

**St. Marks, Westford  
2023 Annual Report**

Presented at 2024 Annual Meeting  
Jan 28, 2024

St. Mark's Episcopal Church  
75 Cold Spring Road  
Westford, Massachusetts

**Table Of Contents**

Bridge Priest Report	2
Sr. Warden Report	4
Transition Report	4
Altar Guild Update	5
Outreach Update	6
Pastoral Care and Prayer list Update	7
Stewardship Report	7
Family Ministry Update	8
Preschool Update	9
Property Team Report	10
Battery Project Update	11
Nominating Committee Report	12
Treasurer's Report and 2024 budget	13

## A Message from our Bridge Priest

The Rev. Dr. William C. Bergman

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

I have always loved this “Prayer for the Parish” (BCP,1979, page 817) and I have prayed it in behalf of every congregation I’ve ever had the privilege of serving. To me, it sums up what being in a parish is all about and it draws our focus to the work we need to do as followers of Jesus the Christ. In our journey together, you (and the people of Trinity Chapel) will hear this prayer regularly.

As we gather this day for this annual parish meeting, the first and most important thing I need to share is how happy I am to be serving as your “Bridge Priest”. From my first conversation with Canon Martha Hubbard and my initial contact with Scott Hilton and the vestry, I have been deeply touched by the openness and warmth of this congregation. You have welcomed me graciously and even in these few short months you have made me feel very much part of this parish family. Moreover, I have been impressed by the warmth and openness both parishes have dealt with, and continue to deal with each other. This, by no means, is insignificant. In fact, in our broken world, our divided nation, and terribly confused culture, the warmth, openness, and genuine kindness both congregations have shown to each other, to our diocesan contacts, and to me is a profound witness to God’s grace at work in the world and in the context of our times, it’s miraculous.

I am thrilled that the leaders of this Westford-Shirley bridge have proposed my continuing as your priest for the remainder of this year. I believe this gives each congregation and this bridge ministry to discern more fully where God is leading. As we move forward together, we will be invited to go deeper— deeper into our understanding of what it means to be a Christian and an Episcopalian in our time and in our respective places; to go deeper into our sense of what it means to be a Christian community; and to become even more open to exploring how we can share this precious gift of God’s love with others. This truly is holy work, but it’s not easy work.

As we go deeper into our work, each parish family within itself, both parishes together, and each one of us asking ourselves where and how we fit into the work the Spirit is inviting us

to do. In this journey, there will be challenges, insecurities, and (perhaps) even conflicts and it is precisely at these times especially that we need to pray this prayer. Consider each phrase: "bring us all to be of one heart and mind within your holy Church", "strengthen the faithful", "arouse the careless", "restore the penitent". These words apply to each of us. I am truly blessed to be serving St. Mark's and Trinity Chapel. It is a joy and an honor. I pray that our lives as individuals and as parish communities reflect the grace, love, and mercy of Jesus the Christ and may we all be "of one heart and mind within (Christ's) holy Church."

**Will+**

The Rev. Dr. William C. Bergmann

Bridge Priest for St. Mark's, Westford and Trinity Chapel, Shirley

## **Moving Forward with Faith and Hope**

Scott Hilton, Senior Warden

I am truly blessed to be a part of the St. Marks spiritual family. Everyday I find reasons to be thankful: a beautiful offertory hymn from the choir, a child's voice leading us in prayer, another meatloaf for our friends in Lowell, a box of chocolate treats making a child smile, the beautiful altar at Easter, a shared meal at Dinner Church, fellowship at Coffee Hour, a quiet prayer with someone in need, an earnest discussion of scripture and faith, walking for housing, a new paved parking lot... These are the things that bring us together into a shared life with Christ. 2023 was another year of change and growth.

- Rev. Suzanne's departure after 12 years
- Rev. Bergmann joining us as our Bridge Priest
- Lay led Morning prayer services
- Awesome volunteers stepping up to all our needs
- The Battery project proposal
- A real engagement excitement as we shifted to 10 AM service
- New families and children in our midsts

For the upcoming year, I peer forward with hope and faith that comes from knowing that God will lead us as long as we listen to his call. I am humbled that you have asked me to serve as Senior Warden for another term. I see my role as a servant leader - to guide and support everyone who leads a group, participates in our ministries, leads a service, visits people in need. So join me as we embark on a New Year. Let's together renew our commitment to Christ and our community and look with hope as we call a new Priest. Let's embrace and invite our neighbors into our community of faith and love. Be listening for God's call in our lives and to be Christ's presence for each other and the world.

