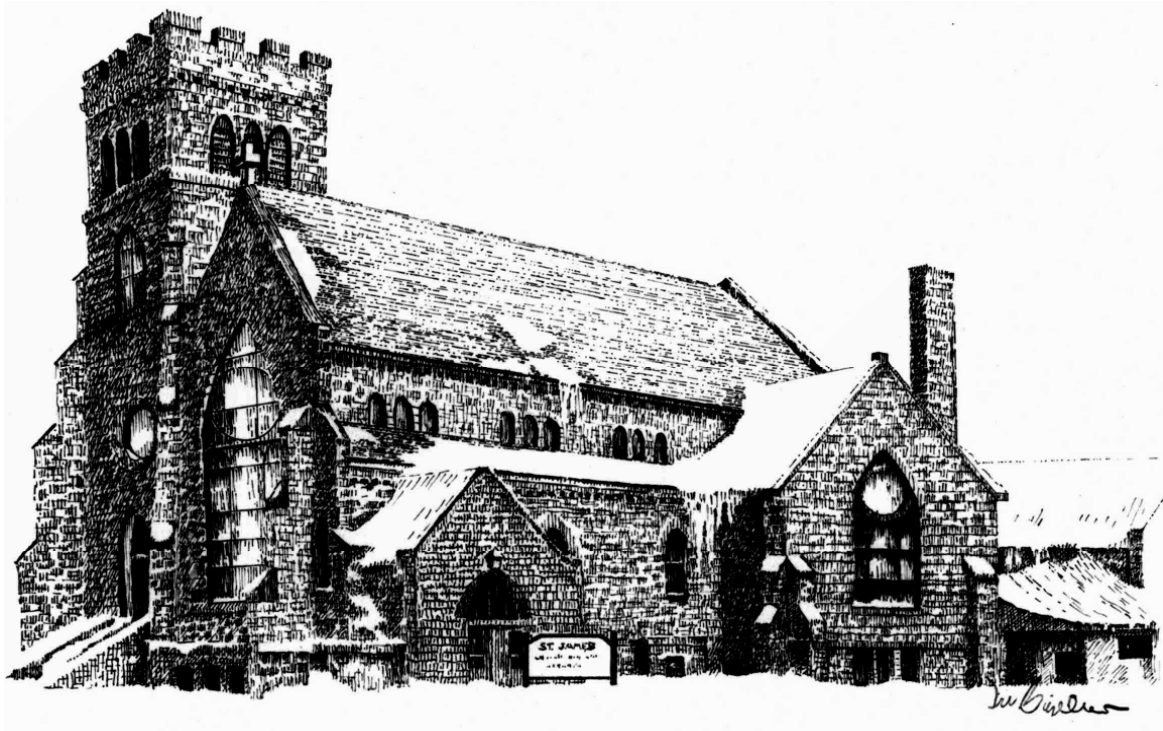


# ANNUAL REPORTS FOR 2009



**ST. JAMES' EPISCOPAL CHURCH**

**533 BINGHAM AVENUE**

**SAULT STE. MARIE, MICHIGAN**

**DIOCESE OF NORTHERN MICHIGAN**

**ANNUAL MEETING, SUNDAY, JANUARY 24, 2010**

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**ANNUAL MEETING  
ST. JAMES' EPISCOPAL CHURCH**

**JANUARY 24, 2010**

**AGENDA**

1. Call to Order
2. Prayer
3. Approval of Agenda
4. Approval of Minutes of 2008 Annual Meeting – January 25, 2009
5. 2009 Treasurer's Report
6. Vestry Election
  - a. Report of Nominating Committee
  - b. Other Nominations
  - c. Report on Elections
7. Senior Warden's Report
8. Junior Warden's Report
9. Organizational Reports by Title and Questions if Necessary
10. 2010 Budget Presentation
11. Other Business
12. Closing Prayer
13. Adjourn

## ST. JAMES' RENEWAL PRAYER

Please pray daily.

We pray that God of our Lord Jesus Christ, the Father of glory, may give us a spirit of wisdom and revelation as we come to know Him, so that, with the eyes of our hearts enlightened, we may know what is the hope to which God has called us. Amen.

Ephesians 1:17-18a

## DIOCESE DISCERNMENT PRAYER

Please pray daily

God of infinite possibilities and limitless compassion, open our eyes to see your hand at work among us and despite us: guide our diocese as we move forward in trust and tranquility; give us discerning hearts to call forth wise and willing workers for the task ahead; and grant us patience and peace, that we may remain faithful on this journey to live into our calling as your servant people. We ask this in the name of your Son. Amen.

