

**St. Marks, Westford  
2024 Annual Report**

Presented at 2025 Annual Meeting  
Jan 26, 2025

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

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## **A Message from our Priest-in-Charge**

The Rev. Dr. William C. Bergman

*Will you continue in the Apostles' teaching and fellowship, in the breaking of bread, and in the prayers?*

*Will you persevere in resisting evil, and when you fall into sin, repent and return to the Lord?*

*Will you proclaim by word and example the Good News of God in Christ?*

*Will you seek and serve Christ In all persons, loving your neighbor as yourself?*

*Will you strive for justice and peace among all people and respect the dignity of every human being?*

Today we gather for our second annual parish meeting together and I am truly grateful for the journey we have shared thus far. And I am even more grateful that the relationship between St. Mark's and Trinity Chapel continues to grow. Quite frankly, last spring when the Rev Helen Daley, who helped form this relationship between our parishes, suggested that my official "title" should be changed to "Priest in Charge", I was very reluctant because I feared that this simple change in title might allow us forget the nature and purpose of our relationship which is to build bridges between our parishes by sharing a priest, supporting each others' ministries, and discovering new ways and new ministries to strengthen our churches and the Church. I am very glad I was wrong. I continue to be inspired, enriched, and deeply grateful as I witness the ways St Marks and Trinity Chapel work with, and support each other. It's one of the great joys of serving as Priest in Charge for both of these congregations. At the same time, we, (that is you, Trinity Chapel, and me) have barely scratched the surface of the work God has for us to do.

While we all could come up with a long list of things we would like to do or to see done in our parish, with Trinity Chapel, our community, or in our diocese, I would invite us to remember the words of Mother Teresa of Calcutta: "Not all of us can do great things. But every one of us can do small things with great love". And today in this annual meeting and every day of this coming year, I would invite each of us to remember these questions from the Baptismal Covenant:

**Will you continue in the Apostles' teaching and fellowship, in the breaking of bread, and in the prayers?**

**Will you persevere in resisting evil, and, whenever you fall into sin, repent and return to the Lord?**

**Will you proclaim by word and example the Good News of God in Christ?**

**Will you seek and serve Christ in all persons, loving your neighbor as yourself?**

**Will you strive for justice and peace among all people, and respect the dignity of every human being?**

May God give us the grace and strength to fulfill these promises and more powerfully and effectively be the presence of Jesus the Christ in this broken, frightened, and troubled world. And may each seek to see the face of Jesus in every person we meet and may every person we meet see the face of Jesus in us.

May God continue to bless and guide us!

*The Rev Dr William Bergmann+, Priest in Charge: St Mark's Westford-Trinity Chapel Shirley*

## **A Year of Joys, Goodbyes, and Faith**

Scott Hilton, Senior Warden

I come to my Faith family once again to marvel at our community, the love we profess to each other and the world around us, and God's saving grace through Jesus. This past year has been a time of intense joys and also goodbyes. We again joined in love and service to put on a successful Chocolate for Charity event and feed our community. We celebrated weddings and baptisms within our church family. We welcomed and celebrated the appointment of Rev. Bergmann as our Priest-in-Charge and the elections of Rev. Julia Whitworth as our Bishop and Rt. Rev. Sean Rowe as our Presiding Bishop. And we celebrated the 60th birthday of our precious home of St. Marks in Westford. Along the way, we bonded as friends and Christians through outreach projects, adult formation, Dinner Church meals, and our committees. We celebrated our children, the preschool, and the myriad small joys of our lives together.

We said goodbye but also thanks in faith to the eternal connections we have with those who have departed— Christopher, Peter, Dan, Kathryn, Stan, Marlene, Frank, and others who we prayed for. The pain and sorrow are real, but so is faith in the power of salvation and celebrating their lives. We also said thanks and goodbye to Bishop Alan Gates and Presiding Bishop Michael Curry.

This leads to my thoughts on the future for St. Marks, Trinity Chapel, and our community. We must be steadfast in our faith and love for each other. We must look to help our neighbors with their physical and spiritual needs. The world feels chaotic and frightening for many. I believe St. Marks can be an oasis in the storm— A place of peace, connection, solace, and love. Our job, our call, and our mission is to be open to God's role for us. Be kind, reach out, listen, and be present for those around you. You never know; a simple conversation with someone could make all the difference in their struggle.

I pray for our country and the world as we deal with conflict, hatred, distraction, divisiveness, and fear. Give us strength to be a beacon of hope and love during this time.