## **Transition Update**

With the departure of Suzanne in 2023, we have embarked on a journey of discovery and calling on what St. Mark's role is in the community, what we need from a new priest, and how we live into our partnership with Trinity Chapel in Shirley. God has blessed us with a perfect guide on our journey with the assignment of Rev. Bergmann as our Bridge Priest. Under the direction of the Vestry and guidance from the diocese (Rev. Hubbard and our consultant, Helen Daley), we have conducted appreciative inquiry sessions, surveys, and meetings with our sister parish. In early January 2024, the Vestry, Trinity Chapel, and Rev. Bergmann agreed to extend his Bridge ministry through the end of 2024 to allow us more time to work on our partnership and be more deliberate in drafting our profile. The goal is by the end of the year to be seeking a new Priest-in-Charge to join us in 2025.

## Altar Guild Report

St. Marks Altar Guild has had a busy and successful year. We managed to get through the Covid period and vacations without any problems. As always I thank each one for their constant dedication to serving on the Altar Guild. Members are: Elaina Carroll, Sue Duran, Brenda Martin, Mary Pinto, Charlotte Parsons, Sandra Ensor and Associate Member Caroline Martin, she often helps her mother when needed. We all have a deep concern for each other and share a strong spirituality with each other in our faith.

We welcomed Mary Pinto who joined us this past fall, she has become a dedicated and constant support throughout the year. She took on the task of training Rob Strain, a new Chalice Server this year. He has become very successful with his training and serving. We are very thankful for his service. Welcome Rob! Also at this time we are very happy to announce that Brenda Martin is training with Elaina Carroll to be our next Chalice Service.

We now have several Chalice Servers. Elaina Carroll, Sue Duran, Mary Pinto, Brenda Martin, Herb Elliott, Rob Strain, and Robert Parsons. The duties of Chalice Server are separate from serving on the Altar Guild. The Chalice Servers duty is directly to help the Priest that is preaching the Communion Service of the day and must be available throughout the service to whatever the Priest may need, from the beginning to the end of the service. The Chalice Server must receive initial acolyte training to all the traditional Episcopal doctrine required.

We are looking forward to meeting with Father Will in the next few weeks to plan for the Lenten and Easter Seasons. We enjoy Fr. Will when he shares with us his and the Episcopal Traditions of the church. He has given us each a lift in spirit in our own faith and helps increase our feeling of service in our duties serving the Altar Guild. We welcome and thank him for his support, it has meant a lot to all of us.

We wish to thank our Church Secretary, Irinia, she has been a bit of support and help to the Altar Guild in ordering, keeping track of some purchases such as ordering for Easter. She is always available to help whenever we have a need.

My thanks to the Guild for their Christmas enhancements that were added this year. They were a beautiful addition and hopefully people of the parish took notice and enjoyed them. We are hoping to make some additional changes during the Lenten season with Fr. Will's help and direction.

Respectfully submitted,

Charlotte Parsons, Altar Guild Director

# Outreach Report

Submitted by Chrissy Hemingway

Thanks to all our parishioners who volunteer and donate, St Marks continues to have a robust outreach program. In 2023 we supported many charitable organizations, concentrating on food assistance programs. A list of our 2023 outreach activities is below:

- Chocolate Festival! We raised \$7,200 and donated \$1,200 each to the Westford Food Pantry, the Loaves and Fishes Food Pantry and St Paul's Soup Kitchen.
- Helped with the community garden and organized the food donation program.
- Coordinated a food drive for Ginny's Helping Hand Food Pantry in Leominster.
- Participated in the Steps to Home Walk to raise funds for Transitional Center in Lowell
- Our parishioners donated money in our outreach basket for the St. Paul's Soup Kitchen.
- Our parishioners donated money for the "For the Love of Erika" Charity to buy toys for children.
- Provided a hot meal for over 100 people at St. Paul's Soup Kitchen in Lowell on the first Wednesday of every month, and donated money to the organization.
- Supported the Merrimack Valley Project and its work for social justice.

Respectfully submitted,

Chrissy, Joan and Paul

## Pastoral Care Report

Submitted by Herb Elliott

The Pastoral Care Team was expanded under Suzanne's guidance to include Herb Elliott, Elaina Carroll, Mary Pinto, Susan Walsh, Kris O'Reilly and Melissa Dewing. The Team meets monthly to respond to Pastoral Care needs within the parish that include, prayer, notes of encouragement and support, meals, transportation, in home communion or other support as needed.

in the past Suzanne would most often learn of a parishioner who would be in need of Pastoral Support, we now rely on members of the congregation to alert us of these needs. The Rev. Will Bergmann has been very supportive of the Pastoral Care Team and has visited in the Hospital and brought communion to shut-ins.

