

# 2010 ANNUAL REPORT

## *St. James' Episcopal Church*

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## ***Mission Statement***

### **St. James' Episcopal Church**

*The Mission of St. James' is to grow spiritually and to spread the love of Christ.*

#### **Vision Statements:**

1. All of our ministries will be Christ centered, with Christ's love our first priority.
2. Commissions will reach out and encourage the entire congregation to participate in the programs of the church.
3. The congregation will support the programs of the church using their time, talents, and treasure.
4. We will be a radically welcoming and hospitable faith community with purposeful, open, and honest communication within and outside our faith community.
5. All of our programs will not only serve the community of St. James but those beyond our walls.

#### **Goals for 2010-2012:**

##### **1. Outreach:**

**By 2012, we will build and sustain local, regional, national, and international outreach programs:**

- a. Every Commission will independently or in collaboration with other commissions implement at least one new externally focused initiative each year. These new programs will involve time, talent, and/or treasure.

##### **2. Growth:**

**St. James' will grow in people, programs, & stewardship in the following areas:**

- a. By increasing average Sunday attendance 15% per year.
- b. By attracting and retaining 10-15 new family units per year as active members of the parish.
- c. Each commission will independently or in collaboration with other commissions implement one (1) new internally focused program offering per year.
- d. We will grow in our time, talents, and treasure in the following areas:
  1. Pledge income will increase overall by a minimum of 15% per year.
  2. The tithing resolution will be introduced through education.
  3. Each committee will involve three (3) new members in the ministry of the committee every year.

##### **3. Radical Welcome & Hospitality:**

**The Vestry tasks the Radical Hospitality Committee and the Evangelism/Share the Faith Committee to work collaboratively and develop a needs assessment of the greater Glastonbury region.**

- a. Identify unchurched communities to support growth and expand diversity.
- b. Identify potential partnerships with other churches/organization/affiliations.
- c. Make recommendations to the Vestry and other Commissions for consideration of program expansions or changes.
- d. Together with the Vestry, lead the parish in embracing the goal of truly welcoming and integrating new members into the life of the parish.

##### **4. Christian Formation:**

**Maintain, sustain, and systematize excellence in Christian Formation programs for all ages.**

- a. Each year, the Director of Christian Education will document and systematize programs and curricula for ages pre-K through grade 5.
- b. Each year, the Assistant Rector will document and systematize programs and curricula for grades 6-8, grades 9-12, and all adult formation offerings.

*Agenda*  
**Annual Parish Meeting**  
**St James' Episcopal Church**  
**January 23, 2011**

Opening Prayer	Rev. Nancy Gossling Rev. Paul Habersang Rich Mills
Determination of a Quorum	Rich Mills
Reading and Adoption of the Minutes of the 2010 Annual Meeting	Jennifer Daukas
Report from the Nominating Committee	Rich Mills
Election of Officers, Vestry Members and Diocesan Delegates	Rich Mills
Report of the Treasurer and Presentation of 2011 Budget	Fred Larson
Discussion Regarding Staffing Planning	Rich Mills & Ed Crow
Open Discussion and Questions	Rich Mills
Closing Prayer	Rev. Nancy Gossling Rev. Paul Habersang

*Prayers for our Parish*

Almighty and everliving God, ruler of all things in heaven and earth, hear our prayers for this parish family. Strengthen the faithful, arouse the careless, and restore the penitent. Grant us all things necessary for our common life, and bring us all to be of one heart and mind within your holy Church; through Jesus Christ our Lord. **Amen.**

Almighty and everliving God, source of all wisdom and understanding, be present with those who take counsel in St. James' for the renewal and mission of your Church. Teach us in all things to seek first your honor and glory. Guide us to perceive what is right, and grant us both the courage to pursue it and the grace to accomplish it; through Jesus Christ our Lord. **Amen.**

*Qualifications of Voters*

The Parish bylaws set standards for those who are eligible to vote at Parish Meetings. These may be summed up as follows:

- \*1. Be a member of this parish, and at least 16 years of age.
2. All members of this church who have received Holy Communion at least three times during the preceding year.
3. All communicants of this church who for the precious year have been faithful in worship, unless for good cause prevented, and have been faithful in working, praying, and giving for the spread of the Kingdom of God.
4. Be a regular contributor of record to the current expenses of this parish.

\* A member of the parish is a person who has been baptized in the Christian faith and shows a commitment to their baptismal covenant.

***Annual Parish Meeting***  
**January 24, 2010**  
**St. James' Episcopal Church**  
**Glastonbury, Connecticut**

The Annual Parish Meeting of St. James' Episcopal Church was held on Sunday, January 24, 2010 at 11:45 am with Rich Mills, Senior Warden, calling the meeting to order.

Rev. Nancy Gossling and Rev. Paul Habersang led the assembly in an opening prayer.

Rich Mills thanked everyone for such a good turnout and declared a forum. Vestry members were introduced and asked to give a one minute celebration of their commissions.

**Carl Benker/ Communications**: Creation and modification of the St. James' Website.

**Jim Bennett/ Junior Warden**: Thanks to Sandy Ouellette for keeping the building beautiful, Don Gardner for keeping things functioning, and Beverly Wu for the beautiful gardens. The heating has been fixed in the Parish Hall and the kneelers are in the process of being fixed.

**Gayle Kataja/Administration**: Thanks to Nick Daukas for helping to complete the staff job descriptions.

**Gail Lebert/Fellowship**: Celebration of the Newcomers Committee, which has held numerous lunches and created a new brochure to give newcomers.

**Nancy Goodwin/Outreach**: The Chili Booth at the Apple Fest was a success. Outreach had a few new events as well as maintaining many ongoing events.

**Ann Cahill/Pastoral Care**: The commission is doing the work of the parishioners. The Shawl Committee is supporting both our own parishioners as well as reaching outside our walls to the surrounding community.

**Lisa Brainerd/Christian Formation**: Many thanks to the volunteers who have stepped up to help out in a variety of ways. Many successes are to be celebrated.

**Rick Edwards/Member at Large**: The Spring Fling Fair continues to be a great event and fun fellowship opportunity.

**Fred Larson/Treasurer**: Thanks to Chip Flanagan and the Stewardship Committee for their extraordinary efforts. Thanks to all parishioners for your continued giving through pledging.

**Leslee Flanagan/Worship**: Highlights were the 5pm Worship on the Lawn service, music, youth choir, children's choir and the adult choir, which is alive and well.

**Rich Mills/Senior Warden**: The Vestry is a good group of hard working folks with a sense of humor. Rich mentioned that Scott Thompson could not be here. Scott is a Member at Large on the Vestry and has been responsible for re establishing the fellowship dinners.

Katherine Miller made a motion that the minutes from the 2010 Annual Parish meeting be approved and Nick Daukas seconded the motion. The minutes were approved unanimously.

Rich read the names of the nominees for officers of the Vestry for 2010: Rich Mills, Jim Bennett, Fred Larson, David Buddington and Jennifer Daukas. Rich explained that Fred Larson had agreed to serve an additional year for his term as Treasurer. An individual has been identified to succeed Fred and Fred will spend the next 6 – 9 months working with that individual to ensure a smooth transition. Thanks to Fred for agreeing to continue for an additional year. Rich asked for nominations from the floor and hearing none, Jennifer Daukas, clerk of the Vestry, cast a ballot for the slate of officers and the slate was passed unanimously. Rich then read the names for nominations to the vestry, Lisa Brainerd, Leslee Flanagan, Gail Lebert, Ann Cahill, Gayle Kataja, Carl Benker, Nancy Goodwin, Rick Edwards, and Scott

Thompson. Hearing no further nominations from the floor the slate of Vestry members passed unanimously. Rich then read the slate of delegates to the Diocesan Convention and Harford Deanery: Caryl Donovan, Ed Crow, Rick Edwards and Becky Lee. The slate of delegates was passed unanimously.

Don Gardner expressed a concern that the Vestry needs to be focused on transition since so many members will be going off in 2011. Rich indicated that transition and planning for the future of the Vestry was on the agenda and would be addressed.

Fred Larson reviewed the budget. 2009 was a strong year despite tough economic times. Pledge offerings were up 7% from 2008. Operating Expenses were under budget for the year by \$7,400 so there was reduced use of reserves. 2010 pledging was up 13%. Hats off to Chip Flanagan and the Stewardship Commission. In drafting the 2010 budget the Vestry did not need to use any reserves and hopefully will need little help from the Diocese. The Capital Campaign was extended to June 2010. At the end of the Capital Campaign, Fred estimates we will be short \$80,000 - \$110,000. We will need to pay off our debt with Connecticut River Bank and the Diocesan Debt and the Vestry will have to make plans accordingly.

There were a few questions and comments and Rich Mills thanked Fred and the Stewardship Commission for their hard work.

