

Annual Reports
for
Fiscal Year 2019
January 1 - December 31



St. James' Episcopal Church

Glastonbury, Connecticut

Founded 1857

2019 ANNUAL REPORT

St. James' Episcopal Church

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Mission of St. James':

To grow spiritually and spread the love of Christ

Vision of St. James':

We are a Christian community committed to our individual faith journeys through learning, sharing and listening to God and one another. We live this faith through hospitality and acceptance, challenging ourselves and one another to join God in God's mission in our neighborhoods and the world.

Agenda

Annual Parish Meeting

St. James' Episcopal Church

January 26, 2020

Opening Prayer	Rev. Denise Cabana, Rector
Breakfast & Activity	
Welcome	Bea Farlekas, Senior Warden
Determination of a Quorum	
Minutes from the last meeting	
Introduction of the Current Vestry, Treasurer and Clerk Members	Vestry

Introduction and Election New Vestry members, Treasurer, Asst, Treasurer and Clerk

Junior Warden – Mitch Chester
Vestry – Becky Lee
Vestry – Sam Hoyt
Treasurer – Bob Dugger
Asst. Treasurer – Joyce Reynolds
Clerk – Cheryl Turner

Commissioning of Senior Warden, Junior Warden, Vestry, Treasurer and Clerk of the Vestry

Senior Warden: I present to you - Members of the Vestry, our Treasurer and clerk.

Congregation: **The Lord gives wisdom; from his mouth come knowledge and understanding; he stores up sound wisdom for the upright; he is a shield to those who walk in integrity.**

Wardens, Vestry, Treasurer, Asst. Treasurer and Clerk: I am your servant; grant me understanding; that I may know your decrees.

Let us pray together:

O Eternal God, the foundation of all wisdom and the source of all courage: Enlighten with your grace the Officers and Vestry of this congregation, and so rule their minds, and guide their counsels, that in all things they may seek your glory and promote the mission of your Church; Through Jesus Christ our Lord. Amen.

Rector: In the Name of God and of this congregation, I commission Our Wardens, Members of the Vestry, Treasurer, Asst. Treasurer and Clerk of St. James' Church.

Election of Delegates to ECCT Convention

Bea Farlekas

Becky Lee and Caryl Donovan are presented

Commissioning

Senior Warden: I present Becky and Caryl, duly elected as Delegates to ECCT Convention to be commissioned for their ministry.

Rector – Call a solemn assembly, gather the people, assemble the elders, and sanctify the congregation.

Save your people, Lord and bless your inheritance.

Congregation: **Govern and uphold them, now and always.**

Let us Pray:

Eternal Lord God, who by the Holy Spirit presided at the council of the Apostles to guide them in all knowledge and truth: Be present with ECCT when we gather. In the passions of debate give them a quiet spirit, in the complexities of the issues give them clear minds, and in the moment of decision give them the courageous hearts. Guide them in all things to seek only your glory and the good of your Church; through Jesus Christ our Lord. Amen.

Rector: In the Name of God and of this congregation, I commission you Becky and Caryl, Delegates to ECCT Convention.

Treasurer's Report on 2019, Review of 2020 Budget

Bob Dugger, Treasurer

Rector's Minute

The Rev. Denise Cabana

Open Discussion and Questions

All

Closing Prayer

St. James' Episcopal Church
Minutes -- Annual Parish Meeting
January 27, 2019

Approximately 80 parishioners gathered for the 2019 Annual Meeting following the 9:00 A.M. service. Beginning with **Breakfast and Dwelling in the Word** parishioners broke bread together and discussed the passage from Ephesians 1:15-19 featuring Paul's prayer of gratitude for the faithfulness of the Christians at Ephesus.

About 10:25 A.M. after the meal, Rector Denise Cabana led the **Opening Prayer** for gratitude for all God has done for us. Following Denise's instructions, parishioners worked at each table to create a **Collage of Gratitude** answering the question: What are you grateful for? Resulting posters identified: Church, Love, Family, Community, Friends, Health, Pets, Food, Music, Scripture, and like themes, etc.

Our Senior Warden, Bea Farlekas, was ill, unable to attend and chair the Annual Meeting. Her role was ably filled by the Junior Warden, John O'Donnell, who welcomed the meeting participants and began by encouraging folks to review the information in the **2018 Annual Report**, adding that each report detailed significant effort by willing volunteers who work tirelessly behind the scenes. . . something for which we can all be thankful.

During the **Rector's Minute**, Denise highlighted a number of blessings for we are so thankful: new folks attending church, our vibrant community and ministries here at St. James'. Because we are so grateful for all of that, Denise and the vestry wanted to take gratitude to a different level. She explained how much the Thursday book club enjoyed reading and discussing Dianna Butler Bass' *Grateful*; copies were purchased to say thank you to everyone and were distributed at the close of the meeting. Denise added her thanks to the vestry for cooking, baking and providing breakfast for the annual meeting.

After determining that a **Quorum** was present, the business meeting began.

The **2018 Annual Meeting Minutes** were unanimously accepted as amended (to include Janet Donston's name in the list of vestry members) upon a motion by Ralph Urban, second by Susan Wright.

The following **By-law Changes** were proposed:

BYLAW NO. 3 PARISH OFFICERS

Section 1. Titles and Vacancies

The officers of the Parish shall be a Rector and a Vestry composed of a Senior Warden, Junior Warden, Parish Clerk, Treasurer, Assistant Treasurer and nine **six** other members.

Denise offered a brief explanation about reducing the total number of vestry members, the difficulty identifying enough folks able to commit the time to serve on vestry and the feasibility of changing the commission structure to reflect the workload. Following a brief discussion, upon motion by Diane Obernesser, and second by Don Gardner the **parish voted to adopt this bylaw change reducing the total number of non-officers on the vestry from nine to six.**

BYLAW NO. 5 RULES GOVERNING VESTRY MEETINGS

Section 1. Quorum

A majority of the Vestry **including officers** shall constitute a quorum for the transaction of business proper to come before any Vestry meeting.

Denise offered a brief explanation about using all members including officers to calculate a quorum, ensuring the ability to hold legal votes and conduct business without waiting for enough non-officers to establish a quorum. There ensued a lengthy discussion about the possibility of a faction of non-officers calling vestry meetings, conducting business without any officers present, and legally making drastic changes to the character of the church without the knowledge, input or presence of even a single officer.