### PRESENT VESTRY

<u>2010</u>	<u>2011</u>	<u>2012</u>
Linda Bourque	Dawn Aldrich	Pat Julius
Ruth Neveu	Christie Larke	Don Sare
Judi Rath	Larry Rice	

Treasurer - Ed Gillhooley 2007-2010

### FROM THE PARISH REGISTER FOR 2009

#### Services

Sunday	-	Holy Eucharist	-	104
	-	Lay Eucharistic Ministry	-	0
	-	Daily Offices	-	<u>0</u>
			TOTAL	104
Weekday	-	Holy Eucharist	-	86
	-	Social (Weddings, Funerals)	-	8
	-	Private	-	26
	-	Daily Offices	-	<u>0</u>
		TOTAL	133	
Attendance at all Services	-			2,131
Communion made in 2009	-			2,102

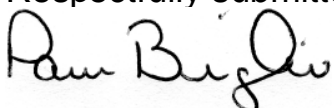
VESTRY MEMBERS PRESENT: Mmes. Aldrich, Bourque, McCall, Meiners, Neveu, Sabatine; Messrs. Gillhooley, Rice, Stiling; ABSENT: NONE.

Fulfilling Canon Law, attendance was taken. 29 people were present.

1. Sr. Warden, Dawn Aldrich called the meeting to order.
2. Dawn Aldrich opened with a prayer.
3. Agenda Approval: **Lee Brown made a motion to approve the agenda as printed. Bob Aldrich seconded. Motion carried.**
4. Approval of 2008 Annual Parish meeting minutes January 20, 2008: **Janine Parish moved to approve the annual meeting minutes of January 20, 2008. Supported by Susan Harries. Motion carried unanimously.**
5. Treasurer's Report & Budget Presentation: Ed Gillhooley presented the 2008 treasurer's report. The income was \$104,911 and the expenses were \$107,284. Ed stated pledges were excellent. Ed pointed out \$22,000 came from Endowment Funds (about \$9,000 was for a gas bill) plus the Endowment income was \$14,480. Ed also explained large expenses (new snow blower and Men's Room renovation). **Don Sare made a motion to accept the 2008 Treasurer's Report. Diane Horst seconded. Motion carried.** The treasurer's report was placed on file.
6. Vestry Election: The following names were placed on the ballot: Three-Year Terms Gary, Isgar, Patricia Julius, and Don Sare. Judy Rath is running for a One-Year Term. **Diane Horst moved to close the nominations and have a unanimous ballot. Christie Larke supported. Motion carried.**
7. Rector's Report: With no rector, this item will be removed.
8. Sr. Warden's Report: Dawn Aldrich reviewed her report. Dawn also thanked Pam and Larry for taking care of the office and building respectively.
9. Jr. Warden's Report: Larry Rice stated he had one addition to his report. He had to let Dennis Verrett go. Larry stated Dennis did a real good job on maintenance but couldn't keep up with the job description. In working with the Personnel Committee, David Cook was hired to replace Dennis Verrett. Larry stated there will be a big job coming up with the Fire Alarms. A new panel board will have to be installed as well as some sensors were installed improperly. We have switched to a new alarm company that will do the maintenance.

10. Organizational Reports: The organizational reports were presented. Selden Collins suggested changing the Agenda for the annual meeting from Rector's Report to Ministry Support Team Report. With no other questions or suggestions **Susan Harries made a motion to accept the organizational reports as printed. Christie Larke seconded. Motion carried.**
11. Ed Gillhooley presented the Vestry Approved 2009 budget. Ed stated the diocese as asked St. James for \$27,000 to go to the Eastern Region and after the Finance Committee met, they came up with an amount of \$10,000 St. James should send to the region to keep from having to use monies from the Endowment Fund. Ed also explained some of the increases in different line items that are more realistic. A lengthy discussion regarding the Eastern Region and their search for a bishop / missionary and how it pertains to St. James followed.
12. With a unanimous ballot, there was no need for an election report.
13. Other Business: Pat Julius questioned offering rides to LSSU students. Susan Harries stated personal contact is made with students from LSSU with Lakerpalooza and other ways Ed stated the Audit was completed and we were on track with the finances. Ed stated this should be done annually.
14. **Christie Larke made a motion to adjourn. Jean Austin seconded. Motion carried.** 12:09pm
15. There being no further business, the meeting closed with the Lord's Prayer.

Respectfully submitted,



Pam Briglio  
Clerk of the Vestry

## SENIOR WARDEN'S ANNUAL REPORT FOR 2009

To begin this report I want to thank all the members of the Vestry for taking time out of their busy schedules to serve St. James. I especially want to thank Larry Rice our Jr. Warden for all his help. The work he does around the church is really so important. So many things happen to an old building that need someone with expert knowledge to handle, thanks again Larry. I also need to thank my right hand woman Pam for helping me keep on schedule with the duties that need to be done. The newest addition to St. James family is our sexton Dave Cook. Dave has been with us a year now and has done a great job in keeping St. James looking great. I appreciate all the hard work he has done.