The Team also maintains the St. Mark's prayer list. This year the Vestry approved a new policy concerning the Prayer list maintenance, which is published in the This Week at St. Mark's newsletter.

If you know of any Pastoral Care need please contact one of the Team members.

## Stewardship Committee Report

Submitted by Michael O'hare

The 2024 Stewardship campaign was a success. Although the pledged amount did decrease from 2023, it dropped by less than anticipated and exceeded both the original goal of \$100,000 and the initial budget amount of \$102,000. It is encouraging that the overall number of pledges remained about the same and included several new families.

	2023	2024	Net Difference
Pledged Amount	\$111,367	\$103,410	-\$7,957
# Pledges	29	28	-1

## Family Ministry

Submitted by Judie Hilton

**Sunday School** is about community. A community where we can learn about Faith, the Bible, traditions of the Church, and very importantly how to live into our faith by having conversions and activities where we can share ideas and encourage each other.. This year we were able to welcome 2 new families into our community. It's great having some younger kids in class again, and I am grateful for the support and help their parents have offered. As always, I welcome volunteers who want to help in the class. Feel free to reach out to me if you are interested.

Having a mixed aged class, we try to offer a variety of activities to meet different developmental levels. After last year's successful production of A Claymation Christmas, another movie is in production for the Spring. I won't give away the theme of the movie, but watching Mahiro and Sebastan apply what they learned making last year's movie, makes me very excited to see the new completed movie. Another project has been helping and leading a couple of Morning Prayer Sunday Services. In August, Alex and I led the service. Alex chose the prayers, when we had choices. In December, the Sunday School class with the help of others from the congregation led a Family Lessons and Carols service. Lizzy, was the leader of this project, and helped make decisions about how to lead the service. Lizzy, Emma and Alex W. did a wonderful job decorating stars to be used during the service. I know that a few of the students were nervous reading in front of the congregation, but it was fun to see how much they enjoyed it. So thank you to the congregation for supporting the Sunday School in many ways, especially by encouraging the students to try new ways to be a part of the larger community.

**Dinner Church** celebrated its 1st anniversary in June. We are settling into a fairly strong core group, with numbers often between 15 - 20 participants. Some of the themes this year were Creation Care, Prayers by and inspired by St. Francis, and New Beginnings. On Palm Sunday we shared a series of Readings telling the story of Holy Week through the eyes of various witnesses. Participants have commented on enjoying the variety of prayers inviting them to look at the themes in a new way. Anyone interested in joining us, watch for announcements in the bulletin and the "What's Happening at St. Mark's" email.

Faithfully submitted,  
Judie Hilton



## **Westford Preschool@St. Mark's**

Submitted by Natalie Martinec, Director, Westford Preschool

The school year started out with almost full enrollment. This is great since we are back to pre-pandemic protocols. We did eliminate one 2 day and one 3 day class to accommodate a new 4 day pre-k class. Next year we are adding back an additional 2 day class which will be offered in the afternoon.

Inhouse registration is currently underway. We expect our current families to join us again next year. On February 1 st , open enrollment will begin. Many families are emailing and coming in for tours. If you know of any family looking for preschool, please send them our way.

The preschool has had a few small fundraisers so far this year. We partnered with WECO in November and families were able to order food to be delivered right to their homes. We also did a “photos with Santa” in December which was a huge success. We are looking forward to our silent auction and parent’s night out later on in the spring.

We partnered with St. Mark’s to once again support the “For the Love of Erika” toy drive. We were able to donate \$500 in cash to their cause. In addition, the preschool raised \$500 to donate to Laura Goodman (Mother to Taylor that runs FTLOE), to support her as she battles cancer.

In February, we will place an order for a park bench to be placed on our playground. This is in memory of our former Director, Louise Marinilli. We will have a small gathering in her honor.

## Property Management Committee Report

Submitted by Tom Ellis, Junior Warden  
Paul Ackroyd  
Eric Kintner  
Brenda Martin  
Michael O'Hare

This is the inaugural year for this group. This team volunteered to assist with the oversight of the building and grounds operations, maintenance and capital projects. During this year we have outlined the overall building systems, focusing on the preventive maintenance of the primary systems of the building. These systems include the boiler (which provides heat for the sanctuary, Williams Hall area and Pre-School), the two HVAC forced air heating units for the administration wing (office, library and sacristy), the fire alarm and sprinkler systems, as well as the elevator and kitchen systems.

This group also oversees the various permits which the church holds with the Westford Board of Health, and inspections required by other agencies having jurisdiction over our building. We are having some difficulty repairing the elevator, as our previous service contractor was acquired by another firm which was again acquired by a third firm. So we are working through these new relationships to get the elevator operational, hopefully by the second quarter of 2024. We had the 20-year sprinkler system inspection which identified some minor deficiencies that will be scheduled for repair this coming spring.