Amy Brown offered the following amendment to the bylaw change: **A quorum must contain at least one officer.** Upon motion by Dave Buddington, second by Jeff Brown the **parish voted to adopt the amended bylaw change. The new bylaw now reads: A majority of the Vestry including officers shall constitute a quorum for the transaction of business proper to come before any Vestry meeting. A quorum must contain at least one officer.**

Denise Introduced the **Current Vestry**: Bea Farlekas, Senior Warden (in *abstenia*); John O'Donnell, Junior Warden; Bob Duggar, Treasurer; Joyce Reynolds, Assistant Treasurer; Cheryl Turner, Clerk (in *abstenia*); Jeannette Brown, Stewardship; Jeff Brown, Pastoral Care; Mitch Chester, Christian Formation; Janet Donston, Worship; Lisa Gleason, Faith in Action; Mary Jo Logan, Administration (in *abstenia*); and Susan Wright, Fellowship. Denise thanked Janet Donston and Mary Jo Logan for 3 years of service on the vestry.

Denise introduced proposed **new vestry member** Rich Connell (who will oversee the Worship Commission) and the **2019 slate of officers** Bea Farlekas Senior Warden; John O' Donnell, Junior Warden; Joyce Reynolds, Assistant Treasurer; Bob Duggar, Treasurer; and Cheryl Turner, Clerk were unanimously elected upon a motion by Priscilla Maricle, second by Sharon Phipps.

Proposed **Delegates to Convention**, Becky Lee and Caryl Donovan, were unanimously elected upon a motion by Barbara Buddington, second by Bob Duggar.

Bob Duggar reviewed the **2018 Treasurer's Report** noting despite a few unforeseen expenses including the elevator maintenance fee and taxes to the town of Glastonbury (assessed because of income from parking spaces rental) and other minor adjustments, our overall financial position is good. Bolstered in part by \$15,500 in total fundraising income from 3 fundraisers, \$4900 overage in pledge income, \$2900 overage in other offerings, and overage in budgeted income for parking and facilities use as well as savings on the Rector's health insurance line and the savings from the vacant Christian Education position, we ended 2018 in good shape with our General Fund \$24,000 in the black

Bob also presented a balanced **2019 Budget** in the amount of \$319,250. He expressed thanks to Dan Aramini, Mitch Chester, Lisa Gleason and Jill Monsarrat for their dedication to the Christian Formation of our children and youth while we are without paid staff. Upcoming expenses include a computer upgrade, both hardware and software, elevator inspection costs, and a part time Christian Education person or assistant clergy staff position. Bob specifically thanked all those who worked on finances behind the scenes: Jeanne Kowalsky, Bookkeeper;

Joyce Reynolds, Assistant Treasurer; Rick Edwards, Finance Committee Chair, and our rota of weekly counters including: David Buddington, Rick Edwards, Bob Hedges, Judy Knowlton, and Fred Larson.

During a time for open discussion, Denise noted that we are in a position to grow spiritually and grow congregationally; it is time to begin looking at the feasibility of launching a **capital campaign** to support this growth. Funds raised in this campaign would tentatively support roof repairs, refurbishment of the parish hall including the HVAC system, and provide stability for a part time Christian Education person or assistant clergy staff person. ECCT proposed that St. James' submit an application to be part of an extension of the Living Local Joining God program ("LLJG") where six parishes would explore launching a capital campaign to support its ongoing vision and mission. Participation in this ECCT program would require an initial meeting of 6-8 people from the congregation over the next 2 weeks and later meetings for input with 20-30 folks who maintain significant parish involvement to discuss parish vision, fund raising. The program provides a free consultant to help strategize and organize the campaign and produce a brochure by July 2019. Should St. James be selected as an ECCT finalist, receive the grant, and hire a part time employee by the fall, Denise would postpone her sabbatical to allow the newly hired person at least a year on board with the rector before she leaves. **Parishioners voted unanimously to support the ground work for a capital campaign** upon motion by Sharon Phipps, second by Nick Monsarrat.

Denise's sabbatical is scheduled for Feb-June 2020. (This sabbatical was already approved, when she was hired, as part of Denise's Letter of Agreement.) An advisory committee consisting of Bea Farlekas, Joyce Reynolds, Barbara Edwards, Gail Lebert, and Debbie O'Donnell held an initial meeting to discuss the theme: A Pilgrim's Journey, funding, parish support/involvement, supply clergy (Don Hamer has accepted this position already.) and related topics. An application for a Lily Foundation grant would include about 15 weeks for supply clergy for two Sunday services and up to 8 additional hours per week for pastoral care, administration, etc. as well as parish farewell and welcome home gatherings. The grant must be submitted by March with notification by August. The Lily Grant requires congregational support. **Parishioners voted to support Denise's Sabbatical plans upon motion by Ralph Urban, seconded by Don Gardner and approved by acclamation.** Denise's Pilgrimage plans include a 250 mile walk over 20 days from South Hampton to Canterbury in England.

As the last piece of business, Carl Benker related a cautionary tale about donating through an intermediary. A portion of their family's pledge funneled through his employer's **United Way** campaign was the subject of a clerical error which sent their donation to St. Jameses in West Hartford instead of here. After two years, the error was discovered and corrected; St. James' received all past due funds. But Carl encouraged those who use any intermediary for their pledges to follow up by making sure the church gets full credit.

John O'Donnell thanked everyone for their attendance and attention.

There being no further business to come before the body, upon Sharon Phipps' motion to adjourn, the meeting ended.

Respectfully submitted,
Jeannette L. Brown

Rector's Annual Report 2019

This was a big year at St. James' Church. We raised \$761,020 in our Joining Jesus Campaign!! That is huge. But even more than raising money, people were excited about this endeavor. The folks on the leadership team (including me) truly enjoyed getting out and meeting with folks. It wasn't just about asking people to pledge to the campaign, but spending time talking, really talking, and getting to know those they hadn't known, or getting to know others better. And people were excited about the possibilities - the things we can do with the wonderful and generous gifts we were given through this campaign. Of course, putting on a new roof or repairing trim is not really very exciting, but taking care of this beautiful church building we love is something we all feel strongly about. And there will still be plenty of funds remaining to do other things, such as committing to our Director of Children and Youth Services position, repairing our organ, and putting funds into the endowment. We are still gathering quotes on projects such as turning our Sunday School room into a Godly Play Room and remodeling the kitchen. There are ideas for Faith in Action, funding (supply coverage) for my 2021 sabbatical and a whole host of other ideas. The plan is to get quotes, prioritize, and see what is feasible.

