

St. Francis' Annual Meeting 2015

A G E N D A

**February 1 and 8,
2015**

**St. Francis' Episcopal
Parish Hall**

St. Francis' Episcopal Church is blessed through God's gifts to be a welcoming community of Christians, expressing joy in God's creation through worship, humor, and the arts, sharing Christ's peace and love through acts of healing, reconciling, and responding to the needs of our neighbors.

- Doxology
- Lunch
- Gathering Exercise: How we have moved.
- Previous Annual Meeting Minutes (pending)
- Reports:
 - Senior Warden
 - Junior Warden
 - Treasurer
 - Budget documents
 - ECW
 - Altar Guild
 - Communication
 - Pastor
- Roles & tasks needed this year
- Nominations Open (until next Sunday)
- Closing hymn, "All Are Welcome"

St Francis' Episcopal Church, Fortuna CA
Minutes of the Annual Meeting, January 26, 2014

(pending), Perry Gray-Reneberg, Clerk

REPORTS

Senior Warden Report for Annual Meeting, January 25, 2015, by Nancy Gregory

When I consider my place at St. Francis' I am ever grateful for the many ways folks in our congregation continue to contribute to help us stay strong. Many of you see things you can do to help us have a very welcoming and beautiful corporate worship experience. I don't need to ask. Folks just come up to me and volunteer to take care of things. It may be a job they would like to help with or an activity they particularly enjoy doing. Either way, it is so very gratifying to be a part of this kind of church group!

When I recall the events of this last year, two special highlights come to the forefront. We had our second Mutual Ministry Review meeting with Canon Britt Olson and it was quite exciting. We managed to generate three new major areas for ministry. We now have committees working on **Community Ministry**, a group involved with **Hospitality**, and a third committee on **Worship**.

The second highlight for me was the Mission Committee's work to complete our first ever **Mutual Ministry Performance Review** with Pastor Jeri. After we went through the discussions, we discovered that there was a way we could improve our functioning as a group that would yield more positive results and make us better leaders for the congregation. As we undertook these very important efforts, we were ever mindful of our process, how we treated each other, things we could learn along the way, and ways to improve.

Many of you know that apart from my Senior Warden job I have continued to participate in the Diaconal Discernment Group for our Semper Virens Deanery. It has an opportunity for me and others in our Deanery to pay heed to our calls to ministry and whether we are meant to be ordained Deacons in the Episcopal Church. Our group is comprised of a mix of people still in discernment, like myself, and others who are currently attending the School for Deacons in Berkeley. We meet for a day long worship and study period about once a month at the various churches in the Deanery. Working together in discernment, our bonds of friendship are growing.

I am also very involved in the St. Francis' Eucharistic Visitor Program. Fran Thompson, Candy Hackett, Ellie Mahouski and myself carry the Sacrament once a week along with the prayers of our congregation to those ill and homebound members who wish a visit. This is a very important ministry, it says we care about all of our members, in church and at home. I am glad we have a dedicated group of EVr's willing and able to continue to offer it.

New this year has been the start of Open Church Wednesdays from 1 to 3pm offering a brief service of Daily Prayer from the book *Daily Prayer for All Seasons* followed by a period of silent reflection. Many have taken advantage of this golden opportunity to come and sit and reflect with the aid of our very lovely interior.

I am a great fan of volunteerism as many of you know. When I was visiting one of our area churches a few years ago I learned about an opportunity to volunteer at our local schools. I jumped at the chance and now I work two days a week in a 6th grade classroom at Fortuna Middle School. This is my sixth year and I find the experience challenging and tremendously rewarding. The schools are always looking for volunteers, in case you are looking for a way to help our community improve the education of our youth.

Now that my term on our Mission Committee is coming to a close, and I reflect on its meaning to me and our congregation, I want you to know just how thankful and grateful I am for these moments in my life. May the Holy Spirit continue to guide us toward ways of helping our community and keeping St. Francis' strong. *Amen*

2014 JUNIOR WARDEN REPORT

1. Landscaping was completed at a cost of \$1250 for materials and plants.. Many people worked on this project. Doing it ourselves saved money. Special thanks go to Henrietta Howard and Dick LaVen for their many hours of labor and their overall foresight in developing, completing and maintaining the project.
2. The new sign was installed by Plumb Construction.
3. The Redwood Coast Energy Authority did an audit of our lighting in the Ferguson House, the Parish Hall, Library and Kitchen. All the plans and paperwork have been completed and we are now in the process of purchasing and installing materials to upgrade the lighting. Volunteer labor (thank you Perry and others) and a rebate through the Energy Authority will save us approximately \$1000 so that the upgrade estimated cost is around \$1200 and will be paid by the ECW. Savings on our utility bill is estimated to take just five years to recoup this expense.
4. The Pastor's Office was thoroughly cleaned and reorganized.
5. Various items that we no longer use were gathered together and sold at a silent auction.
6. Maintenance of the buildings and grounds has been accomplished with the assistance of people who willingly respond with their time, talent and effort. Thank you to Perry and Glenn for helping with building maintenance. Thank you to Nancy, Henri and Cori who regularly work in the yard and to everyone who has worked helped. A special thanks to my husband, Dick, for the many hours he has spent mowing the lawn, laying pavers, changing batteries, moving stuff from here to there, cleaning, and doing whatever needed to be done.
7. Thanks to Dick and Helen for cleaning the church and Ferguson House for several weeks during the Sexton's absence.
8. Plumb Construction has come quickly several times throughout the year to solve such problems as the telephone wires coming loose from the Ferguson House; changing the battery in the nave smoke alarm which is too high for our ladders to reach; removing the heavy metal covers off the handicap parking space gutter to verify there is no drainage problem; cutting pavers which require a special saw; finding and delivering dirt for the planter box, constructing the framework and mounting the church sign. All of this work was donated. Thank you Shawn and Erica.

