

# St. Mark's Episcopal Church Montesano, Washington

Annual Church Meeting  
February 4, 2018

## Church Annual Meeting at St. Mark's (2/12/2017)—Summary

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

Jim Campbell led the meeting, which included a written reports package on the many activities of the church in 2016, the 2017 budget plan along with the 2016 budget actuals, and the 2016 year end funds summary. A review of the 2012-2016 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. The presentation package was provided.

The 2016 Bishop Committee agreed to continue in 2017, with Mary Stubb and Rev. Gretchen Gunderson agreeing to join. Jim Campbell and Connie Robertson agreed to be reps for the Convention in 2017, with no alternates selected. 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 2017 Leadership and Support

### **Clergy/Worship Team**

**Priests:** The Reverend Lorraine Dierick  
The Reverend Bonnie Campbell  
The Reverend Gretchen Gunderson

**Deacons:** The Reverend Joyce Avery

**Lay Preachers:** Corby Varness  
Jim Campbell

**Organist/Music:** Corby Varness

**Worship Programs:** Jim Campbell

**Altar Guild:** Martha Krug, Rev. Joyce Avery, Mary Linth, Kevin Varness

## **Administration**

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

John Tennefoss, Sr. Warden	Jim Campbell, Jr. Warden/Treasurer
Martha Krug, Clerk	Rev. Joyce Avery
Kevin Varness	Mary Stubb
Connie Robertson	Rev. Gretchen Gunderson
Rev. Lorraine Dierick	Rev. Bonnie Campbell

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

Jim Campbell (Delegate)	Connie Robertson (Delegate)
-------------------------	-----------------------------

## **Other Areas of Congregational Support**

**Custodial:** Joanie Dawson, Jim & Bonnie Campbell

**Maintenance:** Kevin Varness, Jim Campbell

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

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

**Prayer List:** person needed

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

**Nursing Home:** Rev. Lorraine Dierick, Sheryl Springer

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

**Outreach Leadership:** Kevin & Corby Varness, Martha Krug

## **2017 Year Events**

We celebrated our 107th Pancake Day celebration in February this year (most successful ever, \$1500 given to local needs), and several church calendar events. The Blessing of the Pets Sunday in October was our largest ever. At Easter we celebrated with the baptism of Jeffery Stubb.

We supported Chaplains on the Harbor—Aberdeen/Westport poor people's ministry--meals every month on the last Sunday evening at St. Andrews, Aberdeen, clothing donations, and some help with Wednesday morning lunches under the bridge. Also, we pledged \$200/month for their overall ministry support. (See below for the rest of our Outreach support.)

## **Ongoing Activities:**

- Weekly Bible studies—Wednesdays at 10am at St. Mark's
- Spiritual Book Clubs—2<sup>nd</sup> or 3<sup>rd</sup> Mondays at Noon every other month at St. Mark's
- Monthly Bishop's Committee meetings—3<sup>rd</sup> Wednesdays at 11:45am, at St. Mark's
- Worship Team meetings—2<sup>nd</sup> Tuesdays at 9:30am, at St. Mark's (as able to meet)
- 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 Maintenance/Upgrades:**

- Worship Space lighting
- Maintenance and repairs to the heat pump system
- Paving for parking area in rear of the building

# St. Mark's 2017 Outreach Summary

Amount	St. Mark's Outreach (Yearly or as shown)	1	2	3	4	5	6	7	8	9	10	11	12
\$257	Nursing Home Birthday Cakes (\$23/mo)	x	x		xx	x	x	x			x	x	x
\$500	Domestic Violence Center (\$125/Qtr)		1/2					1/2					
\$50	Willapa Region Ministry--Oct (\$50/yr)										x		
\$350	Camp Michael--Jun							x					
\$650	Montesano-Elma Food Bowl--Dec											x	
\$2,600	Chaplains on the Harbor (\$200/mo)	x	xx		xx	x	x	x	x	x	x	x	x
\$2,770	Chaplains on the Harbor Sunday Evening Meal	x	xx	x	x	x	x	x	x	x	x	x	x
\$100	Amer. Friends, Epis-Jerusalem											x	
\$600	Children's Advocacy Center			x									
\$600	Montesano Food Bank			x									
\$250	Coastal Harvest (GH Food Dist Center)											x	
\$500	Camp Victory							x					
\$250	Revival of Grays Harbor											x	
\$600	Monte High School--Invest Ed (outreach for needy kids)			x						x			
\$200	Montesano Church of God (Bible Camp)							x					
\$100	St. James Family Center											x	
\$100	Tent City (Amazing Grace Church)					x							
\$70	Montesano Ministerial Association				x								
\$735	St. Mark's Cathedral Building Project				x	x							
<b>\$11,282</b>	<b>Total</b>												
	<b>St. John's Outreach (Yearly or as shown)</b>												
\$1,415	St. Mark's Cathedral Building Project				x								
\$1,800	Chaplains on the Harbor			x	x								
\$440	Willapa Harbor Ministerial Association			x									
<b>\$3,655</b>	<b>Total</b>												
	<b>St. Mark's Special Offerings Outreach (Yearly)</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b>	<b>12</b>
\$411	PAWS & Freedom Tails (Bless Pet's Plate Offering)--Oct										x		
<b>\$411</b>	<b>Total</b>												
	<b>St. Mark's Legacy Gifts for Outreach (Yearly)</b>												
\$5,000	Chaplains on the Harbor									x			
<b>\$5,000</b>	<b>Total</b>												
<b>\$20,348</b>	<b>Grand Total Outreach</b>												