I guess the most important event that happened not only to our parish, but to the whole diocese was the failure to elect a Bishop. I know from personal experience the amount of work that went into that search. Hopefully knowledge has been gained and this time we will be successful. All I can say for sure is the process has begun again.

The Vestry has been approach by the Ministry Support Team and asked to begin the process for a new Ministry Support Team. Rayford Ray is getting this group of parishioners together to begin the search. The group consists of two Vestry members, two Ministry Support Team members, and two members from the congregation at large. I am sure you will be hearing more from them in the future.

St. James has had several activities over the past year. We have had two Singers United Concerts, two concerts by Jim Stobie, organist, three Pathways Concerts, and a High School Choir Concert. The Garden Club meets in the undercroft as does Singers United. We are in the process of creating a Library in the undercroft. The books that were so graciously donated by Dan Doran, will be a great resource to the members of the congregation.

I want to thank the members of St. James for allowing me to serve as your Sr. Warden. The people of St. James are wonderful to work with and I do appreciate all the help that is given me.

Respectfully Submitted,  
Dawn Aldrich, Sr. Warden

## JUNIOR WARDEN'S ANNUAL REPORT FOR 2009

I can't believe that the end of 2009 is already over and we are moving into a new decade, it just seems as I get older, the years are going by a lot faster.

As your Junior Warden this past year, It is safe to say that it has been very busy and interesting year and a lot was accomplished. I have enjoyed serving the Congregation and the Vestry as your Jr. Warden and would like to thank Pam our Office Administrator who has keep the office and Church running in a professional manner, David our new Sexton, which he has done a remarkable job this year, Bob our Organist, and I would like to say that he has brought a lot of new talent into the church music field, Dawn our Senior Warden, Ed our Treasurer who would always be of help when needed, and the members of the Vestry, and Mutual Ministries Team members. I also would like to thank Dorothy and the garden crew who kept the flower gardens and grounds looking so beautiful through out the year. With out all their help and support I could not have accomplish everything that has been done.

### **Jobs that has been accomplished this past year were:**

- ★ The fire alarm system was upgraded with a new replacement panel and the system inspected.
- ★ LMG Contractors replaced shingles on the south side roof and repaired flashing fixing leaks over the organ.
- ★ Superior Seal Coating, seal coated our parking lot and striped the parking areas.
- ★ Brail Pluming replaced faucet fixing leak in sink in kitchen. They also restored our heating system after the furnace quit working.
- ★ Replaced the stove top range in the kitchen with Ron Blalock doing the wiring.
- ★ Earth Keepers donated Spruce and Pine Trees to the Church and we planted a few around the church. They also donated low energy light bulbs, which were given to the congregation to take home saving on their electric bills. We changed out about two dozen bulbs around the church.
- ★ Donated book cases to the parish library.

### **Upcoming jobs that will have to done in 2010:**

- ★ Replace missing shingles on North side of Church.
- ★ Fixing leak in roof over the South Chapel and caulking all the flashing on the roof of the church.
- ★ Repair or replace damaged door in Sacristy.

I am praying that 2010 will be a more prosperous year for the Church, and the next Junior Warden will have the full cooperation of the congregation, Vestry and Mutual Ministry Team members.

Thanks for all your help in this passed year.

Respectfully submitted,  
Larry Rice, Jr. Warden

## REPORT OF ENDOWMENT COMMITTEE FOR 2009

The Endowment Fund Committee was made-up of the following members: Gary Bennett; Chairman: Claude Caldwell; Dorothy Dansdill; Sandy DePlonty; Ed Gillhooley, Church Treasurer.

The Endowment Committee has the responsibility of investing all funds in the Endowment Fund, with the object of obtaining the highest yield with safety of principal being a prime consideration.

At the end of each quarter, the income received from these investments, are turned over to the Vestry for church use.

During the year, contributions to the Fund are made by members and friends of St. James, usually as memorials or expressions of good will.

In the year 2009 these contributions totaled \$1,000.00.

The dividend and interest earnings from our investments during 2008 totaled \$12,900.31.

This year \$5,000.00 was withdrawn from the fund to help defray the church expenses.