Romans 15:13

*“May the God of hope fill you with all joy and peace as you trust in him, so that you may overflow with hope by the power of the Holy Spirit.”*

In Faith, Hope, and Love,  
Scott Hilton, Senior Warden

# Outreach Report

Submitted by Chrissy Hemingway

**Thanks to all our parishioners who volunteer and donate, St Mark's continues to have a robust outreach program. In 2024 we supported many charitable organizations, with an emphasis on food assistance programs. A list of our 2024 outreach activities is below:**

Chocolate Festival! We raised \$6000 and donated \$1000 each to the Westford Food Pantry, the Loaves and Fishes Food Pantry and St Paul's Soup Kitchen.

St. Mark's parishioners donated \$360 to the Faraja School for disabled children in Tanzania and \$100 to the Esperanza Academy, a tuition-free, all-girls middle school in Lawrence.

All the donations in the outreach box in June, July, Aug and Sept (\$389) were given to the Steps to Home Walk to raise funds for the Transitional Living Center in Lowell.

Our parishioners donated \$147 to the Merrimack Valley Food Bank program in the fall and continue to place food in the donation basket in the Narthex that we give to the Westford Food Pantry.

Over \$3000 was donated to the outreach fund in memory of Peter Hemingway. Our first donation from this fund was \$300 for the "For the Love of Erika" Charity to buy toys for children.

Over seventy pairs of warm winter gloves, as well as scarves, hats, coats and ear warmers, were donated by our parishioners to be distributed by St. Paul's Soup Kitchen.

We 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. We received tremendous ongoing support from the Westford Women's Club, other members of the community, and Bridges by Epoch.

We 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 contacts those who may be in need of support and if needed, will coordinate visits, home communion, rides and meals with the help of the parish. During the past year we have been visiting a couple of parishioners on a regular basis. The Pastoral Care team has also been maintaining the prayer list for the parish. The prayer list will be updated every couple of months. St. Mark's has been fortunate to not have many in need of support. If you know of anyone who might benefit from support or should be on our prayer list please let Rev Will or Herb Elliott know.

The current members of the Pastoral Care team are Elaina Carrol, Mary Pinto, Kris O'Reilly and Herb Elliott. If you would like to join our committee please let me know.

Submitted by Herb Elliott, coordinator of Pastoral Care

## Stewardship Committee Report

Submitted by Michael O'hare

The 2025 Stewardship campaign was a success. Whereas last year we saw a nearly \$8,000 drop in pledges, we were able to come in slightly ahead of last year. Here is the overall summary with a comparison to last year:

	2024	2025	Difference
Pledged Amount	\$103,410	\$104,472	+\$1,062
# Pledges	28	27	-1

Here are some observations:

- We lost one pledger due to a move out of the area.
- Due to uncertainty, some pledgers wish to shift their giving to the plate as they can. It is important to note that we have a number of members who generously give through plate offerings. These are counted in the budget but in a different location.
- We had one new pledger this year. We do have a number of new members who may decide to pledge in future years.
- For the 26 pledgers who pledged both for 2024 and 2025, you increased your contribution to the pledge campaign by 7% - a very strong number.

I'd like to thank everybody for participating in the stewardship campaign this year. It has been a pleasure serving you.

Walk in Love,  
Michael O'Hare  
Stewardship Committee

## **Family Ministry**

Submitted by Judie Hilton

Reflecting on the past year, Dinner Church has much to celebrate and learn from. A significant achievement was being awarded a \$3,000 grant from the Diocese, which will be helpful in enhancing our gatherings. This funding enables us to purchase essential items such as tables, chairs, and dinnerware, ensuring a more comfortable and welcoming environment for our participants. We have also purchased new resources for enriching our worship services. Our attendance remains consistent, with each gathering typically drawing 16-20 individuals, reflecting the connection and community fostered by this unique worship service. With these successes it is encouraging to plan for the future.

Our Sunday School is a small program, which allows us to meet each child where they are. We explore Bible stories through arts and crafts, legos, and play. Our theme for the Spring was based on a Maya Angelou quote, "Be the rainbow in someone else's cloud." We listened to stories about kindness being shown to others, and discussed ways to be kind in our own lives. We made jelly and chocolate filled crescent rolls to share at coffee hour, one family collected rocks to paint and leave where the brightly colored rocks might make someone smile, and we practiced being patient and kind with each other. This fall we explored the idea of creation care. We learned about Wangari Maathai, an environmentalist who encouraged planting trees to stop soil erosion, provide fuel, and improve the lives of the poorest communities. It is an honor to spend time with the children of our Sunday School program, and I am grateful for the support of the families as we work together to create a fun and encouraging space.