Rich Mills thanked Rev. Nancy and Rev. Paul for their gifts to the parish. They work in mutual ministry with parishioners. Rich thanked the “behind the scenes work” of Danielle Phelan, Jim Bennett, Gail Finn, Bernie Prue, Laurie Kivney, Melissa Malchiodi and Katie Mullaly. Rich reminded folks the Vestry values feedback and welcomes comments through the web or through conversations with vestry members. The annual Vestry retreat is next weekend and Bishop Ahrens is coming to speak to members on Friday night. Saturday the Vestry will spend time asset mapping.

A question came up regarding the status of the sexton position. Jim Bennett explained that we recently hired a cleaning crew to come in every two weeks. They are very hard working and parishioners are very pleased with their efforts. A sexton would be double the money and in addition would require providing benefits. At this time we are not in a position to hire a sexton but will revisit the issue in the future if finances change.

Blakeley Crevoiserat updated parishioners on the situation in Haiti and what the Outreach committee is doing. She invited all to the next outreach committee meeting on February 2, 2010 at 6:30pm.

Jim Babcock expressed concern about the Vestry getting back on a schedule of member terms. Rich said it was on the Vestry Retreat agenda and that the Vestry is committed to making it work.

Gayle Kataja spoke about Radical Hospitality and explained that this committee reports directly to the Vestry. The committee continues to look at how we welcome new folks to our church. Gayle wants to keep the momentum going.

Ed Crow asked how we sustain excellence in Christian Formation. Ed asked if there was a need to add new programs to continue on the path of excellence. Reverend Paul responded that Danielle is running the Pre School through Grade 5 with little challenge and things are running well. Paul is still working on improving the Grade 6 – 12 Program. It has seen significant

improvement but has room to grown. Jennifer Daukas spoke about the Adult Formation Programs and encouraged all to try them out. They are informative and a great way to foster fellowship.

Rich Mills thanked everyone for coming.

Rev. Nancy ended the meeting in prayer and the meeting adjourned at 12:55 pm.

Respectfully submitted,  
Jennifer Daukas  
Clerk

**Officers and Vestry 2011**  
**St. James' Episcopal Church**

Officers (Elected to one-year terms, for up to three terms)

Position	Name	Term Ends*
Senior Warden	Rich Mills	2012 (3 <sup>rd</sup> term)
Junior Warden (Facilities)	Jim Bennett	2012 (3 <sup>rd</sup> term)
Treasurer (Stewardship)	Brad Wainman	2012 (1 <sup>st</sup> term)
Assistant Treasurer	Chip Flanagan	2012 (1 <sup>st</sup> term)
Clerk	Jim Ervin	2012

**Vestry Members** (Generally elected to 3-year terms, unless elected to fill a vacancy)

Commission	Name	Term Ends*
Christian Formation	Jennie Rebecca Falcetta	2014
Worship	Jill Monsarrat	2014
Fellowship	Mary Jo Logan	2014
Pastoral Care	Jennifer Daukas	2012
Administration	Dorris Manganelli	2014
Communications	Carl Benker	2012
Outreach	Nancy Goodwin	2012
At Large	Rick Edwards	2012
At Large	Scott Thompson	2012

\* Note: The term ends in January of the year indicated (at the Annual Meeting for that year).

**DELEGATES TO DIOCESAN CONVENTION AND HARTFORD DEANERY**  
**(elected for 2 terms of 3 years each)**

Caryl Donovan	3 <sup>rd</sup> year of 1 <sup>st</sup> term
Ed Crow	3 <sup>rd</sup> year of 1 <sup>st</sup> term
Rick Edwards	1 <sup>st</sup> year of 2 <sup>nd</sup> term
Becky Lee	2 <sup>nd</sup> year of 1 <sup>st</sup> term

## ***Rector's Annual Report 2010*** **The Rev. Nancy E. Gossling**

We are Christmas and Easter people empowered by the Spirit of God at Pentecost. Simply put that means God gives us life, overcomes death, and empowers us to be Christ's hands, heart, feet, and voice in this world.

The simple message of Christmas is that God's love is real; and God's love is revealed in human flesh. As Christians, we believe that God's love became flesh in the person of Jesus for that purpose. We show that we are Christians by our love; and while love is wonderful, it is also hard work.

The simple message of Easter is that we can live without fear. We can take risks, because Christ overcame death. We can make mistakes, because Jesus forgives us. We can live with peace, and freedom, and joy knowing that God is with us throughout our lives, and beyond even that. New life awaits us every day.

God's love came in power at Pentecost through the Holy Spirit. This Spirit calls us to accept ourselves and others without judgment, radically welcoming them in the name of Christ. God's Spirit demands that we act: we trust; we risk; we take off our human armor, and put on the armor of God. God's Spirit means that we will be real, and reveal God's love in our words and actions. We will talk the talk, and walk the walk.

Like the pumping action of our hearts, being a Christian means receiving God's love, and then giving it away. Love has a face, feet, hands, voice, and heart like yours and mine. Love has a body, with the spirit, heart, and will of Jesus. God's love is revealed in people like you and me in real and tangible ways, in our time, our talents, and our money.

Many of you know me as a person of intensity and passion. Like many of our attributes, this quality is both a blessing and a challenge. As a priest and as your rector, I am passionate about sharing the gospel good news of Jesus Christ. I am intense about leading our community of faith, in mutual ministry with you, to grow spiritually and to spread Christ's love. We have experienced much change over the 8 years that I've been your rector; and if we do not ride the crest of the waves of change, we shall find ourselves underneath them. As someone who loves riding the surf, I'm not "a fan" of being boiled. Salt water and sand up your nose and in your ears isn't pleasant!

Our Church is in transition: internationally in the Anglican Communion, nationally in the Episcopal Church, regionally in our diocese, and parochially here at St. James'. We have established 4 goals for our future: outreach, Christian formation, radical hospitality and welcome, and growth. Your vestry leaders and clergy will spend this year of transition in dialogue with you, diocesan staff, other parishes, and each other as we "chart our course" for the future. Risky, scary, and exciting work that energizes me, and hopefully you!

Surf's up! We shall ride the waves of change together in mutual ministry. We shall trust God to protect us from fatal shark bites. We shall use Christ as our "boogie board" and if we fall off, or find ourselves "boiled" in rough water, we shall climb onto the board once again, and look for the next wave to come.

I am passionate about sharing God's love. I am intense about our ministry in this Church. I trust deeply in the power of God to see us through. I hope you will join me this next year by participating in God's mission, and being a part of Christ's body in whatever ways God has created you!

Thank you once again for the privilege of serving as your rector!

Nancy<sup>+</sup>

***Assistant Rector's Annual Report 2010***  
**The Rev. Paul M. Habersang**

Once again, we at St. James' have had the privilege of enjoying a full, engaging, thought-provoking, and spiritually enriching year that has shaped us individually and strengthened us collectively. Here are a few Christian Formation highlights that we've enjoyed together over the past year.....

Our youth and adults from St. James' had the opportunity to work side by side on several intergenerational service projects that both supported our own faith community and gave back to the greater Glastonbury/Hartford areas in the following ways:

- In April, we engaged in an intergenerational service day at JB Williams Park by planting over 300 native tree saplings, dozens of bulbs and tubers, and also two dozen Mountain Laurel shrubs. Together, we worked hard by digging in the dirt and giving back to our town!
- In late June, fourteen youth from St. James' participated in the "Head's Up Hartford" interfaith camp with other youth and youth leaders from around the state. Together, these teams worked side by side and engaged in service projects in the greater Hartford area. Truly, this is another example of St. James' youth engaging in mission and doing God's work in our surrounding area.
- In October, both youth and adults worked collaboratively at the annual Glastonbury Apple Festival by working at the St. James' "Chili Booth!" We had fun, laughed a lot, sold lots of chili, and represented the faces of St. James' to the entire town of Glastonbury. A great time was had by all!
- In December, youth and youth leaders worked together to collect donations then pack and ship "College Care Packages" to our St. James' young adults who are presently in college. This project was meant to support our college age youth who may be away from home but are still very much with us in spirit. Also in late December, youth and adults together baked dozens of Christmas cookies in the parish kitchen in support of the "Christmas Families" outreach project. Finally, on December 19<sup>th</sup> we gathered together on our outdoor chapel to ring in the Christmas season with an intergenerational Christmas carol sing.

What a *great* year!

In terms of Adult Formation & Education, throughout 2010, we've enjoyed a wide variety and a broad spectrum of offerings that have been thought-provoking, interesting, and have generated lots of discussion among all in attendance. In addition to being educational, I believe that these offerings have given us the opportunity to learn more about one another and to deepen our spiritual roots within this community. We've learned from one another and have grown in rich and meaningful ways. I have enjoyed every single Wednesday evening adult offering that we've presented and the success of these offerings is because of all of YOU!