This is only possible because of the generosity of all of you. Thank you. Thank you for being open to possibilities. Thank you for trusting the process. Thank you for opening your hearts and minds and "doors" to hearing about this campaign. This is just the beginning. Over the next several months you will be hearing more about how we plan to use the funds; we will be seeking your input and we will begin to do the work we need to do on our building. This was a big year at St. James' Church and I believe 2020 will be even bigger! Please pray that the Holy Spirit will lead us as we continue to Join Jesus in what He is doing here and in our community.

Peace,
Denise⁺

Rector's Discretionary Fund Annual Report 2019

You may or may not be aware that in every Episcopal Church, the priest is given what is known as a Discretionary Fund. It began many years ago as a way for the clergy to help people in need who would come to the church looking for help. It is still used in this fashion today. The funds come from donations from parishioners, fees from weddings or funerals and sometimes (although not at St. James') funds are allocated out of the church budget. Discretionary Funds are used by the clergy on behalf of the congregation to help people with various needs. These folks can be complete strangers or members of the congregation. Their needs and names are known only to the priest however the kinds of concerns people came seeking assistance for 2019 are:

- Rent
- Gas for car
- Youth camp for 2 children
- Bus fare
- Help with a bill
- Assisting with Therapy
- Helping with Holiday gifts for children
- Food

Senior Warden's Annual Report 2019

The Transformative Power of Giving Thanks

Dear sisters and brothers in Christ,

Last year at this time, and for those who did not already own the book, St. James' gifted to each of our parishioners, the book titled, "Grateful, The Transformative Power of Giving Thanks" by Diana Butler Bass. In her book she offers us the perspective that, when we incorporate gratitude into our daily lives, it has the transformative power to change our parochial and global view of the way we think, act, and treat others and the world around us. The author posits the reader with the question, "Might a new understanding of gratitude open a way of healing and compassion---both for ourselves and for those around us?"

Grateful, the adjective, is defined in the Merriam-Webster dictionary as, "appreciative of benefits received". It is synonymous with being, "glad, thankful, providing pleasure or contentment, and pleasing by reason of comfort supplied or discomfort alleviated". Gratitude, the noun, is defined as "the state of being grateful".

To me, being grateful and expressing one's gratitude, are attributes that make each and every one of us function and work together in a positive way: for both the giver and the receiver. Its existence fosters beneficial relationships and can be symbiotic, insofar as the giver and receiver can become grateful and thankful for each other.... together they complete a circle of being, one of wholeness. How dynamic such a state of being occurs when the cyclical nature of the dance takes place: when the giver becomes the grateful receiver and the receiver becomes the grateful giver, and vice versa. Being grateful can occur with anyone, anything, anywhere, and at anytime. Practicing being grateful connects us to the earth, to nature and our environment, and to each other. It places us in a mindset that fosters a reverence and respect for all of God's creation: i.e. people, animals, places and things. Its transformative power allows for peaceful coexistence amongst that which is similar and that which is diverse.

Thankful to God and appreciating that which the Good Lord created, Jesus practiced his faith and of being grateful during his worshipful prayers of thanksgiving to God. Jesus, the consummate role model lived and preached to others the value of living a life in gratitude to God and for each other. In spreading the Good News, Christ also teaches us to be grateful for and to be good stewards of our God-given earth and all that dwells within her. ...and that practicing gratitude is at its highest worth, when we treat others as we wish ourselves to be treated.

Each morning when I awake, I thank the Lord for getting me up to start another day of purposeful existence. When I am ready for bed, I thank God for the blessings of that day, for the lessons learned, and for the people with whom I had interacted... and pray that I was able to make a difference for those whose hearts I touched.

As your Senior Warden, I cannot begin to tell you how proud and grateful I am to have such a wonderful Rector and supporting office staff; for our hardworking and problem-solving church Officers and Vestry members; for our Nursery volunteers; for our newly hired Director of Children and Youth Services; for our children and youth; for our very talented Director of Music and the angelic voices of our adult and children's choirs; for the many volunteers serving on the various commissions and ministries; and for your willingness to participate in, *Joining Jesus: A*

Campaign for St. James'. Lest I forget, I am also thankful for the many visitors and passers-by who walk through our parish doors looking perhaps to find a warm welcome and a safe haven in which to pray, or just to quietly and peacefully engage in reflection for that moment in time.

My gratitude and humble thanks goes out to EACH of YOU, for all that you do for our church, the community at-large, and for each other.

I pray that each and every one of you practices being grateful, both in giving and receiving...and may you experience the exhilarating feeling and transformative power of being grateful and of giving thanks!

With blessings and in peace,
Bea Farlekas
Senior Warden

Junior Warden's Annual Report 2019
(Building and Grounds)

In December of 1859, St. James was consecrated by Bishop Williams as a “house of prayer, dedicated to the worship and service of almighty God for all time.” Our beautiful sanctuary continues to fill that charge, welcoming both parishioners and guests for joyous worship and quiet prayer and contemplation.

The church has undergone rebuilding after a devastating fire in 1904, the expansion and addition of the south aisle in 1964, and the recent renovation in 2007. While there is no reason to think the church will not stand for another 160+ years, it takes a lot of TLC to maintain this sacred space and the parish house and grounds. It would not be possible without the work of a tireless building and grounds committee and the help of countless volunteers from the parish. The men’s group regularly schedules workdays. Whenever I start singling out people to thank, I will always forget someone, however I must give special thanks to Nick Monsarrat, Ed Crow, and Don Gardner.

This year we added air conditioning to the parish hall, kitchen, and the rector’s, music minster’s and church offices. We re-painted the lines in the parking lot.

Looking forward, we have started soliciting estimates for a new roof on the church, and for painting and repair of the trim. Other things that should be considered are rewiring of the “Jesus Window” light, changing to LED interior and exterior lighting, replacement/modernization of the pneumatic thermostat system in the parish hall, and improvements to the kitchen, particularly a commercial-grade dishwasher and commercial-grade refrigerator and freezer.

I thank you for giving me the privilege to serve as junior warden for the past 2 years, and I look forward to helping my successor as we continue to move forward.