## 2018 Budget—1/18/2018 (Includes year-end 2017 actuals)

	Budget for Total Year 2018	% of Budget 2018	Actuals for Total Year 2017	% of Actuals 2017
<b>Expenses</b>				
Total Diocesan Assessment (12)	\$1,800.00	7.9%	\$1,214.64	3.2%
Outreach--St. Mark's (13)	\$8,000.00	35.3%	\$19,936.66	53.1%
Operating Expenses-St. Mark's (14)	\$12,860.00	56.8%	\$16,364.33	43.6%
Gifts for Service	\$1,500.00	6.6%	\$1,300.00	3.5%
Conferences (training/seminars/convention/clergy gifts)	\$1,000.00	4.4%	\$1,655.02	4.4%
Continuing Education--Ministry/Leadership	\$100.00	0.4%	\$0.00	0.0%
Auto (IRS/mile)and/or Travel Allowance(s)	\$550.00	2.4%	\$261.30	0.7%
Worship/Service (vestments/altar supplies/music, etc.)	\$600.00	2.6%	\$546.87	1.5%
Education (training/materials/supplies, etc.)	\$150.00	0.7%	\$0.00	0.0%
Evangelism (Ads, etc.) or Other	\$150.00	0.7%	\$0.00	0.0%
Website & Office Supplies (postage/bulletins/printing)	\$700.00	3.1%	\$570.90	1.5%
Kitchen (supplies, Pancake Day expenses, etc.)	\$700.00	3.1%	\$589.92	1.6%
Telephone (e-mail/modem/fax, etc.)	\$660.00	2.9%	\$647.49	1.7%
Utilities (fuel/lights/water/sewer, etc.)	\$4,500.00	19.9%	\$4,874.91	13.0%
Property Insurance & Taxes	\$1,650.00	7.3%	\$1,543.00	4.1%
Property Maintenance & Repairs, Minor Improvements	\$600.00	2.6%	\$4,374.92	11.7%
Capital Savings/Reserve	\$0.00	0.0%	\$0.00	0.0%
<b>Operating Expenses-Total (E)</b>	<b>\$22,660.00</b>	<b>100.0%</b>	<b>\$37,515.63</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)	\$500.00		\$1,338.72	
<b>Non-Operating Expenses-Total (F)</b>	<b>\$500.00</b>		<b>\$1,338.72</b>	
<b>Total Expenses (G)</b>	<b>\$23,160.00</b>		<b>\$38,854.35</b>	
<b>Income (Revenues)</b>				
Plate Offerings-St. Mark's (3)	\$2,500.00	11.0%	\$4,649.51	11.7%
Pledge Payments from Congregation-St. Mark's (2) (3)	\$15,700.00	69.3%	\$14,171.65	35.7%
Contributions from Congregation's Organizations (5)	\$1,760.00	7.8%	\$1,814.00	4.6%
Investment & Endowment Income (Net) (4)	\$0.00	0.0%	\$4,214.00	10.6%
Other Operating Income (Incl. Unrestricted Gifts, AA donations) (5)	\$2,700.00	11.9%	\$14,820.00	37.4%
Operating Accounts Interest (4)	\$0.00	0.0%	\$0.41	0.0%
<b>Operating Revenues-Subtotal (A)</b>	<b>\$22,660.00</b>	<b>100.0%</b>	<b>\$39,669.57</b>	<b>100.0%</b>
Assistance from Diocese for Operating Budget (7)	\$0.00		\$0.00	
<b>Operating Revenues-Total (B)</b>	<b>\$22,660.00</b>		<b>\$39,669.57</b>	
Cap. Funds/Add to Investments (8&9)	\$0.00		\$7,944.72	
Cont. for Outreach/Mission & Funds to other Orgs (10&11)	\$0.00		\$1,426.07	
<b>Non-Operating Revenues-Total (C)</b>	<b>\$0.00</b>		<b>\$9,370.79</b>	
<b>Total Income (Revenues) (D)</b>	<b>\$22,660.00</b>		<b>\$49,040.36</b>	