Major capital projects currently underway include the replacement of the exit/entry hardware for the sanctuary entry doors and the entry doors to the Williams Hall foyer. This committee is also investigating sanctuary lighting improvements for both general lighting as well as lighting improvements in the altar area.

Spring and fall cleanups of the grounds were performed as well as a special cleanup in preparation for Will's arrival in September.

Mike O'Hare has been managing the Memorial Garden and has made significant progress on maintaining and improving the grounds in and around the Memorial Garden on a regular basis. Due to a generous donation. 9 deer resistant shrubs and 60 daffodils were planted.

We would like to thank Dorothy Gaumer for her generous donation of a new commercial grade refrigerator for the kitchen during the summer of 2023. Other generous donations have been received which will allow us to complete the entry door hardware upgrades, which we anticipate will be completed in the first quarter of this coming year.

## Battery Project Update

Scott Hilton, Senior Warden

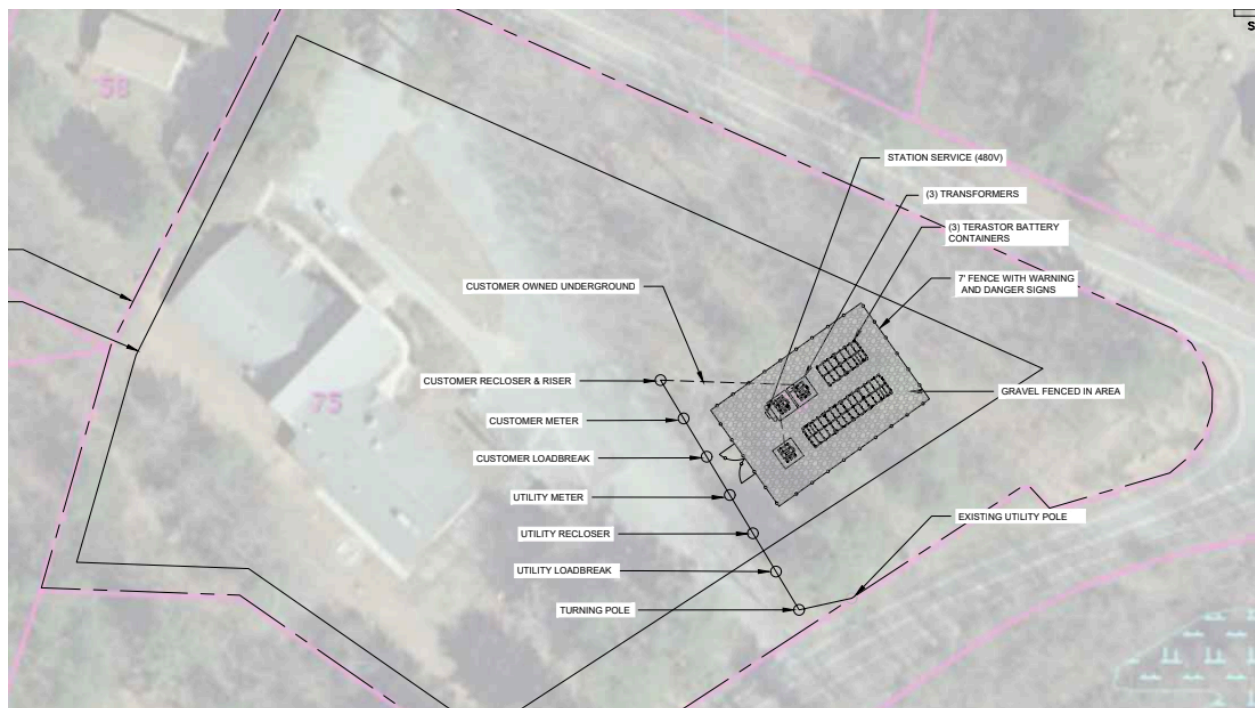
After much deliberation and input from the members of St. Marks, on **May 22, 2024**, we signed a Letter of Agreement (LOA) with Solway to install and operate a Grid-scale battery system on St. Marks property.

The project's key details:

- 2 year exclusive agreement for Solway to pursue the project
- 20 MWh Battery installation on our property, Solway will operate.
- \$150,000/year Operating lease payment upon commercial operation
- 25 year term

Since the signing the prime contractor, Solway Inc, has begun the process to obtain permits and agreements to authorize the project. So far, they have submitted a request to connect to the NationalGrid system. This requires an engineering assessment to determine if the local substation and wiring can support the project. We expect a response from NationalGrid during this Spring. Then the process to get local permits will begin. If all goes well, the project maybe installed in 2025.