Respectfully submitted,

John O’Donnell
Jr. Warden

Commission Annual Reports

Director of Children & Youth Ministries Annual Report 2019

Church School (Pre-K through 8th grade)

2019 was a wonderful and exploratory year for St James' Children and Youth Ministries. Sunday Church School spent another year of exploring Living the Good News and Hearing the Gospel that was also heard in service each week. This was another year of the students being led by outstanding leaders. Pre-K through fourth grade was led by Mitch Chester & Marc Miceli with the assistance of one of our remarkable high schoolers, Catherine Chester. Our middle schoolers were Led by Dan Aramini, Jill Monsarrat & Molly Donovan. Each of our middle schoolers partook in group check-ins and activities alongside of exploring the Gospel.

Summary of Activities

You Rock!

In September, we started the year with a Sunday School and Youth Group Kick off. During this event the Children were able to engage with their leaders and peers over breakfast and participate in a collective Activity. The activity was Creating personalized Kindness Rocks!

During this time, they created kindness rocks to leave around their community and bring home with them. Not only were they able to develop a sense of community and get excited about the New Year, they were able to use their imaginations, paint and scatter rocks decorated with Gods Love.

Gods Jar

In September, the kids got to vote and discuss ways to spend the money from Gods Jar. As a result, during the Christmas season were able to supply toys as gifts for the Children at Connecticut Children's Medical Center, small gifts for the guest of Carol's Closet & toiletries care packages for a women's shelter! This year they learned the importance of demonstrating social responsibility and compassion by giving back and blessing those around us.

Kids Night Out/ Bring a friend Week

In October, we experienced our first Kids Night Out Event!

This event was catered primarily to our middle school group however, the high schoolers were also invited to attend. Kids Night Out was a themed based night I created to inspire engagement, challenge creativity and welcome intergenerational blending. That night they participated in a pizza social, ice breakers followed by a 75-minute Drumming Circle Activity. Special thank you to Dan for suggesting drumming as our first activity & selecting the drummer to come and work with our children. I also appreciate Dan working diligently along side of me to insure attendance. Attendance was a success. Including middle schoolers, high schoolers & leaders we had about 24 people attending our first event. Thank you to all the youth leaders that came to support our first Kids Night Out Event. Looking forward to seeing all of you at the next one!

Operation Christmas Child

In November, all groups participated in the filling of shoeboxes with small gifts helps spread the love of God to children all around the world.

Advent

Our Kids had such a good time Creating ornaments for the Jesse Tree & sharing with the Congregation. I am so proud of all of them for exploring creativity, biblical stories & public speaking! Special shout out to our weekly representatives who were brave and shared what they have done and learned - well done!

Middle School Cookie Bake/Decorating with Jeannette Brown & Clair Gadson:

This was an afternoon of fun! Reindeer pretzels, homemade gingersnaps & sugar cookies lots of icing, M&M's, tasting, rolling and fun! Special thank you to Jeannette Brown for all her hard work, love and support of our children.

Christmas Pageant:

It was another year working with St Luke's to put together the annual Christmas Pageant. As you all know, this was my first time experiencing this event. It was wonderful to see such enthusiasm & wonderful participation. Jill did a wonderful job in support of casting and costumes. I am super proud of all the kids & participants. I am exceptionally proud of those who explored new roles & of our little angels of non-speaking roles who later were brave and got to speak. Overall, the pageant was a success and a lovely way to remember the true meaning of Christmas. I hope you all enjoyed it!

Refuge (High School)

Regarding Refuge, we started 2019 under the leadership of Clair Gadson with the support of youth leaders Kayla Tubolino and Lisa Gleason. Refuge averages 3-6 participants.

Refuge meets regularly two Sunday's a month, typically at 9 am between services offering the opportunity to attend first or second service. In addition to faith rooted activities, they partook in extracurricular activities. Goals for our teens this year are to foster relationships, inspire biblical exploration, challenge comfort zones, and build a sense of community.

In September, the beginning of our Sunday school year refuge was able to explore and participate in Faith Rooted discussions each Sunday. There was also great participation with Refuge for our first Sunday school /youth group kickoff event. **It was great to meet with them and other leaders over breakfast.**

During our kickoff, they created kindness rocks to leave around their community and bring home with them. Not only were they able to develop a sense of community and get excited about the New Year, they were able to display leadership, while exploring creativity.

In October we had wonderful participation from Refuge in our Kids Night Out event. (see page ___ for description). It was nice to see all our High schoolers attend and bond over a new activity setting a great example for our middle schoolers and guests.

In November, Refuge took a trip to UConn Repertory theater to see the play “The Wolves”. Afterwards, we went to UConn’s dairy bar for an ice cream social. They were offered the opportunity to engage with leaders, peers & volunteers. During this time, they were able to discuss both social & controversial topics, some inspired by the play, as well as bond over ice cream.

It was my goal that in the spirit of the holiday season that Refuge would learn about new ways to benefit the community by helping those in need. During Sunday meetings, in addition to biblical teachings, the topic of homelessness in Connecticut and worldwide was of great focus. They learned the importance of social responsibility and the importance of demonstrating small acts of kindness. Like the widow with two coins, they learned that no gift is too small and who we are as individuals and what we have to offer is more than enough.

Refuge supported Carols Closet. As an act of kindness, we put together small gifts for the guests of Carols Closet. We didn’t stop there! To demonstrate social responsibility and get involved, I thought it would be a good idea to put together personalized care packages for the women at the YWCA (Young Women’s Christian Association) Women’s Shelter. It turned out to be a complete success!

Regarding the holiday pageant, I saw both great participation & leadership from the members of Refuge. I just want to take a moment to highlight one of our seniors Riley Dutton, for both co-directing the pageant and singing a duet. I also want to highlight Catherine Chester for exploring a new role and showing leadership by helping our younger children in their roles.

As the New Director of Children & Youth Ministry, I just want to say It’s been a pleasure learning, exploring and sharing the love of god with all of you.

Respectfully submitted,
Clair Gadson

Carol's Closet Annual Report 2019

***Carol's Closet Mission: Respond to human need through loving service,
in partnership with local faith-based communities.***

Carol's Closet provides paper goods and personal care items for low-income households, in order to make a difference in the lives of the people we serve.

Carol's Closet completed its fourth full year of monthly distributions in September. This ministry is making a difference for our neighbors in Glastonbury.

The following are some statistics from the Closet:

- In the four years we have been open, we have served 5,890 of our neighbors.
- We served 1,815 people in 2019, averaging 151 per month.
- In 2019 we gave 1,111 bags that included 7,575 pieces of merchandise.
- To date we have distributed 24,177 pieces of product in 3,580 bags.
- In addition to the bags, Carol's Closet receives numerous donations of household goods and clothing. Everything that is donated is also offered to our guests, along with snacks and beverages. Everything we give to our guests is free of charge.
- The Congregational Church in South Glastonbury offers a ministry of pet food and pet supplies at each of our monthly distributions.