Respectfully submitted,
Diana LaVen
Jr. Warden

Operating Income

Pledges and Giving for 2014

St. Francis receives income from pledges, non-pledged contributions, and loose offerings. These were up by 1.22% over 2013.

Rentals and Donations for Facilities Use 2014

Our rental income for the vicarage remained the same as 2013. However, our donations from the groups using our facilities for the meetings increased by 1.75%.

Other operating income

We received money from the pie sales this past year, in contrast to 2013 when no pie sales were held and we received a small apportionment rebate from the diocese in the amount of \$142.00.

Reserves

In order to meet our ordinary expenses, St. Francis had to take \$7,500 from reserves during 2014.

Outreach and Designated Income

Earmarked income for outreach and accessibility landscaping

We received some grant income for Godly Play materials from the McLean Foundation and various generous contributions for the St. Francis Discretionary Fund, the memorial fund, and other missional and outreach endeavors. We also were able to fund the accessibility landscaping projects through donations and silent auction of excess items from our general church clean-up.

Special Expenses

Outreach

Our spending for outreach to the community increased by 137.73 % for the year 2014.

Ordinary expenses

Rentals and Fundraising Expenses

Property tax for the vicarage increased by 1.83% in 2014.

Administration and Facilities Expenses

Our expenses in this area were reduced by 10.74% due in great part to savings in the costs of utilities and donated supplies,

Worship and Programs

We paid more substitute musicians which contributed to an increased cost for music by 40.52%

Please note that Godly Play has been funded through grants with some materials donations from the instructors at no cost to St. Francis.

Priest Salaries and Benefits

St. Francis Church paid an increase in the cost of salaries and benefits during 2014 of 8.44%.

We did not pay for a supply priest during the 2014 year.

Deficit for 2014

\$-10,800.01

Account Balances as of January 22, 2015

St Francis Checking Account: 4113.94

Discretionary Fund: 1,349.87

Memorial Fund: 5,748.06

Samuelson Reserve: 51,588.28

**Ruth Farrar: 11,031.45 Beginning Balance for month
10,963.37 Ending Balance for month**

Comparison	Jan - Dec 14	Jan - Dec 13	\$ Change	% Change
Ordinary Income/Expense				
Income				
500 · APPORTIONMENT INCOME				
a · PLEDGE AND PLATE OFFERINGS				
510 · CONTRIBUTIONS				
511 · Pledged Contributions	41,123.00	46,435.25	-5,312.25	-11.44%
512 · Non-Pledged Contributins	13,064.00	8,546.00	4,518.00	52.87%
510 · CONTRIBUTIONS - Other	<u>1,557.00</u>	<u>0.00</u>	<u>1,557.00</u>	<u>100.0%</u>
Total 510 · CONTRIBUTIONS	55,744.00	54,981.25	762.75	1.39%
520 · Plate/Holiday	944.63	1,038.42	-93.79	-9.03%
a · PLEDGE AND PLATE OFFERINGS - Other	<u>11.62</u>	<u>0.00</u>	<u>11.62</u>	<u>100.0%</u>
Total a · PLEDGE AND PLATE OFFERINGS	56,700.25	56,019.67	680.58	1.22%
c · RENTALS AND FUNDRAISING				
531 · Donations for Facility Use				
531.1 · Vicarage RENT	11,400.00	11,400.00	0.00	0.0%
531 · Donations for Facility Use - Other	<u>4,044.45</u>	<u>3,778.46</u>	<u>265.99</u>	<u>7.04%</u>
Total 531 · Donations for Facility Use	15,444.45	15,178.46	265.99	1.75%
532 · Fund Raising Income				
532.1 · Funds for AccessibilityLndscp	203.50	0.00	203.50	100.0%
532 · Fund Raising Income - Other	<u>1,956.36</u>	<u>79.40</u>	<u>1,876.96</u>	<u>2,363.93%</u>
Total 532 · Fund Raising Income	2,159.86	79.40	2,080.46	2,620.23%
c · RENTALS AND FUNDRAISING - Other	<u>75.00</u>	<u>25.00</u>	<u>50.00</u>	<u>200.0%</u>
Total c · RENTALS AND FUNDRAISING	17,679.31	15,282.86	2,396.45	15.68%
d · Other Operating Income				
602 · Refunds from Diocese	158.00	0.00	158.00	100.0%
601 · Apportionment Rebate	142.36	106.54	35.82	33.62%
d · Other Operating Income - Other	<u>22.00</u>	<u>38.06</u>	<u>-16.06</u>	<u>-42.2%</u>
Total d · Other Operating Income	322.36	144.60	177.76	122.93%
f · Restricted/Designated Offerings				
554 · Grant income for ministry	1,790.65	2,500.00	-709.35	-28.37%
559 · Special Offering Other				
559.2 · Accessibility Landscaping	410.00	0.00	410.00	100.0%
559 · Special Offering Other - Other	<u>1,733.00</u>	<u>6,804.00</u>	<u>-5,071.00</u>	<u>-74.53%</u>
Total 559 · Special Offering Other	2,143.00	6,804.00	-4,661.00	-68.5%