As St. James' moves ahead into 2011 and beyond, I am excited for the future of this phenomenal community. Focus groups are leading the charge and building ideas for both our youth and adult Christian Formation programs. A multiplicity of ideas will only serve to improve and enhance an already dynamic Christian Formation Commission here at St. James'. With everyone's involvement, St. James' will continue building a comprehensive youth and adult Christian Formation program that will settle for nothing less than "excellence plus!"

Thank you for another outstanding year and for being such an outstanding community....

Paul<sup>+</sup>

## *The Pastoral Emergency Fund*

The Pastoral Emergency Fund was once called “The Rector’s Discretionary Fund.” Such a name led to confusion and misinterpretation, a few questions, and some suspicion. What exactly does the rector do with this money? Where does the money come from? What about the assistant rector, and their discretions? For these reasons, and others, we changed the name, although the purpose remains the same.

First of all, some parishes have line items from their budgets that support this fund. St. James’ does not. Second, some parishes will identify the loose plate offerings from one Sunday each month to be designated to this fund. St. James’ does not. Occasionally, parishioners will make donations to the fund in thanksgiving for someone or something. This past year, Tom and Connie Woods, Parker Swan, Ralph Habersang, Carrie Rief, Bob and Caryl Donovan all gave such gifts for various reasons. On behalf of Paul and me, as well as the parish, we are grateful for these gifts.

The most frequent and greatest source of income comes from the ministries of the rector and assistant rector. While some priests receive money personally for officiating at funerals and weddings, both Paul and I consider these ministries as part of our vocations as priests. It’s part of our job; it’s part of our joy. Checks received from families after a funeral or wedding are given to our Pastoral Emergency Fund precisely for the benefit of others. Paul and I use our “discretion” as to where these funds are directed. Sometimes it’s an emergency. Sometimes it’s not. This money, however, is always given as a benefit to others, flowing from you, through us, and out to those in need. We give on your behalf!

Where exactly did the money in this fund come from and go last year? Here is a list of income and expenses:

### **Income:**

#### *Funerals:*

Shirley H. Swan, RIP  
 Frederick H. Islieb, RIP  
 Robert MacDonald, RIP  
 Clarence J. Brault, RIP  
 Susan Habersang, RIP  
 Susan C. Tubbs, RIP  
 Nancy E. Wright, RIP

### **Expenses:**

Bishop’s Fund for Children \$500  
 ERD, Haiti Fund \$1,000  
 Episcopal Diocese, Douglas Gift \$200  
 Connecticut Hospice \$250  
 Friends of Glastonbury Youth \$125  
 Heads Up! Hartford! \$375  
 Church Street Eats \$250  
 Church Good Shepherd/Backpacks \$150  
 Heads Up! Hartford! \$46  
 Church of Good Shepherd \$250  
 Kateri Medical Clinic \$500  
 Purchase 4 Tires \$337  
 Reversal HCM (\$78)

\$ 1400

#### *Weddings:*

\$ 0

#### *Scholarships:*

\$ 0

#### *Thanksgivings:*

\$ 1275

### **Total Gifts/Income:**

**\$2675**

### **Total Gifts/Expenses:**

**\$3905**

**2009: 12/31 fund balance: \$3940**

+ 2675

- 3905

**2010: 12/31 fund balance: \$2710 \*(rounded figures)**

## ***Senior Warden's Annual Report 2010***

This has been another exciting year at St. James'! The 2010 Vestry has been a wonderful group, fully committed to carrying out the mission, vision and goals for the parish. Throughout the year, we have worked through many important, sometimes challenging issues. No matter the issue, the members of the Vestry have brought incredible insight, thoughtfulness and creativity to the table, and they have always done so prayerfully, respectfully and with a healthy sense of humor and perspective.

I want to extend a special thanks to those members who will be stepping off the Vestry this month: Lisa Brainerd, David Buddington, Ann Cahill, Leslee Flanagan, Gayle Kataja, Fred Larson and Gail Lebert. They have been incredible contributors, and we are grateful for their ministry on the Vestry.

As we move into 2011, we will embark on a period of transition. Unbelievably, July 31<sup>st</sup> will mark the end of the three-year term for our Assistant Rector, the Rev. Paul Habersang, who has been and continues to be an incredible gift to our parish community. We will miss Paul greatly, and in the months ahead, I have little doubt that we will have many an occasion to celebrate Paul's wonderful contributions to the parish.

As you know, the Vestry established a Future Staffing Planning Committee in the fall of 2010, in order to make recommendations to the Vestry concerning the structure of our staffing for the next few years. The Future Staffing Planning Committee made a number of recommendations (set forth at the end of this report), all of which involved continuing the Assistant Rector position. The Committee recommended that the Assistant Rector position become a long-term position, rather than having individuals serve in that position for terms of only three years.

The Vestry carefully considered the recommendations of the Future Staffing Planning Committee in preparing a budget for 2011. However, based on a gap of approximately \$40,000 between the projected income and expenses for 2011, the Vestry concluded that, at least for 2011, we are not in a position to fund any of the scenarios recommended by the committee. At the Vestry meeting on January 10, 2011, the Vestry adopted the following course of action:

- The Vestry adopted a budget that funds the Assistant Rector position only through July 31, 2011.
- For the period September 1, 2011 through December 31, 2011, the Vestry included \$5,200 in the budget to supplement the Director of Christian Education (DCE) position. Christian Formation has clearly been identified as one of our top priorities, and the Vestry believes it is important to maintain our Christian Formation program to the extent possible. To that end, this funding will be used either to temporarily increase the role and hours of our current DCE, or to arrange for an interim supplemental DCE position.
- During the spring of 2011, we will embark on a campaign to improve the financial health of the parish, by paying off the debt from our building renovation and expansion, and by funding other capital expenses. It may seem ironic that we would initiate such a campaign at a time when we face significant economic challenges. However, our outstanding debt has a direct effect on our operating budget, and therefore on our ability to fund our ministries. The Vestry believes it is very important that we clear away our

current debt and fund some important capital projects, so that we can then concentrate on funding and enhancing our ministries.

- We also anticipate initiating a stewardship campaign for 2012 earlier than usual. Stewardship is an ongoing process, rather than a once a year event. We are blessed with many gifts in this parish community, and it is our sincere hope that we can improve the overall level of giving so that we can once again have an Assistant Rector position at St. James', hopefully as early as January of 2012.

The loss of the Assistant Rector position for the latter portion of 2011 clearly will mean some reduction in our programs. That is unavoidable. We cannot and should not expect our Rector to assume all of the responsibilities currently being carried out by our Assistant Rector. There clearly will be an opportunity--and a need--for members of the parish to step forward and offer their gifts of time and talent as we move through this transition period.

While these may be challenging times, they are also times of great opportunity. This current challenge may well open up opportunities for us to explore different ways of doing things, and I have every confidence that we will look at those opportunities thoughtfully, creatively and prayerfully, and with great faith. Along the way, we hope that every parishioner will speak candidly and openly about these important issues. I look forward to serving in ministry with all of you as we embrace the challenges before us, working together faithfully as we strive to carry out the mission, vision and goals that God has set out for us.

Respectfully submitted,  
Rich Mills  
Senior Warden

### ***Recommendations of the Vestry Committee on Staffing***

(Chairperson Ed Crow, Mike Berdan, Lisa Brainerd, Molly Donovan, Fred Larson, Gail Lebert, Beth Maerz, Nick Daukas, Brad Wainman).

The Committee decided to provide the Vestry with three different staffing options. In the Committee's judgment, these options are ranked by "Staffing to best achieve St. James' mission and vision", and not surprisingly, this ranking flows from most expensive to least expensive. To prepare this ranking, the Committee reviewed the following information: 1) St James mission and vision evolution over from 2006 through 2010. 2) Job descriptions of the current staff. 3) The budget history of St. James' from 2006 through 2010. And finally 4) the Committee Chairman attended a St. James' Staff meeting to hear firsthand how the Staff's actual work corresponded to their job descriptions. After some deliberation the Committee selected the following items as priority needs for St. James'. These priority needs were of great value in ranking the different staffing options.

- 1) The Christian Education Director and the Asst. Rector positions are the major St. James staffing issue.
- 2) Excellence in Christian Formation is a key element of St. James' Mission and Vision Growth Strategy
- 3) Grades K through 5 Christian Formation is currently working well
- 4) Young Adult Christian Formation is currently working well.
- 5) Young adults benefit from dealing with a constant person, that is, it takes them a long time to get to know, trust, and be able talk to the same person.
- 6) Young Adult Christian Formation is enhanced by having a clergy person for them to relate to.
- 7) The Adult Christian Formation program content is good, but attendance needs to improve
- 8) While St. James' has many very good programs, these programs remain a well- kept secret in Glastonbury
- 9) Current Staffing arrangement pulls the Asst. Rector in many directions. Currently, Paul works approximately 60 hours per week, but spends approximately 40% of his time on Christian Formation versus Job Description requirement of 65%.
- 10) Investing in a long-term Assistant Rector would allow St. James to select an Asst. Rector with a more focused skill set rather than the "generalist" skill set required of a Rector- in- Training.
- 11) A long-term Assistant Rector would provide both efficiency and effectiveness gains for both the Asst. Rector and the Rector.