Judie Hilton

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

Submitted by Natalie Martinec, Director, Westford Preschool

Westford Preschool is a nonprofit non-sectarian preschool organized under the authority of St. Mark's Episcopal Church. The Board of Directors of the preschool is responsible to the Rector and Vestry of St. Mark's Church.

Members of the Westford Preschool Board of Directors for the 2024-2025 school year are: Chrissy Hemingway, Vestry representative and chair; Natalie Martinec, Director; Nicole Harding, Assistant Director; and Kathleen Chase, Treasurer. The remainder of the Board consists of representatives from each class. The parents for this year are as follows: Lisa Clark, Secretary; Lily Kenyon, Victoria Marsh, Jen Jeong, Amanda Emery, Audra LaBelle, Emma Probolus.

**ENROLLMENT:** Westford Preschool currently has 63 students enrolled. This is lower than past years, however, after speaking with other area preschools it seems there is a dip in population of this age group. Due to lower enrollment and prices for curriculum materials, food, etc. increasing, we will be raising tuition in the fall.

**RELICENSING:** Jennifer Lynch, the licensor for the Department of Early Education and Care, did her licensing visit on November 26th. She continued to praise the school, teachers and children as she had on her last visit. Just a few small things to adjust but other than that, everything went great.

**BUILDING/GROUNDS:** School began in September with a fresh coat of wax on the floors and a thorough cleaning! We attempted to get Paul McGee and crew to do a clean up for us outside but unfortunately he was unavailable. Thanks to one of our preschool parents, she was able to get several Boy Scouts to come and do leaf removal. They did a great job. We also found a new boy to mow the lawn. Emmett Greene is a former student, so it was nice to offer him the job. We dedicated our lovely playground bench in memory of Louise Marinilli. Her family attended as well as friends, former preschool families and church members. The family was so grateful, and we took the time to share memories together. Light refreshments were served.

**FUNDRAISERS:** We tried a new company (MCM) for a pie/bread/cookie fundraiser that took place in November. It proved to be very popular, and everyone was satisfied with their purchases. We have a Dine for a Cause fundraiser coming up on January 23rd from 4-8 at Panera in Westford. The Board is currently planning our adult fundraiser, Bingo Night, to take place in March and our annual online auction in April.

**SERVICE PROJECTS:** We participated in "For the Love of Erika" toy drive during the end of November to the beginning of December. It was very successful. We thank St. Mark's for sending a monetary donation. We made a contribution to the St. Mark's Outreach fund in memory of Peter Hemingway.

Socials: We had an Ice Cream Social in September to welcome new and returning students and their families. We are currently planning our Art Show and Pizza Night for some time this Winter/early Spring.

REGISTRATION: We have decided to do early registration this year. Open registration begins on January 13th. If you know of anyone looking for preschool, please have them call Natalie Martinec at 978-392-1565 or email at [westfordpsk@gmail.com](mailto:westfordpsk@gmail.com). Children must be 2.9 by September to enroll.



# Property Management Committee Report

Submitted by Tom Ellis, Junior Warden

Members:

Tom Ellis, Junior Warden

Paul Ackroyd

Eric Kintner

Brenda Martin

Michael O'Hare

Rob Strain

This is the second year that this committee has been in existence. This group was assembled to oversee the building and grounds operations, maintenance and capital projects. During this year we continue to identify maintenance and repairs required for the various building systems. Our goal is to focus on the preventive maintenance of the primary building systems so that we can better predict operating costs year to year. 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.

The 20-year inspection and testing of the fire sprinkler system was completed in 2024 with minor repairs identified, which were performed in 2024. The annual inspection of the fire alarm system, emergency lights and fire extinguishers were performed.

We continue to have challenges repairing the elevator, as our previous service contractor was acquired by another firm which was again acquired by a third firm. The Committee is seeking proposals from a number of elevator service companies to assess the problem and submit estimates for cost effective repairs.

The replacement of the exit/entry hardware for the sanctuary entry doors and the entry doors to the Williams Hall foyer was performed, with some punch list items remaining to complete this project. This committee is continuing to develop sanctuary lighting improvements for both general lighting as well as lighting improvements in the altar area.

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. Chrissy Hemingway is coordinating the rental program which includes use of our commercial kitchen facility. Chrissy led a group of parishioners who performed a 'deep cleaning' of the kitchen which was required to pass our Board of Health inspection and receive our use permit, as well as allow our renters to continue to use the kitchen in 2025.