Below is the latest site diagram.



## 2024 Nominating Committee Report

St. Mark's is blessed to have dedicated parishioners who responded to our calls to serve on the Vestry. Here is the slate of nominees proposed by the Nominating Committee.

Kris O'Reilly	3-year Member-at-large (2nd term)
Ellen Tremblay	3-year Member-at-large (1st term) - new member
Scott Hilton	2-year Senior Warden (3rd term)
Joan O'hare	2-year Treasurer (3rd term)
Mark Tremblay	Diocesan Convention Representative

We would also ask for floor volunteers for Deanery Representatives (2)

### Proposed Vestry for 2024 - BOLD positions are being voted on at Annual Meeting

<u>Name</u>	<u>Position</u>	<u>Term of Office</u>	<u>When Elected</u>	<u>Term Expires</u>
<b>Scott Hilton - 3</b>	<b>Warden</b>	<b>2 years</b>	<b>2024</b>	<b>2026</b>
Tom Ellis - 3	Junior Warden	2 years	2023	2025
<b>Joan O'Hare -3</b>	<b>Treasurer</b>	<b>2 years</b>	<b>2024</b>	<b>2026</b>
Herb Elliott - 3	Clerk	2 years	2023	2025
Paul Ackroyd - 1	At-large/Diocesan Rep	3 years	2023	2026
<b>Kris O'Reilly - 2</b>	<b>At-large</b>	<b>3 years</b>	<b>2024</b>	<b>2027</b>
Dorothy Gaumer -2	At-large	3 years	2022	2025
Melissa Dewing - 1	At-large	3 years	2022	2025
Chrissy Hemingway - 2	At-large/Preschool	3 years	2023	2026
<b>Ellen Tremblay - 1</b>	<b>At-large</b>	<b>3 years</b>	<b>2024</b>	<b>2027</b>

Respectfully submitted,

The Nominating Committee

# Treasurer's Report

Submitted by Joan O'Hare

January 28, 2024

## FINANCES 2023

We are thankful for everyone's support this past year. Your continued support enabled us to end the year in a good position heading into 2024. St. Mark's ended 2023 with an operating surplus of \$5K. The reason for the surplus was we came in significantly under in rector salary and benefits. St. Mark's applied for and received an Employee Retention Tax Credit (ERTC) of which \$14.7K went to the church. The ERTC is a refundable tax credit for businesses and tax-exempt organization that had employees and were affected during the COVID-19 pandemic. This enabled us to end the year with a healthy cash reserve.

## INCOME

Income for 2023 came in very close to budget falling only \$1.8K short of goal (actual income \$175K, budget \$177K). We attained or exceeded our income goal in all categories except the following:

- Pledge offerings: Income from pledges came in \$6.7K under budget primarily due to \$6K in 2023 pledges being received in 2024.
- Withdrawal from DIT Endowment: Withdrew \$2.4K less than budgeted from our DIT Endowment Fund (budgeted a 6% withdrawal and only took a 4% withdrawal) as did not need the additional funds.
- Other Operating Income: No income received in other operating income this year.

## EXPENSES

Expenses for 2023 came in \$7K under budget (actual expenses \$170K, budget \$177K). While most operating expenses were relatively consistent with expectations the following expense categories came in under/over budget:

- Salaries & Benefits: Rector salary & benefits came in \$17K under budget as we were without a priest for 4 months and are not paying pension & health benefits for our bridge priest. Even with the added expense for supply clergy and extra hours for Kyla we came in \$13K under budget. The vestry approved bonuses of \$1K for our Director of Music and \$500 for the Parish Administrator to acknowledge their contribution this year during all the transitions.
- Building: Came in over budget by \$3.5K as all building categories experienced cost increases this year with biggest increase in our general liability insurance.
- Distributions from Fundraising: Exceeded budgeted expectations (+\$1.8K) simply because the Chocolate Festival was so successful.

## BALANCE SHEET

The balance sheet shows how our assets and liabilities are distributed. St. Mark's ended the year with \$47K in total current (cash) assets, \$22K more than at the end last year. The Diocesan Investment Trust (DIT) accounts performed very well increasing by \$22K to end the year at \$186K (\$47K church + \$140K endowment), adding to the financial cushion the church holds against future financial difficulties. St. Mark's mortgage (our sole liability) was reduced by about \$6K and is now at \$34K.

## DESIGNATED FUNDS

St. Mark's has a total of \$79K assigned to designated funds. These assignments are not accounts but rather designations of intent. There were \$22K in receipts in 2023 to designated funds and \$9K in disbursements. A new industrial grade refrigerator was purchased for the kitchen (cost \$2,725) which was funded by the Gaumer Family Trust Fund. The \$14.7K received from the Employee Retention Tax Credit was split with half going into the building fund and half going into a reserve fund to be used as needed.