Staffing Recommendations with (1) being the most desirable.

- 1) Invest in a long-term Assistant Rector, plus two part time Directors of Christian Education. One Director of Christian Education would concentrate on grades K through 5 while the other would concentrate on Young Adults. The Asst. Rector would continue to be the Clergy contact person for Young Adults and would be responsible for Adult Christian Formation. The Asst. Rector would pick up additional responsibilities for outreach to prospective new parish members. This Staffing would continue to develop "Excellence in Christian Formation" and would help develop more "on ramps" for St. James in the Glastonbury Community. This recommendation would add approximately \$20,000 to the current staff budget.

- 2) Invest in a long-term Assistant Rector, plus a ½ time Director of Christian Education. As is the case today the Director of Christian Education would concentrate on grades K through 5 while the Assistant Rector would focus on Young Adult and Adult Christian Formation. This recommendation approximates the existing staffing arrangement. Efficiencies would be gained by both the Assistant Rector and the Rector as a long-term Assistant Rector's focused skill set would allow additional outreach to prospective new parish members. This recommendation is essentially neutral with regards to current staffing budgets.
- 3) Invest in a long term Assistant Rector with a focus on Christian Formation and eliminate Director of Christian Education. This recommendation requires an Assistant Rector with a calling for Christian Formation. In addition, this recommendation requires very careful job fencing of the Assistant Rector's actual duties so that "Excellence in Christian Formation" does not suffer. This recommendation saves \$20,000 over the current staffing budget.

## *Junior Warden's & Facilities Commission Annual Report 2010*

### **Issues of interest that have been resolved:**

1. The Spring cleanup went well led by Beverly Wu and several hardworking volunteers. Beverly's group focused on the gardens, while a crew hired by Barbara Cooke cleaned up the leaves and sticks from the lawn, and the sand from the parking lots.

2. An irrigation system was installed for the grounds and gardens with the following exceptions:

- a. Strip along Main Street
- b. Parking lot dividers
- c. Strip to the right of the Main side entrance
- d. Rear garden next to the Parrish Hall.

In addition, a faucet was added to the front of the Church to make hand watering easier. The summer was very dry, but the new system after some adjustments kept the lawn and gardens watered well. Barbara Cooke donated the funds to install the irrigation system, the faucet and the startup and shutdown costs for the irrigation system for 2011.

3. The cleaning crew continues to do an excellent job. They come every two weeks costing \$6,500 for the year. Volunteers continue to accomplish the other tasks that a sexton would attend to, saving the Church approximately \$6,000 per year.

4. The kneelers were repaired thanks to Nick Monsarrat and Chip Flanagan.

5. After the tower roof was replaced it was determined that the bell level of the tower was not seeping as previously suggested. No further repairs are required currently.

6. The patching and priming of the interior east and west main walls of the sanctuary done by Scott Thompson coupled with the roof repairs held. At some point these areas will need a final coat of paint.

7. The fall cleanup was done by a contractor with donated funds for the project.

8. Don Gardner & Nick Monsarrat fixed the power issue to the front spot light and getting power to the lawn chapel for the Christmas lights.

9. The "Welcoming" sign was installed though not where it was requested in-front of the Church. There are no hooks to install it in front. The installation of hooks was determined would have a negative effect to the Church façade.

10. Foley-Baker organ tuners determined that there was a roof leak that had affected the organ. The leak after further investigation was found to be old. This discovery highlights the fact that if a new organ is to be purchased or the old one overhauled a new roof may be necessary beforehand. A new roof would be expensive. The current roof has 9-10 years left according to the roofers I have spoken with.

11. The exhaust fan for the restrooms gave out. It was new with the expansion. It has been fixed.

12. A large flat screen TV was installed in the foyer by Scott Thompson, Rick Edwards, Carl Benker and others. It looks great and is functioning well.

13. A series of difficulties relating to various locks consumed a lot of time and money, but were solved.

14. Don Gardner (Building Committee) with volunteers continues his tireless work keeping everything running around the church. Beverly Wu (Grounds Committee) with volunteers continues her excellent and professional job maintaining and expanding the gardens and grounds. She with her helpers got the gardens looking great for fall cleanup, Easter and Spring Fling. Sandy Ouellette's (Building Design Committee) design skills and excellent taste keeps our church looking beautiful inside and out, while maintaining its functionality. Nick Monsarrat, Scott Thompson and Rick Edwards and others have been helping on many projects as they arise. Rev. Paul Habersang (Clergy Over-site) has given the Commission good council and Chip Flanagan and Ray Davis have helped where needed and freely shared their knowledge of the facilities. Also, I would like to thank Gail Finn who supports the Facilities Commission by being at the Church and receiving vendors, contractors and repair people when I am not available. She is a huge asset to the Church and especially the Facilities Commission. We are truly blessed to have all the people I mentioned and many more who work behind the scenes giving their time, expertise and treasure in God's name to St. James' Church.

### **Looking forward**

#### **Issues:**

- \* Staying within budget
- \* Answering new issues as they arise
- \* The cross on the sanctuary has large weathering fissures and needs to be monitored
- \* Parish Hall roof east side will need to be watched and replaced when funds allow
- \* Sanctuary organ is old and requires continual maintenance. Replacement with a similar organ, major overhaul or replacement with an electronic organ when financially feasible
- \* Grass needs to be planted around the outdoor chapel
- \* Additional mulch needs to be placed throughout the gardens
- \* The boilers for the furnace have reached their useful age. They must be watched and replaced when financially feasible
- \* The energy efficiency of the facilities general needs to be ascertained (furnace, windows, insulation, etc.)
- \* Volunteers to help Beverly Wu maintain the gardens.
- \* Volunteers as special issues and projects arise.
- \* Additional funding to cover unexpected costs and future capital expenditures

#### **Highlights to look forward to:**

- \* Continued and expansive use of the new chapel, lawn and gardens
- \* Continued and expansive use of the new addition
- \* A leaded glass window is being given in memory of Peter Kataja by his wife Gayle. The window will be installed in the sacristy, just to the right of the door leading from the sacristy into the sanctuary.

Respectfully submitted,  
James F. Bennett  
Jr. Warden

# **Commission Annual Reports 2010**

## ***Administration Commission Annual Report 2010***

The Administration Commission is responsible for the day to day operations of St. James. This includes the staffing and the general office operations of the church. Gayle Kataja has served as the Vestry liaison. There are two standing committees reporting to the Commission. They are the Human Resource Committee and the Operations Committee. The Human Resource Committee is chaired by Nick Daukas, and the other members are Rev. Nancy Gossling and Gayle Kataja. The Operations Committee is comprised of the paid staff of the church. Rev. Gossling holds weekly meetings with the staff. Each paid position at the church has a revised job description and performance measures. Evaluations (performance reviews) were conducted on an annual basis throughout the year according to Diocesan guidelines and St. James' own policies and procedures. The Administration Commission has operated with budget for the past fiscal year.

Respectfully submitted,  
Gayle Kataja

## ***Christian Formation Commission Annual Report 2010***

Christian education remains one of the top priorities of St James' church.

MaryAnn Purtill replaced Danielle Phalen as our Director of Christian Education in August 2010.

MaryAnn is responsible for all children from Nursery through grade five. Workshop rotation continues to be a strong and a well organized program for children through grade five. MaryAnn has added a Children's Chapel component, which the children are able to experience once a month. MaryAnn also supports the Women's Bible study, which meets once a week.

Our Assistant Rector Paul Habersang is responsible for the education of grades six through adult education. Grades six through twelve have continued on a monthly schedule rotation of the first two weeks in class scheduled lesson plans, the third week in class team building and scheduled service projects, with the fourth week being designated as an "in church" Sunday. While in church on this fourth Sunday, the youth may participate as a greeter, usher, reader, acolyte, minister of communion, or in the choir. Paul has adult education programs scheduled through spring and these programs are usually offered on Wednesday evenings.

Pies were sold again this year with the profits put toward the February mission trip to Galveston, TX.

College exam kits were sent out in the fall to all of St James' college students.

The youth worked together and made blankets that were donated to the Cathedral in Hartford.

Confirmation classes began January 2<sup>nd</sup> with the confirmation church service date in the spring.

Paul, MaryAnn and I continue to meet weekly to plan and discuss details for St James' Christian education.

Please consider offering your time and talents by volunteering to help with the wonderful youth we have here at St James.

