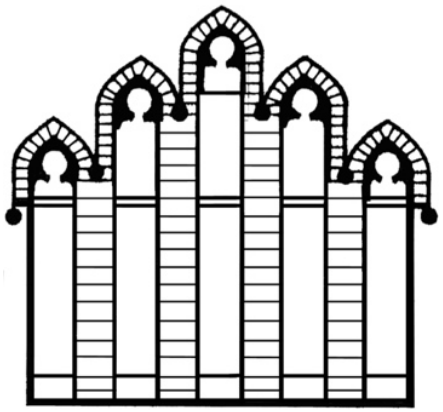
Annual Report

May 20, 2018



St. Luke's Episcopal Church, Montclair, NJ

www.slechurch.org

"Joyfully seeking and serving Christ"

AGENDA FOR ST. LUKE'S PARISH MEETING, MAY 20, 2018

Agenda Items	Time (Minutes)
Guide me O thou Great Jehovah	3
Call to Order and Quorum Confirmation	1
Opening Prayer	2
Appointment of Secretary	1
Introduction of Vestry – Walter Booker & Wendy Drake Schneider	5
Appreciation of Retiring Members	5
Regulations for Voting at Parish Meeting	3

2.6 QUALIFICATIONS OF VOTERS: The persons entitled to vote at any Parish meeting shall be:

a) Baptized;

b) At least 16 years of age;

c) Of good moral character;

d) Adherents of the Protestant Episcopal Church;

e) Regular attendance at services of the Parish for six calendar months before the meeting and

f) Regular contributors to the current expenses of the parish for the last six (6) months. The records maintained by the Treasurer shall be sufficient evidence of contribution. [D. N. Can 9.5} Contributions may be made individually or as a family unit.

2.10 VOTING: Elections shall be by ballot, and the polls shall remain open for one half hour, and for such longer time as may be required to receive the ballot of the persons present. Proxy and Absentee ballots will not be allowed. Elections shall be by plurality of the votes cast.

Introduction of Nominees	3
Distribution of Ballot	3
Ministry Reports	
Caring Community – Sue Singer	3
Peace & Justice – Dan & Charlene Salvito	3
Toni's Kitchen – Anne Mernin	3
Kids in the Kitchen & The Service Continues - Susan Andersen, Alison Curtin, Vicki Fantozzi	3
Children & Youth – Kathy DeWalt	3
Community Membership – Julia Ginocchio, Denise Price	3
Capital – Tom Cochran, Sue Villarosa	5
Treasurer's Report – Vern Endo	5
SLEC 2020 – Walter Booker	5
Rector's Wrap Up	5
Recognition and Commissioning of Newly Elected Vestry Members	3
Closing Prayer	2
Hymn 752 – There's a Sweet Spirit and Adjournment	3

SLEC "A cathedral in the community"

Green=Emerging, Red=Help Needed

5/17/18 15:14

The Great Commission:

Go therefore and make disciples of all nations, baptizing them in the name of the Father and of the Son and of the Holy Spirit, and teaching them to obey everything that I have commanded you.
Matthew 28:19-20a

Questions for Ministries & Ministers:

Where do you see God in this?
What does the Bible say about this?

How is this inviting to others outside our doors?

How is this good stewardship of our resources?

Joyfully seeking and serving Christ

The big "C"

Goals for our Community Cathedral

- **Love by become a more CARING congregation**
  "I give you a new commandment, that you love one another. - ***John 13:34***
- **300 Average Sunday COMMUNITY Attendance**
  "Go therefore and make disciples of all
- **$500,000 in Pledging COMMITMENT**
  "For where your treasure is, there your heart will be also" - ***Matthew 6:21***
- **100 CHILDREN & Youth Active Weekly**
  "Whoever welcomes one such child in my name welcomes me" - ***Mark 9:37***
- **$1MM CAPITAL Campaign & Execution**
  "From everyone to whom much has been given, much will be required" - ***Luke 12:48***

Ministries	Basic Objective
Worship	
Worship Assistant	Coordinate main worship services from within
Acolyte	Process with symbols of the church
Lay Reader	Spread the word in worship
Eucharistic Minister	Share from the table
Usher	Help congregants through the services
Altar Guild	Set the table and prepare for worship
	Celebrate creation in worship
Worship Committee	Develop new worship experiences
Verger	Lead Procession in Worship
Your New Ministry	Joyfully seek and serve god with your unique gifts
Outreach	
Toni's Kitchen	Feed and help the needy
Second Time Around Shop	Merchandise and sell donated goods
Caring Community	Offer pastoral and practical support
Peace & Justice	Spiritual Reflection, Understanding and Advocacy,
Kids in the Kitchen	Give our youngest members a chance to serve
Eucharistic Visitor	Visit sick and shut in to share communion
Healing Team	Offer healing prayer at worship services
Outreach Committee	Coordinate outreach efforts and AIM
Christ Child Project	Support needy families/individuals at Christmas
Relay for Life	Raise money/awareness to fight cancer
Memorial Committee	Distribute Memorial Funds
AA	Support those suffering from Alcoholism
Al-Anon	Support families with those suffering from Alcoholism
ACOA	Help those with family members with addictions
Job Seekers	Provide networking and skills for the unemployed
Your New Ministry	Joyfully seek and serve god with your unique gifts
Fellowship	
Coffee Hour Teams	Coordinate hospitality on Sunday mornings
Membership	Develop process to integrate people into community
Men's Group	Events for men of the parish (affinity group)
Women's Group	Events for women of the parish (affinity group)
Grill Team	Cook up meat a comraderies at parish events
We've Got Friends	Youth Group for Special Needs individuals
Your New Ministry	Joyfully seek and serve god with your unique gifts
Spiritual Enrichment	
Spiritual Explorers Club	Book club examining different aspects of spritituality
Centering Prayer	Events for women of the parish (affinity group)
Education for Ministry	In depth Bible study over four years
Sunday Bible Study	Bible Study focused on particular book
Black History Month	Learn more about the contibutions of all
Your New Ministry	Joyfully seek and serve god with your unique gifts
Children & Youth	
Church School Teachers	Teach Church School on Sunday Mornings
Day Camp 2018	Offer week long camp in coordination w/Crossroads
Youth Group	Offer community enrichment to jr/sr high students
Mission Trip	Take youth on service trips
Special Events	Coordinate one-time or annual events
Pumpkin Patch	Evangelize because gourd is good
Your New Ministry	Joyfully seek and serve god with your unique gifts
Music & Arts	
Senior Choir	Support main and major worship services with song
Junior Choir	Teach youth musical church tradition
Music & Arts Committee	Develop programs to celebrate creativity
Early Music Group	Share the sound of ancient instruments
Your New Ministry	Joyfully seek and serve god with your unique gifts
Support	
Vestry	Act as fiduciary guide to parish efforts
Finance Committee	Set strategic direction with resources
Personnel Committee	Administer personnel policies, hire for vacancies
Capitol Campaign	Raise money to support capital project list
Planned Giving	Develop long term giving
Stewardship Team	Educate congregation on giving
Graceful Grounds	Coordinate projects to improve appearance
Audit Committee	Contract for and review annual audit
Counters	Count weekly collection
Foundation Committee	Strategically distribute funds from parish foundation

Annual Meeting Minutes for 2017

Submitted by Tara Fardellone

Meeting opened at 11:23 a.m. May 7, 2017. Opening Hymn 690 was sung, followed by opening prayer. The Rev. John Mennell overviewed the agenda and topics to be covered in the meeting. Quorum was established at 11:28 a.m. Meeting secretary was appointed: Tara Fardellone.

The group began a Bible Study. Then, The Rev. John Mennell overviewed voting requirements:

- You MUST be 16 or over, good moral character, and be a regular attendee of the church with a current pledge in the current year.
- Elections shall be by ballot – the balloting opened at 8:42 a.m. at the conclusion of the 8:00 a.m. worship service. Wendy Drake-Schneider will count the ballots.

The current vestry was introduced. Retiring members were recognized and thanked: Bert Jones, Andy McBride, Wendy Drake-Schneider, Colette Emerson, Harry Mayo, and John Raposa.

The Candidates election were introduced: Warden: Walter Booker – Warden. Vestry: Gordon Frey, Bert Jones, Andy McBride, Ari Measday. Convention Deputy: Wendy Drake Schneider, Daniel Salvito, Bert Jones, Shahri Griffin, Martha Thalheimer, Stuart Christie, Stefania Cohen. Foundation: Will Hobbie and John Raposa.

The Rev. John Mennell outlined important aspects of the St. Luke's mission and community:

- Be a cathedral in the community – recognize God in our midst.
- Our understanding of God is open and allows expressions that may not be what we thought
- The core of being an Episcopalian is a set of doctrine that is in the BCP but as we walk through that, we are dealing with God, which we can't ever fully know
- Cathedral in the Community is the idea that the cathedral is a gathering place for all

***Joyfully Seek and Serve Christ* is our mission**

- Joyful – we have enough difficult things in our lives. We live in a world that is full of challenges and so as we joyfully come together and seek Christ, we look for God in joy.
- God continues to reveal God's self to us through Jesus.
- Serving Christ - serve each other, those in need, and our neighbor. Opportunities are unlimited
- Our purpose – We are called to Go out and make disciples of all nations, baptize them in the name of the Father, the Son, and the Holy Spirit, teaching them the words of Christ.

As we look at the vision, mission, and purpose we've outlined five goals over the years.

- How can we be a more caring community
- How can we build this community by inviting people in and asking how they see God
- How are we committed to this place in our pledges of stewardship, time, talent, and treasure?
- How do we raise up the young children and youth, teaching them that this is an important part of their lives going forward – and as we teach we learn also.
- How do we manage our Capital Campaign and the work that we've done in the last year and the work that we do in the year ahead

Sue Singer spoke about the mission and progress of the Caring Community:

- During 2016, the CC performed 363 separate acts of service – on average a service a day.
- The CC hosted the wisdom tree luncheon for seniors. 38 volunteers contributed
- Transportation is a nightmare for those who don't drive, or can't drive for any other reason. Of all of the activities performed by the community in the last year – 38% was transportation related. It's a significant need. Sign up as a person who is willing to give a ride today.
- We deliver food in two ways. Some need food on a continuous basis – home cooking from volunteers and Toni's Kitchen – big shout out to Anne Mernin and Veronique Ramsey for that

- Others require short-term support with home cooked meals – Caring community members cook the food themselves to help people with short-term meals. Some people can't drive or aren't in a position to cook. Other ways people served in the last year:

- Delivered altar flowers to sick parishioners
- Visited in rehab
- Advocated in assisted living setting
- Delivered groceries
- Emergency pickup and delivery of meds
- How to pick an assisted device
- Provided alone time respite for a caregiver
- Eligibility for special needs transportation
- Find housing
- Organize medical and financial records
- Introduce parishioner into a support group
- Event planning wisdom tree event planning
- Handwritten notes to people

The Rev. John Mennell introduced Sue Villarosa for the report on the Capital Campaign.

- Breaking Down Barriers has switched from securing pledges to implementing the projects
- Brand new sidewalks outside done–completed phase 1 of the roof repairs but 2 more to go
- We have received some funding from the diocese – the big project is the bridge connector and elevator project to increase accessibility – Paul Sionas detailed plans and measuring for the major projects– It's important for those who pledged (thank you) to please keep pledges current

The Rev. John Mennell introduced David Goslin for a report on Stewardship.

- The talent is exceptional in the community, the time commitment that everyone makes, the record setting meals we prove – this year we reached 300k – 25 pledges less, 50k less – there are number of families of the community that pay but don't pledge.
- We do have some work ahead of us – the one message I would give you is the give fearlessly.
- When you make that commitment the rewards are amazing. I would encourage you to reach out over the summer – help us do the outreach for the campaign

The Rev. John Mennell overviewed Church Finances.