**BUDGET 2024**

The 2024 proposed (and balanced!) budget is based on what we know now or we believe is likely to happen this year. *(The below notes correspond to the numbered footnotes in the budget and should help with the interpretation of the 2024 budget numbers).*

- 1) Pledge Offerings – We ended the year with 28 pledges for a total pledge amount of \$103,410 for 2024. In addition, we had \$6K in 2023 pledges that was received in 2024.
- 2) Rental Income – Our strategy with rentals for 2024 will continue to focus on recurring rentals limiting one-time parties. Unfortunately, we lost the caterer who generated rental income of \$6K in 2023 but we feel \$15K is an attainable goal based on the current trend in rental activity.
- 3) Preschool Overhead Sharing – Negotiated increase in preschool cost sharing amount to \$2,500/month last July to cover increase in building related expenses.
- 4) Withdrawal from DIT Endowment – The Vestry approved a withdrawal of 4% from the DIT Endowment fund (= \$5,595) if needed to maintain a balanced budget.
- 5) Rector Salary – Budget based on Will staying through end of 2023 with compensation based on 2024 TCC calculator for 25% clergy.
- 6) Organist Salary – The Vestry approved a 5% salary raise for Lee starting with the 2/8 paycheck.
- 7) Office Administrator Salary– The Vestry approved a 5% salary raise for Irina starting with the 2/8 paycheck.
- 8) Marketing Consultant– Keeping Kyla at \$800/month as she has picked up some of the administrative tasks which Suzanne use to do.
- 9) Supply Clergy - Based on having supply clergy (Melissa Buono) once a month
- 10) General Liability Insurance – Based on current contract which runs from 4/1/23 - 3/31/24.
- 11) Outside Services Cleaning – Increased \$50 per month to \$1,400/month.
- 12) Snow Removal - Increased \$100 per month to \$2,700/month for 5 payments December – April.
- 13) Utilities - Anticipate some saving from not running AC in kitchen in summer & will work with electric company to see what can be done to lower our cost
- 14) Worker's Compensation Insurance – Budget amount is based on this year's policy cost.
- 15) Diocesan Assessment – The Diocese formula for calculating assessment for 2024 is based on 2021 income. The assessment for our parish for 2024 is \$12,454.
- 16) Middlesex Loan Interest & Principal – Moved mortgage principal out of operating budget (the income is recorded against the mortgage liability reducing it) to Other Income/Expense.

	2023			2024	
	Jan-Dec 23	Budget	\$ +/- Budget	Budget	Notes
<b>Ordinary Income/Expense</b>					
<b>Income</b>					
<b>40000 · Offerings</b>					
40100 · Pledge Offerings (2024)	105,844.22	112,550.00	-6,705.78	103,410.00	(1)
40100 · Pledge Offerings (2023)				6,000.00	
40200 · Non-Pledge Offerings	5,149.80	3,700.00	1,449.80	4,500.00	
40300 · Plate Offering	4,150.00	2,500.00	1,650.00	2,500.00	
<b>Total 40000 · Offerings</b>	115,144.02	118,750.00	-3,605.98	116,410.00	
42000 · Fund Raising	8,470.51	6,800.00	1,670.51	8,500.00	
43000 · Rental Income	17,081.29	15,500.00	1,581.29	15,000.00	(2)
44000 · Preschool Overhead Sharing	28,200.00	26,400.00	1,800.00	30,000.00	(3)
45000 · Music and Flowers	450.61	500.00	-49.39	600.00	
48000 · Bank Interest	127.74	25.00	102.74	300.00	
51000 · Other Operating Income	0.00	1,000.00	-1,000.00	0.00	
xxxxx · Reimbursement for use of printer	314.09	200.00	114.09	0.00	
xxxxx · Withdrawal from DIT Endowment	4,889.00	7,333.25	-2,444.25	5,595.00	(4)
<b>Total Income</b>	174,677.26	176,508.25	-1,830.99	176,405.00	
<b>Expense</b>					
<b>60000 · Salaries &amp; Benefits</b>					
60100 · Rector Salary	10,850.61	11,275.00	-424.39	23,853.31	(5)
60110 · Housing Allowance	7,032.96	20,000.00	-12,967.04	0.00	
60120 · Pension	2,325.00	5,580.00	-3,255.00	0.00	
60130 · Health Care	200.00	600.00	-400.00	0.00	
60200 · Organist Salary	13,600.00	12,800.00	800.00	13,181.54	(6)
60300 · Office Administrator Salary	7,700.00	7,500.00	200.00	7,833.60	(7)
60350 · Marketing Consultant	8,100.00	6,000.00	2,100.00	9,600.00	(8)
60400 · FICA	1,629.46	1,567.00	62.46	1,607.66	
60500 · Payroll Services	507.00	507.00	0.00	507.00	
<b>Total 60000 · Salaries &amp; Benefits</b>	51,945.03	65,829.00	-13,883.97	56,583.11	
<b>61000 · Worship</b>					
61100 · Altar/Worship Supplies	684.94	600.00	84.94	750.00	
61200 · Music and Flowers					
61220 · Flowers	186.00	400.00	-214.00	400.00	
61240 · Music	0.00	100.00	-100.00	100.00	
<b>Total 61200 · Music and Flowers</b>	186.00	500.00	-314.00	500.00	
61300 · Christian Education Expenses	0.00	0.00	0.00	0.00	
61400 · Supply Clergy	2,200.00	400.00	1,800.00	2,400.00	(9)
61500 · Clergy Conferences & Meetings	0.00	300.00	-300.00	0.00	
61600 · Clergy Continuing Education	0.00	600.00	-600.00	0.00	
<b>Total 61000 · Worship</b>	3,070.94	2,400.00	670.94	3,650.00	