Respectfully submitted,  
Lisa G. Brainerd

## ***Director of Christian Education Annual Report 2010***

### **Mission Statement:**

*To format and implement a comprehensive Christian Formation Program at St. James' that is dynamic, contemporary, engaging, and applicable to Christians of all ages.*

Before I begin to report on the happenings in our church school this year I would like to say a HUGE thank you to this congregation; to the children whose presence reminds me God is always at hand, to the supportive staff I work with, to the awesome teachers and shepherds whose weekly support is unparalleled, and to a faith community so willing to participate. For this, I am grateful...so, thank you!

Our Nursery program (for children in age from 8 months to 2 years old) is headed up by Laurie Kivney and Melissa Malchiodi. This program continues to provide our children with an environment that allows safe social interaction, and provides parents with assurance their children are well cared for.

Our Pre-K program (for children 3 and 4 years old), mentored under the tutelage of Janet Ritchie and various teachers, is where we begin our formal Christian Education. Each week an activity based upon a bible story is prepared and taught. Children begin the class by having a bible story read from the Beginner's Bible and then create a craft based on the story.

The children in Kindergarten thru 5<sup>th</sup> grade participate in Workshop Rotation. This year the workshop rotation theme is The Messiah, and the lessons begin with learning about King David and leading into the delivering of Jesus Christ as the anointed one; the Messiah. In the coming months we will celebrate the meaning of Jesus' birth, baptism, teachings and ministry that ultimately led him to be the central figure of the Christian church.

Each week our classes are graced with the presence of several people have committed themselves to teaching and shepherding our children. We have five committed Shepherds who stay with the children each week as they move from class to class. Ruth Borderi and Lisa Gleason shepherd the 4<sup>th</sup> /5<sup>th</sup> graders, Molly Donovan and Sandy Ouellette shepherd the K/1<sup>st</sup> graders, and Jennifer Dutton shepherds the 2<sup>nd</sup>/3<sup>rd</sup> graders.

Along with the shepherds, workshop rotation needs many teachers to make it work. The fabulous teachers who volunteer to teach a rotation are a blessing. Jill Monsarrat and Leslee Flanagan are both dedicated teachers who bring creative and vibrant energy to our Sunday school program.

The Women's Bible Study, held each week on Thursday mornings from 9:00 to 10:30, continues to provide a unique and engaging environment for women to respectfully learn about the Christian story while sharing their own personal faith stories.

The 2011 year is one that ensures we will face transition and change. And while I know change is both good and at the same time difficult, I also know with certainty that St James will navigate this time of change with a wealth of both grace and compassion.

Respectfully submitted,  
MaryAnn Purtill

## ***Communication Commission Annual Report 2010***

The Communications Commission assists all of the St. James Commissions and Committees communicate their news to both the parish and the greater Glastonbury community. In addition, this Commission provides technical support for software and electronics used at the church.

### ***Photography Committee***

*The Photograph Committee takes photographs at all church functions for inclusion in the church newsletter and on the church website.*

In 2010, the Photography Committee had representatives at a number of church events to capture the fun and action. The photos taken were then distributed to the Network Newsletter committee, the church website, and the digital photo frame in the foyer. In addition, the Photography Committee collected photos from the parish for inclusion in the above mentioned collections. The Photography Committee currently maintains up to ten photo albums on the church website.

### ***Network Newsletter Committee***

*St. James' monthly newsletter, "The Network", lets everyone at St. James know about recent activities, important milestones, and upcoming events about which the parish might want to know.*

During 2010, the Network Newsletter was distributed as ten issues; monthly except for the three summer months for which only one issue was created. Each succeeding month has seen the number of articles increase and a greater inclusion of photographs.

### ***On-Site Committee***

*The One-Site Committee is responsible for the sign-up sheet boards and bulletin boards located at the church. The Committee creates and posts all sign-up sheets for church events and maintains the bulletin board orderliness.*

This year the On-Site committee has worked to keep outdated material off of the bulletin boards and create beautiful sign-up sheets for various church events. Also, intermittent technical support was provided to fix problems with the A/V equipment in the parish hall.

At the end of 2010 we added a 55" flat screen TV to the foyer to allow church activities to be publicized and showcased. It is planned that both information about upcoming events and photos of past events will be displayed. Additionally, three new sign-up sheet boards are being acquired to allow for all upcoming events to have their own board and avoid the doubling-up which occasionally occurs during periods when there are a lot of activities with sign-up sheets.

### ***Internet Committee***

*The Internet Committee is responsible for maintaining the St. James website and email mailing lists. While content on the website is maintained by each Commission or Committee, the Internet Committee ensures that the website software is kept up-to-date and the pages are accessible by all independent of browser or text-to-speech device.*

In 2010, the initial website redesign has been completed and all church publications have been made available.

Respectfully submitted,  
Carl Benker  
Communications Commission Chair

## ***Fellowship Commission Report 2010***

The Fellowship Commission's mission is to provide opportunities for all people to interact in ways that are open and comfortable. Our Fellowship ministries and the specific Fellowship events are to help us accomplish our primary mission to grow spiritually and spread the love of Christ. But what you will also find is a lot of fun!

Fellowship events and ministries are ways for new people to be attracted to St. James' and for current members to become more involved and to get to know the community. Many fellowship opportunities, such as theater trips, baseball games, and more often just happen. The Fellowship commission currently consists of six different committees.

### **General Comments:**

This commission continues to expand opportunities for people to connect with each other. The parish goal of Radical Welcome is key to this committee. Fellowship is an easy way to draw people into a deeper relationship with each other and the parish family.

This year the commission worked with the Worship commission to develop and host the Worship on the Lawn series of worship, music, food and fellowship which was held each Sunday night at 5pm in the months of July and August. The attendance at these services ranged from 30 -100 people.

### **The Future:**

Survey the need for other types of fellowship – baseball games, theater, music, and art trips, card games, family night, breakfast between the services, athletic leagues, scrapbooking, etc.

Respectfully submitted,  
Gail Lebert

### ***Newcomers Committee***

Mission statement: To provide an effective, respectful and efficient integration process of newcomers and guests into the community that is St. James' in Glastonbury. We also choose to reach out through our radical welcoming and hospitality by inviting new friends and families to come grow with us on our collective journeys of faith.

In 2010, the Newcomers committee greeted 5 new families with our Welcome Bags. On Sunday, May 23rd, the committee held a spring luncheon; 6 newcomers attended. Members of this committee and the Radical Welcoming team met with Rev. Paul Habersang during the summer to develop a list of ushers for the fall services.

Our committee goals for 2011 are to continue providing newcomers with welcome bags, to expand committee membership with an emphasis on newcomers joining and to develop a means to integrate newcomers' into the St. James' parish life. This committee needs to keep newcomers engaged as life in St. James' grows.

Committee members are Rev. Paul Habersang, Gail Lebert, Cindy Adams, Kay Ferris, Carol Hilton, Mary Jo Logan and Pat Goodrich. Janice Davis is our graphic artist advisor.

Respectfully submitted,  
Pat Goodrich

## *Episcopal Church Women*

### **Who We Are:**

Episcopal Church Women are Christian women who support the Church and each other through individual and corporate ministry by affirming and promoting the work of our Lord Jesus Christ through prayer, worship, study and action for the benefit of all. The structure of the Episcopal Church Women (ECW) has its roots in the local congregations, extending to the Diocesan and National Levels. All women of St. James' are members of ECW.

### **Outreach:**

A check for \$500 was presented to Rochelle Ripley to benefit "Hawkwing" early last spring. It has become our tradition for individuals to contribute small change at our monthly soup luncheons to benefit the Diocesan White Envelope Grant Program. Lois Shepperton has faithfully overseen this ministry.

The ECW also oversees the United Thank Offering Program here at St. James' and participates in the Annual Ingathering for All Saints Day.

Each May, we provide a "Birthday Party" for the residents of Naubuc Green. Joan Crow has overseen this ministry.

### **Fellowship:**

Approximately 20 women usually attend the monthly Soup Luncheons (first Thursdays) for fellowship (lots of laughter!), conversation, inspiration and delicious home-made soups, desserts and surprises. Programs have included inspired stories presented by Rochelle Ripley (Lakota family needs) and member Joyce Stengel shared her journey as an author of children's stories in the autumn.

Eighteen women attended the annual meeting of the Episcopal Church Women, Diocese of Connecticut in May. Our traditional "Summer Salad Social" kicked off our summer days and gave us an opportunity to thank Amy Carvell who had graciously and expertly served as our leader for yet- another-term. Janet Donston agreed to serve as coordinator of Soup Luncheons for the year 2010-2011.

The Women of St. James' have enjoyed participating in the everyday life of our parish, participating in World Day of Prayer held here at St. James in March. (Betsy Wyman and Katherine Miller oversaw this). The women also hosted the reception for the Thanksgiving Interfaith Service. You will find the handiwork of women in the nooks and crannies everywhere: knitted shawls, an emptied dishwasher, folded bulletins, in hand with children, floral arrangements, tape, scissors and glue readied, readers and greeters (and preachers, too!).