- Vern Endo, Treasurer, has done amazing things to get our financials in order. Those who serve on the vestry are extremely grateful for the skill and professionalism
- Will cover – Financials for 2016 and 1Q 2017, fund balances, proposed by-law amendments
- Operating budget includes day to day without extra parts– Toni's Kitchen is separately raised and not used in other operations of the church- 48k is given annual to reimburse the church
- Operating surplus was deficit of 31k instead of planned break-even. Main reason for deficit because people didn't pay pledges of 48k and usage income was down rather than the budget being off– savings of the year because the youth leader wasn't hired until mid year
- Principal operating item Capital Campaign invested 85k in capital projects and collected 346k

<u>2017 first quarter</u>

- Operating income includes pledges; usage income majorly increased. We entered a lease with COPE Center in March with annual rent of 40k. Operating expenses 677k which is more than last year – it has an operating deficit for the year of 10k. We have budgeted 375k this year.
- Page 34 table of fund balances as of 3/31/17 – shows excess income over expenses for SLE.
- Prior practice was to maintain separate bank/investment accounts for the separate funds – years ago vestry approved separate accounting but comingled bank accounts – more efficient, especially those in excess funds – to formalize this practice, amendments are required by the parish. In terms of the investment portfolio, the excess funds = 691k our comingled investments. The vestry delegates the management of this portfolio to the finance committee
- As of 31 March, 553k invested in mutual funds sponsored by Oppenheimer and generated 40k of returns. The remaining is 108k invested in cash at Morgan Stanley.
- Earlier this year we liquidated Oppenheimer funds and opened Vanguard funds, low risk stocks or index funds – rebalanced automatically by portfolio manager –finished in April 2017

By law amendments

Page 37 –next six pages are by laws amendments – by-laws are always on the website and Vestry has been bringing them into 21st century – normally vestry approval with info to the congregation.

However, if any changes are made to article 6 they need to be approved at a congregational meeting – see the changes and why for article 6 and then put it to a vote.

- Proposed changes caused by Vestry believing most efficient way to manage investment portfolio is in largest portfolio possible – comingling of funds essential
- By-laws currently require separate accounts; specifically for Foundation and Memorial Fund
- Requesting for Foundation and Memorial Fund to be comingled–separate accounting audited annually each fund total – Vestry gets updates at the end of each quarter. The investment proceeds are annually reallocated in a proportionate way for each of the entities.
- As a financial control matter, we two separate committees, foundation and memorial. By comingling, we're making it the responsibility of finance committee with oversight from Vestry.
- Peter Savastano moved to approve by-law amendments. Stuart Christie Seconded. Vote was taken. All were aye. No opposing votes.

The Rev. John Mennell overviewed additional by-law amendment request:

- By laws provision for the Foundation – to accomplish work to finish with the capital campaign
- Foundation money is for Capital projects– half of earnings and half of seed can be used. When balance is in excess of 150k – money can be used from Foundation if parish votes at a meeting
- Fund balance is 138k and we want to borrow–Rectory driveway is where the oil tank was removed, it was leaking, needs soil remediation – Son of Ellen Meriney, Mike, application to NJ to help pay for remediation– we believe the total cost will be up to or in excess of 100k.
- Bert Jones moved to approve the by-law amendment. Sue Villarosa Seconded. A vote was taken. The majority voted aye, one nay was recorded.

The Rev. John Mennell overviewed his upcoming Sabbatical.

- Diocesan protocol says clergy are expected to take three-month sabbatical every five years
- In his 10 years, he has not taken one. From August 20 – November 26, diocese and vestry approved John's first sabbatical.
- He wants to learn Spanish. Will deepen his faith.
- October will be dedicated to the Camino de Santiago Christian pilgrimage– 350 miles form Bilbao, Spain to Santiago de Compestello –an opportunity to pray, see where God is calling us, and to practice Spanish. Advent 1 will be the first Sunday back.
- Deb Van Exel asked about notification process for by-law amendments made by Vestry - We send out an email to the congregation, and any changes that are in this and any subsequent changes are in the booklet – can we get an email about the changes since last year?

Voting Results:

- Warden: Walter Booker
- Vestry: Gordon Frey | Bert Jones | Andy McBride | Ari Measday

John Mennell and Sue Singer commissioned the people who are now on the vestry.

Delegates to Convention: Wendy Drake-Schneider | Bert Jones | Martha Thalheimer.
Delegates to Convention Alternates: Stuart Christie | Stefania Cohen | Shahri Griffin

John and Sue Singer commissioned delegates and alternate deputies to the 2018 Diocesan

Foundation Committee: Will Hobbie | John Raposa

John thanked attendees for gifts of time, talent, and treasure, and for all that you do to make this place a cathedral in the community. The meeting was adjourned at 12:44 p.m.

ST. LUKE'S EPISCOPAL CHURCH

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Vision (the dream, the image or concept)

"A cathedral in the community"

Mission (how we will accomplish our vision)

"Joyfully seeking and serving Christ'

Purpose (why we are on this mission with this vision)

Go therefore and make disciples of all nations, baptizing them in the name of the Father and of the Son and of the Holy Spirit, and teaching them to obey everything that I have commanded you. Matthew 28:19-20a

Objectives (what goals we want to achieve to fulfill our purpose)

- **Love by become a more CARING community**
  "I give you a new commandment, that you love one another. - *John 13:34*
- **300 Average Sunday COMMUNITY Attendance**
  "Go therefore and make disciples of all nations" - *Matthew 28:19*
- **$500,000 in Pledging COMMITMENT**
  "For where your treasure is, there your heart will be also" - *Matthew 6:21*
- **100 CHILDREN & Youth Active Weekly**
  "Whoever welcomes one such child in my name welcomes me" - *Mark 9:37*
- **$1MM CAPITOL Campaign & Execution**
  "From everyone to whom much has been given, much will be required" - Luke 12:48

Strategies (how we will do it)

The work of individuals, committees and teams in worship, outreach, fellowship, spiritual enrichment, children & youth, music & arts

Worship: Acolytes

Martha Thalheimer

The word “acolyte” comes from the Greek word “akolouthos,” which means a servant or attendant who waits on another. Acolytes assist the clergy in the liturgy of the Word and Sacrament, lighting the candles and carrying the torches and cross in procession. Acolytes may also serve by carrying the censor (thurible) when incense is used. The light bearing duties of the Acolyte are symbolic of bringing the light of Christ into our lives. We are in need of additional acolytes and have a customary available to help anyone learn how to serve. While there are no meetings for this ministry, you must be trained in order to serve. If you would like to join the Acolyte team, please contact Godfrey Gregg at Gregg@slechurch.org.

We are especially grateful to all those who serve:

Acolytes Adults:		Acolytes Youth:
Stephanie Borsi	Maureen Otto	Miles Buchanan
Tim Mannion	Martha Thalheimer	Emma Rodriguez

Worship: Altar Guild

Martha Thalheimer

The Altar Guild is responsible for preparing the sanctuary for services and cleaning up after. In addition, we keep the silver and brass polished, launder linens and occasionally we wash the Rector’s alb (robes) so he looks presentable for services. The group is made up of Myrna Bennett, Gordon Frey, Cynthia Hadley-Bailey, Sally Kress, Catherine Murray, Maureen Otto, Pauline Petrus, Daune Slater and Susan Singer. Special thanks to Marilyn Hatzenbuhler for washing and pressing the altar linens, and Sally Kress for being my reliable 8:00 a.m. Sunday contact.

To join, the time commitment is about ½ hour every 4 weeks on either Saturday morning to dress the altar, on Sunday morning at 8:00 a.m. to put out the sacraments, after the 8:-00 a.m. service to set up the 9:00 a.m. and 10:00 a.m. services and after the 10:00 a.m. service to clean the vessels used in preparation for the next service. We would love to have you become part of the group.

Worship: Counters

Stephanie Borsi and Harry Mayo

The Counters are recruiting and we could use your help! Each week two people get meet after the 10:00 a.m. worship service to count the collection. We count cash, log checks, and then take them to the bank to put in the overnight deposit box. We have streamlined the process so that it only takes half an hour. If you’re willing to join, please email Steph Borsi at stephborsi@aol.com. Thanks to our members for their many years of service: Martha Thalheimer, Don Moore, Timothy Mannion, Harry Mayo, Lisa Williams, Tom Cochran, Art Borsi and Steph Borsi.

Worship: Healing Prayer

Karen Thompson

Healing prayer is best summarized in: “Christian healing is Jesus Christ meeting a person at his/her point of greatest need.” Jesus does the healing, not us. Those praying channel God’s healing power and love. The “Gift of Healing” is given to those for whom we pray, not to those who do the praying." The Healing Prayer Team is made up of ministry members who provide private prayer and 'laying on of hands' at 10:00 a.m. worship. We dedicate the spiritual touch provided to ask for God's healing through our prayers and blessings. We all have a special interest in prayer for healing. A loving "thank you" to members Kathy DeWalt, Kathleen Kellaigh, Stephanie Borsi, Molly Williams, Bert Jones, and Karen Thompson. Please join us.

Worship: Lectors and Intercessors

Lectors are those who have been trained to read the Holy Scriptures during the Liturgy of the Word. The Liturgy of the Word is the first part of the service where the readings from the Hebrew and Christian sacred texts are read. Lectors read from the Hebrew Testament, lead in the recitation of the Psalm, and read from the Epistles and other Christian Testament books (except the Gospels, which are read by a Deacon or Priest during a Eucharist).

While generally an Intercessor within the church is one who serves as a mediator between a person in need and God, within the Liturgy of the Word, Intercessors lead the congregation in offering the Prayers of the People. Intercessions to God are offered by all of us as a body - not only for ourselves, but also for the church and for the world.

If you would like to serve as a Lector or Intercessor, training is required, so please contact The Rev. John Mennell at Mennell@slechurch.org for more information.

Lectors/Intercessors 8:00 a.m.
Barbara Anderson
Walter Booker
Joy Endo
Vern Endo
Keith Kawecki
Sally Kress
Candace Raymond
Susan Singer
Rochelle Wilson

Lectors/Intercessors 10:00 a.m.
Mike Alberga
Monique Balsamo
Charlene Dalton
Ken Dalton
Wendy Drake-Schneider
Colette Emerson
Gordon Frey
Bert Jones
Kathleen Kellaigh
Tim Mannion
Christopher McKenzie
Mike Peinovich
Liz Perez
Pauline Petrus
Maureen Otto
Nesta Stephens
Martha Thalheimer
Karen Thompson
Sue Villarosa
Marnie Weir
Matt Weir
Lisa Williams
Molly Williams

Worship: Usher Ministry

Catherine Murray

For everyone who asks receives; he who seeks finds; and to him who knocks, the door will be opened. - Luke 11:10

Contribute to the needs of the saints and seek to show hospitality. - Romans 12:13

Ushering at any church is important. Ushers are the first people churchgoers encounter when they enter a church. At St. Luke's, we welcome both our members as well as visitors, and make everyone feel comfortable here. The mission of the Ushering Committee is four parts, as follows:

1) To welcome and greet each person entering our church.
2) To be a positive representative of our church for our members and visitors.
3) To be courteous, kind, helpful, friendly and helpful to all who attend our church services.
4) To answer questions about how the service is conducted, and to direct people to our Sunday School rooms and bathrooms, as needed.

At present, the Ushering Committee has about 30 ushers. Catherine Murray is the Chairperson of the Ushering Committee. The useful skills needed for this Committee are punctuality, people skills, a positive attitude, an understanding of the duties of an Usher, and a willingness to help our members and guests. We are currently writing an Ushering Manual and would love to have you join the team. Catherine Murray can be reached at CatherineMurray5@aol.com. Thank you to all the current Ushers!

Worship: Flower Guild

Tim Mannion and Gordon Frey

The Flower Guild of St. Luke's Episcopal Church serves the parish by providing fresh flowers and general decorating support for all efforts to beautify our worship and social spaces. As the Bible says: "*The wilderness and the dry land shall be glad, the desert shall rejoice and blossom like the rose."* (Isaiah 35:1).

Church flowers remind us of the joy we can find in common things, and of our shared life with this planet. We work nearly every Saturday morning throughout the year, arranging for the next day's worship. We rest during Advent and Lent, but we are busy planning great things for Christmas and Easter during those days we are not actually arranging flowers, just as the Church 'rests' in preparation for the festivals to follow.

In the last few years, the Flower Guild has been working to decrease our spending in order to better live within our means. We rely upon the generosity of parishioners to support this ministry, however if we *don't* have a request for a floral memorial or thanksgiving for the coming week, we will *not* have flowers in the church. In the past few years, this policy did not result in any flowerless Sundays; however, this is no longer true. We are in need of regular support for the flower guild. A simple tri-fold order form is available on the back tables of the church, and online to help memorialize the events of your lives.

Memorials and thanksgivings can be requested for Sundays (except during Advent or Lent) by writing to flowers@slechurch.org, or contacting **Gordon Frey** or **Timothy J. Mannion** directly, and we will be happy to work with you. The basic amount for Sunday flowers is $80, but if that amount is too high for you, you should consider partnering with friends for a combined memorial or thanksgiving as a welcome method of supporting this joy filled enterprise.

The special flower installations we do for church festivals such as Christmas, Palm Sunday, Easter, Pentecost, and weddings and funerals are lovely and would not happen if they did not involve a host of helpers. Thank you to EVERYONE who has supported this ministry!