Activity of Fund in 2009:

Balance January 1, 2009	\$248,633.77
Withdrawal	5,000.00
Income	<u>12,900.31</u>
Balance December 31, 2009	\$292,398.25

Respectfully submitted  
Claude Caldwell, Secretary

ST. JAMES EPISCOPAL CHURCH - ENDOWMENT FUND

INVESTMENTS HELD ON DECEMBER 31, 2009, as SMITH BARNEY

STOCKS

AT&T	\$11,576.39	
B P Petroleum	17,391.00	
Cleco Corp.	19,677.60	
Enbridge Energy	20,402.20	
Equity Residential	8,455.00	
Integrays Energy Group	14,379.47	
Merck & Co.	11,583.18	
National Fuel Gas	25,000.00	
Supervalu Inc.	10,803.50	
Travelers Co's.	13,462.20	
U G I Corp	<u>36,285.00</u>	\$189,005.54

MUTUAL FUNDS

Franklin Income Fund	\$ 35,861.89	
Income Fund of America	<u>41,077.51</u>	76,939.40

BONDS

Dow Chemical	<u>\$ 4,279.76</u>	4,279.76
Smith Barney Money Fund		<u>20,635.88</u>
TOTAL VALUE OF SMITH BARNEY ACCT.		\$290,860.58
TOTAL VALUE OF CENTRAL SAVINGS ACCTS.		<u>1,537.67</u>
TOTAL VALUE OF ENDOWMENT FUND		<u>\$292,398.25</u>

ENDOWMENT FUND CONTRIBUTORS FOR 2009

<u>In Memory Of</u>	<u>Contributor</u>
William Thompson	Esther Thompson

ALTAR FUND ANNUAL REPORT FOR 2009

Balance January 1, 2009		\$2,128.26
Receipts – Deposits – ECW Budgeted	\$100.00	
Interested Earned	<u>8.14</u>	<u>108.14</u>
Total Receipts		<u>\$2,236.40</u>
Disbursements	<u>\$ 0.00</u>	<u>0.00</u>
Balance December 31, 2009		<u>\$2,236.40</u>

ST. JAMES' BUILDING FUND ANNUAL REPORT FOR 2009

Balance January 1, 2009		\$ 550.99
Receipts – Deposits – Memorials	\$1,464.75	
Interested Earned	<u>4.11</u>	<u>1,468.86</u>
Total Receipts		<u>\$2,019.85</u>
Disbursements		
Baril – Kitchen Faucet Repair	\$206.75	
LMG – Roof Repair	<u>542.00</u>	<u>748.75</u>
Balance December 31, 2009		<u>\$1,271.10</u>

BUILDING FUND CONTRIBUTORS FOR 2009

<u>In Memory Of</u>	<u>Contributor</u>
Annette Rice	Larry & Sue Rice
Donation	Arza & Mildred Swart
Bobbie Bentley, Jr.	Bob & Dawn Aldrich Ambrose & Claudine Matthews Dick & Lil Jennings
Barrell Family	John & Martha Barrell
Bobbie Bentley, Sr.	Agnus Dybeck Virginia Boulton Carl & Sandy DePlonty June Meehan Audrey LeLievre Elmer Bradley & Debby Bradley Larry & Sue Rice Claude Caldwell Rex & Clara Matthews

Bobbie Bentley, Sr.

John & Jean Austin  
Vera Benoit  
Joyce Walker-Jones  
Dick & Lil Jennings  
Bob & Dawn Aldrich

Funeral Honorarium Donation

Susan Harries

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FLOWER FUND FINANCIAL REPORT FOR 2009

Balance January 1, 2009		\$1,690.09
Receipts – Donations	\$1,198.00	
Interest	<u>7.08</u>	<u>1,205.08</u>
Total Receipts		\$2,895.17
Disbursements	<u>\$ 450.45</u>	<u>\$ 450.45</u>
Balance, December 31, 2009		<u>\$2,444.72</u>

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MEMORIAL FINANCIAL REPORT FOR 2009

Balance January 1, 2009		\$5,667.81
Receipts – Deposits	\$ 0.00	
Interest	<u>21.79</u>	
Total Receipts		\$5,689.60
Disbursements	<u>\$ 0.00</u>	
Balance December 31, 2009		<u>\$5,689.60</u>

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ST. JAMES' ORGAN FUND FINANCIAL REPORT FOR 2009

Balance January 1, 2009		\$3,321.57
Receipts - Deposits	\$ 0.00	
- Interest	<u>12.76</u>	<u>12.76</u>
Total Receipts		<u>\$3,334.33</u>
Disbursements	<u>\$ 0.00</u>	<u>0.00</u>
Balance December 31, 2009		<u>\$3,334.33</u>

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## MUTUAL MINISTRY ANNUAL REPORT FOR 2009

The Ministry Support Team (MST) continues to provide ministerial guidance and support for St. James Church. Kevin Thew Forrester, Ministry Developer, St. Paul's Church and the Eastern Region, provides the MST leadership with our continuing education and our focus as a Team. We continue to use the LifeCycles material as our main educational tool. Typically Kevin is present with the MST for the LifeCycles meetings. He is present via phone for the business meetings. Our business meetings cover seasonal planning for services and the music that supports the season. We stay informed on future weddings, baptisms, etc. One of the four priests (on a rotational basis) handles the "Priest-on-call" for the month. We provide home communion services to anyone that would like to have it and we provide a service at Freighter View Assisted Living twice a month.