### **Invitation:**

**We extend a warm invitation to all women of the St. James' Parish to share with us in our spiritual journey.**

Respectfully submitted,  
Janet Donston

### ***Fellowship Dinners***

Scott Thompson is leader of this committee. The Fellowship dinners started up last fall with growing interest. Each month groups meet in people's houses or at the church to enjoy food and fellowship. Over 70 people are currently taking advantage of this opportunity. Continue to expand the people who are part of this ministry. We continue to invite newcomers where possible.

### ***Hospitality Suppers (Pot Luck) Suppers***

This ministry does not have a leader at this time. These suppers have been happening as the individual committees host these events. If you would like to take on or develop this ministry, please contact Rev. Paul Habersang, or Gail Lebert.

### ***Spring FlingFair***

The Gross sales were 20,594. The net revenue was \$19,740 - an increase over the prior year. The Art in the Abbey was a big hit in the second year. As always, the largest part of the revenue came from the Lawn and Garden area. Barbara Edwards leads this undertaking which has turned into a great event for our Glastonbury community and a great time of fellowship for the volunteers who make the day happen.

### ***Coffee Hour***

Ginger Lynn is currently head of this committee. We have consistently stayed away from paper and Styrofoam cups and use the mugs in an effort to be greener. We have also re adjusted the recipe of the coffee due to feedback. The coffee hour after 8:00 a.m. is much more regular. We would like to expand the list of hosts.

### ***Women's Bible Study***

This is a self lead group. This group of women come together to study scripture and share their spiritual journey together. This provides a great on ramp to stay at home moms. Child care is provided and this group will continue to grow.

## ***Outreach Commission Annual Report 2010***

In 2010, the Outreach Committee continued to work locally, regionally, and worldwide. While we distributed all of our budgeted \$11,500 to support these efforts, a significant part of the Committee's efforts focused more on "spending" and leveraging the time and talents of committee members and parishioners than on spending dollars. Throughout the year we reviewed the merits of each contribution and project in light of the parish's priority MDG – eradicating extreme poverty and hunger. We welcome suggestions for alternative or additional projects to consider (and we would especially appreciate your assistance in implementing them).

### **Local Projects**

The Committee made financial contributions to the Glastonbury Fuel Bank, the Christmas/Easter Families programs here at St. James', and the town's celebration of Martin Luther King, Jr. Day. Our seed money for the Christmas Families project was a very small part of this major and very successful undertaking, which provided gifts and a Christmas feast for six families including 13 children. The teamwork was amazing, as was the generosity of the parish in providing gifts and food items. In addition, the Shawl Ministry provided mittens, hats, and scarves (and prayer shawls for the adults), and the youth contributed homemade cookies. The families were also given beautiful baskets of food at Easter.

### **Regional Projects**

The Committee made financial contributions to FoodShare (for the Grace Church food pantry), to the Bishops' Fund for Children (assisting children throughout the state), and the Hastings Open (to benefit Camp Washington).

Throughout the year, and with the support of many parishioners, the bread ministry continued to pick up the unsold bread and pastries from the Panera Bakery/Café on Sunday nights and deliver them on Monday mornings to the MANNA food pantry in Hartford and the soup kitchen located in Christ Church Cathedral. The non-perishables collected in the food baskets on Sundays were delivered to Glastonbury Social Services food pantry or were delivered to the Hartford food pantry along with the Panera bread.

We accepted and delivered contributions of food and toiletries to local and regional food pantries and soup kitchens throughout the year, but we had special drives for "undies" in March, for kid-friendly food items ("Kids Helping Kids") in April, and for toiletries in May to boost these efforts. Our annual coat drive that ended in February 2010 provided 147 coats for Glastonbury families and for individuals who make use of the services at Christ Church Cathedral and Church of the Good Shepherd in Hartford. The coat drive for 2010-2011 is now underway and has been broadened to accept donations of sweatshirts and additional underwear.

In addition, the parish raised \$600 in donations, provided two volunteers and eight walkers/runners to participate in the Bishops' 5K for Children (notice our "first place team" trophy in the foyer). We raised another \$600 in donations to sponsor five walkers for the Church World Service CROP Walk, which raises awareness of world hunger and supports food pantries locally and regionally. Committee members again staffed a collection table at Whole Foods for FoodShare's "Turkey and a \$20" on the Saturday before Thanksgiving (765 turkeys and over \$8,000 were collected at the three Glastonbury drop-off points). We provided seed money and volunteers for a "Lunch in the Park," a program of the Cathedral and Church Street Eats to

supply lunches to the homeless in Bushnell Park in Hartford on Saturday afternoons. In January, we provided a meal for “Light and Peace,” an after school program for kids in Hartford.

### **National/International Projects**

A significant new project for the Outreach Committee this year was organizational and financial support for a mission trip to Mississippi. Ten parishioners travelled to Bay St. Louis, MS, lived together for a week at Mission on the Bay with many other volunteers from around the country, and helped with the final stages of reconstruction of a house in Gulfport that had been damaged by Hurricane Katrina. The Committee hosted two lunches relating to this trip. The first was a fund-raising soup lunch in March to inform the parish about the upcoming trip, and the second was a lunch hosted by Outreach to give participants a chance to share their experiences with the parish.

Financial contributions went to Episcopal Relief and Development (ERD) and continued support for our Haiti ministries – Holy Trinity School and St. Vincent’s Center for Handicapped Children (both in Port-au-Prince) and CODEP. These contributions were especially important in the aftermath of the January, 2010 earthquake, which destroyed most of the buildings of Holy Trinity and St. Vincent’s (and also the Cathedral), along with most of the other buildings in Port-au-Prince. The parish provided over \$5,000 for the earthquake relief effort -- \$1,000 of the Outreach Committee’s budget, \$1,000 from the rector’s discretionary funds, and additional individual donations from parishioners of over \$3,000. Apart from the disaster relief efforts, we continued our support for the two schools as their directors struggled to get their programs back up and running.

In addition, through the Operation Christmas Child program we collected approximately 30 “shoe-box” Christmas gifts to be distributed around the world. We also sponsored the ERD’s *Gifts for Life* catalog and we were able to match \$1,000 in gifts made by parishioners.

### **Active members of the Committee for 2010:**

Barbara Buddington (Chair), Peter Andersen, David Buddington, Amy Carvell, Linda Corell, Blakeley Crevoiserat (Chair through 6/2010), Nancy Goodwin (Vestry Liaison), the Rev. Nancy E. Gossling, Carol Hilton, Judy Knowlton, Barbara Massy, Aida Mishriky, Jill Monsarrat, Janet Ritchie, Betsey Wyman. *(And everyone else in the parish who contributed to these and other outreach efforts. Thank you all!)*

### ***Share the Faith/Evangelism Annual Report 2010***

Our mission is to reach out and invite those who are seeking and spiritually needy to join us in experiencing and expressing the joy, peace, and love of Christ, and to encourage and support the St. James’ community (individuals, commissions, committees) in ways that they can share the faith through their lives and ministries.

**Radical Welcome** - Share the Faith supported the Radical Welcome Committee’s series of six classes based on Stephanie Speller’s book *Radical Welcome: Embracing God, the Other and the Spirit of Transformation* from April 7-May 12 to develop interest and understanding of this concept among our parishioners. Following the sessions three objectives were identified: 1.) Work with vestry to broaden the St. James’ mission statement, 2.) Work with commission leaders/commissions/committees to embrace radical welcome as part of their mission, goals, and objectives, 3.) Work on demographics of both St. James’ and the surrounding community.

**Spring Fling** - Share the Faith had a poster and brochures at the table outside the main door of the Spring Fling. We also distributed copies of the handout on our stained glass windows.

**Chili Booth** - For the second year Rob Lynn organized a chili booth at the Apple Festival that enlisted parishioners in preparing, setting up, and serving chili on Friday, Saturday, and Sunday. Servers wore red aprons with the Episcopal Church logo and we displayed a poster with photos highlighting our church's activities, brochures, and God's jar for prayers and donations. We sold 39 gallons of chili, or 553 servings, for a profit of about \$2,030 and we enjoyed wonderful fellowship. It is a great venue for showcasing our church to the greater Glastonbury community.

**Banner** - The banner on the side of the church was replaced. The wording was redesigned to make the message "Come as you are" easier to read from the road. The banner now reads horizontally, which also makes it easier to read.