We continue to collaborate and network with our faith-based community in Glastonbury who devotedly offer their time, needed items, and financial support. These partners also send volunteers each month to assist in preparing for distribution. Their participation is much appreciated. Our partners in this ministry are:

- Buckingham Congregational Church
- Congregational Church in South Glastonbury
- Congregation Kol Haverim
- First Church of Christ Congregational
- St. Luke's Episcopal Church
- The Lutheran Church of St. Mark

The Glastonbury Food Bank and Glastonbury Social Services are community organizations we have networked and collaborated with in 2019 in order to identify individuals and families who would benefit from Carol's Closet. Word of mouth by our guests continues to be our best marketing tool.

We are anticipating continual growth in 2020, since we are still realizing growth each month. In December we had five new guests. As an ongoing ministry with constant financial needs to purchase product, along with the growth we have seen in 2019, we will continue to need and seek monetary and product donations.

We express our thanks to all who have embraced and generously supported this ministry through contributions of products, financial support, labor, and prayers. Thank you to the Carol's Closet team for their commitment to serve others. Thank you to our vestry, clergy, and staff for their encouragement and continued support.

Respectfully submitted,
Marie Dixon, Director

Faith in Action Annual Report 2019

Faith in Action includes several components, including what was formerly called the “Outreach Committee”- chaired by Barbara Buddington, Carol’s Closet – led by Marie Dixon, the Shawl Ministry – led by Kay Ferris, and God’s Jar offerings from the children and youth (who, with their leaders, determine how the money will be used to help others). Thanks to the many hard-working volunteers from the parish contribute time and talent to all FIA efforts, and to our friends from other churches who frequently assist.

For the past several years, FIA funding has come from (1) major fund-raisers (Art in the Abbey proceeds for a few years, and more recently from the December Holiday Tea), (2) frequent small fund-raisers – Soup Sundays, Pancake Suppers, flower sales in the spring and fall, and (3) directed donations, primarily to the Shawl Ministry and Carol’s Closet. In 2019, FIA also received income from the donations of clothing deposited in the shed in the church parking lot. Because of this income, FIA has been able to both make donations to organizations that serve those in need, and to purchase supplies and materials for our parish Faith in Action Projects.

In calendar 2019, FIA made monetary donations to **LOCAL** groups, including Glastonbury Food Bank, Glastonbury Fuel Bank, Naubuc School’s Knapsack program (which provides a knapsack full of kid-friendly healthy snacks for children to take home over the weekend) and the Glastonbury A Better Chance (ABC) House, which provides the opportunity for minority young men to live in Glastonbury, attend Glastonbury High School, and take advantage of local service and leadership opportunities. We also used funds to support our own Pet Adoption Events, led by Bea Farlekas, and Shawl Ministry, led by Kay Ferris, and to provide supplies for a birthday party at Naubuc Green one month of the year, on a rotating basis with other churches. Carol’s Closet, a paper pantry serving those in need in Glastonbury, continues to grow, providing to qualifying families a monthly supply of necessary personal and household items that are not eligible for purchase under the state’s SNAP (food assistance) program.

REGIONALLY, we made monetary donations to A Place of Grace (food pantry at Grace Episcopal Church in Hartford, which was the project that our own Carol Hilton directed for many years); Camp Washington; Heads Up! Hartford, which brings together diverse youth for leadership training and service projects in the Hartford area; the Open Hearth in Hartford (to support the work that Fred Faulkner does with homeless men); and Trinity Academy, a school for elementary students based at Trinity Church in Hartford. Also provided scholarships for two youngsters to attend Camp Washington during the summer. For our own regional projects, we purchased supplies to make bag lunches 4 times during the year for Lunch in the Park, serving those in need in Hartford, with funds raised through Soup Sundays.

NATIONALLY and INTERNATIONALLY, we made monetary contributions to Episcopal and Relief and Development, and to Hawkwing, Inc, which is an organization run by Glastonbury resident Rochelle Ripley to support the Lakota Tribe, of which she is a member. The Shawl Ministry also makes a huge contribution to this effort by knitting warm mittens, hats, and shawls for the winter shipment that Rochelle organizes. St. James’ FIA also provided staff support, cooks, and desserts for the annual Chili/ Rice & Beans cook-off, a joint effort with Trinity Church Wethersfield. The proceeds of this event (over \$1,000) benefitted St. Vincent’s Centre for the Handicapped in Port au Prince, Haiti.

Some FIA efforts do not appear in the budget, because they are simply contributions by parishioners of time, resources, and talent. These include the **weekly donations of food** brought to the church on Sundays, which are transported to either Manna Food Pantry in Hartford or to the Glastonbury Food Bank by a team of volunteers. The **Bread Ministry** consists of a group of people who, on a rotating schedule, pick up leftover Panera Bread on Sunday nights and transport it to Manna on Monday mornings. The **Community Garden** has operated for three summers with donations of equipment, supplies, and a lot of time by a dedicated group of gardeners. Over 200 lbs. of fresh produce was donated to FoodShare as it ripened.

Please see the attached financial report for details.

Respectfully submitted,
Lisa Gleason

Pastoral Care Commission Annual Report 2019

The **Pastoral Care Commission** involves an incredible group of Christian volunteers who share their time and talent within St. James, and within the community at-large, through our Meals for Parishioners, Prayer Chain, Notes for Parishioners, Shawl Ministry, and the Lay Eucharistic Visitors/Healing Prayer ministries (separate report). The Rev. Denise Cabana+ provides pastoral oversight. Below is an update for these ministries:

Meals for Parishioners

This informal team consists of a group of volunteers who make and distribute meals or substantial food items (soups, pies, breads, etc.), to support the members of St. James' and their families, and also to members of the community at-large in need of a nourishing meal. Many of our volunteers also provide food for Faith in Action events such as Carol's Closet, the blood drives, and Lunch in the Park.

Many thanks to the multitude of volunteers who prepared food items and meals to our community.

This team is in need of a team leader. Please contact Jeff Brown or Jodi in the office if you are interested.

Prayer Chain

This group of volunteers prays daily from a list of people in need of prayers due to illness, family issues, mental health concerns, or any other reason. This list is private & not discussed outside of the group.