Michael O'Hare has been managing the Memorial Garden and continues to maintain and improve the grounds in and around the Memorial Garden on a regular basis. There was one interment in 2024.

The Committee will continue to document the annual and periodic operations and maintenance requirements to allow for continued use of our building in a cost and energy efficient manner.

## **Rental Program Report**

Submitted by Chrissy Hemingway

Irina Sutormin, our church secretary and Chrissy Hemingway have been working to increase the number of people and groups who are renting our meeting rooms, William's Hall, the preschool rooms and our commercial kitchen. We currently have four chef's renting the kitchen 5 days a week and every other Saturday. The Music School, the Indian Dance Group and the Arabic School continue to rent our facility and Irina just received a contract from a Karate School who will be renting William's Hall in the evening, five nights per week. Our fees for continual renters have not changed and are listed on our website.

We are also planning on offering William's Hall for one time rentals to the public. The rental price is \$400 for 6 hours which should be competitive to what other facilities charge. Part of the fee will pay for a cleaning service and for a host who will open the hall for the renters and close up after the event. This fee is only for one time renters for events like bridal showers or parties.

Respectfully submitted,  
Irina and Chrissy

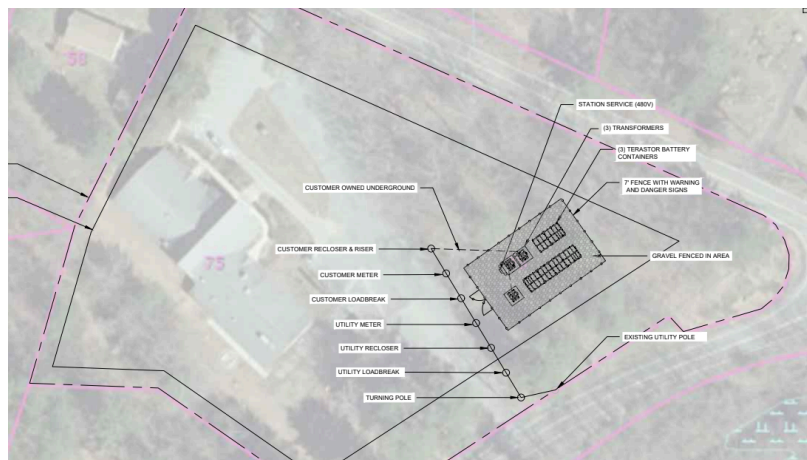
## Battery Project Update

Scott Hilton, Senior Warden

As part of the Battery project, we signed an extension to the Agreement in May 2024 with Solway for an additional year of exclusivity as allowed in the original Letter of Agreement. The term of the contract will complete in May 2025 and we will look to assess status and negotiate a new Letter of Agreement if it makes sense to proceed.

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



Here is the latest update from Solway (December 2024)

- We did submit a pre-application and received feedback from NGrid that we considered favorable for moving ahead with the project.
- We are currently working on a full interconnection application to NGrid. We intend to submit in January 2025.
  - Our engineers are currently working on electrical drawings for this submission.
  - This application includes the electrical drawings plus information on the equipment we will be using.
- Once this application is submitted, NGrid will review for 45-90 days, and then most likely will tell us that we need to do a system impact study.
  - This is normal for a project this size (5 MW nameplate).
  - It's always a question of whether the utility is going to have Solway do this study or will do it themselves. They will probably do it themselves. Either way, they will want Solway to pay for it.

- These studies range from \$40,000 - \$100,000 and take from 8 – 12 months to complete.
- The original Lease Option Agreement was signed May 22, 2023.
- It was extended last spring for another year, to May 22, 2025.
- This is why I suggested we work on a Lease Option Agreement extension this winter.

Please let me know if you need any other information for your Annual Meeting in January. We appreciate your patience and support.