We try to stay in touch with the wider Christian Community around the Soo. The Soo Ministerial Alliance was discontinued due to lack of attendance by local Pastors. Our members did participate in those meetings when possible.

The following is a count of the number of services provided along with marriages, funerals, and baptisms. It is interesting to note that some services were performed at locations other than St. James including St. Stephen's, DeTour, St Jude's, Curtis, and All Saints, Newberry, and even outside of the state! The following is a listing of services provided at St. James.

Sunday Eucharist - 104

Weekly Eucharist - 86

Home Communion - 26

Weddings - 4

Funerals - 4

Baptisms - 2

Total attendance at the church was 2131

Team members also serve in other capacities to represent the church. Some attended the Diocesan Spring Conference, monthly meetings for the Episcopal Ministry Support Team in Marquette, the AMEN Conference on Mackinac Island, winter youth gathering in Green Bay, Singers United rehearsals and concerts, and provide leadership for the Eastern Region regarding regional/diocesan issues.

This year there have been a number of times when Team members have disagreed on how to handle issues that have arisen. Since we are a Team, no one has the final authority to make a decision. Kevin is guiding us through a process of understanding and decision making to help us. He assures us that this is a normal part of the Team formation process. The upcoming meetings will also involve Vestry participation.

Since the Team started we have encouraged other members of the congregation to participate in our meetings. We have had 2 folks from the congregation that are joining us, usually for the educational LifeCycles sessions. This opportunity is available for anyone to attend!

We feel the time is right for another discernment of a second MST. This winter meetings will begin to start the process. Rayford Ray will be leading those meetings.

Finally, it has come to our attention through performing weddings, etc. that folks seem very pleased to see a female priest! We are not the only congregation in the EUP to have ordained female priest(s), but you can count them on one hand. We should be proud that St. James and our Diocese can serve as models of equality in ministry to our community and the wider church.

Respectfully submitted,  
Selden Collins

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## YOUTH ACTIVITIES/CHRISTIAN EDUCATION ANNUAL REPORT FOR 2009

### Youth Activities

2009 has been a growing year for St. James' in terms of spiritual and relational experiences. In January our parish hosted a contingent of adults and young people for a winter youth gathering. It was a full and fun filled time which included some learning sessions as well as swimming, tubing, bowling, and Compline on the ice on a cold January night under a full moon!

In late spring our young people hosted a dessert extravaganza following a Singers United Concert. Their goal was to raise money through a free will offering to send to Episcopal Relief and Development (ERD) in support of their Nets for Life program. The money raised was used to purchase mosquito nets which can help prevent the spread of malaria. \$108.00 was sent to ERD for this purpose.

Our parish was well represented at our diocesan summer youth camp at Page Center in Little Lake. The overall theme of this year's camp was learning about the United Nations Millennium Development Goals and discovering how each of us can make a difference in the lives of our fellow brothers and sisters. Attending from St. James as staff members were Andrew Stiling, Kristy and Susan Harries, Christie Larke and Mahlon Collins. Our campers this year were Matt Kibble and Gordie Meiners. This year's camp was also an adventure in shared ministry as campers from Camp New Day U.P. joined us for the first time. Truly every part of camp was an opportunity for team work, shared leadership and fellowship.

In December, some of our young people and adults participated in what has come to be an annual shopping event to purchase gifts for a needy area family. This important community outreach project is funded by proceeds received from recycling returnable cans and bottles, individual donations, and parish events such as the Shrove Tuesday Pancake Supper. Our efforts were most appreciated by our “adopted family”. I offer my thanks and gratitude to all who have participated in these events and supported our youth ministry in any capacity.

### Christian Education

September saw the beginning of another school year and education program at St. James’. Dr. Dan Doran offered to lead and facilitate our adult education program while I have coordinated the youth education program. Carla Sare, Ruth Neveu, and Margaret Stiling have also served as co-teachers for the younger set, and we are using the Godly Play curriculum for this age group. I have included some excerpts from Dan’s article for “The Chimes” which pertains to what the adult group is doing:

“The Christian Formation group has been getting together since Oct. 4, 2009 on a roughly biweekly basis. Dan facilitates the group with the guidance of Susan Harries and suggestions from Kevin Thew Forrester. All adult members of St. James’ Church are encouraged to join in our gatherings whenever they can. The format involves informal discussion with a view to planning activities. Events planned by the group will aim at being useful to anyone belonging to the parish. Some of these projects also might welcome residents from the wider community. All decisions are made through group consensus.

The overall issue for discussion chosen by the group is bigotry rationalized by Biblical citations and its effects on various social groupings. At its first organizational meeting, the group decided to give special attention to the Episcopal Church and St. James’ parish in this regard. This general theme was later subdivided. Topics for discussion will cover particular classifications of people, the types of injustice they suffer, and what we as Episcopalians and members of St. James’ might do about it.”