	2023			2024	
	Jan-Dec 23	Budget	\$ +/- Budget	Budget	Notes
<b>62000 · Building</b>					
62100 · General Liability Insurance	19,960.25	18,647.00	1,313.25	20,398.00	(10)
62300 · Maintenance Contracts	8,480.75	7,500.00	980.75	8,000.00	
62400 · Outside Services - Cleaning	16,250.00	16,200.00	50.00	16,800.00	(11)
62500 · Maintenance/Repairs	5,858.96	5,500.00	358.96	5,500.00	
62600 · Snow removal	13,100.00	13,000.00	100.00	13,500.00	(12)
62700 · Utilities (gas, electric, water)	19,201.51	18,500.00	701.51	18,500.00	(13)
<b>Total 62000 · Building</b>	<b>82,851.47</b>	<b>79,347.00</b>	<b>3,504.47</b>	<b>82,698.00</b>	
<b>63000 · Administration</b>					
63100 · Financial Fees	306.62	550.00	-243.38	300.00	
63200 · Computer and Internet	1,461.77	1,300.00	161.77	1,300.00	
63400 · Office Supplies	1,220.57	1,200.00	20.57	1,200.00	
63500 · Postage	60.00	50.00	10.00	50.00	
63600 · Printing and Reproduction	3,625.75	3,200.00	425.75	3,500.00	
63700 · Telephone/Internet	1,705.89	1,700.00	5.89	1,700.00	
63800 · Vestry Retreat & Meetings	0.00	0.00	0.00	0.00	
63900 · Worker's Comp Insurance	1,533.00	1,200.00	333.00	1,311.00	(14)
<b>Total 63000 · Administration</b>	<b>9,913.60</b>	<b>9,200.00</b>	<b>713.60</b>	<b>9,361.00</b>	
<b>64000 · Mission Giving</b>					
64100 · Diocesan Assessment	9,709.00	9,709.00	0.00	12,454.00	(15)
65000 · Distributions from Fundraising	4,818.27	3,000.00	1,818.27	4,500.00	
<b>Total 64000 · Mission Giving</b>	<b>14,527.27</b>	<b>12,709.00</b>	<b>1,818.27</b>	<b>16,954.00</b>	
<b>66000 · Mortgage</b>					
66200 · Middlesex Loan interest	1,306.44	1,306.44	0.00	1,098.89	
66300 · Middlesex Loan Principal	6,019.56	6,019.56	0.00	0.00	(16)
<b>Total 66000 · Mortgage</b>	<b>7,326.00</b>	<b>7,326.00</b>	<b>0.00</b>	<b>1,098.89</b>	
<b>Total Expense</b>	<b>169,634.31</b>	<b>176,811.00</b>	<b>-7,176.69</b>	<b>170,345.00</b>	
<b>Net Ordinary Income</b>	<b>5,042.95</b>	<b>-302.76</b>	<b>5,345.71</b>	<b>6,060.00</b>	
<b>Other Income/Expense</b>					
66300 · Middlesex Loan Principal				6,137.11	
<b>Net Income minus mortgage principal</b>				<b>-77.11</b>	
				<b>Balanced Budget</b>	

Jan-Dec 23**Other Income/Expense****Other Income****70000 · Benevolence Offerings**

70300 · Outreach Fund 783.00

70311 · Christian Ed / Sunday School Boxes 0.00

70400 · Rector's Discretionary Fund 0.00**Total 70000 · Benevolence Offerings 783.00**