Jim McAuliffe  
Partner  
Solway

## 2025 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.

Melissa Dewing	3-year Member-at-large (2nd term)
Brenda Martin	3-year Member-at-large (1st term)
Mahiro Jilensen	3-year Member-at-large (1st term) - assuming Ellen Tremblay's term
Robert Strain	2-year Junior Warden (1st term)
Ellen Tremblay	2-year Clerk (1st term) + Diocesan Convention Representative
Mark Tremblay	Diocesan Convention Representative

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

### Proposed Vestry for 2025 - 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>
Scott Hilton - 3	Warden	2 years	2024	2026
<b>Rob Strain - 1</b>	<b>Junior Warden</b>	<b>2 years</b>	<b>2025</b>	<b>2027</b>
Joan O'Hare -3	Treasurer	2 years	2024	2026
<b>Ellen Tremblay - 1</b>	<b>Clerk/Diocesan Rep</b>	<b>2 years</b>	<b>2025</b>	<b>2027</b>
Paul Ackroyd - 1	At-large	3 years	2023	2026
Kris O'Reilly - 2	At-large	3 years	2024	2027
<b>Brenda Martin -1</b>	<b>At-large</b>	<b>3 years</b>	<b>2025</b>	<b>2028</b>
<b>Melissa Dewing - 2</b>	<b>At-large</b>	<b>3 years</b>	<b>2025</b>	<b>2028</b>
Chrissy Hemingway - 2	At-large/Preschool	3 years	2023	2026
<b>Mahiro Jilensen - 1</b>	<b>At-large</b>	<b>3 years</b>	<b>2024</b>	<b>2027</b>

Respectfully submitted,  
The Nominating Committee

# 2024 TREASURER'S REPORT

Annual Meeting, St. Mark's Episcopal Church

Joan O'Hare

Submitted: January 15, 2025

## FINANCES 2024

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 2025. While St. Mark's ended 2024 with an operating deficit of \$8.5K we are expecting to get a credit from Church Insurance against 2024 insurance paid which will offset this. St. Mark's received \$12K in donations to designated funds, received a \$4K grant for dinner church and saw our investment accounts increase by \$22K. This has enabled us to end the year with a healthy cash reserve and will allow us to complete a couple of much needed capital improvement projects.

## INCOME

Income for 2024 came in under budget by \$7.5K (actual income \$169K, budget \$176.5K), however about half of this income deficit will be realized in 2025. We fell short of our income goal in the following income categories:

- Pledge Offerings: Income from pledges came in \$2.3K under budget due to one parish family leaving and some 2024 pledges being received in 2025.
- Non-Pledge Offerings: Came in \$1.3K under budget.
- Fund Raising: Although St. Mark's had a successful Chocolate for Charity event we came in short of our aggressive goal by \$2.4K.
- Rental Income: Rental income came in \$2K under budget as we weren't able to make up for the loss of the caterer who generated rental income of \$6K in 2023.

## EXPENSES

Expenses for 2024 came in \$7K over budget (actual expenses \$177K, budget \$170K). While most operating expenses were consistent with expectations the following building expense categories came in over budget:

- Maintenance / Repairs: Came in \$5K over budget due to several unexpected maintenance repairs that needed to be done with heating system, bathrooms and fire protection system.
- Utilities: Came in over budget by \$3.3K as costs for gas, electric and water continue to increase.
- General Liability Insurance: Over by \$1.2K as our premium has continued to increase each year but we are in the process of having our policy re-underwritten and expect the new policy cost to be significantly less and to get a credit for 2024 insurance paid.

## BALANCE SHEET

The balance sheet shows how our assets and liabilities are distributed. St. Mark's ended the year with \$38K in total current (cash) assets, which puts us in a good position to start the year. The Diocesan Investment Trust (DIT) accounts performed very well increasing by \$22K to end the year at \$203K (\$52K church + \$151K 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 \$28K.

## DESIGNATED FUNDS

St. Mark's has a total of \$88K assigned to designated funds. These assignments are not accounts but rather designations of intent. There were \$16K in receipts in 2024 to designated funds and \$7K in disbursements. Receipts included \$5K from Bob Shaw for windows, \$2K in donations for 60<sup>th</sup> birthday, a grant from the diocese for dinner church (\$3,850), \$3.5K given in memory of Peter Hemingway and \$1.2K collected in the outreach box. A new exhaust motor for the kitchen hood fan was purchased (\$2.5K) and \$2K went toward repair of the front door. In addition, donations from money collected in the outreach box were made to Esperanza Academy, Faraja school, Lowell Transitional Living Center, Middlesex Valley Food Bank and For the Love of Erika.