Finally, we are in the midst of making a parish library which is accessible to all a reality. Thanks to Dan and others for their generous donations of books, to Larry Rice for obtaining the bookshelves, and to Margaret Stiling for the idea. Thanks also to the many others who have been involved with transporting, organizing, and moving the books around as needed.

Respectfully submitted,

Susan Harries  
Christian Education and  
Youth Program Coordinator

ST. JAMES' YOUTH FINANCIAL REPORT 2009

Savings balance January 1, 2009		\$ 17.96
Receipts – Bottle Money /Donations	\$ 37.90	
Interest	<u>.11</u>	<u>38.01</u>
Total Receipts		\$ 55.97
Disbursements	<u>\$ 45.00</u>	<u>45.00</u>
Savings Balance December 31, 2009		<u>\$10.97</u>
Checking balance January 1, 2009		\$ 20.74
Receipts - Bottle Money	\$ 15.10	
Shrove Tuesday Pancake Supper	259.00	
Donations Youth	21.78	
ERD Fundraiser	108.00	
Unspent Funds Youth Shopping	19.18	
Interest	<u>.73</u>	<u>423.79</u>
Total Receipts		\$444.53
Disbursements		
ERD	\$108.00	
Cash Withdrawal Youth Shopping	<u>270.00</u>	<u>378.00</u>
Balance December 31, 2009		<u>\$ 66.53</u>

\*On the day of the youth shopping event a cash donation of \$100.00 was received. It was not deposited into savings or checking, but was spent that day. Therefore, it is not reflected in the balances above.

Respectfully submitted by  
Susan Harries

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CEMETERY LOTS OWNED BY ST. JAMES EPISCOPAL CHURCH

Riverside Cemetery

Graves #5-6-7-8-9-10 in Lot 6 of Block 21

Graves #5-6-7 in Lot 6 of Block 21 – Left to the church by Mrs. Arthur (Conley) Navin in October of 1965

Lots 8-9-10 are used by Rev. James C. Wardlow; wife, Sadie Wardlow and daughter Shannon if needed.

Grave #1 in Lot 58 of Block 10 – Left to the church by Marilyn F. Raffaele (original owner: Mrs. Clarence Menerey) in January of 2006

Pine Grove Cemetery (6 Mile and Mackinac Trail)

Plots #2-6, Lot 23 Block M – Transferred from Walter and Freda Koehler in March of 1973

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EPISCOPAL CHURCH WOMEN (ECW) ANNUAL REPORT FOR 2009

Episcopal Church Women (ECW) of St. James 2009 Annual Report

Officers: CO-PRESIDENTS: Dawn Aldrich and Audrey LeLievre. SECRETARY: Jean Austin. TREASURER: Pam Briglio.

CHAIRPERSONS: Kitchen: Pat Julius. UTO: Dawn Aldrich, Receptions: June Meehan, Nursery: Jean Austin. Crop & Least Coin: Harriet Bentley. Church Women United: Audrey LeLievre. Church Periodical Club: Margaret Stiling. Friendship: Diane Horst. Bazaar: Dawn Aldrich & Diane Horst.

Our budget of expenditures and goodness is in the attached treasurer's report.

Additional goodness:

- Donated, packed and delivered cookies and candies to St. James shut-ins.
- Sent appropriate greeting card to members of St. James.
- Donated Christmas toys to Social Services Foster Care Program.
- Purchase of a security camera is in the works.
- Purchase a new cook top for the kitchen.
- Fund and provide the Coffee Hours after church.

Our sources of income are:

- Our November Bazaar and Luncheon.
- The Spring Tea in conjunction with the Sault Garden Club.
- The Summer Side-walk Sales.

All women of St. James are considered members of the ECW. Some participate, some do not, but we wing it and we prayer it and we get it done!