Outreach: Peace & Justice Committee

Charlene and Dan Salvito

The Peace and Justice Ministry is open to all members of the parish and the larger community of Montclair. We work with our community to bring justice to the poor and disenfranchised among us.

In 2017 we began to build a network among organizations focused on immigration and other issues including: Blue Wave, First Friends, Make the Road NJ, and American Friend Services Committee. We hosted an educational workshop by First Friends on the plight of immigrant detainees in NJ. We supported, "Know Your Rights" training at St. Luke's. Members of the ministry attended social justice training by Faith in NJ. We've worked to provide the St. Luke's community with information on activities around the region of interest to this effort (workshops, protests, etc.). All this can be found on our Facebook page: www.facebook.com/Peace-and-Justice-Ministry-St-Lukes-Episcopal-Church-1696456647048590/?view_public_for=1696456647048590

For 2018 we've established four pillars to continue our focus on the plight of the refugees and undocumented immigrants among us: spiritual foundations of social justice, cultural understanding, physical support, and advocacy. This year, we're looking for ways St. Luke's can provide occasions to renew/refresh those working on social justice through education and prayer. St. Luke's has joined the effort of the Montclair Sanctuary Alliance and we are identifying ways to offer physical support. On June 9, we will host a dinner from the Syrian Supper club. Our new Syrian neighbors will share their cooking skills in a table full of traditional food. Lastly, we will continue to support advocacy on behalf of DACA, undocumented immigrants, and refugees within our network.

Outreach: Caring Community

Susan Singer

The Caring Community serves parishioners who need a helping hand with prepared meals, rides to a doctor or church, or social/spiritual contact through a visit, phone call, or handwritten note. The need may arise because of the demands created by a newborn in the family, recent surgery, exhaustion from family caretaking, financial stress, isolation, or bereavement. Those helped by the Caring Community are all of us: people subject to the exigencies of the human condition.

While striving to continue the Caring Community's traditional service, we are excited to announce a soon to be launched new initiative designed to connect parents of toddlers and pre-school children.

WHY WE COMMIT

"And let us now continue to consider how to motivate one another in order to promote love and good deeds." - Hebrews 10:24

Our Core Values as a Cathedral in the Community

Inclusion over Exclusion: A home cooked meal delivered to a homebound person allows him or her to share in the bounty we enjoy in fellowship on-site. A visit to a homebound parishioner brings the church to him or her via news about special events, discussion about a sermon, or shared prayer.

Accessibility: We seek to integrate all into the life of the church. A Caring Community ride to church permits a disabled parishioner to engage fully in worship, coffee hour, committee meetings, spiritual enrichment, and more.

Community: We foster connection to the St. Luke's Community. A phone call, which may represent an isolated parishioner's only conversation during the length of a day, can help him or her maintain a sense of belonging to the congregation.

WHAT WE DO AND WHAT'S NEW

During 2017, the Caring Community performed 326 separate incidents of service, i.e., the averaged equivalent of 6 services per week on an annualized basis. This past year 33 volunteer parishioners, some serving regularly, and, just as important, some pitching in occasionally as they were able, allowed the Caring Community to continue to provide a high volume of service.

Transportation

As has been true since the Caring Community began four years ago, the service most in demand is transportation. In fact, 55% of the 326 incidents of service provided by the Caring Community in 2017 were transportation related. Caring Community "rides" fall into two categories, each presenting its own set of rewards and challenges: (i) "medical rides" for treatment, rehab, return from hospital, and the like, and (ii) rides to Sunday services and church related activities.

Our medical rides offer more than commercial services can provide: social interaction, and even, at the parishioner-patient's request, a "second set of ears" during medical consults. A dedicated group of volunteer parishioners regularly provide this service when they are free to do so at the requested day and time. Of course, professional and family commitments during weekdays limit the number of parishioners available to give rides on weekdays. Any amount of help, even if just once during the year on an off day from work, is of immeasurable value to those needing a ride to obtain medical treatment. Anyone able and willing to be on the list of folks available to provide an occasional medical ride should contact Sue Singer at ssinger726@email.com.

Our rides to Sunday services give direct access to worship in community for many who could otherwise not attend. By the "CC"'s count, an astonishing twenty-seven parishioners currently wish to come to our Sunday services regularly, but cannot without transportation assistance. During 2017 and continuing into 2018 the Caring Community has received a strong infusion of energy

from several additional parishioners who drive others to services week after week. Still, the numbers of folks needing rides has only grown during the past year. Help is needed! A volunteer can make a difference with just one or two rides a year.

Food Preparation/Delivery

Weekly food provision: The Caring Community has developed systems to provide meals on a weekly basis to parishioners with an ongoing need for supplemental food. In the past, the vast majority of these meals came from Toni's Kitchen's overflow stock of dinners for their guests. The "CC" would (and still does) assess the need weekly, and then requests from TK a specific number of meals for that week. These are set aside on freezer shelves dedicated by TK for the Caring Community for delivery to regular recipients. Much gratitude is owed to TK's wonderful leaders and volunteers. Beginning in 2017, a parishioner expanded the landscape by providing the "CC" with unused portions of foods she has cooked for her family, notably nutritious vegetarian soups, stews and casseroles. That contribution has made a significant difference in the "CC's" ability to add more variety to the foods we deliver. We expect that with the opening of the Farmers' Market, the Caring Community will be able to add fresh fruits and vegetables to our weekly offerings.

Situational Home Cooked Meals and Treats Prepared by CC Volunteers: In particular circumstances, a parishioner will welcome home cooked food delivered one or more times per week for a short period. The occasion for such needs may be recuperation from surgery, loss of a loved one, recovery from an injury, birth of a new baby in the family, or any other acute episode of joy or sorrow. On such occasions, the Caring Community organizes informal groups of volunteers to prepare and deliver tasty meals and treats.

Visits and Calls: Some Caring Community volunteers make visits to parishioners confined to home, a hospital, or a rehab facility. Others make an impact beyond what one might expect simply by sending hand written notes or cards to the homebound or those confined in a health care facility. Thanks to John's generous regular meetings with the Caring Community coordinator, and to Tom Laws' unfailing pastoral guidance, the Caring Community is able to facilitate contact between parishioners needing social connection and volunteers willing to provide it.

Connecting Parents of Young Children in the Congregation The Caring Community is in the pre-launch stage of an exciting new initiative for parents of toddlers and pre-school children. Stevie Tryson created the concept. Stevie and Ari Measday will coordinate participant activities. This is a two-part plan. We aim to coordinate play dates for the parishioner- parents' children. In addition, we'll offer bi-monthly "get-togethers" in the Assembly Room for the parents and their kids, one scheduled in the daytime, the other in the evening for parents with jobs outside the home. For questions or to participate, email Stevie Tryson at Stefanie.tryson@gmail.com.

GRATITUDE

Volunteers who helped in 2017 and early 2018 include:

Mike Alberga
Oneida Mendez-Laws
Nancy Alberga
Tara Murphy
Terri Clegg
Maureen Otto
Marcy Crimmins
Liz Perez
Wendy Drake-Schneider
Stu Perry
Amado Daurich
Denise Price
Evan Eden
Matthew Price
Jill Eden
Candace Raymond
Will Eden
Daune Slater
Jason Edwards
Gwenda Smith
Mark Emerson
Gwenda Smith
Ana Marie Forsythe
Patt Sullivan-Perry
Gordon Frey
Karen Thompson
Julia Ginocchio
Eric Trojian
Margaret Lockwood
Sue Villarosa
Christopher McKenzie
Robert Weber
Ari Measda6

Outreach: Outreach Committee

Catherine Murray

The Outreach Committee is funded through the A.I.M. (Action in Ministry) Red Baskets that are passed on the first and third Sundays of the month, as well as other donations from parishioners.

A generous man will himself be blessed, for he shares his food with the poor. - Proverbs 22:9

Give, and it will be given to you. Good measure, pressed down, shaken together, running over, will be put into your lap. For with the measure you use it will be measured back to you." - Luke: 6:38

The Outreach Committee helps St. Luke's parishioners joyfully seek and serve Christ by collecting funds and goods and distributing them to various charities and lives in the vision of the Church and its parishioners by targeting people and organizations that need our help.

The Outreach Committee meets on the third Sunday of the month at 11:30 a.m.

Catherine Murray is the Chair of the Committee. Committee Members are Lovie Abner, Maureen Otto, Jill Eden, Jana Cardoza, Charlene Salvito, Lysette Hamilton, Wendy McNeil, Susan Singer, Steph Borsi, Jiyeon Park, Lysbeth Karlok, and Mike Alberga. Mike Alberga serves as Treasurer.

There is no training necessary to be a member of this Committee. New members are always welcome. Please contact Catherine Murray at CatherineMurray5@aol.com with questions.

The Outreach Committee contributions are designated specifically for outreach for our towns, our country and the world. As a result of parishioners' contributions to the dark red A.I.M. baskets, the donations were made to the following charities during 2017:

- January/February—Montclair State University's Chaplaincy Program
- March/April—Relay for Life/American Cancer Society
- May/June-- Montclair YMCA--Summer Camp Program
- July/August—Seamen's Church Institute at Port Newark
- September/October—Episcopal Relief Fund for Syrian Refugees
- November/December—Rosanne Morey Christ Child Project, which includes the Apostle's House (an Episcopal Men's Home in Newark) and The Prison Project (for children of inmates in the Newark Prison).

For 2018, with the exception of Relay for Life/American Cancer Society, we will be supporting all the charities we supported in 2017. In addition to collecting and distributing funds, the Outreach Committee also offers volunteer opportunities to our parishioners, as well as drives to collect things for needy people, including the guests at Toni's Kitchen.

The Outreach Committee's Mission:
The mission of the Outreach Committee is to distribute 100% of donations to organizations that operate in the local, national, and international arenas to help people in distress. These donations are primarily made by our parishioners, so please remember to put your offerings in the red baskets on the first and third Sundays of each month.

Outreach: Second Time Around Shop

Margaret Lockwood

The Second Time Around Shop is located just off the parking lot under the sanctuary. The Shop sells clothing and accessories, small household items, linens, decor, books, and CDs donated by the public. For several decades the ever-changing team of volunteers has joined together to turn "straw into gold" to benefit St. Luke's and other designated charitable organizations. Our ministry thrives on the effluence of others affluence. Everyone has something to donate. Everyone can find something to purchase. Everyone can help. A stylish top that didn't suit, slacks in the "wrong" shade of blue, a pair of shoes forgotten in the closet, and decorative items that no longer capture the donor's heart, may all find new homes through us. Baby and toddler clothes that were outgrown in the blink of an eye as well as bright men's shirts that seem a bit snug are literally our stock and trade. Take a look in your closet and home and think of us.

In addition to the friends and neighbors near and far who shop with us, the Second Time Around Shop has long been the back-up resource for Toni's Kitchen. In recent months we also started filling requests for COPE Center. In our desire to be as effective as possible in filling such needs, we have designated storage bins for high demand items in the sizes most often needed. Top priority is given to keeping these bins well stocked with seasonally appropriate clothing.

Throughout the year the Shop also gathers new toys and craft materials for distribution through the Prison Ministry Christmas project. Sue Singer, who helps coordinate this project for the diocese, works with others to prepare the gifts for distribution to the children of incarcerated parents. This is an important and heartwarming program, and the Shop volunteers are honored to be part of the effort. The Shop is never apart from the Church and other ministries.

All the money the Shop raises is given away. A small amount of money is deducted for supplies and the remaining sum is divided in half. One half is given to St. Luke's while the remaining sum is divided into grants to support charitable organizations that reflect longstanding needs and concerns as well as current issues and recent natural disasters. An effort is made to see that some money is given to international organizations, some to national groups, and some to local agencies. Our donors, customers, and volunteers, are always eager to see the list and ask questions about the recipient programs. Application forms are available in the Shop.