## BUDGET 2025

The 2025 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 2025 budget numbers).*

- 1) Pledge Offerings – We ended the Stewardship Campaign with 27 pledges for a total pledge amount of \$104,472 for 2025.
- 2) Fund Raising – While we will not be doing Chocolate for Charity this year, we do plan on doing a smaller event to raise additional fund for the church (pies for Easter or Thanksgiving???)
- 3) Rental Income - While our strategy with rentals for 2025 will continue to focus on recurring rentals we will resume doing one-time party rentals on a limited basis. Based on this strategy and several new renters, including some who will be renting out our kitchen, we feel \$15K is a conservative budget goal.
- 4) Withdrawal from DIT Endowment – The Vestry approved a withdrawal of 4% from the DIT Endowment fund (= \$6,500).
- 5) Rector Salary – Will's compensation based on 2025 TCC calculator for 25% clergy.
- 6) Organist Salary – The Vestry approved a 3% salary raise for Lee starting with the 2/6 paycheck.
- 7) Office Administrator Salary– The Vestry approved a 3% salary raise for Irina starting with the 2/6 paycheck. Irina will be on unpaid leave of absence for 2 months.
- 8) Marketing Consultant– Reduced to \$600/month based on shifting bulletins back to Irina.
- 9) Supply Clergy - Based on having supply clergy (Melissa Buono) 17 Sundays in 2025. There will be some Sundays where we will be doing Morning Prayer.
- 10) General Liability Insurance – Currently working with Church Insurance to lower our liability insurance cost. They inspected the church property on 1/14/25 and based on that inspection, our fire sprinkler system and raising our deductible we are anticipating the new premium coming in significantly under the \$19K budgeted.
- 11) Outside Services Cleaning – Current contract \$1,400/month.
- 12) Maintenance / Repairs – Had several unexpected maintenance repair costs in 2024 which we do not expect to have in 2025.
- 13) Snow Removal – Current contract \$2,700/month for 5 payments December – April.



- 14) Utilities – Utility costs continue to increase. The property team plans to work with the power company to see what can be done to lower our utility bills.
- 15) Diocesan Assessment – The Diocese formula for calculating assessment for 2025 is based on 2022 income. The assessment for our parish for 2025 is \$12,662.
- 16) Distribution from Fundraising - We will not be doing Chocolate for Charity this year so there will be no distributions from fundraising.

Ordinary Income/Expense	2024			2025	
	Jan-Dec 24	Budget	\$ +/- Budget	Budget	Notes
<b>Income</b>					
<b>40000 · Offerings</b>					
40100 · Pledge Offerings	101,067.21	103,410.00	-2,342.79	105,000.00	(1)
40100 · Pledge Offerings (2023)	6,455.00	6,000.00	455.00	0.00	
40200 · Non-Pledge Offerings	3,248.50	4,500.00	-1,251.50	6,500.00	
40300 · Plate Offering	1,497.00	2,500.00	-1,003.00	1,500.00	
<b>Total 40000 · Offerings</b>	112,267.71	116,410.00	-4,142.29	113,000.00	
42000 · Fund Raising	6,103.91	8,500.00	-2,396.09	1,200.00	(2)
43000 · Rental Income	13,006.00	15,000.00	-1,994.00	15,000.00	(3)
44000 · Preschool Overhead Sharing	30,000.00	30,000.00	0.00	30,000.00	
45000 · Music and Flowers	1,106.06	600.00	506.06	600.00	
48000 · Bank Interest	154.15	300.00	-145.85	200.00	
51000 · Other Operating Income	651.32	0.00	651.32	0.00	
xxxxx - Withdrawal from DIT Endowment	5,595.00	5,595.00	0.00	6,500.00	(4)
<b>Total Income</b>	168,884.15	176,405.00	-7,520.85	166,500.00	
<b>Expense</b>					
<b>60000 · Salaries &amp; Benefits</b>					
60100 · Rector Salary	24,053.30	23,853.31	199.99	24,623.00	(5)
60200 · Organist Salary	13,381.52	13,181.54	199.98	13,546.57	(6)
60300 · Office Administrator Salary	6,624.00	7,833.60	-1,209.60	6,809.21	(7)
60350 · Marketing Consultant	7,700.00	9,600.00	-1,900.00	7,200.00	(8)
60400 · FICA	1,515.11	1,607.66	-92.55	1,557.22	
60500 · Payroll Services	507.00	507.00	0.00	507.00	
<b>Total 60000 · Salaries &amp; Benefits</b>	53,780.93	56,583.11	-2,802.18	54,242.99	
<b>61000 · Worship</b>					
61100 · Altar/Worship Supplies	1,184.04	750.00	434.04	750.00	
61200 · Music and Flowers					
61220 · Flowers	403.91	400.00	3.91	500.00	
61240 · Music	0.00	100.00	-100.00	100.00	
<b>Total 61200 · Music and Flowers</b>	403.91	500.00	-96.09	600.00	
61300 · Christian Education Expenses	0.00	0.00	0.00	0.00	
61400 · Supply Clergy	4,150.00	2,400.00	1,750.00	3,400.00	(9)
61500 · Clergy Conferences & Meetings	0.00	0.00	0.00	0.00	
61600 · Clergy Continuing Education	0.00	0.00	0.00	0.00	
<b>Total 61000 · Worship</b>	5,737.95	3,650.00	2,087.95	4,750.00	

