Birthday Cakes—4<sup>th</sup> Tuesdays at 2:00pm at Monte Health & Rehab

-Every 5-6 weeks, Jail Ministry—Sundays at 1:30PM at the County Jail in Montesano

### **Facilities Upgrades:**

None for 2015.

**2016 Budget—12/31/2015 (Draft, and updated for year-end 2015 actuals)**

	<b>Budget for Total Year 2016</b>	<b>% of Budget 2016</b>	<b>Actuals for Total Year 2015</b>	<b>% of Actuals 2015</b>
<b>Expenses</b>			<b>31-Dec</b>	
Diocesan Assessment (12)	\$2,800.00	12.2%	\$3,193.02	13.5%
Outreach (13)	\$7,125.00	31.0%	\$7,195.27	30.4%
Operating Expenses-Total (14)	\$13,075.00	56.8%	\$13,286.08	56.1%
Gifts for Service	\$1,650.00	7.2%	\$1,142.32	4.8%
Conferences (training/seminars/convention/clergy gifts)	\$1,300.00	5.7%	\$2,169.07	9.2%
Continuing Education--Ministry/Leadership	\$150.00	0.7%	\$150.00	0.6%
Auto (IRS/mile)and/or Travel Allowance(s)	\$200.00	0.9%	\$242.93	1.0%
Worship/Service (vestments/altar supplies/music, etc.)	\$1,000.00	4.3%	\$2,015.69	8.5%
Education (training/materials/supplies, etc.)	\$400.00	1.7%	\$375.00	1.6%
Evangelism (Ads, etc.) or Other	\$50.00	0.2%	\$0.00	0.0%
Website & Office Supplies (postage/bulletins/printing)	\$800.00	3.5%	\$631.56	2.7%
Kitchen (supplies, Pancake Day expenses, etc.)	\$600.00	2.6%	\$608.94	2.6%
Telephone (e-mail/modem/fax, etc.)	\$575.00	2.5%	\$582.36	2.5%
Utilities (fuel/lights/water/sewer, etc.)	\$4,000.00	17.4%	\$3,699.76	15.6%
Property Insurance & Taxes	\$1,400.00	6.1%	\$1,372.00	5.8%
Property Maintenance & Repairs, Minor Improvements	\$750.00	3.3%	\$296.45	1.3%
Capital Savings/Reserve	\$200.00	0.9%	\$0.00	0.0%
<b>Operating Expenses-Total (E)</b>	<b>\$23,000.00</b>	<b>100.0%</b>	<b>\$23,674.37</b>	<b>100.0%</b>
Major Improvements & Cap. Expenditures (15)	\$0.00		\$0.00	
Expense for congregation's outreach & mission (16)	\$0.00		\$0.00	
Transmittal of Funds to Other Organizations (17) (18)	\$1,000.00		\$1,070.15	
<b>Non-Operating Expenses-Total (F)</b>	<b>\$1,000.00</b>		<b>\$1,070.15</b>	
<b>Total Expenses (G)</b>	<b>\$24,000.00</b>		<b>\$24,744.52</b>	
<b>Income (Revenues)</b>				
Plate Offerings (3)	\$1,800.00	7.8%	\$1,587.44	6.3%
Pledge Payments from Congregation (2) (3)	\$16,000.00	69.6%	\$19,595.00	78.3%
Contributions from Congregation's Organizations (5)	\$1,200.00	5.2%	\$1,356.19	5.4%
Investment & Endowment Income (Net) (4)	\$0.00	0.0%	\$0.00	0.0%
Other Operating Income (Incl. Unrestricted Gifts, AA donations) (5)	\$4,000.00	17.4%	\$2,495.00	10.0%
Operating Accounts Interest (4)	\$0.00	0.0%	\$0.16	0.0%
<b>Operating Revenues-Subtotal (A)</b>	<b>\$23,000.00</b>	<b>100.0%</b>	<b>\$25,033.79</b>	<b>100.0%</b>
Assistance from Diocese for Operating Budget (7)	\$0.00		\$0.00	
<b>Operating Revenues-Total (B)</b>	<b>\$23,000.00</b>		<b>\$25,033.79</b>	
Cap. Funds/Add to Investments (8&9)	\$0.00		-\$8.08	
Cont. for Outreach/Mission & Funds to other Orgs (10&11)	\$1,000.00		\$811.24	
<b>Non-Operating Revenues-Total (C)</b>	<b>\$1,000.00</b>		<b>\$803.16</b>	
<b>Total Income (Revenues) (D)</b>	<b>\$24,000.00</b>		<b>\$25,836.95</b>	

<b>Oper. Revenues over/under Oper. Expenses</b>	<b>\$0.00</b>	<b>0.0%</b>	<b>\$1,359.42</b>	<b>5.7%</b>
<b>Total Income (Revenues) over/under Total Expenses</b>	<b>\$0.00</b>		<b>\$1,092.43</b>	
<b>Checking Total (Year End)</b>			<b>\$3,330.64</b>	
<b>Savings Total (Year End)</b>			<b>\$518.92</b>	
<b>Total Cash (Checking/Savings-Year End) (19)</b>			<b>\$3,849.56</b>	
<b>Clergy Discretionary Fund (Year End) (19)</b>			<b>\$404.18</b>	
<b>Memorial Fund (Year End) (19)</b>			<b>\$0.00</b>	
<b>Diocesan Investment Fund (Year End) (20)</b>			<b>\$23,971.76</b>	
			<b>1,058.06</b>	
<b>Total Church Funds (All-Year End)</b>			<b>\$28,225.50</b>	