2017 Shop Grant Recipients include:

- COPE Center, Inc.
- New Jersey Hopeline
- First Friends (NY/NJ)
- Roseanne Morey Christ Child Project
- Relay for Life – 5/20-21/17
- Montclair YMCA
- Boys & Girls Club
- NJ Children's Health Project
- Montclair Ambulance Fund
- Cross Roads Camp
- YCS Therapeutic Services
- HomeCorp Montclair
- Episcopal Relief & Development
- Intrepid Fallen Heroes
- Reach Out and Read
- Save the Children
- Montclair Public Library
- Habitat For Humanity
- New Nativity for St. Luke's

In Kind Donation of Goods:

- Toni's Kitchen
- Vietnam Veterans of America
- COPE Center, Inc.
- Prison Ministry Christmas Program for Children of Incarcerated Parents

The mission of the Shop is twofold. We promote fellowship as we raise funds by pricing and selling the items we receive as donations. No volunteer is expected to do everything, but every volunteer does something. Some price, some stock, some iron, some work on selling strategies, some decorate, some design jewelry (Elsie Lockett is our Artist in Residence), and some do many different things while others specialize. All our sales associates work with energy and joy, and many hands, happy hearts, and good brains, continue to make the Shop the success it has been for almost forty years. If you would like to join our efforts please reach out. Tuesday mornings, a time when we are closed to the public, is a "work morning," and a wonderful time to meet some of

the workers and take a tour. Most of the volunteers arrive around 10:00 a.m., and one only needs to follow the aroma of coffee and listen for the laughter, to join the group. You will have no trouble finding something to do, and will soon know you have found friends. The volunteers have shared wonderful days, the achievements of children, the loss of loved ones, photos of new babies, anxious times, illness, new jobs, glorious vacations, housing changes, retirements, the critical days of 9/11, and the roller coaster of events we call "life." We have celebrated together, shared tears, and joined together in prayer. If you don't recognize anyone when you walk into the Shop, I'm sure you will recognize many warm hearts and caring eyes before you finish your coffee. Please join us!

The past year has brought many changes to our roster of volunteers. Several amazing talents have joined the team as a number of wonderful ladies have moved to distant locations. One of our very longtime friends, Carolyn Blondel, died this Fall at age 96, and several of our beloved friends are struggling with serious illness. We pray for all our friends and appreciate every moment they have chosen to share with us. Every hour contributed is valued, every talent offered is appreciated, and every smile, tear, gasp, or bit of laughter connects us with each other and with our mission. We may be an ever-changing team, but we are always a great team!

The Shop would not function nearly as well without the continuing support and encouragement of friends, spouses, children, other relatives, and acquaintances. They serve not only because they are willing to smile and wait, but because they will lift and carry, seek solutions, and contribute whatever is needed when the call goes out. We also benefit from the generous assistance of the staff of St. Luke's, the Vestry and Wardens, and the many other ministries that fill the campus. We would especially like to thank Tara Fardellone, Anne Mernin, Veronique Ramsey, Tara Chowaniec, Stacey Cooper, Arline Amaducci, and of course, our rector, John Mennell.

Our team of volunteers includes:

Colette Emerson
Monique Balsamo
Pauline Petrus
Sue Villarosa
Adriana Dumitrescu
Sandy Restino
Betty Malone
Ana Marie Forsythe
Stephanie Borsi
Carole Chapman
Marcy Crimmins
Jean Aiello
Rikkie Francois
Wendy Drake-Schneider

Cathie Mazza (finances)
Eileen Kelly-McGreever
Joy Barnes
Janice Dorting
Erica Bamforth
Nancy Dillon
Ann Marguet
Leslie Koons
Sonja Cole
Martha Thalheimer
Lynne Graham
Deb Van Exel
Twyla Banitch
Carolyn Blondel

Elsie Lockett

Lovie Abner
Ellen Woods
Marcelle Gaia
LeAnn Durner
Leah DeRivan-Keppel
Marilyn Hatzenbuhler (finances)
Gwen Smith
Sarah Stransky
Ellen Meriney (always and forever)
Lois Lawrence
Margaret Lockwood

Special Friends of the Shop:

Gordon Frey
Mark Emerson
Justin Emerson

Bob Chapman
Rowan Ramsey
Maureen Otto

Tim Mannion
Mia Balsamo
John Morey

Outreach: Toni's Kitchen

Anne Mernin - Director of Outreach

"This service that you perform is not only supplying the needs of God's people but is also overflowing in many expressions of thanks to God." - 2 Corinthians 9:12

The Ministry of Toni's Kitchen at St. Luke's

Toni's Kitchen is where we extend ourselves as a Cathedral in the Community, by responding to God's call to feed the hungry, clothe those in need, and welcome the stranger. In doing so, we express our faith to the larger community. We embrace this call as our joyful work. We envision a community where everyone has reliable access to healthy food. Toni's Kitchen provides food to our neighbors in ways that improve health and independence. Our door is open; all are welcome.

Reflecting on Our Year

This has been our 35th year of joyful service to our neighbors in need. We celebrated this milestone with a sold-out gala at the Montclair Woman's Club. It has been a restorative moment to step back and think about the many members of our community that have found healthy food and so much more here at Toni's Kitchen over the years. We are grateful for this longstanding commitment to the most basic calling of our faith: to minister to those among us who are in need.

Where Toni's Kitchen started as a soup kitchen in 1982, we have now grown to do most of our work out in the community; connecting families, senior citizens, and children with healthy food in places they naturally gather. These places include low-income preschools, YMCA programs, tutoring programs, senior citizen social groups, teen mentoring groups and more. This new work has caused us to see the hidden hunger that continues to grow in the suburban communities.

How Does A Food Ministry Address Underlying Issues?

As a Christ-centered faith community, we recognize those who come through our doors as worthy of our full respect and embrace. *"I say to you, whatever you did for one of these least brothers of mine, you did for me." Matthew 25:40* In this spirit, we approach our food ministry with open hearts and attentive spirits. We know that hunger is a symptom of other underlying issues. We recognize that there are different individual goals for our guests in terms of independent living. As such, we have partnered with services in our community to help our guests attain their own best level of independence. For someone with impaired cognitive function or unattended mental health issues, that may mean living in a rooming house and eating with us. For a bus driver or crossing guard, that may mean eating with us to reduce their monthly cost of living. And, for a low-income working family, being part of our Healthy Backpack Program provides a cushion to weather a major repair bill or missed work due to illness. All of these opportunities provide members of our community access to healthy food while also strengthening ties with other important resources. For onsite guests, resources include mental health counseling, dental screenings, an exercise program, art workshops, health screenings, and nutrition counseling. For families we serve in the community, healthy food available in places they naturally gather strengthens their ties with partner programs – tutoring, sports, aftercare, early learning, and financial counseling.

Our Current Programs

Our ***OnSite Meal Program*** is designed for those in our community with very immediate food need, sometimes with housing and sometimes without. Most attendees in the program are adults. There is a broad diversity of backgrounds in this group. Some have learning disabilities that were not adequately addressed as children. There are high rates of literacy issues in the room. Some have significant mental health challenges. Many are low-income seniors without family or a social circle.

This program continues to be the heart of our work. We serve meals in our dining room four days a week and volunteers of all ages bring with them a variety of passions and talents in the service of our guests. This year we worked to get to know our guests' lives better in order to be more helpful. We conducted a comprehensive survey that provided in-depth information on our guests' living

situations and needs as well as feedback on the food and services provided at Toni's. We also formed the Guest Advisory Council which meets monthly and provides guidance into how we are doing and plans for the future. We have changed in many ways because of this work.

Our ***Outreach Programs*** recognize that food insecurity is growing fastest among suburban families, an often-unseen area of hunger. We have grown in our effectiveness in reaching these families, partnering with tutoring programs, schools, mentoring programs and others to ensure that whenever a low-income family reaches out to a program, healthy food is present. We now prepare food in the kitchen seven days a week. Stop by any morning and the kitchen will be humming with activity. Toni's is currently working with a wide variety of community partners to ensure that healthy food is available throughout our community. Partners include teen mentoring programs, sports programs, senior citizen social groups, supportive housing for those aging out of foster care, aftercare programs and myriad other programs that keep families, seniors and students healthy, active and growing. Our Outreach Programs are quite varied. Here are some highlights:

Our ***Healthy Backpack Program*** provides healthy food in nondescript, unbranded backpacks for low-income families. Families receive backpacks through programs in which their children are enrolled. We distribute 200 backpacks weekly along with 100 bags of fresh produce. Together these food packs constituted a core set of nutrition for families. Foods include: cereal or oatmeal; tuna or peanut butter; rice; beans; pasta; raisins and snack foods along with fresh potatoes, onions, carrots and greens. By committing to cover each program participant for a year, families can rely on this food and plan around it. This is a preventive program that helps families weather unexpected financial events such as a repair bill or an illness that interrupts a parent's work schedule. This program is designed to help families build a sure footing for their family's future.

Nutrition Packs are a recent program. Approximately half the food in a Healthy Backpack is packed into nutrition bags to go home with low-income children attending early literacy programs in Bloomfield. The program is small, 25-50/week. We expect to extend this program in the future.

Hot/Cold Meal Outreach – We know the Backpack Program works best for families with younger children. Older children need different interventions. For teens, we provide hot or cold meals for gatherings: teen mentoring programs, sports initiatives, counseling, tutoring and other after school gatherings. By integrating healthy food into these programs, kids are getting solid nutrition while ties with these important programs are strengthened. We also provide these meals at gatherings of low-income senior citizens. We know that seniors are particularly vulnerable and planting healthy meals in gatherings that strengthen their connections to community is very much appreciated.

Summer Food For Children – Summertime is when many children experience food insecurity. School food programs are unavailable and low-income families face higher childcare costs as they provide daytime coverage for children. Summertime is when Toni's Kitchen is busiest! Every day, hundreds of fresh healthy meals are provided to local summer camps, educational programs and libraries to make sure our children are healthy and growing all summer long. Come help us! We need lots of volunteers in the summer to do this work!

Additional Programs

Sharing our Gifts - Toni's Kitchen is occasionally blessed to receive more in donated goods than it can use. We established close working relationships with St. Peters Haven in Clifton where we expect to do additional collaborative work in the coming year, and continue our longstanding partnership with the Human Needs Food Pantry. Also, we share weekly with the Montclair Inn, which provides independent living options for its resident and we work closely with the Pine Street community and local residents who cook for, and distribute food to, their local community.

Special Needs Outreach – Toni's Kitchen understands that all God's children are called to service and that in service we are able to reflect on God's gifts. We partner with several schools serving

children with autism and other special needs to create service opportunities. In addition, we work with adult service programs and several families to engage their children's' talents in service of others. Over 30 special needs children and young adults weekly give generously of their time!

Gardens – Our garden program continues with great energy. Our main garden, on property made available by HomeCorp, and we look forward to an abundant harvest for our kitchen this season. We are currently working with HomeCorp to install more robust watering system. We also have a small garden in front of the rectory. This garden will grow herbs for use in the kitchen. You may have noticed a vertical garden structure in the parking lot. This garden is a way to bear witness to the abundance that can come from a very small piece of land! We are always looking for help in our gardens so for all those with a green thumb or a passion for dirty hands, jump in!

In-Kind Donations – In-kind donations continue from ShopRite, Whole Foods, Nicolo's Bakery, and Trader Joe's. We are blessed to receive regular donations from Little Daisy Bake Shop, several local CSAs, community gardens, and a variety of churches and synagogues that support our mission to feed the hungry. In addition, school groups, community groups, and committed individuals think of us often. We receive gifts resulting from food drives, lemonade stands, toiletry drives, and community service projects. We are looking to receive more in food donations, especially for our Healthy Backpack Program. Want to help? Call us!

Special Thanks!
Volunteers are the heart of our program and bring joy to all we do! We are deeply appreciative to the many St. Luke's members who have volunteered their time and resources. We are also deeply grateful to the support we regularly receive from ***Tara Fardellone*** - priceless!

Kids In The Kitchen – a warm thank you to Vicki Fantozzi, Tom Fallace, and Alison Curtain for their steadfast support by introducing St. Luke's youngest volunteers to the importance of serving others. After service, once a month, parents of young children gather in the kitchen with their young helpers to prepare a delicious dessert for our guests. This lovely gathering of young chefs teaches us that serving our neighbors is a calling to which we can all respond.

The Service Continues – Thank you to Susan Andersen and the many St. Luke's families that come to pack Healthy Backpacks after worship each month! The work you do keeps families fed and shows that each member of our community can take an active role in caring for our neighbors!

Caring Community – We are grateful for this warm partnership, led by Sue Singer who acted on her vision of caring for those in our congregation with a setback due to illness, injury or other temporary disruptive event. The Caring Community, among its many services, delivers a home-cooked meal from Toni's Kitchen to parishioners with temporary setbacks. The Caring Community extends the connection established with food to lift and support our St. Luke's community.

2nd Time Around Shop – Toni's Kitchen is grateful for the support our guests receive from the 2nd Time Around Shop. Many times each week, The Shop fills clothing needs for particular guests. Needs range from an interview suit, to a clean change of clothes or replacing worn out shoes. We are especially grateful to Margaret Lockwood for her leadership and thought.