Respectfully Submitted,  
Nancy Goodwin

## ***Pastoral Care Commission Annual Report 2010***

The Pastoral Care Commission for 2010 saw continued pastoral ministry and outreach through the Shawl Ministry and Care Committee. These ministries collaborate with other ministries at St. James' and well as other parishes and strive to extend Christ's love to the community by providing emotional, physical, and spiritual support. If you are in need of any of these services, or if you know of someone in need of these services, please contact Jennifer Daukas, the office or the clergy at St. James'.

### ***Care Committee***

The ***Care Committee*** coordinates meals and transportation to important appointments for those parishioners who may be recovering from illness or surgery, or grieving. The committee uses volunteers to provide a broad network of support to our St James' community. In 2010 twenty-five meals were prepared and delivered and volunteer drivers provided transportation for more than twenty parishioners. There is a growing list of drivers assisting the project. If you would like to participate in this ministry, or learn more, please contact Lois Shepperton or Janet Donston.

### ***Shawl Ministry***

The ***Shawl Ministry*** is a thriving mission at St. James. The committee grew in membership again in 2010. A group of 23 members provide beautifully hand-knit shawls, lap robes, baby blankets, hats, gloves and scarves as well as mini-pocket prayer shawls. These items symbolize the warmth and support of Christ through the St. James' community. Once made, they are blessed during one of our church services. These gifts are given in times of celebration (e.g. birth of a new baby) and in times of grief or suffering (e.g. a death, an illness). This year the Lakota Indians, patients at Hartford and St. Francis Hospitals and the St James Christmas families received knit goods. The hope is that the receivers may find comfort and know that the parishioners of St James' have them in our prayers.

Much appreciation is extended to each of the members of this ministry for their time and talent. Special recognition and appreciation is extended to those who have supported this group with donations. The group exists on a small budget yet increases its yield thanks to God's hand at work and the generous donations of parishioners and family members of patients receiving shawls. Shawl Ministry meets the second Monday of each month at the church at 10am. Please see Kay Ferris if you are interested in joining this ministry.

### ***Colors of Hope***

A discussion is underway among "East of the River" clergy and lay people to address the lay ministry of providing pastoral care for those in need. The hope is to train and support a corps of people from these parishes who can offer this ministry in different locations (nursing homes, hospitals, homes) for a variety of reasons. The initial vision is that as a group they would gather monthly with an alternating clergy person joining for mutual support and accountability. The Rev. Virginia Army of St. John's, Vernon, has offered to do the training. Dates proposed to get started are May 5, 12, 19, 26 and June 2. More information about this initiative will be forthcoming in early 2011.

## ***Stewardship Commission Annual Report 2010***

In spite of a difficult economy this past year, stewardship pledge results for 2010 were respectable. Budgeted at \$385,000, actual pledge cards received totaled \$379,000 and receipts from pledge offerings finished at \$367,000. There were 157 pledging households for 2010 of which 70 completed their pledges, 41 were not able to contribute fully and 46 households that were able to exceed their original pledge that helped us reduce the shortfall.

St. James' 2011 stewardship campaign pledges decreased from \$379,000 in 2010 to \$363,000 for 2011. There are 147 Pledging units for 2011 seven households have joined in pledging for 2011 (4 new & 3 Givers to pledge) partially offsetting the attrition of approximately fifteen households (Relocation, 2 deaths, employment loss, health)

The Spring Fling continues to be a very important fund raiser for our church. Parish involvement is critical for the continuing success of this great event that provides excellent visibility in the community and financial rewards to our operating affairs. Please talk to Barbara Edwards about how you can help with this great annual tradition at St. James'. Two other events also benefitted the operating budget in 2010. The first event was the "Time & Talent Auction" in March and the second was the St. James' chili booth at The Chamber Apple fest in October. This event involved the participation of many volunteers and a special Thank you to the Lynn family. Marilyn, Ginger and Rob provided great leadership on this new event that we hope will become an annual event for our church.

The stewardship committee is always looking for new ideas for events and activities that can help raise funds for our programs and our outreach efforts; if you have an idea please talk to me.

Respectfully submitted,  
Chip Flanagan  
Stewardship Chair

## ***Worship Commission Annual Report 2010***

St. James continued to offer several worship services each week this past year. On Sundays Holy Eucharist was celebrated at 8:00 a.m., 10:15 a.m. and 5:00 p.m. During July and August the 8:00 and 10:15 services met together at 9:00 a.m. Evening Prayer was held at 6:00 on Tuesday evenings in the spring. Evening Prayer was not offered during July and August.

Starting this past fall, Evening Prayer was moved to Wednesday evenings at 6:30 pm. This provided the opportunity for people attending the Wednesday night adult forums to participate in Evening Prayer prior to these events. Throughout the year every Wednesday morning at 10:00 a.m. Holy Eucharist with Prayers for Healing was offered at the church.

Healing Prayers are now offered on the 2<sup>nd</sup> Sunday of the month during the 10:15 service. A Recovery Sunday service was offered during the 5<sup>th</sup> Sunday service in January. It was well received and plans have been made to offer this service again in January 2011. Worship on the Lawn was a major success this past summer. Adding the music component was a huge part of the WOL success and it served as an excellent tool for evangelism. Also, the participation in support of the fellowship for set up and break down was a big help and a real reflection of mutual ministry here at St. James'.

Our Lay Eucharistic Visitors provided communion throughout the year to homebound parishioners.

The 4<sup>th</sup> Sunday of every month the youth served as readers, ushers, Lay Eucharistic Ministers and acolytes. The Chancel Choir, Youth Choir and Children's Choir provided music throughout the year on Sundays at the 10:15 service.

The adult Choir hosted sung Compline on three occasions during Lent.

Palm Sunday, Tenebrae, Maundy Thursday and Good Friday services were held during Holy Week. For Maundy Thursday, we'll need additional seats in the front for foot washing next year. Taize chant "Stay With Me" during the stripping of the altar was beautiful and it was suggested that we use this again next year. Easter Services were beautiful.

Three seniors preached during the youth Sunday service in June. They were Caroline Brainerd, Bailey Furtak, & Megan Conte.

The Bishop's Blessing of the Chapel of St. Michael and All Angels occurred during Lent this past year. Our Chapel was used throughout the year. In October, the Blessing of the Animals service took place there. On December 19<sup>th</sup> following the 5 o'clock service over 20 parishioners gathered at the Chapel and sang Christmas Carols. Delicious hot chocolate was served by the Logans following the carol sing.

Our 5<sup>th</sup> Sunday in October was themed, "Come in Costume". Many adults and children attended in costume.

The Interfaith Thanksgiving Celebration Service was held at St. James on November 23<sup>rd</sup>.

Christmas Eve services were held at 5 and 10 o'clock. During the 5 o'clock service, children sang and played their instruments. A guest harpist provided additional music. The adult choir led the 10 o'clock service. The Christmas Pageant was held during the 10:15 service on December 26<sup>th</sup>. The children did an excellent job and the parishioners enjoyed being invited to sing along on the hymn verses.

There were several joyful baptisms celebrated throughout this past year.

A meeting was held at 11:30 on Sunday September 25, 2010 to discuss Music at St. James. These were some of the comments and suggestions put forth.

- \*Love when the choir recesses and spreads out the side isles to sing the closing hymn*
- \*Love a rousing last hymn so all leave with enthusiasm to spread Gods word and love*
- \*Like the variety of music being offered including a meditative piece during communion*
- \*There was also a discussion of having an older youth instrumental/vocal band.*
- \*Discussed the reality that our children's choirs are an integral part of the life of our community and they are held with much love by the parish.*

Areas of Exploration:

- Contemporary service/folk music
  - This type of music could be offered at the weekly 5pm service, monthly youth service, or 5<sup>th</sup> Sundays during the year. Parishioners shared that at one time in the past 5<sup>th</sup> Sunday services were a time to explore liturgy and music from other cultures (New Zealand, Africa, etc.)
  - A concern was voiced to keep a balance as many parishioners like the traditional music
  - Leadership from the parish is needed, not only musical talent but organizational and leadership to explore new options. Mutual ministry is necessary as we move forward. Jim Barry is part time and it seems unlikely that we can move to full time with budget constraints. Volunteers are imperative to our growth in music
- Variety of instruments during worship (flute, guitar, trumpet, piano, etc.)
- "Intentional Settling Down Music" – many of us arrive at church hurried and rushed
- Use our high school musicians more. So much talent. Let them decide how to express music. They would serve as wonderful mentors to younger children and give them something to aspire to.

Respectfully submitted,  
Leslee Flanagan

### ***Altar Guild Annual Report 2010***

The St. James' Altar Guild is a dedicated group of 19 women, who among them have served an impressive total of 410 years in this behind the scenes ministry of setting up (and cleaning up) the altar and chancel areas for all the worship services. Shirley Fuller takes the prize with 58 years of service -- and counting.