f · Restricted/Designated Offerings - Other	<u>1,313.00</u>	<u>908.17</u>	<u>404.83</u>	<u>44.58%</u>
Total f · Restricted/Designated Offerings	<u>5,246.65</u>	<u>10,212.17</u>	<u>-4,965.52</u>	<u>-48.62%</u>
Total 500 · APPORTIONMENT INCOME	<u>79,948.57</u>	<u>81,659.30</u>	<u>-1,710.73</u>	<u>-2.1%</u>
Total Income	79,948.57	81,659.30	-1,710.73	-2.1%
Expense				
66900 · Reconciliation Discrepancies	0.00	-222.00	222.00	100.0%
69800 · Uncategorized Expenses	0.00	-1,015.00	1,015.00	100.0%
590 · Diocesan Assessment	5,821.00	7,318.00	-1,497.00	-20.46%
550 · DEDUCT FROM APPORTINMENT INC				
560 · OUTREACH				
s · Scholarship Account	0.00	1,000.00	-1,000.00	-100.0%
h · Outreach expenditures				
h1 · Memorial Flowers	-100.00	70.48	-170.48	-241.88%
h · Outreach expenditures - Other	<u>3,991.55</u>	<u>966.90</u>	<u>3,024.65</u>	<u>312.82%</u>
Total h · Outreach expenditures	3,891.55	1,037.38	2,854.17	275.13%
560 · OUTREACH - Other	<u>952.00</u>	<u>0.00</u>	<u>952.00</u>	<u>100.0%</u>
Total 560 · OUTREACH	4,843.55	2,037.38	2,806.17	137.73%
570 · RENTAL & FUNDRAISING DEDUCTIONS				
J · Direct Expense for Rntal Income	2,099.85	2,062.18	37.67	1.83%
k · Expenses of Fundraising events	<u>1,026.18</u>	<u>205.00</u>	<u>821.18</u>	<u>400.58%</u>
Total 570 · RENTAL & FUNDRAISING DEDUCTIONS	3,126.03	2,267.18	858.85	37.88%
580 · OTHER APPORTIONMENT DEDUCTIONS				
I · Capital Leases/ Major Expenses				
I.2 · Accessibility Landscaping	1,249.56	0.00	1,249.56	100.0%
I.1 · Accessibility Project	2,037.50	169,189.82	167,152.32	-98.8%
I · Capital Leases/ Major Expenses - Other	<u>1,000.00</u>	<u>0.00</u>	<u>1,000.00</u>	<u>100.0%</u>
Total I · Capital Leases/ Major Expenses	4,287.06	169,189.82	164,902.76	-97.47%
o · Trans to Reserves/Designated Fd	<u>0.00</u>	<u>1,535.00</u>	<u>-1,535.00</u>	<u>-100.0%</u>
Total 580 · OTHER APPORTIONMENT DEDUCTIONS	<u>4,287.06</u>	<u>170,724.82</u>	<u>166,437.76</u>	<u>-97.49%</u>
Total 550 · DEDUCT FROM APPORTINMENT INC	12,256.64	175,029.38	162,772.74	-93.0%

PARISH - EXPENSES

600 - ADMINISTRATION & FACILITY EXP

680 - Payroll Accounting	305.00	275.00	30.00	10.91%
690.1 - ECW expense	0.00	500.00	-500.00	-100.0%
610 - Communications	539.53	317.22	222.31	70.08%
620 - Supplies	93.84	1,299.19	-1,205.35	-92.78%
630 - Contracted Services & Maint.	154.44	155.00	-0.56	-0.36%
640 - Insurance	4,529.55	4,122.90	406.65	9.86%
650 - Utilities	5,861.39	6,523.58	-662.19	-10.15%
660 - Sexton's Salary and Benefits	4,144.50	3,960.00	184.50	4.66%
670 - Payroll Expenses	619.54	504.80	114.74	22.73%
690 - Other Admin and Facility Costs	21.99	569.92	-547.93	-96.14%
Total 600 - ADMINISTRATION & FACILITY EXP	16,269.78	18,227.61	-1,957.83	-10.74%

700 - WORSHIP & PROGRAMS

710 - Music				
711 - Organist	4,450.00	3,600.00	850.00	23.61%
712 - Supplies and other	829.36	156.99	672.37	428.29%
Total 710 - Music	5,279.36	3,756.99	1,522.37	40.52%
720 - Worship				
721 - Alter Supplies	455.44	301.95	153.49	50.83%
720 - Worship - Other	200.72	0.00	200.72	100.0%
Total 720 - Worship	656.16	301.95	354.21	117.31%
730 - Adult Education	231.36	1,050.00	-818.64	-77.97%
740 - Youth				
740.1 - Godly Play	1,790.65	0.00	1,790.65	100.0%
740 - Youth - Other	0.00	149.50	-149.50	-100.0%
Total 740 - Youth	1,790.65	149.50	1,641.15	1,097.76%
Total 700 - WORSHIP & PROGRAMS	7,957.53	5,258.44	2,699.09	51.33%