Advisory Committee – Thank you to Vicki Fantozzi and Mike McDonnell for their time and thought in serving on our Toni's Kitchen Advisory Committee. They have helped lead the way for Toni's Kitchen to extend its reach and improve its effectiveness – thank you!!

Administrative Support – A huge thank you to Martha Thalheimer for being there during our crunch times! Martha has been a reliable administrative resource during busy moments. Phew!!

Health and Wellness – Big thanks to Betty Malone who is the heart of our blood pressure screenings. Our guests turn to Betty not only for their blood pressure but also for her warm conversation and cheerful support.

Branding Guidance – Thank you to Theresa McDonnell for sharing her insights and expertise. As Toni's Kitchen looks to the future, Theresa has helped guide our thinking around the way we present ourselves to the broader community. We are deeply grateful!!

Kitchen and Program Volunteers – Mia Balsamo, The Bermeo Family, Shahri Griffin, Melissa and David Goslin, Martha Jackman-Bivas, Elaine Meyers, The Perez Family, Charlene Salvito, Norma Small, and Fred and Greta Immemann.

Dishwasher Extraordinaire – Big hugs for Stu Perry. Couldn't do it without you!

Drivers Extraordinaire – Caroline Christie and Robert Weber

Keepers of Numbers – Thank you to Arline Amaducci & Vern Endo for their patience & fortitude!

Strengthening Our Organization

Toni's Kitchen spent significant time in 2017 working to strengthen our organizational structure. We do this to be good stewards of our resources and to maximize their benefit.

The Toni's Kitchen Advisory Committee provides a monthly review of our finances, our progress against goals and thinks through opportunities and obstacles as they arise. This committee has been invaluable in keeping our focus and helping address opportunities to improve our outreach.

In addition, we continue to improve our internal processes around food management and kitchen safety to ensure careful stewardship. Our small staff meets weekly to review kitchen performance, volunteer staffing, events and program initiatives. We have found this structure improves our ability to serve effectively and efficiently – drawing in our community to the work we are called to do.

Surveys and Program Evaluations are a part of the Toni's Kitchen culture. We regularly ask our community partners, guests, and volunteers for feedback on our work. This will continue during 2018 with more evaluations of the volunteer experience and our Healthy Backpack Program.

Capital Projects/Major Purchases

- Secured funding for a new stove to be purchased in 2018
- Purchased a washer/dryer to launder our aprons (we use hundreds each week!)
- Purchased new chairs for the dining room
- Secured partial funding to renovate bathroom in 2018

Finances	**2015**	**2016**	**2017**
Op Revenue	258,000	328,000	781,360 (402,561 in kind)
Op Expense	232,000	291,000	731,328 (402,561 in kind)

Some interesting numbers…

In 2017, Toni's Kitchen served or distributed food for almost 138,00 meals. Highlights include:

Meals Served in Dining Room, including take-away:	20,385
Groceries for guests to take home	7,038
Outreach Meals (served through community partners and Caring Community):	19,366
Backpacks and Pantry Bags	4,508
Pantry Bags	1,817
Meal Assistance to Other Soup Kitchens	480

Number of Volunteers

High School and Above	1500
Pre K - Middle School	
Number of Food Distribution Community Partner Programs	41
Number of Local Businesses Donating In-Kind Goods	18

Fellowship: Coffee Hour

Sue Villarosa

Sunday Coffee Hour is one of the most important and visible aspects of our St. Luke's community. It's that wonderful time after the 10:00 service when we can relax with a little food and drink, visit with old friends, make new ones and enjoy the special fellowship that is the heart of St. Luke's.

At present there are 10 different teams of volunteers with each team being responsible for Coffee Hour once every 10 weeks – that's only 5 or 6 times in a year. While each individual commitment is relatively small, the rewards are great and enjoyed by all. The dedicated Coffee Hour volunteers prepare tea and coffee, provide cold drinks, bring various homemade and store-bought goodies, set it all out, and clean up afterwards. We're always looking for new faces to join a Coffee Hour team – the more volunteers, the easier and more fun it is for everyone. So if you haven't yet volunteered to be on a team, please contact Sue Villarosa who will be happy to answer any questions and sign you up!

Many thanks to the special group of dedicated parishioners who have participated in Coffee Hour over the past year and to all of our current volunteers (team leaders in bold):

Joan Mayo
Will Hobbie
Julia Ginocchio
Denise Price
Matthew Price
Sarah Eggleston
Monique Balsamo
Lou Balsamo
Amado Daruich
Enuma Okuzu
Elaine Matthews
Rachel Cochran
Ellen Woods
Jinni Rock-Bailey
Scott Harvin
Sue Singer
Tara Murphy
Erica Bamforth
Daune Slater
Betsy Ginsburg
Charlene Dalton
Elaine St.Clair
Meg Banitch
Ellen Alexander
Linda Hyndman-Lewis
Jeanette Quintero
Alison Curtin
Wendy Drake-Schneider
JoAnn Short
Twyla Banitch
Oneida Mendez-Laws
Ann Marguet
Wendy McNeil
Christopher McKenzie
Melissa Goslin
Ronnie Egan
Susan & Miguel Bermeo
Liz Hartmann
Carol McCarthy
Cathie Mazza
Kathy Shanahan
Giselle Thomas
Leah Wooding
Charlene Salvito
Dan Salvito
Christie Crawford
Roxie Zeek
Marcelle Gaia
Candi Carter
Jen Pountain
Anne Mockridge
Betsy Burgess
Lily Delmar
Laura Fitzgerald
Jenira Joseph
Kelly Wenz
Eric Trojian
Krista Macchione
Jill Eden
Myrna Bennett
Karen Malone
Eulalee Hamilton
Millicent Brathwaite
Stefania Cohen
Brenda Stone
Larysa Cohen
Alison Curtin
Gracie Williams
Colette Emerson
Ana Marie Forsythe
Dall Forsythe
Nancy Dillon
Mark Dillon
Susan Ludwigson
Don Moore
Audrey Anderson
Molly Williams
Ericka Mohr
Catherine Murray
Sarah Stransky
Patt Sullivan-Perry
Nancy Alberga
Vicki Fantozzi
Susan Anderson
Katherine Underwood
Maureen Otto
Stephanie Borsi
Martha Thalheimer
Gordon Frey
Lisa Williams
Shahri Griffin
Leigh Mosquera
Jiyeon Park
Rebecca Hartzell
Maggie Gilchrist
Lovey Abner
Pauline Petrus
Karen Thompson
Joy Winnik
Billie Gleissner
Liz Perez
Sue Villarosa

Fellowship: Special Events

Jo Ann Short

Jazz, Jeans 'n More Part II was a huge success with 90+ people in attendance on Saturday, April 14, 2018. We kicked off a reception in the rectory with wonderful appetizers and music greeting us at the door; with our very own father and son duo; Seungho and Jaewoo Lee on violin and piano.

After the reception, folks entered the Assembly Hall that was transformed into a Jazz Hall with the sounds from the NYC jazz quartet, the KABS, helping us to feel welcome, relaxed and later, dance the night away. There were raffles, tricky tray items, and silent and live auction items. Dinner was prepared by Tim Trojian, chef/owner of Foxfire Mountain House in the Catskills of NY.

The committee was dedicated to the end and reviewed every detail, which led to the success that generated $18,000. With only $4,500 spent to put on this terrific event, the church netted $13,500. The wonderful committee is listed below. Join us next year for all the fun by either becoming part of the committee or by attending the event, we need people in both categories!

Stuart Christie
Stefania Cohen
Colette Emerson
Gordon Frey
Julia Ginocchio
Bert Jones
Tim Mannion
Harry Mayo
Joan Mayo
Andy McBride
Wendy McNeil
Stu Perry
Jo Ann Short
Susan Singer
Sarah Stransky
Erik Trojian
Sue Villarosa
Lisa Williams
Roxie Zeek

Spiritual Enrichment: Sunday Morning 9:00 a.m. Bible Study

The Rev. Tom Laws

Our primary subjects have been New Testament documents. Our method is to look at our readings in the context of their communities and histories. Generally, we read actual biblical books, not summaries or opinions of those documents. We often do consider likely experiences of the people represented in our biblical books (e.g. religion, political conditions, poverty, etc.). Class members raise any questions or concerns they may have regarding the texts or contemporary life.

All the Gospels and the Acts of the Apostles have been subjects in previous years. Beginning in Lent of this year, we have been reading stories from the Hebrew Scriptures highlighted by Phyllis Trible's book, Texts of Terror. These stories have raised issues especially regarding women and slaves in biblical narratives. We are open to requests or suggestions for future subjects.

Our meetings are casual. Subjects likely will appeal to adults or older teenagers. Persons with any interest or point of view are welcome. Attendance runs from two or three to eight or ten on any Sunday. We meet in the Conference Room of the Parish Hall. Come and join us!

Music: Senior Choir

Jim Millar – Director of Music

Thanks to the support and generosity of the people of St Luke's, the adult choir has remained strong this past year. A financial crisis was averted, our numbers grew, and we performed our first concert, the Schubert Mass in G, accompanied by the Tenafly High School strings. That concert was professionally recorded and is available on CD. Other highlights included the annual Lessons & Carols service, as well as Palm Sunday, Maundy Thursday, Easter Vigil and Easter Sunday. Next year, Jim Millar will be away on sabbatical in Siena, Italy, beginning in late January, returning in September. The choir is strong and resilient, and is on a firm footing to continue to flourish throughout the year. We hope to continue our association with the Tenafly High School strings, and begin a new partnership with the Montclair State University Brass Ensemble. We are very grateful for the many expressions of appreciation that we consistently hear throughout the church year. Thank you! (By the way, we would love to have YOU join us!)

Music: Junior Choir

Peter Tamburro – Director of Junior Choir and Kathy DeWalt

The Junior Choir, a group of young musicians ranging from 2nd grade to 8th grade, remains a cherished part of the St. Luke's music program and worship. The group rehearses weekly beginning in September to help lead the 10:00 a.m. Sunday worship services roughly once every month through the beginning of June. We sing a variety of repertoire, which includes music of a classical style, traditional hymns and spirituals, and some more contemporary music. This year the children sang songs in English, Spanish, and Latin, ranging in difficulty from unison hymn tunes to three-part, polyphonic settings of traditional texts. In some cases, such as our yearly performance at the afternoon Christmas Eve service, the singers also played instruments, including handbells, tambourine, and piano. Through our rehearsals and performances, our singers learn proper singing technique, practice and performance etiquette, and what it means to be a part of the worship team.

Our rehearsals take place weekly on Wednesday nights. They are preceded by a family style dinner in the Assembly Hall at 6:00 p.m., provided by parents of the members and coordinated by our phenomenal Director of Youth and Family Ministries, Kathy DeWalt. Thank you, Kathy! From 6:30 p.m. until 7:30 p.m., we rehearse in the Choir Room. A typical rehearsal will bring between ten to fifteen singers. While we are growing toward our goal of 20 regular members, we are already recruiting for next year. Please contact our director, Pete Tamburro attamburro@slechurch.org with any questions or potential new members. There is no experience required, and we look forward to your children singing with us soon!

Support: Membership Committee

Julia Ginocchio

Now in its third year, The Membership Committee endeavors to grow our average Sunday attendance (ASA) to 300 people and to better support every visitor, member, and returning member with opportunities for spiritual growth. We believe that by providing opportunities for every person to *fully connect* with Christ, we can live into being a "cathedral in the community." Membership Committee is charged with:

- Welcoming visitors Sunday mornings and inviting them to Coffee Hour or other church events.
- Providing information on request for new or inactive members to renew interest in St. Luke's
- Planning events to welcome and recognize new members including Newcomer Receptions.
- Initiating and supporting programs or events to energize others in the church to be sensitive to needs of prospective members and to value the importance of being a pledging member
- Helping all church members to achieve personal growth by encouraging an interest and active participation in the church and our various ministries.

While our guiding theme has been “Invite, Welcome, Connect,” the Committee has agreed to focus on the “Connect” aspect of membership. In 2017, 90 individuals and 36 families visited St. Luke’s with a 66% retention rate, meaning one third of those individuals did not come back. (For reference, 9 families made a pledge.) We need to work harder on having people not only come to SLE, but also to stay and become a fully engaged member of our church family.

Feedback from a Member Survey found that while many visitors to St. Luke’s are welcomed and enjoy several aspects of our congregation including diversity, youth programs, sermons and other elements of our service, we have work to do to be a truly welcoming congregation, open to all.