Many thanks to the group leader Diane Obernesser, and the dedicated group of Prayer Chain volunteers.

Notes for Parishioners

During last year, 45 handwritten notes, and multiple emails of support were written by this team and sent to people within the St. James' community who needed a note of cheer at a difficult time.

Many thanks to writers Kay Ferris and Caryl Donovan for their heartfelt words of encouragement and support, of sympathy, or of thanks.

Shawl Ministry

The *Shawl Ministry* is a thriving ministry with 21 member volunteers who meet at St. James on the second Tuesday of each month, and provide beautifully hand-knit items symbolizing the warmth and support of Christ, throughout St. James' community (local and statewide), and to far reaching regions of the United States. Once made, these knitted items are blessed during a church service, and 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). The hope is that each recipient may find comfort and healing from the knitted item, and know that the parishioners of St James' have him/her in our prayers.

In 2019, the dedicated members of the shawl ministry produced and distributed 418 knitted items (shawls, baby blankets, baby sweaters, hats, scarves, pairs of mittens) and 443 mini pocket prayer shawls. The ministry provided these magnificent gifts, made with each volunteer's loving hands, to the following groups: Lunch in the Park, Lakota Indians of South Dakota, Homeless of Hartford, Carol's Closet, cancer centers at the local hospitals (Middlesex, St. Francis, and Hartford), Clayton House, Hospice care, St. James' parishioners, and to the friends and family of St. James' parishioners.

In late June, the group hosted a special coffee hour together, and in December, the group hosted their annual cookie swap. The shawl ministry welcomes new members.

Many thanks to the team leader Kay Ferris, who will be stepping down as leader after many years of dedicated service, and to the large group of volunteers for your unbelievable output day-by-day, month-by-month, each and every year!

The Pastoral Care Commission openly welcomes anyone wishing to join any of the above listed ministries.

Respectfully submitted,
Jeff Brown - Vestry

Lay Eucharistic Visitors Annual Report 2019

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 2019, a total of 90 visits were made to homes and continuing care facilities with a total of 222 people receiving the sacrament. This ministry provides a double blessing: the person we visit is fed spiritually with the bread and wine and the minister is blessed with the fellowship of the parishioner. We meet as needed during the year to review and pray for those on our list, and to coordinate visits.

The LEV team members have been Joan Crow and Judy Knowlton. We also welcome Janet Donston to the group. We know that she will be a great addition to this ministry. Pastoral oversight is provided by Denise Cabana. If you would like to be a LEV, please speak to Denise or Judy.

Respectfully submitted,
Judith B. Knowlton

Worship Commission Annual Report 2019

Worship, prayer and study are central to our faith community at St. James' Episcopal Church. It is the mission of the Worship Commission to help all who enter our services to grow spiritually and listen to what God is speaking to us in our faith journeys.

Weekly services of worship were offered on Sunday mornings at 8:00 AM (Traditional Rite I) and at 10:15 AM (Rite II with music). Occasional combined Sunday services were offered at 9:00 AM. We also had some summer services on the lawn. Morning Prayer services were offered on seven Sundays, occasional Wednesdays and throughout Lent. Wednesday morning services included Holy Eucharist and Healing Prayers. Healing prayers were additionally offered on the second Sunday of each month. There was also one wedding and eight funerals, memorial services or burial services during the year.

Children actively led the congregation as Crucifers, readers and ushers during family-centered services offered throughout the year.

The Choir and Choristers met faithfully to prepare the music which enhanced the worship experience for all. During Lent, the choir offered Sung Evening Compline Services in the Sanctuary. Sung Evening Compline was also offered to usher in Advent.

Under the leadership and guidance of our rector, The Reverend Denise Cabana, the Worship Committee met in preparation of each approaching Liturgical Season following a review of the previous Season. Committee summaries follow this report.

We are grateful for the dedicated committee leaders and members whose many silent and present ministries take place each week, enhancing our worship experience. Prayerfully consider participating in any of the ministries of worship at St. James'.

Respectfully submitted,
Rich Connell

Altar Guild Annual Report 2019

This past year of 2019 has seen a reduction in our Altar Guild membership. This ministry has tried to keep a 3-team concept; however, some teams were reduced to just 2 members. Towards the end of the year at our monthly scheduling meetings, emails requested that all members should attend. This ministry truly needs new members to function as a team concept. Our team leaders are Cherie Cooper, Joan Crow and Pat Goodrich. Please contact anyone of us if you are called to serve this ministry.

To date we have 12 members in the Altar Guild; not all members are able to serve when a team is responsible on the monthly rotation. Thank you to all members for the past year. Special thanks are expressed to Diane Obernesser and John O'Donnell for their assistance throughout the past year.

Our ministry is responsible for Altar hangings, linens, vestments, candles, wine, hymn boards and other needs requested by the clergy throughout the year. This is a quiet ministry of the Spirit.

Respectfully Submitted,
Pat Goodrich

Flower Guild Annual Report 2019

Another wonderful year was enjoyed by the flower guild. Our duties include adorning the altar each week with flowers for the seasons, planting the outdoor urns and the stone planter out front. If you are interested in having flowers or plantings done in honor or memory of a loved one, please let Jodi know and we will do our best to honor them. As far as the outdoor plantings, this year we couldn't have done that without the help of Doug Scott and John O'Donnell. Appreciate your strong arms and willing help.

We start the seasons with Advent. Anticipating the birth of the Christ child is a very special time of year and we celebrate it with the Advent wreath and watching the greens on the altar increase in beauty each week with the addition of flowers until we reach the glorious Christmas celebration. Key is the building of the crèche by all the children on Christmas Eve and continuing through the 12 days of Christmas. Special thanks to the Armando Family for the beautiful wreaths and greens and to Kevin from Keser's who creates the Christmas arrangements. The poinsettias that decorate the church are taken home to be enjoyed by many, especially our sick and shut ins. Special thanks to Don Gardner and Nick Monsarrat for hanging all the wreaths.

Epiphany is next with flowers that brighten the long days of winter. If you know of someone who would enjoy a small bouquet from the altar, please let us know.

The next season is Lent, a time of somber reflection. This is reflected by the cactus garden on the foyer table and the cacti on the altar. This brings us to Palm Sunday with stately palms adorning the altar and heralds in the joyous Easter celebration. Again, the beautiful flowers, tulips, azaleas and daffodils are sent home for many to enjoy. I was a recipient this past year and I can tell you how special that was.