# St. Mark's 2015 Outreach Summary

Amount	Planned Outreach (Yearly or as shown)	1	2	3	4	5	6	7	8	9	10	11	12
\$242	Nursing Home Birthday Cakes (\$21/mo)		x	x	x	x	x	x	x	x	x	x	x
\$300	Domestic Violence Center (\$75/Qtr)			x	x				xx				
\$50	Willapa Region Ministry--Jun (\$50/yr)						x						
\$350	Camp Michael--Jun						x						
\$750	Montesano-Elma Food Bowl--Dec (\$750)												x
\$1,000	Chaplains on the Harbor								x	x	x	x	x
\$522	Chaplains on the Harbor Sunday Evening Meal		x				x	x	x	x	x	x	x
\$100	Amer. Friends, Epis-Jerusalem												x
\$350	Children's Advocacy Center		x										
\$350	Montesano Food Bank		x										
\$350	Coastal Harvest (GH Food Dist Center)		x										
\$500	Camp Victory						x						
\$32	GH PAWS & Freedom Tails										x		
\$500	Montesano High School--Invest Ed (outreach for needy kids)									x			
\$100	Jail Ministry Family Christmas Gifts												x
\$300	Friendship House												x
\$500	ERD (refugees)												x
\$250	Lake Sylvia Legacy Project												x
\$250	Montesano Community Center			x									
\$100	St. James Family Center										x		
\$300	Hoquiam First Baptist												x
<b>\$7,196</b>	<b>Total</b>												

	Special Offerings Outreach (Yearly)	1	2	3	4	5	6	7	8	9	10	11	12
\$168	PAWS & Freedom Tails (Bless Pet's Plate Offering)--Oct										x		
	Montesano Schools (outreach-School Supplies)												
\$128	Baseball w/Bishop					x							
\$200	EW Fire Relief Fund									x			
<b>\$496</b>	<b>Total</b>												

<b>Year by Year Budgets</b>	<b>Actuals For Total Year 2015</b>	<b>Actuals For Total Year 2014</b>	<b>Actuals For Total Year 2013</b>	<b>Actuals for Total Year 2012</b>	<b>Actuals for Total Year 2011</b>
<b>Expenses</b>					
Diocesan Assessment (12)	\$3,193.02	\$2,500.00	\$2,640.10	\$2,619.96	\$3,390.00
Outreach (13)	\$7,195.27	\$6,309.69	\$6,209.88	\$4,799.88	\$5,056.89
Operating Expenses-Total (14)	\$13,286.08	\$14,815.87	\$19,139.89	\$16,174.62	\$17,824.59
Utilities (fuel/lights/water/sewer, etc.)	\$3,699.76	\$3,952.59	\$4,647.46	\$4,324.23	\$4,126.59
Property Insurance & Taxes	\$1,372.00	\$1,295.00	\$1,161.00	\$1,161.00	\$1,161.00
Property Maintenance/Minor Improvements & Reserve	\$296.45	\$1,259.24	\$591.53	\$764.88	\$1,548.06
Reserve/DIF			\$7,542.00	\$1,548.00	\$3,210.00
<b>(E) Operating Expenses-Total</b>	<b>\$23,674.37</b>	<b>\$23,625.56</b>	<b>\$27,989.87</b>	<b>\$23,594.46</b>	<b>\$26,271.48</b>
<b>Income (Revenues)</b>					
Plate Offerings (3)	\$1,587.44	\$3,388.75	\$3,323.77	\$2,215.96	\$3,888.92
Pledge Payments from Congregation (2) (3)	\$19,595.00	\$17,155.67	\$19,517.00	\$16,534.00	\$16,995.00
Contributions from Congregation's Organizations (5)	\$1,356.19	\$1,590.94	\$1,311.50	\$2,040.51	\$2,262.09
Investment & Endowment Income (Net) (4)	\$0.16	\$0.16	\$0.15	\$0.20	\$0.28
Other Operating Income (Incl. Unrestricted Gifts, AA donations) (5)	\$2,495.00	\$2,740.00	\$5,893.00	\$2,760.00	\$3,125.00
<b>(B) Operating Revenues-Total</b>	<b>\$25,033.79</b>	<b>\$24,875.52</b>	<b>\$30,045.42</b>	<b>\$23,550.67</b>	<b>\$26,271.29</b>
<b>Oper. Revenues over/under Oper. Expenses</b>	<b>\$1,359.42</b>	<b>\$1,249.96</b>	<b>\$2,055.55</b>	<b>-\$43.79</b>	<b>-\$0.19</b>
<b>% of Other Operating Income (AA &amp; other building use donations) (5) to Total Utilities (fuel/lights/water/sewer)</b>	2495/3700	2740/3953	3224/4647	2760/4324	2825/4127
<b>Future Assessment Reduced/\$\$ Saved by Spending for Outreach, Seminary &amp; Building Improvements/Savings from Operating Funds</b>	Ongoing	N/A	N/A	\$1,504.14	\$1,825.92
<b>Operating Budget "Surplus" Used for Capital Improvements or Saved in DIF or For Future Operations</b>	(Held in Checking Account)--\$1359. \$1800 moved to DIF in Jan 2016	(Held in Checking Account)--\$1250	(Added to DIF by Budget)--\$7542 (Held in Checking Account)--\$2055	(Added to Investment Fund by Budget)--\$1548	(Added to Investment Fund by Budget)--\$3210