To this end, this past year the Committee has:

- Worked more closely with Ushers to welcome visitors and direct to Coffee Hour
- Hosted two Newcomer Receptions
- Worked to re-energize the online Membership Directory by offering picture taking on Sundays.
- Conducted a Survey to get feedback from both newcomers and longtime members
- Hosted an outreach table at the Montclair Farmer’s Market to introduce more people to SLE.
- Ran a social media campaign and placed ads in *Montclair Local*, often in support of events such as Lessons & Carols, Pumpkin Patch, etc.
- Organized “Ministry Minutes” during church to share about our ministries and recruit volunteers

While working on ways to revitalize the congregation, we identified two challenges of membership. The first, and the more critical, is that of keeping members *engaged, active, and supported* on their spiritual journey once they have joined. We know that if a member is not engaged in the church in the first few years, we lose them. Retention of church members occurs if Newcomers find communities and ministries (formal and informal) in which they connect at a personal level, find support, encouragement, and new ways to contribute to the mission of one or more ministries.

The second is the challenge of “recruiting” new members. New members join the church if they are personally welcomed, if the available activities and opportunities are accessible, and if they find opportunities for growth and connection with the church. In a worship community of our size (avg. ~200) small groups and ministries play a critical role in helping members, new and old, feel connected, become and remain engaged, and live out the call to discipleship.

The challenge:
Our survival and growth will depend upon innovation. In an era where patterns of church membership are changing dramatically, we cannot expect the world to come to us on our terms. We need to develop an attitude of openness, adventure, and a culture within the congregation that empowers everyone to participate in, and help take responsibility for, our membership. Retaining members takes a bit of creativity -- and a lot of prayer.

In the year ahead we will explore how to reach out and build relationships with new and current members, offering our support. We will also do more work to support various ministries as needed.

Most importantly, we invite and encourage all members of St. Luke’s to help us by warmly welcoming visitors, listening to them, and helping them connect with not only a member of the Membership Committee but other parishioners as well.

Membership Committee meets once a month at an agreed upon time and place, but generally at a conference room here at the church. All are welcome!

Support: Capital Campaign Committee

Tom Cochran and Sue Villarosa - Co-Chairs, John Raposa - Treasurer

St. Luke's capital campaign *"Breaking Down Barriers"* has completed two projects, a third project is currently underway, and further projects are anticipated.

Projects completed: The Sidewalks Replacements project was completed in September of 2016 with a final cost of $35,307. Phase 1 of Roofs Repairs (the North Transept/Chapel area) was completed in April of 2017 with a final cost of $32,200. In February of 2017 Vestry approved the Capital Campaign Committee's recommendation to retain Sionas Architecture P.C. to provide architectural services for the future Bridge/Connector and possible Elevator projects authorizing an expenditure of up to $102,450, of which $70,603 has been billed through April 30, 2018.

Project underway: On August 15, 2017 the Vestry authorized the Committee to issue Requests for Proposals (RFPs) for the Bridge/Connector (including an ADA-compliant family bathroom) and the Elevator projects, once biddable drawings were available from the parish's architect. RFPs were issued on December 8, 2017. The proposed Bridge/Connector project includes relocation of the Vesting Room to the current Sacristy; relocation of the Sacristy to a new first level in the former Organ pipe shaft room; creation of a new Flower Guild Room in the new second level in the former Organ pipe shaft room; constructing a new ADA-compliant Family Washroom in the current Vesting Room; constructing a new hallway through the Vesting Room from the Memorial Wall to the bridge leading to the Assembly Hall; and barrier free improvements to the bridge. The proposed Elevator project includes construction and installation of a new, 3-story elevator with barrier free improvements in storage space outside the Parish Offices next the Sawtelle Room.

Six valid bids were received in response to each of the RFPs and after extensive evaluation the Committee recommended the Vestry retain Stoddart Associates Inc. of Caldwell to undertake the Bridge/Connector project. (Due to proposed costs, the Elevator was deferred but the Committee intends to examine less expensive alternatives for future action.) On February 20, 2018, Vestry approved the Committee's recommendation and authorized an expenditure of up to $450,000 plus up to $10,000 for permitting fees. The contract was executed effective April 10, 2018 with a final contract price of $444,818 (subject to future change orders, some of which are anticipated), which is less than the amount authorized by the Vestry, and permit cost was $5,598, also less than authorized by the Vestry. Work began in Mid-April 2018 and is expected to take 5 months.

Potential Future Projects (subject to available funds and authorization by the Vestry):

Elevator: The Committee intends to examine cost effective alternatives to a commercial elevator.

Phase 2 Roofs Repairs: In 2017 the parish accepted a $16,150 grant from the diocesan J. Ward Herbert Fund to assist with Phase 2 of Roofs Repairs (the rear of the Parish House 3rd floor with dormers). With the acceptance of this grant the Vestry committed to complete this project in a timely manner, like late 2018 or early 2019 depending upon weather and several other factors.

Phase 3 Roof Repairs: On May 15, 2018 the Vestry authorized the Committee to undertake an expedited RFP for replacement/repair of the flat roof and adjacent slate roof as necessary above the former Organ pipe shaft room (which will be the new Sacristy and Flower Guild room) as leakage/moisture was identified during demolition for the Bridge/Connector project.

Phase 4 Roof Repairs: Phase 4 includes choir room north & south to repair flashings and flat roof

Rectory: The Committee plans to examine options for renovation/reconfiguration of the Rectory.

Parking Lot: In 2016 the Committee and Vestry split the parking lot resurfacing project (including repair of drainage) from the Sidewalks Replacement project, deferring it to the end of the campaign in recognition that heavy vehicles will utilize the parking lot during construction.

***Capital Campaign Finances**:* The Committee continues to closely monitor the payment of pledges to the Capital Campaign, providing Finance Committee and Vestry with monthly reports on the current balance of Capital Campaign Account, and projections of future cash flow. Some shortfall in pledge fulfillment exists with some write-offs already made. It is clear that all shortfalls in pledge fulfillment will ultimately impact the work that can be completed. The Committee welcomes new pledges to the Capital Campaign and seeks timely fulfillment of existing pledges.

The following is a summary of the Capital Campaign Financial Report:

OVERALL CASH FLOW PROJECTION

(as of April 30, 2018)

Estimated Remaining Funds To Be Available to Finance Capital Campaign Work:	$783,617
Current Account Balance (04/30/18)	$427,351.15
Pledges made thru 04/30/18 (as adjusted)	$1,248,079
less Monies received from pledges thru 04/30/18	($807,006)
less Pledge payments in arrears thru 04/30/18	($60,757)
less Pledge write-offs thru 04/30/18	($24,050)

- Of the Current Account Balance and Estimated Remaining Funds, up to $385,731 is currently committed; specifically, up to $545 remaining for Phase 1 of Roof Repairs; up to $31,847 remaining for architectural services; $500 remaining for organ electronics relocation; and up to $352,839 for the bridge/connector project (any change orders will be additional). Having accepted the $16,150 J. Ward Herbert Fund grant for Phase 2 of Roof Repairs, we are committed to make these repairs, the cost of which is estimated to be in the $32-35,000 range.
- In addition to the $24,050 already written-off, we estimate that at the end of last quarter (03/31/18) that $69,640 is likely not to be fulfilled, of which $24,441 was already showing as in arrears as of that date, leaving a balance of $45,199 considered in jeopardy as of that date.
- With deductions for committed items, anticipated unfulfilled and written-off pledges, and the estimated costs of Phase 3 of Roof Repairs (est. $15,000) and the deferred parking lot work (est. $35,000+), actual remaining funds to finance other capital campaign work after completion of the bridge/connector project are estimated to be in the mid $200K's.

2018 MONTHLY CASH FLOW PROJECTION

January - 6,262	July - 7,722
February - 2,352	August - 2,519
March - 17,802	September - 2,594
April - 21,555	October - 2,672
May - 6,152	November - 7,569
June - 11,769	December - 45,294

2018 TOTAL PROJECTED CASHFLOW **$134,256**
(without adjustment for any pledges that may not be fulfilled)

2017 RECEIPTS		2017 EXPENSES PAID	
1Q17	$ 79,038	1Q17	$ 10,550
2Q17	$ 41,723	2Q17	$ 10,550
3Q17	$ 42,717	3Q17	$ 35,015
4Q17	$ 85,436	4Q17	$ 29,630
Total 2017 Receipts: $248,914		**2017 TOTAL:**	**$85,745**

SUPPORT: TREASURER'S REPORT

Vernon Endo, Treasurer

The Treasurer's Report for 2018 focuses on three areas:

- The financial results for 2017 and our results through the first quarter of 2018;
- The fund balances, which represent the excess accumulated funds of the various entities of the Church. (The excess amounts not required for use in the near future comprise the Investment Portfolio.)
- The Investment Portfolio performance through Q1 2018.

Please review this report with the accompanying financial statements and Fund Balance spreadsheet.

Financial Results for 2017:

Operating Surplus remains the focus of the 2017 annual financial review because it includes the day-to- day activities of the Church and excludes discretionary, nonrecurring, or restricted items such as Capital Campaign income and expenditures. The results of Toni's Kitchen, which is part of our day-to-day operations and an important ministry is excluded from Operating Surplus because its income is raised directly in support of its ministry and is not used in other operations of the Church. Operating Surplus does include Toni's Kitchen's annual $48K (since raised to $60K in 2018) contribution to reimburse the Church's operations for the facilities and services it receives, which in aggregate totals about $116K.

For 2017 Operating Surplus was essentially breakeven with a small $2K deficit versus a planned $10K deficit in the budget. Operating Income totaled $665K, of which pledges of $380K, rental income of $118K, Toni's Kitchen reimbursement of $48K and Shop income of $41K represent 88% of the total. Operating income was about $10K below budget largely due to $7K shortfall in rental income. Operating Expenses totaled $657K. Worship, Outreach, Fellowship and Children and Youth related expenditures, which include allocated personnel costs, represent 57% of the total, while Office and Building expenses represent the remaining 43%. Operating expenses were about $20K less than budgeted because the Shop outreach contributions of about $21K were not paid until 2018.

Turning to the non-operating portion of our finances, Toni's Kitchen had a very successful year financially as they reported income of $781K and expenses of $731K, including the internal $48K payment mentioned earlier to reimburse the Church for facility usage and services. You should note that Toni's Kitchen's finances include non-cash contributions and expenses (primarily food and totaling $403K), which offset so as not to distort its cash position.

Besides Toni's Kitchen, the main non-operating item remains the Capital Campaign, which collected $249K and invested $70K in capital projects.

Finally we recorded investment income of $82K for the year.

2018 Budget and Q1 results:

Operating Income budgeted for 2018 is $643K about $13K lower than in 2017. This includes pledges of $350K and usage income of $113K vs. the $118K we received in 2017. As previously noted Toni's Kitchen's reimbursement payment was increased to $60K from $48K in 2017.

Operating Expenses budgeted for 2018 total $647K, about $10K less than was spent in 2017. The main reduction included the non-replacement of the Youth Leader, who resigned in December.

The Budget has an Operating deficit of about $5K.

During the first quarter our finances were generally on budget, except for timing differences on expenses, which are allocated in the expense budget in equal monthly amounts. The one area we continue to focus on is pledge income. We budgeted $350K and have signed pledge cards for that

amount. There is an estimated annualized $28K in payments being made that we believe could be converted to pledges and the Wardens are working on that conversion, which would eliminate the Operating deficit.

In Non-Operating income and expenses, Toni's Kitchen reported $364K of income and $194K in expenses, including $15K reimbursement payments to the Church's operating budget. The Capital Campaign collected $37K and invested $9K. The Investment Portfolio lost $8K during Q1.

Fund Balances as of March 31, 2017:
As mentioned earlier the fund balances represent the accumulated excess of income over expenses for the various entities of St. Luke's. The largest amounts are in the Capital Campaign, Toni's Kitchen, the Foundation and the Church's Operating Fund. The Funds total about $1.5 million as of March 31, 2018.

Investment Portfolio:
As reported last year in the Annual Report the Investment Portfolio's restructuring was completed in April 2017 with the funds fully invested in four balanced low fee Vanguard mutual funds. The Portfolio totaled $697K at March 31, 2018, a slight decline from $705K at yearend 2017 and an increase over the $661K balance at March 31, 2017. The Investment Portfolio in aggregate is invested 55% in equities and 45% in fixed income. It remains in compliance with the Investment Policy established by the Vestry.