	2024			2025	
	Jan-Dec 24	Budget	\$ +/- Budget	Budget	Notes
<b>62000 · Building</b>					
62100 · General Liability Insurance	21,626.50	20,398.00	1,228.50	19,000.00	(10)
62300 · Maintenance Contracts	7,255.16	8,000.00	-744.84	8,500.00	
62400 · Outside Services - Cleaning	16,750.00	16,800.00	-50.00	16,800.00	(11)
62500 · Maintenance/Repairs	10,624.34	5,500.00	5,124.34	6,500.00	(12)
62600 · Snow removal	13,500.00	13,500.00	0.00	13,500.00	(13)
62700 · Utilities (gas, electric, water)	<u>21,770.46</u>	<u>18,500.00</u>	<u>3,270.46</u>	<u>21,000.00</u>	(14)
<b>Total 62000 · Building</b>	<b>91,526.46</b>	<b>82,698.00</b>	<b>8,828.46</b>	<b>85,300.00</b>	
<b>63000 · Administration</b>					
63100 · Financial Fees	395.26	300.00	95.26	200.00	
63200 · Computer and Internet	1,362.53	1,300.00	62.53	1,300.00	
63400 · Office Supplies	1,049.68	1,200.00	-150.32	600.00	
63500 · Postage	30.51	50.00	-19.49	0.00	
63600 · Printing and Reproduction	3,158.00	3,500.00	-342.00	3,500.00	
63700 · Telephone/Internet	1,722.72	1,700.00	22.72	1,700.00	
63800 · Vestry Retreat & Meetings	0.00	0.00	0.00	0.00	
63900 · Worker's Comp Insurance	<u>1,394.00</u>	<u>1,311.00</u>	<u>83.00</u>	<u>1,394.00</u>	
<b>Total 63000 · Administration</b>	<b>9,112.70</b>	<b>9,361.00</b>	<b>-248.30</b>	<b>8,694.00</b>	
<b>64000 · Mission Giving</b>					
64100 · Diocesan Assessment	12,454.00	12,454.00	0.00	12,662.00	(15)
65000 · Distributions from Fundraising	<u>3,674.80</u>	<u>4,500.00</u>	<u>-825.20</u>	<u>0.00</u>	(16)
<b>Total 64000 · Mission Giving</b>	<b>16,128.80</b>	<b>16,954.00</b>	<b>-825.20</b>	<b>12,662.00</b>	
<b>66000 · Mortgage</b>					
66200 · Middlesex Loan interest	<u>1,098.87</u>	<u>1,098.87</u>	<u>0.00</u>	<u>877.63</u>	
<b>Total 66000 - Mortgage</b>	<b>1,098.87</b>	<b>1,098.87</b>	<b>0.00</b>	<b>877.63</b>	
<b>Total Expense</b>	<b><u>177,385.71</u></b>	<b><u>170,344.98</u></b>	<b><u>7,040.73</u></b>	<b><u>166,526.62</u></b>	
<b>Net Ordinary Income</b>	<b>-8,501.56</b>	<b>6,060.02</b>	<b>-14,561.58</b>	<b>-26.62</b>	
				<b>Balanced Budget</b>	
<b>Other Income/Expense</b>					
<b>Other Expenses</b>					
66300 - Middlesex Loan Principal	6,227.13	6,227.13		6,448.37	
<b>Net Ordinary Income minus mortgage principal</b>	<b><u>-14,728.69</u></b>	<b><u>-167.11</u></b>		<b><u>-6,474.99</u></b>	