900 - Priest SALARIES & BENEFITS

950 - Clergy continuing education	483.51	546.91	-63.40	-11.59%
911 - Housing and Utilities	31,208.52	30,604.20	604.32	1.98%
910 - Salaries	10,025.24	9,627.20	398.04	4.14%
930 - Pension Benefits				
931 - Pre-tax Contribution Amount	0.00	-225.00	225.00	100.0%
930 - Pension Benefits - Other	6,726.36	6,427.91	298.45	4.64%
Total 930 - Pension Benefits	6,726.36	6,202.91	523.45	8.44%

960 - Supply Clergy				
962 - Supply Expense	0.00	21.65	-21.65	-100.0%
961 - Supply Fee	<u>0.00</u>	<u>150.00</u>	<u>-150.00</u>	<u>-100.0%</u>
Total 960 - Supply Clergy	<u>0.00</u>	<u>171.65</u>	<u>-171.65</u>	<u>-100.0%</u>
Total 900 - Priest SALARIES & BENEFITS	<u>48,443.63</u>	<u>47,152.87</u>	<u>1,290.76</u>	<u>2.74%</u>
Total PARISH - EXPENSES	<u>72,670.94</u>	<u>70,638.92</u>	<u>2,032.02</u>	<u>2.88%</u>
Total Expense	<u>90,748.58</u>	<u>251,749.30</u>	<u>161,000.72</u>	<u>-63.95%</u>
Net Ordinary Income	-10,800.01	170,090.00	159,289.99	-93.65%
Other Income/Expense				
Other Income				
558 - designated interest income	<u>0.00</u>	<u>38.46</u>	<u>-38.46</u>	<u>-100.0%</u>
Total Other Income	<u>0.00</u>	<u>38.46</u>	<u>-38.46</u>	<u>-100.0%</u>
Net Other Income	<u>0.00</u>	<u>38.46</u>	<u>-38.46</u>	<u>-100.0%</u>
Net Income	<u><u>-10,800.01</u></u>	<u><u>170,051.54</u></u>	<u><u>159,251.53</u></u>	<u><u>-93.65%</u></u>

Proposed 2015 Budget

TOTAL
Jan - Dec
15

Ordinary Income/Expense

Income

500 · APPORTIONMENT INCOME

a · PLEDGE AND PLATE OFFERINGS

510 · CONTRIBUTIONS

511 · Pledged Contributions 39,579.96

512 · Non-Pledged Contributins 13,064.00

510 · CONTRIBUTIONS - Other 0.00

Total 510 · CONTRIBUTIONS 52,643.96

520 · Plate/Holiday 944.63

a · PLEDGE AND PLATE OFFERINGS - Other 0.00

Total a · PLEDGE AND PLATE OFFERINGS 53,588.59

c · RENTALS AND FUNDRAISING

531 · Donations for Facility Use

531.1 · Vicarage RENT 11,400.00

531 · Donations for Facility Use - Other 4,044.45

Total 531 · Donations for Facility Use 15,444.45

532 · Fund Raising Income

532.1 · Funds for Accessibility Lndscp 0.00

532 · Fund Raising Income - Other 1,956.36

Total 532 · Fund Raising Income 1,956.36

c · RENTALS AND FUNDRAISING - Other 75.00

Total c · RENTALS AND FUNDRAISING 17,475.81

d · Other Operating Income

602 · Refunds from Diocese 0.00

601 · Apportionment Rebate 0.00

d · Other Operating Income - Other 22.00

Total d · Other Operating Income 22.00

f · Restricted/Designated Offerings

554 · Grant income for ministry 0.00

559 · Special Offering Other

559.2 · Accessibility Landscaping 0.00

559.1 · Scholarship Outreach Project 500.00

559 · Special Offering Other - Other	<u>1,733.00</u>
Total 559 · Special Offering Other	2,233.00
f · Restricted/Designated Offerings - Other	<u>1,313.00</u>
Total f · Restricted/Designated Offerings	3,546.00
g · Trans from Sub Fds & Reserves	<u>6,000.00</u>
Total 500 · APPORTIONMENT INCOME	<u>80,632.40</u>
Total Income	80,632.40
Expense	
590 · Diocesan Assessment	5,821.00
550 · DEDUCT FROM APPORTINMENT INC	
560 · OUTREACH	
h · Outreach expenditures	
h1 · Memorial Flowers	-100.00
h · Outreach expenditures - Other	<u>3,991.55</u>
Total h · Outreach expenditures	3,891.55
560 · OUTREACH - Other	<u>952.00</u>
Total 560 · OUTREACH	4,843.55
570 · RENTAL & FUNDRAISING DEDUCTIONS	
J · Direct Expense for Rental Income	2,099.85
k · Expenses of Fundraising events	<u>1,026.18</u>
Total 570 · RENTAL & FUNDRAISING DEDUCTIONS	3,126.03
580 · OTHER APPORTIONMENT DEDUCTIONS	
I · Capital Leases/ Major Expenses	
I.2 · Accessibility Landscaping	0.00
I.1 · Accessibility Project	0.00
I · Capital Leases/ Major Expenses - Other	<u>1,000.00</u>
Total I · Capital Leases/ Major Expenses	<u>1,000.00</u>
Total 580 · OTHER APPORTIONMENT DEDUCTIONS	<u>1,000.00</u>
Total 550 · DEDUCT FROM APPORTINMENT INC	8,969.58
PARISH · EXPENSES	
600 · ADMINISTRATION & FACILITY EXP	
680 · Payroll Accounting	305.00