Support: Finance Committee

Vernon Endo, Treasurer

The Finance Committee is responsible for overseeing the finances of St. Luke's and reports to the Vestry. Its main activities include oversight of the budget and making decisions related to, and monitoring the investment portfolio. The Treasurer chairs the Committee and its members include John Raposa, Walter Booker, Wendy Drake-Schneider, Cathie Mazza, Nesta Stephens, who also serves as Assistant Treasurer, Harry Mayo, Tom Cochran, David Goslin, and Keith Kawecki. In 2017, in addition to its usual activities, the Committee focused on reinvesting the investment portfolio in low cost Vanguard funds and establishing reporting. We welcome new members interested in the Committee and meet the second Tuesday at 7:30 p.m. every month.

2018 Stewardship Report

Current Date	**15-May-18**		
Running Total 2018		$361,704 *	
% $ Goal ($350,000)		103%	
% of Pledges Goal (200) to date		72.5%	
	#'s	**Amounts**	**% of pledges (not $'s)**
Net of New 2017 Pledges	54	$100,145	37% New
Net of Increased Pledges	47	$24,164	32% Increase
Net of Pledges Same Amount	36	$80,190	25% Same
Net of Reduced Pledges	8	$5,581	6% Reduced
Average Pledge Amount		$2,495	
Pledges received to date	**145** *		100%
Net Changes 2017 vs 2018		$118,728	32.8%

% change in $'s from last year pledges plus new pledges

* Note: Total includes five families with previous pledges and their YTD giving

Diocesan Pledge to ASA % = 79% SLEC 2017 ASA was 201

Average Dicesan Pledge 2016 - $2,615

2018 Income

Month 4

		Actual 2017	Budget 2018	Jan 18	Feb 18	Mar 18	Apr 18	2018 YTD	Estimate	Difference
1001	Plate	$11,491	$10,000	$776	$566	$580	$2,422	$4,344	$3,333	$1,010
1003	Unpledged Givers of Record	$0						$0	$0	$0
1002	Current Pledges	$379,480	$350,000	$26,267	$33,698	$34,727	$34,407	$129,098	$116,667	$12,431
1005	Special Event	$0	$20,000			$2,660	$14,720	$17,380	$6,667	$10,713
	Flower Guild	$4,361	$6,000	$784	$100	$2,057	$625	$3,566	$2,000	$1,566
	Other Unrestricted income	$15,655	$10,000	$3,101	$41		$2,500	$5,643	$3,333	$2,310
1000	**Total Unrestricted Income**	**$410,987**	**$396,000**	**$30,928**	**$34,405**	**$40,024**	**$54,673**	**$160,031**	**$132,000**	**$28,031**
1102	Lay Benefits/Other Restricted	$0						$0	$0	$0
1106	Parish Committee Income	$1,435	$6,000			$175		$175	$2,000	($1,825)
	Youth Fees	$15,762	$4,420					$0	$1,473	($1,473)
	Altar Guild	$3,000	$2,000					$0	$667	($667)
	Moore Trust	$13,000	$14,000			$3,000		$3,000	$4,667	($1,667)
	Misc Restricted Operating Income	$75	$1,000	$5,000		$655		$5,655	$333	$5,322
	Restricted Income	**$33,272**	**$27,420**	**$5,000**	**$0**	**$3,830**	**$0**	**$8,830**	**$9,140**	**($310)**
111101	Al-Anon	$4,200	$4,500	$350	$350	$350	$350	$1,400	$1,500	($100)
111103	Imani	$22,000	$22,000	$1,833	$1,833	$1,833	$1,833	$7,333	$7,333	$0
111104	Alanon Monday	$403	$480		$50	$70		$120	$160	($40)
111105	AA - Tues	$1,000	$1,200		$100	$80	$80	$260	$400	($140)
111106	AA-Wed	$1,080	$960	$90	$90	$90	$90	$360	$320	$40
111107	AA Friday	$1,320	$1,440	$240		$120	$120	$480	$480	$0
111113	Emanuel's Hope Baptist Church	$12,315	$11,700	$1,125	$900	$900	$675	$3,600	$3,900	($300)
111112	MLC Summer Camp	$6,000	$0					$0	$0	$0
111114	Rectory Occupancy	$17,325	$11,550	$1,650	$1,650	$1,650	$1,650	$6,600	$3,850	$2,750
111111	Writer's Group	$600						$0	$0	$0
	Writers Cirle	$3,291	$10,000					$0	$3,333	($3,333)
	RISE	$0	$0					$0	$0	$0
	Pure Foundations	$444	$0					$0	$0	$0
	COPE	$36,500	$40,200	$3,300	$3,300	$3,350	$3,350	$13,300	$13,400	($100)
111115	AA Thursday	$1,040	$960	$80	$80	$80	$100	$340	$0	$340
111116	AA Monday	$1,150	$1,200	$100	$50	$100	$100	$350	$0	$350
111109	Misc Usage (One Time)	$9,050	$7,000	$1,325	$100	$40	$1,570	$3,035	$2,333	$702
1111	**Usage Reimbursement Income**	**$117,719**	**$113,190**	**$10,093**	**$8,503**	**$8,663**	**$9,918**	**$37,178**	**$37,010**	**$168**
	Restricted Operating	**$150,991**	**$140,610**	**$15,093**	**$8,503**	**$12,493**	**$9,918**	**$46,008**	**$46,150**	**($142)**
	Operating Income less Outreach	**$561,978**	**$536,610**	**$46,022**	**$42,909**	**$52,517**	**$64,592**	**$206,039**	**$178,150**	**$27,889**
*110604	Parish Gifts (Pass Through)	$0						$0	$0	$0
1107	Rector's Discretionary Fund	$875						$0	$0	$0
	Toni's Kitchen Partial Reimbursement	$48,000	$60,000	$5,000	$5,000	$5,000	$5,000	$20,000	$20,000	$0
1204	Christ Child	$738	$2,000		$1,000			$1,000	$667	$333
*1205	AIM Offering	$2,990	$4,000	$50	$20	$113	$184	$367	$1,333	($967)
	Caring Community	$50						$0	$0	$0
1212	2nd Time Around Shop	$40,779	$40,000	$2,315	$3,313	$3,196	$4,491	$13,316	$13,333	($18)
Operating	**OPERATING INCOME**	**$655,410**	**$642,610**	**$53,386**	**$52,242**	**$60,826**	**$74,267**	**$240,722**	**$213,483**	**$27,238**
	OPERATING EXPENSE	**$657,489**	**$647,312**	**$56,792**	**$66,874**	**$57,257**	**$54,075**	**$234,998**	**$215,771**	**($19,227)**
	OPERATING SURPLUS/(DEFICIT)	**($2,079)**	**($4,702)**	**($3,406)**	**($14,632)**	**$3,570**	**$20,192**	**$5,724**	**($2,287)**	**$8,012**
*1207	St Luke's Foundation	$4,000						$0	$0	$0
	Memorial Fund	$0						$0	$0	$0
1004	Investment Income	$81,611		$16,142	($19,784)	($4,343)	($511)	($8,497)	$0	($8,497)
*1214	Bequests	$0						$0	$0	$0
*1210	Capital Campaign	$248,914	$187,122	$16,491	$7,273	$12,963	$9,784	$46,512	$0	$46,512
	CCPE Capital Payment	$9,158						$0	$0	$0
	Other Restricted Income	**$343,683**	**$187,122**	**$32,633**	**($12,511)**	**$8,620**	**$9,273**	**$38,016**	**$0**	**$38,016**
	Capitol Expense	**$117,528**	**$400,000**	**$0**	**$0**	**($8,459)**	**($103,749)**	**$21,125**	**$133,333**	**$21,125**
	Restricted Surplus/(DeficitT)	**$461,211**	**($212,878)**	**$32,633**	**($12,511)**	**$162**	**($94,476)**	**$59,141**	**$133,333**	**$59,141**
		$0								
Toni's	*1203 Toni's Kitchen Income	$781,360	$737,500	$257,091	$62,545	$44,839	$41,386	$405,861	$245,833	$160,028
	Toni's KitchenOutside Expense	$683,328	$682,245	$74,056	$52,061	$52,551	$61,527	$240,196	$227,415	($12,781)
	Net afer Reimbursement	**$50,032**	**($4,745)**	**$178,034**	**$5,484**	**($12,712)**	**($25,141)**	**$145,665**	**($1,582)**	**$147,247**
		$0								
TOTAL	**Total St. Luke's Income (Quickbooks)**	**$1,732,453**	**$1,507,232**	**$338,110**	**$97,276**	**$109,286**	**$119,926**	**$664,599**	**$439,317**	**$225,282**
	Total St. Luke's Expense (Quickbooks)	**$1,458,345**	**$1,729,557**	**$130,849**	**$118,935**	**$118,267**	**$219,351**	**$587,402**	**$576,519**	**($10,883)**
	Net Total Surplus/(Deficit)	**$274,108**	**($222,325)**	**$207,261**	**($21,659)**	**($8,981)**	**($99,425)**	**$77,197**	**($137,202)**	**$214,399**

Account Balances	12/31/17		3/31/18	
Chase - St. Luke's	$67,094		$22,393	
Chase - Toni's Kitchen	$88,585		$267,606	
VanGuard	$704,751		$696,765	
CapitalAcct	$495,659		$529,187	
Total	**$1,356,089**		**$1,515,951**	