	<u>Jan-Dec 24</u>
<b>Other Income/Expense</b>	
<b>Other Income</b>	
66300 - Middlesex Loan Principal	6,227.13
70000 · Benevolence Offerings	
70300 · Outreach Fund	4,660.47
70311 · Christian Ed / Sunday School Box	0.00
70400 · Rector's Discretionary Fund	<u>0.00</u>
Total 70000 · Benevolence Offerings	4,660.47
72000 · Capital Improvement Receipts	7,068.00
72300 · Memorial Garden	650.00
72400 · Memorial Fund	205.00
73100 · Together Now Campaign	0.00
77000 · Other Designated Income	3,850.00
72600 · Employee Retention Tax Credit	0.00
xxxxx - Other Income (Escrow)	0.00
78000 · Interest Income	2,592.29
79000 · Interest/Realized Gain/Loss DIT	<u>20,393.63</u>
Total Other Income	45,646.52
<b>Other Expense</b>	
66300 - Middlesex Loan Principal	6,227.13
80000 · Ministry Expenses	
80300 · Outreach	1,545.00
80312 - Christian Education	0.00
80400 · Rector's Discretionary	<u>0.00</u>
Total 80000 · Ministry Expenses	1,545.00
82000 · Capital Improvement Expenditure	4,547.92
82300 · Memorial Garden Maintenance	550.00
82400 · Memorial Fund Expense	0.00
82500 · Organ Maintenance	612.50
87000 · Other Designated Expense	<u>0.00</u>
Total Other Expense	<u>13,482.55</u>
<b>Net Other Income</b>	<u>32,163.97</u>
<b>Net Income</b>	<u>23,662.41</u>
<b>Net Ordinary Income minus mortgage principal</b>	<u>-14,728.69</u>

	<u>Dec 31, 2024</u>
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
10000 · Middlesex Bank Checking	24,879.19
10200 · Charles Schwab Money Market	938.05
10300 · Middlesex Bank Savings	10,105.78
10400 · Rector's Discretionary Checking	<u>2,101.74</u>
<b>Total Checking/Savings</b>	<u>38,024.76</u>
<b>Total Current Assets</b>	38,024.76
<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	51,539.41
19000 · Diocese Invst Trust-Endowment	<u>151,215.98</u>
<b>Total Other Assets</b>	<u>202,755.39</u>
<b>TOTAL ASSETS</b>	<u><b>2,536,314.15</b></u>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Long Term Liabilities</b>	
25100 · Middlesex Bank Mortgage	<u>28,397.65</u>
<b>Total Long Term Liabilities</b>	<u>28,397.65</u>
<b>Total Liabilities</b>	28,397.65
<b>Equity</b>	
30000 · Opening Balance Equity	2,077,153.05
31200 · Unrealized Gains/Losses DIT	8,778.50
31300 · Perm. Restricted Net Assets	70,984.00
31500 · Temp. Restricted Net Assets	185,449.40
32000 · Unrestricted Net Assets	151,281.80
Net Income	<u>14,269.75</u>
<b>Total Equity</b>	<u>2,507,916.50</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><b>2,536,314.15</b></u>

As of December 31, 2024

	<b>12/31/2023</b>	<b>Income</b>	<b>Expense</b>	<b>12/31/2024</b>
	<b>Balance</b>	<b>(Debit)</b>	<b>(Credit)</b>	<b>Balance</b>
Building Fund *	19,824.83	14,399.87	(4,547.92)	29,676.78
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 **	602.27	3,850.00		4,452.27
Financial Aid Fund	3,579.54			3,579.54
Gaumer Family Trust	1,775.00			1,775.00
Memorial Fund	28,502.25	205.00		28,707.25
Memorial Garden Fund	1,141.16	650.00	(550.00)	1,241.16
Organ Fund	6,933.98		(612.50)	6,321.48
Outreach Fund ***	3,594.24	4,660.47	(1,545.00)	6,709.71
Outreach / St. Paul's Meal	145.11			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>79,078.21</b>	<b>23,765.34</b>	<b>(14,587.29)</b>	<b>88,256.27</b>
Savings / Checking Accounts				38,024.76
Diocese Invst Trust - Church				51,539.41
				<b>89,564.17</b>
Diocese Invst Trust - Endowment				151,215.98

## \* Notes on Building Fund receipts &amp; disbursements:

Received donation of \$5,000 from Bob Shaw for windows; \$2,068 in donations for 60th Birthday  
 Transferred \$7,332 of money received from Employee Retention Tax Credit from Reserve to Building Fund  
 Paid \$1,973 for deposit to repair front door; \$2,500 for new exhaust moter for hood fan in kitchen

\*\* Received grant from diocese of \$3,850 for dinner church

## \*\*\* Notes on Outreach receipts &amp; disbursements:

Receipts: \$1,192 collected in outreach box; \$3,468 donated in memory of Peter Hemingway  
 Disbursements: \$250 for MICAH ad; donations made to Esperanza Academy, Faraja school, Lowell Transitional Living Center, Middlesex Valley Food Bank and For the Love of Erika