610 · Communications	539.53
620 · Supplies	93.84
630 · Contracted Services & Maint.	154.44
640 · Insurance	4,529.55
650 · Utilities	5,861.39
660 · Sexton's Salary and Benefits	4,144.50
670 · Payroll Expenses	619.54
690 · Other Admin and Facility Costs	<u>21.99</u>
Total 600 · ADMINISTRATION & FACILITY EXP	16,269.78
700 · WORSHIP & PROGRAMS	
710 · Music	
711 · Organist	4,450.00
712 · Supplies and other	<u>829.36</u>
Total 710 · Music	5,279.36
720 · Worship	
721 · Alter Supplies	455.44
720 · Worship - Other	<u>200.72</u>
Total 720 · Worship	656.16
730 · Adult Education	231.36
740 · Youth	
740.1 · Godly Play	<u>0.00</u>
Total 740 · Youth	<u>0.00</u>
Total 700 · WORSHIP & PROGRAMS	6,166.88
900 · Priest SALARIES & BENEFITS	
950 · Clergy continuing education	483.51
911 · Housing and Utilities	31,821.00
910 · Salaries	10,025.24
930 · Pension Benefits	
931 · Pre-tax Contribution Amount	0.00
930 · Pension Benefits - Other	<u>6,496.80</u>
Total 930 · Pension Benefits	6,496.80
960 · Supply Clergy	
962 · Supply Expense	450.00
961 · Supply Fee	<u>0.00</u>
Total 960 · Supply Clergy	450.00

Episcopal Church Workers report for 2014

Officers were as follows: President: Candy Hackett Vice President: DeeDee Cathey Secretary: Diana LaVen Treasurer: Janet Hogan

Our faithful members Fran Thompson, Bobbi Bennetzen, Eleanor Pollard, Ellie Mahouski, Anne Wade, Jennie Coleman, Henrietta Howard and our friends Jo Williams, Martha Baxter, Aleta and Barbara. And honorable mention to our mascot Miss Flossie Coleman (a great dane).

This year for our community outreach we donated \$300 to the local women's shelter and provided 160 Christmas bags full of a variety of items for our local schools backpack program including 80 bags for the Rio Dell elementary school. We also made a commitment of \$1500.00 towards the much needed upgrade of the lighting in the parish hall. The new lights will provide better lighting in addition to being energy efficient.

By popular demand we were back this year with the AutoExpo pie booth. We literally say by popular demand because we were given a generous donation from a gentleman who participates in the car show every year and he really missed us in 2013! He wanted to make sure we were back this year. Wow, what a boost to our pie-baking skills! Another boost for us was the LDS Church donating the use of their kitchen and their special convection oven. We were able to bake twenty-three pies at a time and were able to bake all our pies in one and a half days instead of the usual four days.

In August we helped the Cathey family with the reception following the memorial service of DeeDee Cathey.

At our September meeting we voted to change the time and day of our monthly meeting to the 4th Wednesday at 11:30am with a bag lunch and a dessert provided in rotation by our members. This change made our meetings accessible to Pastor Jeri and to others who can join us on their lunch hour. The meetings are held in Ferguson House. We made a list of other items that are either new or an ongoing event and are becoming part of our ECW calendar. The items are as follows: to continue the pie baking project as our main fund raiser; Bobbi Bennetzen volunteered to teach a painting class starting in January 2015; we will host a quarterly game night, the first of which was October 16th. We will continue with the Wednesday morning craft class renewing the knitting/crocheting of prayer shawls that are given to any person suffering from illness or grief, facing surgery or needing a warm fuzzy while undergoing chemo treatments. We also encourage bringing individual projects as our main emphasis is fun and fellowship. The yoga class is held on Tuesdays at 1:30pm in the parish hall with a suggested donation of \$10.00 per month. And we will continue with our Christmas backpack outreach as long as the funds are available.

Some of the items we are continuing to discuss are: hosting a recipe exchange where everyone makes and serves one of their favorite dish and copies of the recipes are available for a suggested donation; occasionally joining the women of Christ Church, Eureka for their ECW programs; holding an evening meeting followed by entertainment such as music, chamber readers, or guests such as Bill McBride as Will Rogers; a study group for Bible study, Christian book study and/or current event discussion with prayer.

As always, we are very thankful for all your donations whether they be monetary or your physical presence, time and talent. We also are very thankful for our community friends-of-St. Francis' who give much of themselves in helping with our projects and meetings. We would not be as successful with you!

Respectfully submitted
Candy Hackett

ST. FRANCIS ECW FINANCIAL STATEMENT
JANUARY 1, 2014 TO JANUARY 1, 2015

BALANCE ON HAND JANUARY 1, 2014 \$1,901.59

EXPENSES:

St. Francis Landscape Fund	\$ 100.00
Fortuna Women's Shelter	300.00
Diana LaVen - stamps	10.78
Fran Thompson - cards	32.18
Pie supplies	282.29
DeeDee Cathey reception	172.53
Stocking Project	<u>950.41</u>

Total Expenses \$1,848.19

INCOME:

Donation - Stockings	30.00
Donation from Pearl Frey family	500.00
Income from pie sales	<u>1,026.18</u>

Total Income \$1,556.18

BALANCE ON HAND JANUARY 1, 2015 \$1,609.58

ST. FRANCIS' ALTAR GUILD REPORT
2015

First, I would like to give thanks to everyone for all your prayers for me during my surgery and recovery. There are no words to express how much this means to me.