2018 Expense

	Actual 2017	Budget 2018	Jan 18	Feb 18	Mar 18	Apr 18	2018 YTD	Estimate	Difference
Worship									
Staff (Music Dir, 30% Rector, 20% PA)	$87,980	$86,830	$5,691	$6,780	$7,098	$6,758	$26,327	$28,943	$2,616
2302 Substitute Organist	$2,900	$3,000					$0	$1,000	$1,000
2303 Choir Section Leaders	$18,355	$15,000	$1,800	$1,890	$1,890	$2,240	$7,820	$5,000	($2,820)
2304 Liturgical Lay Benefits	$2,571		$196	$201	$201	$217	$814	$0	($814)
2305 Organ Maintenance	$0	$1,000					$0	$333	$333
2309 Music Program Misc	$68	$500		$530			$530	$167	($363)
2310 Music Program - Other	$108						$0	$0	$0
2320 Worship Committee	$913	$500	$36				$36	$167	$130
2330 Altar Guild	$3,991	$3,500		$80	$27	$94	$201	$1,167	$966
2340 Flower Guild	$8,577	$6,303	$3,177				$3,177	$2,101	($1,076)
Sub-Total Worship	**$125,464**	**$116,633**	**$10,900**	**$9,481**	**$9,216**	**$9,309**	**$38,905**	**$38,878**	**($28)**
Outreach									
Staff (35% Sexton,10% Rector, 10% PA)	$23,741	$22,823	$1,545	$1,917	$2,022	$1,908	$7,392	$7,608	$216
2501 Diocesean Pledge	$45,756	$48,064	$4,005	$4,005	$4,005	$4,005	$16,021	$16,021	$0
2512 St Luke's Scholarships	$0						$0	$0	$0
2509 Discretionary Funds	$1,760	$1,200				$698	$698	$400	($298)
2510 Director of Outreach	$10,149	$10,000	$817	$844	$844	$844	$3,347	$3,333	($14)
* 2502/2 Grants	$6,741						$0	$0	$0
* 2504 AIM Grants	$2,553	$4,000					$0	$1,333	$1,333
* 2505 Christ Child Grants	$972	$2,000	$125				$125	$667	$542
* 2670 Parish Gifts	$0						$0	$0	$0
2511 2nd Time Around Shop	$2,381	$20,000		$21,000			$21,000	$6,667	($14,333)
Sub-Total Outreach	**$94,053**	**$108,087**	**$6,492**	**$27,766**	**$6,871**	**$7,455**	**$48,583**	**$36,029**	**($12,770)**
Fellowship/Enrichment/Caring									
Staff (30% Rector, 10% PA)	$55,437	$52,229	$3,315	$4,376	$4,697	$4,358	$16,746	$17,410	$664
2610 Community - Life (Borsi/Villarosa)	$1,060	$1,450					$0	$483	$483
2620 Community Growth(Ginocchio)	$1,179	$1,450	$20				$20	$483	$463
2621 Community Events	$330	$0	$64			$3,820	$3,884	$0	($3,884)
2630 Men's Group (Williams/Balsamo)	$0	$0					$0	$0	$0
Womens Group (Borsi/Thompson)	$0	$0					$0	$0	$0
Caring Community (Singer)	$0	$750					$0	$250	$250
2640 Commitmtnet/Stewardship (Goslin)	$1,313	$1,000	$273				$273	$333	$61
2650 Spiritual Enrichment (Booker)	$4,284	$1,450	$1,371	$86	$57		$1,514	$483	($1,030)
Sub-Total Fellow/Enrich/Care	**$63,604**	**$58,329**	**$5,042**	**$4,462**	**$4,754**	**$8,179**	**$22,437**	**$19,443**	**($2,994)**
Children & Youth									
Staff (Youth Dir, School, 10% Rector, 10% PA)	$70,358	$60,626	$4,587	$5,081	$5,187	$5,072	$19,927	$20,209	$282
2404 Child Care	$2,888	$3,500			$85	$775	$860	$1,167	$307
2406 Youth Education	$5,334	$4,000		$753	$500		$1,253	$1,333	$81
2407-11 Youth General	$1,858	$3,050	$58	$46		$246	$351	$1,017	$666
2413 Mission Trip	$7,502	$8,000		$425			$425	$2,667	$2,242
2414 Youth Outreach	$1,572	$500				$1,162	$1,162	$167	($995)
2415 Youth Worship	$564	$1,000				$20	$20	$333	$314
Sub-Total Children & Youth	**$90,077**	**$80,676**	**$4,645**	**$6,305**	**$5,771**	**$7,275**	$23,997	**$26,892**	**$2,895**
Support									
Office									
Staff (Bookeeper, 25% PA, 10% Rector)	$51,517	$50,073	$3,524	$4,608	$4,447	$3,987	$16,567	$16,691	$124
2106 Miscelaneous Office Expense	$2,396	$500		$63	$47	$156	$266	$167	($99)
2104 Worker's Comp Insurance	$2,943	$4,000	$2,891		$16		$2,907	$1,333	($1,574)
2107 CMS Software Fees	$4,528	$4,000	$495	$330	$422	$446	$1,692	$1,333	($359)
2108 Office Supplies	$3,525	$3,500	$502	-$2	$482	$357	$1,339	$1,167	($172)
2109 Postage	$490	$1,000				$600	$600	$333	($267)
2110 Printing	$6,908	$500	$390			$1,172	$1,562	$167	($1,395)
2111 Telephone	$5,622	$6,696	$396	$396	$396	$511	$1,701	$2,232	$531
2112 Machine Rental	$7,345	$7,224	$615	$615	$615	$630	$2,476	$2,408	($68)
2114 Diocesean Convention	$950	$1,200				$125	$125	$400	$275
2115 Audit Fees	$0	$5,000					$0	$1,667	$1,667
Sub-Total Office	**$86,223**	**$83,693**	**$8,814**	**$6,011**	**$6,425**	**$7,984**	**$29,234**	**$27,898**	**($1,337)**
Buildings & Grounds									
Staff (65% Sexton, 25% PA, 10% Rector)	$41,252	$39,846	$2,938	$3,351	$3,486	$3,335	$13,110	$13,282	$172
2204 Misc Servic Fees	$166	$600		$214			$214	$200	($14)
Sexton Contracted Fees	$24,324	$31,000	$4,506	$2,253	$2,253	$2,253	$11,265	$10,333	($932)
2205 Contracted Maintainence	$25,125	$27,000	$5,164	$434	$2,635	$1,399	$9,632	$9,000	($632)
2206 Furniture Fixtures Equipment	$1,539	$2,000		$249	$60		$309	$667	$357
2207 Supplies/Hardware	$6,687	$7,000	$1,043		$1,376	$553	$2,971	$2,333	($638)
2208 Property Insurance	$34,881	$33,000			$8,807		$8,807	$11,000	$2,193
2209 Security System	$4,264	$2,250			$1,000	$650	$1,650	$750	($900)
22102 Electrictiy	$34,311	$39,000	$2,715	$2,475	$2,548	$2,379	$10,117	$13,000	$2,883
22101 Natural gas	$11,610	$11,000	$3,199	$2,146	$2,055	$1,342	$8,742	$3,667	($5,075)
22103 Heating Oil	$4,438	$4,000		$1,727		$1,563	$3,290	$1,333	($1,957)
22104 Sewer	$3,688	$1,000				$401	$401	$333	($68)
22105 Water	$5,785	$2,200	$1,334				$1,334	$733	($601)
Sub-Total Buildings & Grounds	**$198,069**	**$199,896**	**$20,899**	**$12,849**	**$24,219**	**$13,874**	**$71,842**	**$66,632**	**($5,210)**
NON OPR **2900 Capitol Expenditures**	**$117,528**	$400,000			$8,459	$103,749	$112,208	$133,333	$21,125
2507 Toni's Kitchen Operations Ext. Exp	**$683,328**	**$682,245**	**$74,056**	**$52,061**	**$52,551**	**$61,527**	**$240,196**	**$227,415**	**($12,781)**
Total Expense (Check Sum)	**$1,458,345**	$1,729,557	$130,849	$118,935	$118,267	$219,351	**$587,402**	**$576,519**	**($10,883)**
Total Operating Expense	**$657,489**	**$647,312**	**$56,792**	**$66,874**	**$57,257**	**$54,075**	**$234,998**	**$215,771**	**($19,227)**
Footnotes									
Shop Church Donation (1/2 Income less Expenses)		$20,000	$1,157	-$8,843	$1,598	$2,246	-$3,842	$6,667	$616
Shop Grants & External Expenses		$20,000	$0	$21,000	$0	$0	$21,000	$6,667	-$14,333
Total Shop Expenses		**$40,000**	**$1,157**	**$12,157**	**$1,598**	**$2,246**	**$17,158**	**$13,333**	**-$13,717**
Toni's Kitchen Utility Expenses (in addition to above)		**$48,000**	**$5,000**	**$5,000**	**$5,000**	**$5,000**	**$20,000**	**$20,000**	**$0**

Commissioning of Warden, Vestry Members and Deputies

Nominating Chair I present to you these persons to be admitted to the ministry of Warden or Member of the Vestry in this congregation.

Rector Are these persons you are to present prepared by a commitment to Christ as Lord, by regular attendance at worship, and by the knowledge of their duties, to exercise their ministry to the honor of God, and the well being of God's Church?

Nominating Chair I believe they are.

Rector You have been called to a ministry in this congregation. Will you, as long as you are engaged in this work, perform it with diligence?

Electee I will.

Rector Will you faithfully and reverently execute the duties of your ministry to the honor of God, and the benefit of the members of this congregation?

Electee I will.

Warden and Members of the Vestry

Rector Let us pray. *Silence*

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

Rector In the Name of God and of this congregation. I commission you as Wardens and Members of the Vestry in this Parish.

Deputies to Diocesan Convention

Nominating Chair I present to you these persons, duly elected as Deputies and Alternate Deputies to the 2019 Diocesan Convention, to be commissioned for their ministry.

Rector Let us pray. *Silence*

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

Rector In the Name of God and of this congregation, I commission you as Deputies and Alternate Deputies to the 2019 Diocesan Convention.

Hymn 690 *(Hymnal 1982 Tune: Cwm Rhondda)*

Guide Me, O thou great Jehovah

Refrain

Guide me, O thou great Jehovah,
pilgrim through this barren land;
I am weak, but thou art mighty;
hold me with thy powerful hand;
bread of heaven,
feed me now and evermore.

Refrain

Open now the crystal fountain,
whence the healing stream doth flow;
let the fire and cloudy pillar
lead me all my journey through;
strong deliverer,
be thou still my strength and shield.

Refrain

When I tread the verge of Jordan,
bid my anxious fears subside;
death of death, and hell's destruction,
land me safe on Canaan's side;
songs of praises,
I will ever give to thee.

Hymn 752

Sweet Sweet Spirit

There's a sweet, sweet Spirit in this place,
and I know that it's the Spirit of the Lord.
There are sweet expressions on each face,
and I know they feel the presence of the Lord.

Refrain

Sweet Holy spirit, Sweet Heavenly Dove,
Stay right here with us, filling us with your love.
And for these blessings we lift our hearts in praise;
without a doubt we'll know that we
have been revived when we shall leave this place.

There are blessings you cannot receive
till you know him in his fullness, and believe.
You're the one to profit when you say,
"I am going to walk with Jesus all the way."

Refrain

If you say he saved you from your sin,
now you're weak, you're bound, and cannot enter in,
you can make it right if you will yield;
you'll enjoy the Holy Spirit that we feel.

Refrain

"Give and it will be given to you…" *Luke 6:38*

Thank you for the commitment of the 147 Families who have submitted written pledges for 2018!

Persons entitled to vote at the annual meeting must be baptized, at least 16 years of age, of good moral character, adherents of the Protestant Episcopal church, regularly attend services for at least six months and be regular contributors to the current expenses of the parish and have made a pledge for the current year.

Henry Abel
Amy Abel
Lovie Abner
Isaac & Onome Adejemilua
Michael & Nancy Alberga
Bob Allison & Debra Keenan
Jason & Susan Andersen
Audrey Anderson
Louis & Monique Balsamo
Myrna Bennett
Miguel & Susan Bermeo
Henry Birdsall & Carol McCarthy
Edwin Black
Walter Booker & Candace Raymond
Art & Stephanie Borsi
Millicent Brathwaite
Barbara Brooks Andrews
Joyce Brown
Elizabeth Burgess
Joe Calabrese & Karen Thompson
Jana & Raymond Cardoza
Candi & Joe Carter
Karen & Deon Carter
Jim & Sandy Carter
Stuart Christie & Cathie Mazza
Tom & Rachel Cochran
Stefania Cohen
Larysa Cohen
Nancy Cortner
Robert Crook & Mario Verrico
Dave & Helen Crossen
Carlos Cruz
Felix & Joselyn Cruz
Robert Buchanan & Alison Curtin
Ken & Charlene Dalton
Amado Daruich
Mrs Wendy Drake-Schneider
Wilford Eden & Jill Kandler Eden
Colette & Mark Emerson
Vernon & Joy Endo
Vicki Fantozzi & Tom Fallace
Orobola & Funmi Fasehun
Laura & David
John A Ford
Michael & Mary Fourte
Robert Freese
Gordon Frey
Marcelle Gaia
Edith Gallimore
Cathy & Hal Garrity

Maggie Gilcrist
John & Julia Ginocchio
Elisabeth Ginsburg
Inez Giscombe
Felicia Gomez
David & Melissa Goslin
Lynne Graham
Thomas & Jessica Green
Godfrey Gregg
Cynthia Hadley Bailey & Warren Bailey
Lysette Hamilton
Liz & Jim Hartmann
Marilyn Hatzenbuhler
Lorelei Hawthorne
Patricia Haynes
Melanie & Emil Hemsey
Linda Hyndman-Lewis
Fred Immermann
Janet Immermann & Elchi Nowrojee
Lewis S. Jackson
Mary Louise Johnson
Norberto & Ofana A. Jones
Sylvia & Walter Jones
Morah Kanene
Keith & Kitty Kawecki
Kathleen Kellaigh
Mike & Eileen McGeever
Sally Kress
Lois Lawrence
Tom Laws & Oneida Mendez
Jaewoo Lee & Jiyeon Park
Craig Livermore $ Debbie Branker
Karen Lombardo
Elsie Lockett
Elena Lopez
Nicola Lynch
Michael & Krista Macchione
Karen Malone
Tim Mannion
Harry & Joan Mayo
Andy McBride
Theresa & Mike McDonnell
Christopher McKenzie
Ari Measday & Patrick Coskren
John Mennell
Ellen Meriney
Anne Mockridge
Sandra Mordecai
John Morey
Tara & Michael Murphy
Catherine Murray

Kris & Michael O'Connor
Okey & Enuma Okuzu
Maureen Otto
Kayode & Stella Oyegbite
Liz Perez
Stu & Patt Perry
Greta Peterman-Traore
Pauline Petrus
Denise & Matthew Price
John Raposa & Jon Coates
Charles Robertson
Patrick & Dina Rodriguez
Kevin & Charcy Saleeby
Dan & Charlene Salvito
Peter Savastano
Jim & Jo Ann Short
Susan Singer
Daune Slater
Norma Small
Marcelena Spencer
Elaine St Clair
Nesta Stephens
Reese & Brenda Stone
Sarah Stransky
James & Natalie Sullivan
Peter Tamburro
Van & Elizabeth Taylor
Martha Thalheimer
Erik Trojian & Geline Midovin
Stevie & Greg Tryson
Sharon Turner
Katherine Underwood
Deborah Van Exel
Francoise Varkala
Sue Villarosa
Bill & Susan Ward
Allen Wastter
Robert Weber
Leonie Wedderburn
Matthew & Marnie Weir
Ladylease White
Lisa Williams
Ian & Molly Williams
Rochelle Wilson
John Wyatt & Susan Ludwigsor
Roxie Zeek

THANK YOU!!