**WE ARE THE WOMEN OF ST. JAMES!**

Respectfully submitted,  
Jean Austin, Secretary

EPISCOPAL CHURCH WOMEN FINANCIAL REPORT FOR 2009

Savings Account Balance January 1, 2009			\$1,940.83
Receipts	Spring Tea (ECW 268.50; Garden Club \$309)	\$577.50	
	Bazaar 2008 - Closed Account	\$4,255.59	
	Funeral Receptions	\$50.00	
Bazaar	Misc. (Change from Bazaar Bank Bag)	\$5.36	
	Sales	\$4,840.83	
	Booth Money	\$350.00	
	Interest	<u>\$12.02</u>	<u>\$10,091.30</u>
Total Receipts			\$12,032.13
	Transfer to Checking	<u>\$5,400.00</u>	<u>\$5,400.00</u>
Savings Account Balance December 31, 2009			<u>\$6,632.13</u>
Checking Account Balance January 1, 2009			\$202.11
Receipts	Transfer from Savings	<u>\$5,400.00</u>	<u>\$5,400.00</u>
Total Receipts			\$5,602.11
Disbursements:			
For St. James			
	Christian Ed	\$0.00	
	Kitchen	\$74.68	
	Little Lake Campships	\$200.00	
	Altar Guild	\$100.00	
	Rector's Discretionary Fund	\$1,000.00	
	Staff Christmas	\$150.00	
	Spring Tea - Evening News Ad	\$126.00	
	Flower Fund	\$50.00	
	Memorial Fund	\$0.00	
	Special - Larry Rice (Cooktop for Kitchen)	\$280.87	
	Special - Superior Electric (Install Cooktop)	\$110.00	\$2,091.55
Bazaar			
	Miscellaneous Expenses	\$864.88	
	Booth Money	\$350.00	
	Purchase Wreaths for Bazaar	\$1,172.50	
	C.P.C. Booth Profit	\$48.50	
	Raffle Ticket License & Tickets	\$135.00	
	Bazaar Ads (2008 \$70.24; 2009 \$105.36)	\$175.60	
	Sidewalk Sales Booth Registration	\$25.00	\$2,771.48
Outreach			
	United Thank Offering	\$75.00	
	Church Periodical Club	\$50.00	
	Anchor House	\$25.00	
	Soo High Graduation Party	\$50.00	
	United Way	\$150.00	
	Habitat for Humanity	\$100.00	
	Church Women United	\$50.00	
	Hospice of Chippewa County	\$50.00	
	High Rocks Academy	<u>\$100.00</u>	<u>\$650.00</u>
Total Disbursements			<u>\$5,513.03</u>
Checking Account Balance December 31, 2009			<u>\$89.08</u>

**2009 FINANCIAL STATEMENT / 2010 BUDGET**

	<b>A</b>	<b>B</b>	<b>C</b>	
	Adopted 2009	Actual 2009	Proposed 2010	
<b>INCOME:</b>				
Pledge Total	\$61,178.00		\$63,000.00	[1a]
97.5% of Pledge Total	59,648.55	62,348.33	61,425.00	[1]
Plate Offerings	3,000.00	2,933.20	3,000.00	
Special Gifts	2,000.00	4,586.05	2,000.00	
Carry Over Pledges	300.00	275.00	300.00	[2]
Endowment Withdrawals	0.00	5,000.00	0.00	
Endowment Fund Earnings	12,000.00	12,900.31	12,000.00	
<b>Total Income [lines 2-8]</b>	<b>\$76,948.55</b>	<b>\$88,042.89</b>	<b>\$78,725.00</b>	
<b>EXPENSES:</b>				
Diocesan Assessment: — 21% of Total Income [lines 7-11]	\$16,159.20	\$18,123.47	\$16,532.25	
Eastern Region Missioner Support	\$10,000.00	\$10,000.08	\$10,000.00	
Employee Expense				
Salary-Sexton	4,400.16	4,341.08	4,532.16	
Salary-Office Admin.	10,951.99	10,475.78	11,280.55	
Salary-Music Dir.	7,599.34	7,599.28	7,827.32	
FICA/Medicare Taxes .	1,755.79	1,714.64	1,808.46	
W. Comp. Insurance	243.29	778.00	403.30	[3]
<b>Subtotal</b>	<b>\$24,950.57</b>	<b>\$24,908.78</b>	<b>\$25,851.80</b>	
Office Expense				
Supplies	\$2,500.00	\$1,618.14	\$2,000.00	
Postage	950.00	1,042.00	900.00	
Telephone / Internet	1,800.00	1,708.50	1,800.00	[4]
Website	160.00	159.99	160.00	
<b>Subtotal</b>	<b>\$5,410.00</b>	<b>\$4,528.63</b>	<b>\$4,860.00</b>	
Facility Expense				
Electricity	\$1,600.00	\$1,725.54	\$2,000.00	
Water	650.00	446.90	650.00	
Refuse	690.00	732.75	750.00	
Fuel	12,000.00	12,670.24	14,000.00	
Insurance-Bldg.	4,880.00	4,880.00	4,880.00	
Maintenance	1,000.00	511.04	1,000.00	
Equipment	1,600.00	1,147.00	1,600.00	[5]
Contractual Services	1,500.00	3,599.00	2,700.00	[6]
Supplies/Hdwe	500.00	717.24	700.00	
<b>Subtotal</b>	<b>\$24,420.00</b>	<b>\$26,429.71</b>	<b>\$28,280.00</b>	