Pentecost, including the Sundays that follow, is our longest season. Celebrated with the traditional red color, the church is decorated with 100 red balloons and red altar flowers. Thanks to Ed Crow and Doug Scott for getting all that organized. Throughout the season we have fresh flowers and plants on the altar. If you have some extras in your garden, give us a call and we'd gladly pick some for the altar or foyer.

We love what we do and love sharing it with you.

Respectfully submitted,
Caryl Donovan (860 633-4844)
Jill Monsarrat, Mary Pramberger, Pamela Hall, and Audrey Antonich

Visual Arts Committee Annual Report 2019

The Visual Arts Committee seeks to enhance the liturgical life of the St. James' worshiping community through the visual arts. During the seasons of Advent, Christmas, and Epiphany, the gentle, subtle movements of shades of blue and pink ribbons were hung from the rear of the church to the altar. These offer a sense of the Advent journey leading to the celebration of Christmas. Throughout each week of Advent, the star increased in size, until Christmas Eve, when the star radiantly proclaims the birth of the Savior and the colors of tulle change from Advent blues to Christmas beams of white tulle streaming from the star. Many thanks to those who helped install this Advent art.

This coming year the Visual Arts committee hopes to continue with the long-term project of designing eight banners to be placed in the foyer. The banners, featuring the work of fabric artist Diane Obernesser, offer a visual display of our shared passage through the liturgical seasons of the church year.

Others interested in the visual arts are welcome to join this creative ministry. Please contact committee members Diane Obernesser, Barbara Edwards, or Becky Lee for more information.

Respectfully Submitted,
Becky Lee

Music Ministry Annual Report 2019

Music at St. James' has had a busy year. Our program relies on the talented singers in our various choirs:

Adult Choir (providing musical leadership throughout most of the year): Barbara, David, Debbie, Don, Janet, Janice, John, Portia, and Valerie [new this fall]; **Children's Choir** (with thanks to Debbie for her leadership); St. James' **Choristers** (youth who give their time and talent to offer their musical gifts to the parish) Caroline, Catherine, and Catherine; **Joyful Noise! Choir** (singers who show up to learn songs on those Sundays, and to Al Kim who occasionally leads us with his guitar and vocals); and **Gospeleers** (sings during the summer months). New members are always welcome for all choirs, especially for Joyful Noise! whose numbers have declined this year.

Highlights of 2019:

- Guest soloist Aaron Scott joined us in February (snow date from January) and March, joining the choir in singing special music.
- Collaboration with First Church continued with a concert of music by Gabriel Fauré on Sunday, March 10, at First Church. The combined adult choirs sang *Messe Basse* and *Requiem*. Choristers from both churches performed *Pie Jesu*. The free-will offering was designated for Carol's Closet, raising \$600 for that organization.
- Services of Lenten Compline led by the Adult Choir, with the Men's Club joining us at one of them..
- St. James' Brass during the 8 AM and 10:15 AM Easter services. Donation by a parishioner allowed an extra player (tuba). Postlude was by Carlyle Sharpe, scored for brass quintet and organ.
- Hot Cat Jazz Band led the music on June 2 during the outdoor service.

- I attended in June the Association of Anglican Musicians annual conference, hosted this year in Boston. Seminars, concerts, and liturgies were offered throughout the week. Grants from St. James' and ECCT helped fund the expense of attending.
- Gospeleers sang in August.
- Parish instrumentalists play during summer services, providing special accompaniments to hymns.
- ECCT Convention Eucharist October 26 at the CT Convention Center. Two singers from our Adult Choir participated, and I conducted the combined choirs in several anthems.
- Thanksgiving Interfaith Service hosted by St. James'. Two other choirs joined our Adult Choir to sing McCoy's *Come, ye thankful people, come*.
- Advent Lessons and Carols in December sung by the Adult Choir and Choristers, with the choirs excelling in helping to tell the Advent message. Bishop Ian T. Douglas was the Celebrant.
- Christmas Eve included choirs at both services and fifteen-minute preludes. Several singers (not regular choir members) joined in adding their voices to our choirs.
- Carol sing during the Sunday after Christmas

Respectfully submitted,
Jim Barry
 Minister of Music

Lay Delegates Annual Report 2019

The 235th Annual Convention of the Episcopal Church in Connecticut opened on Saturday, October 26 in Hartford. Reverend Denise Cabana and Lay Delegate Becky Lee were pleased to represent St. James'.

On Saturday, delegates participated in one of six focus groups: addressing the causes of injustice, climate change, formation for children & youth, forming disciples, racial healing & justice, and young adults. Each group reported to Convention their reflections on work currently being done and developed steps to be taken to further work. St. James' Jeannette Brown led the focus group on injustice.

In the Convention Address, Bishop Douglas focused on the changes and opportunities ECCT has faced in the last year, and those that will be faced in 2020. He reviewed the status of the Season of Racial Healing, Justice, and Reconciliation, and he shared statistics of ECCT, comparing where the church was in 2011 to where the church is in 2019. In 2011, 107 full time and 62 part-time clergy served 167 parishes. Currently, 67 full-time and 97 part-time clergy serve 157 parishes. Bishop Douglas also spoke of the success of the project "Joining Jesus in a New Missional Age," of which St. James' took part.

Eight resolutions were debated and adopted, including the approval of Parish Mergers, the 2020 Budget of Convention, Clergy Compensation, Young Adults: Evangelism and God's Mission, Intentional Episcopal Communities, First Consideration of an Amended Diocesan Constitution, and the Organization and Conduct of Worshiping Communities.

On Sunday all of ECCT gathered for a worship service, with The Rt. Rev. Barbara Harris offering the sermon.

Submitted by Becky Lee

Treasurer's 2019 Annual Report

The 2019 budget, which included an increase in budgeted pledge offerings from 2018, was based upon continuing the existing programs and operating within a balanced budget. Despite lower actual pledge offerings in 2019, the amount in the general fund remained the same from 2019 to 2020. With a decrease in the pledge amount from 2019 to 2020, a balanced budget, although a greater challenge, is again presented for the upcoming 2020 calendar year.