72000 · Capital Improvement Receipts 4,781.00

72300 · Memorial Garden 800.00

72400 · Memorial Fund 0.00

73100 · Together Now Campaign 0.00

77000 · Other Designated Income 1,000.00

72600 · Employee Retention Tax Credit 14,663.73

xxxxx - Other Income (Escrow) 4,000.00

78000 · Interest Income 1,629.66

79000 · Interest/Realized Gain/Loss DIT 2,332.51**Total Other Income 29,989.90****Other Expense****80000 · Ministry Expenses**

80300 · Outreach 654.10

80312 - Christian Education 0.00

80400 · Rector's Discretionary 0.00**Total 80000 · Ministry Expenses 654.10**

82000 · Capital Improvement Expenditure 2,725.00

82300 · Memorial Garden Maintenance 917.45

82400 · Memorial Fund Expense 0.00

82500 · Organ Maintenance 0.00

87000 · Other Designated Expense 497.73**Total Other Expense 4,794.28****Net Other Income 25,195.62****Net Income 30,238.57**

	<u>Dec 31, 2023</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
10000 · Middlesex Bank Checking	19,462.96
10200 · Charles Schwab Money Market	6,316.99
10300 · Middlesex Bank Savings	19,769.51
10400 · Rector's Discretionary Checking	<u>2,101.74</u>
<b>Total Checking/Savings</b>	<u>47,373.06</u>
<b>Total Current Assets</b>	47,373.06
<b>Fixed Assets</b>	
15200 · Buildings and Improvements	<u>2,295,534.00</u>
<b>Total Fixed Assets</b>	2,295,534.00
<b>Other Assets</b>	
18000 · Diocese Invst Trust-Church	46,672.12
19000 · Diocese Invst Trust-Endowment	<u>139,880.26</u>
<b>Total Other Assets</b>	<u>186,552.38</u>
<b>TOTAL ASSETS</b>	<u><b>2,513,387.08</b></u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Long Term Liabilities</b>	
25100 · Middlesex Bank Mortgage	<u>34,624.78</u>
<b>Total Long Term Liabilities</b>	<u>34,624.78</u>
<b>Total Liabilities</b>	34,624.78
<b>Equity</b>	
30000 · Opening Balance Equity	2,077,153.05
31200 · Unrealized Gains/Losses DIT	-5,534.06
31300 · Perm. Restricted Net Assets	70,984.00
31500 · Temp. Restricted Net Assets	185,449.40
32000 · Unrestricted Net Assets	123,765.41
Net Income	<u>26,944.50</u>
<b>Total Equity</b>	<u>2,478,762.30</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><b>2,513,387.08</b></u>

As of December 31, 2023

	12/31/2022	Receipts	Disbursements	12/31/2023
	Balance	(Debit)	(Credit)	Balance
Building Fund *	10,436.96	12,112.87	(2,725.00)	19,824.83
Christian Education				
FoNest	1,750.53			1,750.53
Sunday School Boxes	784.56			784.56
Youth Group Fund	1,011.14			1,011.14
Dinner Church	100.00	1,000.00	(497.73)	602.27
Financial Aid Fund	3,579.54			3,579.54
Gaumer Family Trust **	5,500.00		(3,725.00)	1,775.00
Memorial Fund	28,502.25			28,502.25
Memorial Garden Fund	1,258.61	800.00	(917.45)	1,141.16
Organ Fund	6,933.98			6,933.98
Outreach Fund	3,495.34	587.00	(488.10)	3,594.24
Outreach / St. Paul's Meal	115.11	196.00	(166.00)	145.11
Rector's Discretionary Fund	2,101.74			2,101.74
Reserve - Employee Retention Tax Credit	-	7,331.87		7,331.87
<b>Total Funds</b>	<b>65,569.76</b>	<b>22,027.73</b>	<b>(8,519.28)</b>	<b>79,078.21</b>
Savings / Checking Accounts				47,373.06
Diocese Invst Trust - Church				46,672.12
				<b>94,045.18</b>
Diocese Invst Trust - Endowment				139,880.26

\* Notes on Building Fund receipts & disbursements:

\$2,056 set aside for replacement of front door (\$1,056 April plate + \$1,000 donation)

Replaced kitchen refrigerator (cost \$2,725)

Received \$14,663.73 from Employee Retention Tax Credit & put half in building fund & half in reserve fund to be used as needed

\*\* Dorothy requested we move \$3,725 from the Gaumer Family Trust Fund:

\$1,000 to be used at Dinner Church discretion to buy supplies as needed

\$2,725 to cover cost of refrigerator