We work in teams (presently three teams, down from as many as six in the recent past), each serving a month at a time, although we each pitch in as needed at particularly busy times. Our able team leaders are Cherie Cooper, Janet Donston, and Jane Jefferson and Betsey Wyman,

who are co-leaders of one team. Our other members are: Connie Bruce, Eve Collins, Joan Crow, Marie Dixon, Janice Dugger, Shirley Fuller, Pat Goodrich, Carol Hilton, Pat Kalberer, Angie Larco, Dorris Manganelli, Diane Obernesser, Lois Shepperton, and Lee White. When you see them, please take a minute to thank them for the job they do.

While we made no major purchases this year, we must extend special thanks to Diane Obernesser for the beautiful baptism towels and to Marie Dixon for the much needed new set of numbers for the hymn boards.

We are always eager to have new members. We are particularly looking for some “younger” people – men welcomed too – to step in and help. We will train you and can work around your schedule. Please feel free to contact me or any other altar guild member. Come join us. It’s fun and a very rewarding ministry.

We remain very grateful for the cheerful guidance, support and encouragement of our clergy, Nancy+ and Paul+.

Respectfully submitted,  
Liza Ervin  
Director

### ***Flower Guild Annual Report 2010***

Each week during the year, working behind the scenes, a very dedicated group of women plan and arrange flowers for the altar of St. James. It is a very rewarding and satisfying job. Our group this year includes Beverly Wu, Jill Monsarrat, Lynn Lynn, Pamela Hall, Amy Carvell, Sandy Marshall and Caryl Donovan. We thank Pricilla Maricle for her many years of service now that she has stepped down from the committee. The flowers are given in memory or celebration of past and present members of the church and their families. The cost continues to be \$30.00 and with this the Flower Guild provides two lovely arrangements for the pedestals behind the Altar on either side of the cross as well as some flowers for the foyer.

During Lent we minimized the flowers by using cactus and green plants, moving to palms on Palm Sunday and then the celebration of Easter with a wonderful arrangement under the cross done by Kevin at Keser’s. We also used many pots of spring flowering bulbs scattered around the Altar and church. What was not given to shut-ins and the sick were planted around the church to come up every year.

The summers months find many flowers used are from members gardens, if you have anything that you think would work, let us know and we would be happy to come and pick them.

Advent was celebrated with greens and white flowers, each week adding more and more flowers to the arrangement. Beverly Wu got us started with an artistic framework to follow.

Christmas again was a marvelous celebration, highlighted again by a spectacular arrangement done by Kevin from Kesers. It was such a wonderful tribute to the many remembered families, friends and members of St. James and again brought your eyes directly to the cross, the centerpiece of our plan. The church was also graced with many beautiful poinsettias, green wreaths, candles and holly. Special thanks to Chip Flanagan our outdoor wreath hanger and Ray Davis our indoor man.

We look forward to the New Year and would like to extend an invitation to others who would like to share in this most personal ministry.

Respectfully submitted,  
Caryl Donovan

### ***Lay Eucharistic Visitors Annual Report 2010***

The Lay Eucharistic Visitors continue to bring Holy Communion from the Table at church to those who are not able to attend. Depending upon the circumstances, visits may be weekly or bi-weekly for a few weeks or months, or bi-weekly or monthly for longer periods of time.

During 2010, a total of 87 visits were made to homes and continuing care facilities with a total of 118 people receiving the sacrament. This ministry provides a double blessing: the person we visit is blessed and so are we. We meet as needed during the year to review and pray for those on our list, and to coordinate visits.

The LEV team members are Joan Crow, Ray Davis, Judy Knowlton, Diane Obernesser and Priscilla Maricle. Pastoral oversight is provided by the clergy.

Respectfully submitted,  
Judith B. Knowlton

### ***Lay Liturgical Assistants Annual Report 2010***

Lay Liturgical Assistants play important and visible roles in worship at St. James', not only reading, leading the intercessions and administering the chalice at our Sunday services, but also by assisting our clergy at special services, including weddings and funerals.

Lectors are trained in reading the Word and in leading the psalms at the Eucharist or other services. Intercessors are trained in leading the Prayers of the People at the worship services. We recognize and thank these current parishioners who served regularly during 2010 as Lectors and/or Intercessors: Jim Babcock, Connie Dahl, Jennifer Daukas, Nick Daukas, Clint Dixon, Janet Donston, Barbara Edwards, Jim Ervin, Jennie-Rebecca Falcetta, Chip Flanagan, Pam Forest, Don Gardner, Don Jefferson, Allyson Kataja, Gayle Kataja, Judy Knowlton, Tom Larco, Gail Lebert, Sandy Marshall, Rich Mills, Ted Mollegen, Cheryl Morgan, Beth Raynor, Meg Wechsler and Betsey Wyman. In addition, several parishioners read at the Tenebrae service in Holy Week, Lessons and Carols during Advent and volunteer at the Wednesday Eucharists.

Ministers of Communion administer the wine at celebrations of the Eucharist. They are chosen by the Rector, approved by the Vestry and licensed by the Bishop. We recognize and thank Caroline Brainerd, Rich Connell, Megan Conte, Ray Davis, Jennifer Daukas, Jim Ervin, Melissa Furtak, Don Gardner, Pat Goodrich, John Habersang, Gayle Kataja, Gail Lebert, DJ Logan, Mary Jo Logan, Rich Mills, Jill Monsarrat, and Joan Raynor who regularly served as Ministers of Communion in 2010.

Our licensed Lay Readers serve under the direction of the Rector and lead our weekly services of Evening Prayer and offer the Daily Offices on other occasions. They are approved by the Vestry and licensed by the Bishop. Ed Crow, Jim Ervin, Leslee Flanagan, and Gail Lebert currently serve as our Lay Readers.

St. James' has a wonderful group of youths who have helped enrich our worship service. We give special thanks to our clergy for their guidance, support and encouragement.

I would like to thank all the Lay Liturgical Assistants who have given their time and talent this past year. If you might be interested in learning more about these ministries please contact our Rectors or me.

Respectfully submitted,  
Joan Raynor

### ***Music Ministry Annual Report 2010***

*“Sing to the Lord a new song;  
sing to the Lord, all the whole earth.”*  
– Psalm 96:1

The Adult Choir continues to offer musical praises at the 10:15 service and special services. The choir increasingly sings in different styles, from gospel to contemporary music. Jaquima Caulton once again joined us to offer music in a gospel style, and several parishioners played musical instruments to accompany the choir.

The Children’s Choir continues to thrive under the direction of Leslee Flanagan. The choir generally sings on the second Sunday of the month.

The Youth choir, renamed to the St. James’ Choristers, sings about once a month. This season they helped lead music on Palm Sunday and for the second year, at the 5 pm Christmas Eve service.

New this year to our music ministry:

- During Lent the Adult Choir led three services of Compline on Thursday nights.
- Instrumentalists joined us for Easter Day: a trumpeter at the 8:00 am service and a Brass Quartet at the 10:15 am service.
- Music was added to the Worship on the Lawn summer services. Many parishioners and local groups offered their musical talents, and we were blessed to host the St. Luke’s Steel Band from New Haven.
- Our pipe organ was uncovered. Some of the fabric hiding the organ was removed to allow better sound egress and to help stabilize the heating/cooling in the organ chamber.

We welcome more musical participation from our parishioners with our established choirs or as we explore other possibilities. We are also looking to address the needs of our forty-five year old pipe organ for the future.

My deep appreciation to all the singers and parents who give so much of their time and talents to the music program. It is a joy to work with such an active congregation, gifted singers, talented Children’s Choir director, and dedicated clergy.

Respectfully submitted,  
Jim Barry  
Minister of Music

## ***Treasurers Annual Report 2010***

The year 2010 was acceptable from a fiscal perspective given the challenging economic environment we faced. Actual pledge income was \$366,500 up 8% from 2009 but under the budgeted amount of \$385,000. However, these results were tempered by Christmas, Easter and other Offerings categories which were \$6,500 lower than the previous year's total of \$28,700 adjusted for prior year offerings. Other operating income, from parish fund raising events was \$35,000 net of expenses, an excellent result, reflective of the extraordinary efforts of many parishioners. Total income from operations was \$448,400 or \$21,000 under budget. Overall operating expenses were under budget by \$5,200 with most line item commissions at or under budget.

The capital campaign for our new facilities officially ended in June. Receipts for the year were \$33,200 resulting in a campaign total of \$1,415,000. Campaign related debt stands at \$177,800. At year end the bank credit line balance is \$95,000. The outstanding balance due the diocese is \$82,800 which is scheduled to be amortized over the next six years.

### ***Operating Budget for 2011***

The attached balanced budget was approved by the vestry at its meeting on January 10, 2011. Total operating income is likely to be flat or only slightly more than 2010. The Assistant Rector position has been budgeted through July offsetting a rise in operating expenses driven by a full year staffing of the DCE position, debt service and basic year over year increases.

Respectfully submitted,  
Fred Larson  
Treasurer