Our Altar Guild members are:

Bobbi Bennetzen, Janet Hogan, Candy Hackett, myself, and our new member, Anne Wade.

Our special thanks to Nancy Gregory for ordering our supplies and for extra help when needed, especially picking up wine and water when needed.

The past year has been a busy one for the guild. We prepare the altar for all services and keep the kits ready for Eucharistic Visitors. They have been very busy sharing God's word and Holy Sacraments for those who are alone, sick or are having or recovering from surgery.

Thank you, Candy and Sandy, for preparing this year's flower chart. Looking at it, I see that there are many openings on Sundays for altar flowers. As often happens in charitable organizations, a dedicated core of people shoulder most of the burden. I'm hoping today that all of you will help out by committing to one or two Sundays.

It's a simple project: just swing by Safeway on the Saturday before and bring the flowers to the church. Give me or Candy a call the Friday before and we'll meet you at the kitchen door. We'll even give you a reminder phone call two days before THAT. Once you have committed to a Sunday, we will give you our phone numbers a week ahead of time.

Thank you in advance for your help.

Yours in Christ,
Fran Thompson

St. Francis' Episcopal Communications Report

Whenever we share information to facilitate the ministries of our church we are engaged in communication. These are some of the means we use and the ministries and purposes they serve. **Bold** items offer open communication while the others are between select members of our faith community.

Medium	Primary Purpose
Comprehensive service booklets	Enhance Sunday worship
Electronic mail	Coordinate worship services, exchange details of ministry needs and operation, Pastor's msg.
Text messages and Telephone calls	Urgent need, pastoral chats, coordination
Internet: Web site, Facebook, YouTube	Invite local visitors to worship, invite e-visitors to read and listen to sermons and chat on Facebook, share monthly calendars of facility use and worship flower offerings. Highlight ministries and special events like the progresses and conclusion of construction for our accessibility project.
Yard sign & Ferguson House placard	Directing visitors and facility users
Newspaper Saturday announcements	Invite visitors to worship, share news
Bulletin boards	Share ministry needs and offerings, church news, Mission Committee reports, etc.
Printed brochures, magazines & newsletters	Share ministries of the congregation, diocese, and deanery
Wireless Internet connection	Secured Internet access throughout facility
Parish Hall TV/monitor	Facilitate meetings, training, and presentations
Electronic audio amplification in nave	Facilitate worship, pre/post service music
Library	Personal and group study resources
Assisted-listening technology	Help all worshipers hear all elements of Sunday worship.

Planned for 2015	Ministry/Purpose
Internet & Monitor in Ferguson House Meeting Room	Facilitate meetings, display our Web and social media sites, explore meeting online with other members of the deanery and diocese.

Submitted by Perry Gray-Reneberg

Pastor's Report for Annual Meeting February 1, 2015

Dear friends in Christ,

What a year this has been, this first year A.C. ("after construction")! It's been a year of changes. We said goodbye to some friends who now reside in God's care, and for whose lives we give thanks. We also said hello to some new friends, whom we are happy are among us!

We marked our first year of Godly Play, which is a unique way to enhance children's spirituality and learning. We confirmed three young people on the Vigil of Pentecost, as we hosted Confirmation for the congregations of the Semper Virens deanery, from Crescent City to Fortuna.

We did some things we've never done before – our second Mutual Ministry Review; our first performance review for the Priest-in-Charge. And we did some things St. Francis' has done for many years: for example, we continued to be committed to ecumenical gatherings in our community, as often as we can make them happen, and especially in the seasons of Lent and Advent.

God gave us some great ideas, and we ran with them. Our new Open Church Wednesday prayer time, which nurtures our spirits in the midst of busy lives, and to which we can invite others for peaceful reflection. "Flat Jesus" going with us all around the world, as a reminder that wherever we go from St. Francis', we remain a unique part of the Body of Christ. Our first "Church year in hymns and reflections" service, which emphasizes what the liturgical church year means to us. Our scholarship committee, which is in the planning stages.

We also found that there is an increasing need in our community for food, and Christmas bags for children. We served people who came to us for help. We are planning to learn more about our community's need through the True North Organizing Network, and to learn what we might do to help. We are asking what we can do in the face of the fire loss that seriously impacted the whole Fortuna community. We are committed to looking around us and responding as we are able.

Here are the highlights of our ministry together this past year.