Oper. Revenues over/under Oper. Expenses	\$0.00	0.0%	\$2,153.94	5.7%
Total Income (Revenues) over/under Total Expenses	-\$500.00		\$10,186.01	

### St. Mark's Funds

Checking Total (Year End)	\$6,424.74
Savings Total (Year End)	\$504.06
Total Cash (Checking/Savings-Year End) (19)	\$6,928.80
Clergy Discretionary Fund (Year End) (19)	\$726.38
Memorial Fund (Year End) (19)	
Women's Guild Checking	
Women's Guild Savings	
Diocesan Investment Fund (Year End) (20)	\$27,739.79
<i>Memorial Funds (part of DIF)</i>	725.69
Diocesan Investment Fund (Year End) (20)	\$41,807.22
<b>Total Church Funds (All-Year End)</b>	<b>\$77,202.19</b>

## St. Mark's 2013-2017 Finances Summary

Year by Year Budgets	Actuals For Total Year 2017	Actuals For Total Year 2016	Actuals For Total Year 2015	Actuals For Total Year 2014	Actuals For Total Year 2013
<b>Expenses/ (Assessment Rate)</b>	<b>15%</b>	<b>16%</b>	<b>17%</b>	<b>17%</b>	<b>17.5%</b>
Diocesan Assessment (12)	\$1,214.64	\$1,979.88	\$3,193.02	\$2,500.00	\$2,640.10
Outreach (13)	\$19,936.66	\$10,193.28	\$7,195.27	\$6,309.69	\$6,209.88
Operating Expenses-Total (14)	\$16,364.33	\$12,377.42	\$13,286.08	\$14,815.87	\$19,139.89
Utilities (fuel/lights/water/sewer, etc.)	\$4,874.91	\$3,858.24	\$3,699.76	\$3,952.59	\$4,647.46
Property Insurance & Taxes	\$1,543.00	\$1,463.00	\$1,372.00	\$1,295.00	\$1,161.00
Property Maintenance/Minor Improvements	\$4,374.92	\$495.67	\$296.45	\$1,259.24	\$591.53
Reserve/DIF		\$1,800.00			\$7,542.00
<b>Operating Expenses-Total (E)</b>	<b>\$37,515.63</b>	<b>\$24,550.58</b>	<b>\$23,674.37</b>	<b>\$23,625.56</b>	<b>\$27,989.87</b>
<b>Income (Revenues)</b>					
Plate Offerings (3)	\$4,649.51	\$2,261.20	\$1,587.44	\$3,388.75	\$3,323.77
Pledge Payments from Congregation (2) (3)	\$14,171.65	\$16,767.63	\$19,595.00	\$17,155.67	\$19,517.00
Contributions from Congregation's Organizations (5)	\$1,814.00	\$1,766.00	\$1,356.19	\$1,590.94	\$1,311.50
Investment & Endowment Income (Net) (4)	\$4,214.41	\$0.07	\$0.16	\$0.16	\$0.15
Other Operating Income (Incl. Unrestricted Gifts, AA donations) (5)	\$14,820.00	\$3,845.00	\$2,495.00	\$2,740.00	\$5,893.00
<b>Operating Revenues-Total (B)</b>	<b>\$39,669.57</b>	<b>\$24,639.90</b>	<b>\$25,033.79</b>	<b>\$24,875.52</b>	<b>\$30,045.42</b>
<b>Oper. Revenues over/under Oper. Expenses</b>	<b>\$2,153.94</b>	<b>\$89.32</b>	<b>\$1,359.42</b>	<b>\$1,249.96</b>	<b>\$2,055.55</b>
<b>% of Other Operating Income (AA &amp; other building use donations) (5) to Total Utilities (fuel/lights/water/sewer)</b>	3820/4875	3845/3858	2495/3700	2740/3953	3224/4647
<b>Future/Present Assessment Reduced/\$\$ Saved by Spending for Outreach, Seminary &amp; Building Improvements/Savings from Operating Funds</b>	\$3,034.97	\$1,710.23	\$1,273.59	N/A	N/A
<b>Operating Budget "Surplus" Used for Capital Improvements or Saved in DIF or For Future Operations</b>	(Held in Checking Account)-- \$-1395	(Held in Checking Account)-- \$89	(Held in Checking Account)-- \$1359	(Held in Checking Account)-- \$1250	(Added to DIF by Budget)-- \$7542 (Held in Checking Account)-- \$2055