Parish Expense

Christian Education	\$500.00	\$95.91	\$500.00
Altar Supplies	500.00	677.53	500.00
Music Supplies	400.00	781.85 [7]	0.00
Organ Maintenance	500.00	0.00	0.00
Music Supplies & Maintenance	0.00	0.00	900.00
Bulletins	110.00	93.76	300.00
Convention Expense	500.00	479.62	500.00
Audit	0.00	0.00	0.00
Pledge Drive	0.00	0.00	0.00
Mutual Ministry	500.00	306.10	500.00
Outreach	1,000.00	358.40 [8]	1,000.00
Diocesan Youth Programs	260.00	260.00	300.00
Misc	500.00	239.68 [9]	300.00
<b>Subtotal</b>	<b>\$4,770.00</b>	<b>\$3,292.85</b>	<b>\$4,800.00</b>
<b>Total Expenses</b>	<b>\$85,709.76</b>	<b>\$87,283.52</b>	<b>\$90,324.05</b>
	Proposed 2009	Actual 2009	Proposed 2010
<b>Income only:</b>	<b>\$76,948.55</b>	<b>\$88,042.89</b>	<b>\$78,725.00</b>
<b>Total Expenses</b>	<b>85,709.76</b>	<b>87,283.52</b>	<b>90,324.05</b>
<b>Income - Expenses:</b>	<b>-\$8,761.21</b>	<b>\$759.37</b>	<b>-\$11,599.05</b>
<b>A. Actual Cash on hand, January 1</b>	\$10,486.11 [09]	\$10,486.11 [09]	\$11,381.77 [2010]
<b>Estimated Funds at End of Year</b>	<b>\$1,724.90</b>	<b>\$11,245.48</b>	<b>-\$217.28</b>

1. Actual pledges received for year 2009
- 1a. \$62,370 estimated pledges for 2010 as of 12/28/09
2.  $(0.025 \times \$65,089) / 2 = \frac{1}{2}$  of 2.5% of "adopted" pledge total for 2008
3. \$1.77/100 of pay for sexton; \$.38/\$100 of pay for clerical; \$3.58/\$100 for professionals
4. Internet is including in the phone bill - SBC DSL
5. \$1050 Alert Electronics - New Panel Board; \$97 Peachtree Business Products - A-Frame Sign  
\$1,329.99 New Snowblower
6. \$522 Don Osborn - Parking Lot Snowplowing; \$500 Alert Electronics - Annual Inspection; \$837 Superior  
Seal Coating - Parking Lot; \$748 LMG Contracting - Roof Repair / Wind Damage March 2009; \$480  
Nat'l Office Copier Service - Agreement; \$162 Thyssenkrupp Elevator-Maintenance Contract-Bi-Annual;  
\$240 Fire Alarm Monitoring; \$128 Baril Plumbing -Annual Boiler Inspection
7. \$28 Musicians Handbook; \$265 Bill VanEffen Piano Service - Piano Tuning and Repairs; \$283 CCLI  
Copyright License; \$62.90 - Church Music; \$42.95 Lorenze Music - Pianist Subscription; \$100 Meg  
Stevens, Flautist Christmas Eve
8. \$20 Evening News - Lent Pages; \$15.50 UTO Supplies; \$29.64 - Singers United Bulletins; \$85 Evening  
News - Easter Page; Evening News - Visitors Guide; Evening News \$60 Placemat Ad; Hermitage \$10.26  
Singer United Christmas; \$23.80 Forward "Day By Day"

9. \$49.18 Church Publishing (2nd Qtr Lectionary Inserts); \$40 Church Publishing (3rd Quarter Lectionary Inserts); \$30.50 Church Publishing (4th Quarter Lectionary Inserts); \$50 David Cook - Payment/Violin Wedding 7/25/09; \$35 Church Publishing (1st Quarter Lectionary Inserts); 35 Church Publishing (2nd Quarter Lectionary Inserts)

Finance Committee: Aldrich, Bourque, Caldwell, Gillhooley, Neveu, Rice, Sare, Stiling

## AUDIT REPORT

An audit was conducted in the fall of 2009 following the guidelines set by the diocese.

The audit committee consisted of three church members and one outside member. Jeanine LaCross (one of the owners of Arfstrom Pharmacy), who is an accountant assisted us as the outside member along with Dawn Aldrich, Steve Stiling, and myself. Pam Briglio (as office administrator, record recorder for pledges and income as well as bill paying) supplied the needed records of income, banking and bill paying and Claude Caldwell supplied needed records of the Endowment Fund.

All the Endowment and church transactions, including the various funds, appeared to be proper, appropriately documented, and recorded.

The committee went through the financial internal control guidelines. Approximately 125 questions were looked at with the vast majority already in place. A few left room for improvement and we have initiated several of these changes. Some did not apply because of the smaller amount of funds involved.

It is recommended that a review of the financial guidelines be reviewed annually and an audit conducted every two to three years.

Respectfully submitted,  
Ed Gillhooley, Treasurer