Worship

Ash Wednesday service with extended time of Imposition of Ashes
Stations of the Cross (Sandy)
Congregational reading of St. Matthew's passion on Palm Sunday
Maundy Thursday Eucharist with Footwashing
Good Friday with Veneration of the Cross
Easter Sunday with special music, bells, and percussion
"The church year in hymns and reflections" instructed church year service
Vigil of Pentecost with deanery-wide Confirmation at St. Francis'; Linden as cantor and refreshments served afterward
Preached, presided at Camp Living Waters Eucharist
Baptism of Dee Dee Cathey's daughter Pam
Bishop's biannual visitation on August 24
Blessing of the Animals/St. Francis' Day – At least 10 dogs, with photos of cats, and visitors
All Saints' Sunday remembrance of Pearl, Dee Dee, and Amy

Ecumenical Holden Evening Prayer with soup supper
Open Church Wednesdays (initiated by brief prayer from *Daily Prayer for All Seasons*) began on December 3
Blue Advent/Christmas
St. Nicholas visiting kids (John)
Christmas Eve Candlelight Eucharist with special music
Christmas Day Lessons and Carols – 20 present, including visitors
Special vocal quartet on Sunday after Christmas
Christmas Tree with special decorations: “Peace on Earth” (Jenny and John); two doves present for both Christmas Eve and Christmas Day
First Sunday service of Healing
Third Sunday All-Ages service
Every Sunday sending of Eucharistic Visitors (thanks to Altar Guild!)
Special music: piano, organ as needed; vocal (solo, choir, small ensembles)
Ongoing: weekly sermons, weekly hymn choices, weekly e-mails, weekly Times-Standard notices, weekly liturgy choices, editing of Sandy’s
Publisher work, weekly printing and stapling of service folders (Sandy took on printing again near the end of the year)
“All Saints” stained glass window commissioned of Jeanette Frey-Carson in memory of Fr. Ken Samuelson

Pastoral Care

Hospital and pre-surgery, rehab, home, visits; Eucharistic and imposition of ashes visits; appointments at church, off site (lunch, coffee); texting, Facebook chats, e-mail, phone calls

Pearl Frey’s service and reception – June 2
Dee Dee Cathey home visits; last rites; service and reception – August 9
Support for those helping, and mourning, Amy Knipe, who died August 12

Outreach/Discretionary Fund

Pastor Jeri provided food, prescription, and travel (tires) assistance for five people for a total of \$432.82. In addition, food from St. Francis’ was shared at different times with eight people.

Eucharistic Visitors

Five Eucharistic Visitors – Nancy G., Mara, Candy, Fran, and Ellie – were sent weekly to visit a total of 5 people this year. These were regular, often weekly, visits, with sharing of the service, sermon, and congregational announcements. Continuing thanks to this committed, caring, group of visitors!

Faith Development/Education

Godly Play concluded its first full year, meeting on the second and fourth Sundays. It is estimated that up to 10 children took part sometime during the year.
Regular confirmation class meetings (Sean, Jacqueline and Jameson) –

all three young people were confirmed at St. Francis' at the Vigil of Pentecost on June 7.
Confirmation service/work day, end of April, for Fran and Dee Dee.

Animate: Faith! series, as part of Lent soup suppers

Third Sunday All-Ages sermon

Camp Living Waters campers: Sean, Jacqueline, and Jameson – returning; Steven for first time;
Wren, Linden, (and Wren's boyfriend, Jeff) – continuing young adult/counseling staff; Wren and
Mary B. from St. Alban's transported equipment for storage in garage

Mission Committee monthly formation/teaching

Mission/Ministry Development

Meetings with Eucharistic Visitors, Altar Guild, ECW, Hospitality and Community Ministry
Committees

Monthly supervision with Mara until fall

Regular meetings with Sr. Warden Nancy G., Jr. Warden Diana L.

November – All-Ages Stewardship sermon

Invited PFLAG to hold Fortuna meetings in Ferguson House

Mutual Ministry Review w/ Canon Britt; 2 out of 3 MMR groups (Community Ministry, Hospitality,
Diverse Worship) meet regularly. Community Ministry has given cookies, etc. to the groups that
meet at church; interested in training for True North Organizing Network; Hospitality introduced
name tags (with refinished desk in narthex by Steve B.); planning new visitors' packets

Performance Review with past and present Mission Committee members

Met with Kay Rohde and Nancy G. re: Total Ministry; introduced to Mission Committee

Congregational Events

Shrove Tuesday Pancake supper with kids creating "Alleluia" banner that was hidden until Easter
Easter brunch and egg hunt

"Build the Calendar" Sunday

"Flat Jesus" lunch

October picnic, food provided by LaVens and Colemans

"Gratitude Sunday," food provided by Colemans

"Game Nights" – October and January

Epiphany party potluck w/ white elephant gift exchange at Colemans

Groups/Gatherings:

Diocese/Deanery/Synod/Conference/Community

Working Group Deanery meetings

Regular Clericus gatherings (all deanery Episcopal clergy)

Lutheran clergy meetings

Clergy for Choice meetings

Women clergy gatherings

Sr. Diana's diaconal ordination and Sr. Alice's memorial service

Thrivent Board matching request for organ repair funding (deferred by Mission Committee
decision)

Ecumenical Lenten gatherings

Ecumenical hosting of clergy couple for search committee from Grace Good Shepherd

Ecumenical Holden Evening Prayer and soup supper

Synod Assembly, San Jose (May 30 – June 1)

Clergy Conference, Healdsburg (May 27 – 29)

Diocesan Convention, Santa Rosa

Fall Convocation (Fran)

Redwood Conference (Lutheran) Dean activities: visits by Bp. Mark Holmerud, other Lutheran clergy; synod budget online meeting in parish hall – October

Communication/Outreach/Ecumenical

Outreach

Monthly: food gathering at third Sunday All-Ages service; goes to Wood Street Chapel for hungry people in Fortuna

Socks project through the School for Deacons

PFLAG met in Ferguson House during the year; now discontinued due to low attendance