2019 Highlights:

- Joining Jesus Campaign pledges amounted to \$761,000.
- Every Member Canvas resulted in 2020 pledges of \$223,400.
- Withdrawals of \$30,900 from the RRR Capital Campaign fund were used for making improvements to the heating and air conditioning units in 2019, and the remaining balance of approximately \$18,500 will be held for future building improvements.
- Withdrawal of \$9,400 from the endowment in 2019.
- Four fundraisers were held at St. James that provided contributions to the General Fund: (1) \$1,860 from the Flip Flop Author Night; (2) \$600 from the November Author Night; (3) \$970 from the tag sale; and (4) \$2,670 from the Christmas Tea.
- 2019 Parochial Report and independent audit submitted to the Diocese as required.

The Year in Review - 2019:

The established 2019 operating expense budget totaled \$319,250 (up from \$300,250 in 2018 and \$295,560 in 2017). Operating revenues budgeted were also \$319,250 leading to a balanced budget. Budgeted revenues comprised:

- Pledge Offerings: \$248,000 (\$238,260 received as of December 31, 2019)
- Other Offerings: \$15,500 (\$16,338 received as of December 31, 2019)
- Holiday Offerings: \$6,200 (\$6,605 received as of December 31, 2019)
- Other Operating Income: \$39,900 (\$30,000 parking rental, \$5,603 facility use donations and \$6,102 fundraisers) (\$42,043 received as of December 31, 2019)
- Permanent Endowment: \$9,400 (Full amount drawn)

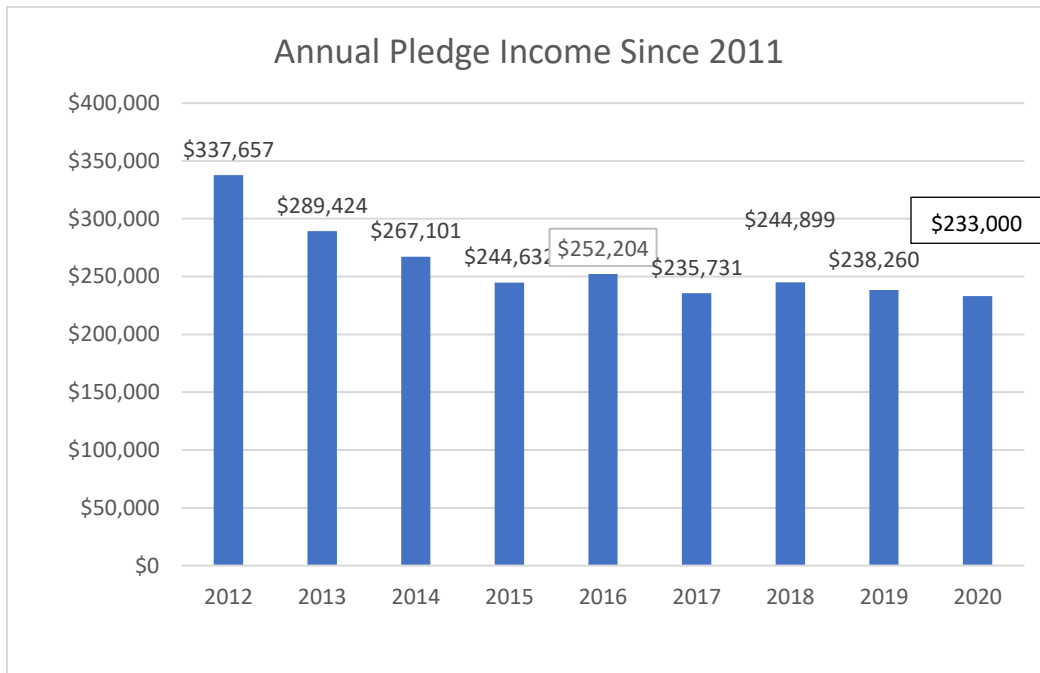
St. James ended 2018 with approximately \$20,400 remaining in the General Fund. A shortfall of \$9,700 in actual pledge offerings received in 2019 from the original amount planned in the budget, was partially offset by \$2,200 more than planned receipts from facilities use and a combination of other offerings and holiday offerings of \$1,200 greater than the planned amounts. As a result, actual revenues were approximately \$6,600 lower than budgeted revenues. Expenses for 2019 were lower than budget by a similar amount with the two keys being a reimbursement by Wholefoods for the \$3,600 of real estate taxes paid to the Town of Glastonbury and \$5,700 less paid to the Christian Ed Director due to a delay in the date of hire that offset a small net increase in other expenditures. Thus the General Fund remained at \$20,400 at 12/31/2019.

The majority of the budgeted operating expenses (94% of expenses for 2019) consisted of employee expenses, \$207,600, facilities, \$55,900, and the Diocesan pledge, \$29,900. Total operating expenses budgeted in 2019 were \$319,250 and St James ended 2019 by actually expending approximately \$312,800.

The Year Ahead – 2020:

St. James will have an operating budget of \$309,760 for 2020. The budget will be funded with forecasted offerings of \$233,000 from pledges and \$23,300 of estimated income from plate and holiday offerings. Additional revenue of \$42,500 is forecast to be generated from donations for facilities use, mostly from the Whole Foods parking agreement, \$30,000. The budget will continue to count on fundraiser income of \$6,500. Additionally, we are planning to take \$11,000 from the endowment to cover expenses in 2019. The General Endowment balance was \$272,500 as of 12/31/2019. An \$11,000 withdrawal would be in line with the Diocesan guideline of 4% of the general endowment. As a result, our total operating budget will be \$309,760 relative to a budget of \$319,250 in 2019.

Pledged offerings budgeted for 2020 of \$233,000 are 6.0% less than the amount budgeted for 2019.



On the expense side, the biggest change will be the allocation of the Director of Christian Education expense to the Joining Jesus Campaign in 2020. Support of the Director of Christian Education was one of the key initiatives for the Campaign. Expenses reflect increases in accordance with the Diocese.

In summary, St. James has a balanced budget for 2020. Pledges to date are short of the amount that is included as pledge income in the budget. A surplus is currently available in the General Fund that will allow some coverage should pledge income not grow to meet the budgeted amount or some other loss of income or unforeseen expenses occur.

I extend many thanks to Rick Edwards and the Finance Committee for their important contributions and insight throughout the year and Joyce Reynolds, our Assistant Treasurer, and her team of counters David Buddington, Rick Edwards, Bob Hedges, Judy Knowlton and Fred Larson for ensuring that every Sunday has coverage for counting.

Respectfully submitted,
Robert Dugger,
Treasurer

General Fund (Attachment *pages* 1-4)
Balance Sheet (Attachment *page* 1)
Operating Budget 2020 (Attachment *pages* 1-2)