12 step groups continue to meet on a weekly basis in parish hall and Ferguson House

Scholarship committee in planning stage

ECW projects, including Bobbi's painting class, and the craft group

Communication/ Ecumenical

Weekly: Weekly e-mail to a list that continues to grow; Hymn and service choices, editing, [printing, assembling service folder – until the end of the year, when Sandy resumed doing this], Times-Standard and Facebook notifications; recording and uploading YouTube video of sermons and special music

Regular e-mails, including with people not currently in church

Texted with 11 members: Candy, Sandy, Fran, John C., Karen, Ellie, Cori, Fannette, Diana L., Laura, Dana

May Clergy Conference topic on Social Media

Facebook updates and interactions: Esther, Helen, Erin, Cheryl S., Mara, Sandy, Clarissa, Linden, Wren, Nellie, Betty and friends from St. Alban's and Christ Church. Currently 121 "likes" for Facebook page; regularly pay \$5 to boost postings about sermons, special music, Flat Jesus photos. Several regular viewers who don't come to church who express appreciation.

"Flat Jesus" started in May – shared at clergy conference; highlighted in a special Times-Standard article in August

Ecumenical Lent and Advent events continue

Personal Events/Vacation, Sick, Time

July 13: 25th anniversary celebration in Ashland; August 2: Family wedding; August 31: Took Linden to university in Southern California; January 18: vacation with daughters; January 25: Sick with flu

Synod/Diocese required Clergy attendance

Clergy Conference, Healdsburg – "Social Media," with Jim McNaughton from the Episcopal Café.

Synod Assembly

Diocesan Convention

As I look at the year ahead, I am excited about the prospects for greater involvement through the True North Organizing Network (more information to come!). I also look forward to asking the Rev. Kay Rohde, from the Office of the Bishop in Sacramento, to visit us and talk about what Total Ministry means for small congregations. It seems we are already doing a lot of it! – but she is an inspiring resource who will be happy to give us some new ideas. She is also a fan of one of my favorite books, which we'll be visiting for adult education time on Sundays in Lent: *Slow Church: Cultivating Community in the Patient Way of Jesus*, by Smith and Pattison.

As we open nominations for roles and tasks for this next year, I encourage each of you over the next week to read the descriptions of roles and tasks, pray for discernment, and to ask questions about what might be needed in our St. Francis' community. If you are able to take on a job or two, I anticipate that God will bring health and inspiration to the whole community (and likely you, yourself!) through your actions. Meetings can take place in person, through e-mail, and through phone conversations. And please remember that no one job is better than another. One of the most important things I can imagine anyone doing for us at St. Francis' is to pray – for each of us, for our ministries together, and for our whole community. And all that is required is a caring heart, a little time, and a commitment to regular practice.

With love in Christ, gratitude to God for a wonderful year, and continuing hope for the future,

Jeri+

Team Mission Committee

ST. FRANCIS' GOVERNANCE

1. Committee meets monthly on the third Tuesday, at 7:00 p.m., in the Ferguson House. Meetings generally last an hour and a half, but occasionally might run a little longer.
2. Participate in discussion, planning, and decision-making for St. Francis' Episcopal Church. A full term is three years.
3. One to three Mission Committee members would be welcome.
4. Contact Pastor Jeri for more information.

Team Delegates/Alternates to Convention

DIOCESAN GOVERNANCE

1. Meet with the other 68 congregations and the Bishop's office staff on the weekend closest to Veterans' Day. In 2015, Convention will happen from Friday, November 14 (evening Eucharist) to Saturday, November 15 in Redding.
2. Three delegates and three alternates (who would take the delegates' places if they are unable to attend) are needed. Delegates may carpool.
3. Contact Pastor Jeri for more information.

Team Jr. Warden Responsibilities

1. BUILDINGS

Respond to emergencies such as leaking pipes, broken windows, furnace malfunction, etc.

Inspect buildings for damage after earthquakes. Take care of ant abatement.

Maintain contact with Sexton, provide her with cleaning supplies and supervise her work.

Change batteries in smoke alarms, change furnace filters, and replace light bulbs. Inspect for safety issues and initiate resolution.

Assure interior and exterior of buildings are kept in good condition.

2. GROUNDS

Maintain yard including mowing, weed trimming, planting, pruning and fertilizing plants, pulling weeds, etc.

Assure grounds and fences are kept in good condition.

Contact Diana LaVen for more information.

Team Treasurer works together to keep St. Francis' financial documents and reports in order.

1. CAPTAIN (MAIN TREASURER):

Maintain QuickBooks** Account, enter weekly income, pay bills, complete and mail monthly Report to Diocese (TMR) and Mission Committee.

Complete Annual Report to St. Francis, Parochial Report (due annually, the first of March), prepare budget, and prepare for the audit.

Time commitment after training: up to about two hours a week, usually with a little more in December and January and prior to audit.

2. FIRST MATE:

Complete Monthly reconciliations of bank statements in Quickbooks**, and maintain files.

Time commitment: About 3 hours a month, usually.

3. STEWARD:

Enter contributions into Church Helpmate*, run quarterly statements and yearly statements for all givers of record.

Order and distribute offering envelopes.

Supervise the distribution general and special offering envelopes throughout the church.

Time commitment: About 3-4 hours a month.

Contact Helen Winfrey for more information.

****Computer program**

***Easy computer program**

Other Teams needing people: